



**HIMACHAL PRADESH GRAMIN BANK
HEAD OFFICE MANDI, H.P.**

TO ALL OFFICES

DATED: 01-01-2019

STAFF CIRCULAR NO. 02/2019

**REG: HIMACHAL PRADESH GRAMIN BANK (OFFICERS & EMPLOYEES)
SERVICE (AMENDMENT) REGULATIONS, 2018 AND HIMACHAL PRADESH
GRAMIN BANK (EMPLOYEES') PENSION REGULATIONS, 2018.**

Pursuant to the order dated 25.04.2018 of Hon'ble Supreme Court in SLP(C) - 39288/2012 regarding grant of pension to the employees of RRBs, Board of Directors of Himachal Pradesh Gramin Bank approved captioned regulations in accordance with Section 30(1) of the RRBs Act, 1976, in meeting dated 29.10.2018. Captioned regulations are effective vide date of publication in "**Gazette of India**" i.e. **03.12.2018 (Copy enclosed)**.

In view of above, all employees/officers, retired employees/officers and family of deceased employees/officers are requested to send their pension option in prescribed format along with related documents to General Manager, Human Resource Development Dept., Head Office, Mandi, H.P. through respective Regional Office and Branch Office. Details of various formats and related documents for pension option are as under:

1.	Option Form to be filled in by the Employees who are in service of the Bank. <i>(to be submitted by pensioner)</i>	FORMAT - 1
2.	Option Form to be filled in by the Retired Employees of the Bank. <i>(to be submitted by pensioner)</i>	FORMAT - 2
3.	Option Form to be filled in by the family of those employees of the Bank who are eligible for family pension. <i>(to be submitted by pensioner)</i>	FORMAT - 3
4.	Ten months (prior to retirement/ death) average pay & allowances <i>(to be submitted by Incumbent Incharge)</i>	FORMAT - 4
5.	Particulars of Outstanding Liabilities of the Employee/ Retired Employee <i>(to be submitted by Incumbent Incharge)</i>	FORMAT - 5
6.	Life Certificate <i>(to be submitted by Incumbent Incharge once in a year in November)</i>	FORMAT - 6
7.	Acceptance/ Non-acceptance of Commercial Employment <i>(to be submitted by pensioner)</i>	FORMAT - 7
8.	Certificate of Non-Marriage / Re-marriage <i>(Applicable for Family Pension only)</i>	FORMAT - 8
9.	Letter of undertaking by the Pensioner <i>(to be submitted by pensioner)</i>	FORMAT - 9

10.	Letter of undertaking by the Pensioner and Family Members /Nominees <i>(to be submitted by pensioner)</i>	FORMAT - 10
11.	Form of Nomination <i>(to be submitted by pensioner)</i>	FORMAT - 11
12.	Application for grant of Family Pension in the event of death of the Employee/Pensioner. <i>(to be submitted by pensioner)</i>	FORMAT - 12
13.	Clearance/ Pre-disbursement formalities to be furnished by the proposed Pension Paying Branch <i>(to be