

No. 25014/1/2014-AIS-II  
Government of India  
Ministry of Personnel, Public Grievances and Pension  
(Department of Personnel and Training)

North Block, New Delhi  
Dated: 28 /07/2015.

OFFICE MEMORANDUM

Subject: Clarification on simplification of procedure for payment of pension and other benefits to AIS officers retiring from Govt of India/State Govt: exercise of option regarding.

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The undersigned is directed to refer to this Department's Order No. 25014/2/2002-AIS-II dated 11<sup>th</sup> April, 2007 wherein measures for simplification of payment of pension and other retirement benefits to All India Services officers retiring/retired from Government of India/State Government have been revised and the Government of India had taken over the entire pension liability of all the All India Service officers. Besides, all retiring All India Service officers either from the Central Government or State Government uniformly have the option of drawl of their pension through Government of India or through the State Government. However, in the aforesaid order dated 11<sup>th</sup> April, 2007, the issue of revocation of their earlier option for drawl of pension exercised by the All India Service pensioners was silent.

(2) Accordingly, keeping in view the aging factor and to ease and comfort in a retired life, the issue of exercising option for drawing pension either from Government of India or State Government was revisited in this Department in consultation with the Central Pension Accounting Office, Department of Expenditure and Department of Pension and Pensioners' Welfare and has decided that the option exercised by the pensioner for drawl of pension/family pension either from the Government of India or State Government in reference to this Department's Order dated 11<sup>th</sup> April, 2007 would continue as "zero option" (option exercised at the time of retirement would constitute as zero option).

(3) Thereafter, the retired officer can further make two options for which the first option would be permitted without obtaining the permission of Central Government and the second option would require permission of the Central Government. No further option shall be considered after the Second option is permitted by the Central Government. The first option shall be applied by the pensioner to the Drawing Disbursing Authority of her/his pension in the prescribed format (**Annexure-1**).

(4) The proposal for revocation of earlier options which required permission of the Central Government shall be applied to the concerned Cadre Controlling Authority of All India Services in the prescribed format (**Annexure-II**) and such proposal shall be processed in consultation with the Chief Controller (Pension), Central Pension Accounting Office (Department of Expenditure), New Delhi for according approval of the Secretary of the concerned Cadre Controlling Authority.

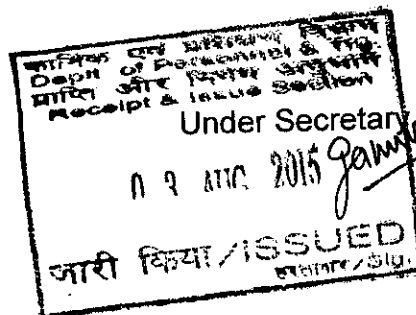
(5) It is to state that every time a change in option is made, it shall be notified to the Central Pension Accounts Office (Department of Expenditure) for carrying out necessary updation in its data base.

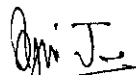
(6) The revised format for exercising zero option for drawl of pension in respect of retiring/retired members of All India Services is annexed as **Annexure-III**.

  
(Rajiv Jain)

Under Secretary to the Government of India

1. Joint Secretary (IPS-II), Ministry of Home Affairs, North Block, New Delhi
2. I.G. (Forest), Ministry of Environment, Forest and Climate Change, Indira Paryavaran Bhavan, Jor Bagh, New Delhi
3. Chief Controller (Pension), Central Pension Accounting Office, Department of Expenditure, Trikot-II, Bhikaji Cama Place, New Delhi
4. Joint Secretary (Pension), Deptt. of Pension and Pensioners' Welfare, Lok Nayak Bhavan, New Delhi
5. Director (Services), Ministry of Home Affairs
6. Director (Services), Ministry of Environment, Forest and Climate Change, Indira Paryavaran Bhavan, Jor Bagh, New Delhi
7. All Chief Secretaries of State Governments/UTs & Administrators
8. All Accountant Generals of State Governments/UTs
9. All Ministries/Departments
10. NIC for uploading on the website of persmin.nic.in→OM & Orders→Services→Others



  
(Rajiv Jain)  
*of*

Annexure-I

PROFORMA FOR FIRST OPTION OF DRAWL OF PENSION IN RESPECT OF  
ALL INDIA SERVICE OFFICERS.

I, Shri/Ms/Dr (in block letters) \_\_\_\_\_ husband/Wife/S/o/D/o of  
Ms/Shri/Dr. \_\_\_\_\_ wish to revoke my earlier option for drawl of my  
pension/family pension from (please ✓) :-

- Government of India to State Government
- State Government to Government of India

A. Details of my pension/family pension

(i)	Earlier Option (State or Govt of India)	Tick (✓) earlier option whichever is applicable. (a) Zero option (b) First option
(ii)	Reasons for revoking the option	
(iii)	PPO No.	
(v)	Date of Retirement/Death	
(vi)	Name & Address of Designated Authority (State AGs or Others/CPAO etc)	
(vii)	Name & Address of Pension Disbursing Bank (authorized bank)	
(viii)	Amount of Pension	
(ix)	Residential Address	
(x)	Telephone No. (Res) or Mobile No.	
(xi)	Aadhaar Number	
(xii)	E-mail ID, if any	

B. Details of where I wish to opt for my pension/family pension

(i)	Name of the State Government	
(ii)	Name & Address of the Designated Authority with their Tele. Nos. (authorized bank/State Treasury/CPAO)	
(iii)	Name & Address of Authorised Bank/State Treasury (with their tele. No.)	

I undertake that this application is my first option for revocation of my earlier option of drawl of pension and the details given above is true to the best of my knowledge.

**Note: The pensioner should attached a copy of the PPO Number and front page of the Bank Pass Book of his/her pension/family pension Account.**

Place:

Signature of the pensioner

Dated:

Annexure-II

PROFORMA FOR SECOND OPTION OF DRAWAL OF PENSION IN RESPECT OF ALL INDIA  
SERVICE OFFICERS.

I, Shri/Ms/Dr (in block letters) \_\_\_\_\_ husband/Wife/S/o/D/o of  
Ms/Shri/Dr. \_\_\_\_\_ wish to revoke my earlier option for drawl of my  
pension/family pension from (please ✓) :-

- Government of India to State Government
- State Government to Government of India

(A) Details of my pension/family pension

(i)	Earlier Option (State or Govt of India)	Tick (✓) earlier option whichever is applicable.  (c) Zero option (d) First option
(ii)	Reasons for revoking the option	
(iii)	PPO No.	
(v)	Date of Retirement/Death	
(vi)	Name & Address of Designated Authority (State AGs or Others/CPAO etc)	
(vii)	Name & Address of Pension Disbursing Bank (authorized bank)	
(viii)	Amount of Pension	
(ix)	Residential Address	
(x)	Telephone No. (Res) or Mobile No.	
(xi)	Aadhaar Number	
(xii)	E-mail ID, if any	

B. Details of where I wish to opt for my pension/family pension

(i)	Name of the State Government	
(ii)	Name & Address of the Designated Authority with their Tele. Nos. (authorized bank/State Treasury/CPAO)	
(iii)	Name & Address of Authorised Bank/State Treasury (with their tele. No.)	

I undertake that this application is my second and last option for revocation of my earlier option of drawl of pension and the details given above is true to the best of my knowledge. The Second Option be treated as final..

**Note: The pensioner should attached a copy of the PPO Number and front page of the Bank Pass Book of his/her pension/family pension Account.**

Place:

Signature of the pensioner

Dated:

Annexure-III

PROFORMA FOR ZERO OPTION OF DRAWAL OF PENSION IN RESPECT OF ALL INDIA  
SERVICE OFFICERS (AT THE TIME OF RETIREMENT).

1. I opt to draw my pension/family pension from (tick ✓) :-

- Government of India
- State Government

2. Name (in block letter) : \_\_\_\_\_

3. Designation & Cadre/batch : \_\_\_\_\_

4. Date of Retirement/Death : \_\_\_\_\_

5. Office Address with : \_\_\_\_\_  
Tele phone No. \_\_\_\_\_

6. Residential Address : \_\_\_\_\_  
: \_\_\_\_\_  
: \_\_\_\_\_

7. Telephone No. (Res) : \_\_\_\_\_

8. Aadhaar Number : \_\_\_\_\_

9. E-Mail ID, if any : \_\_\_\_\_

10. PPO No. (in case of retired officer): \_\_\_\_\_

Place:  
Dated:

Signature of Pensioner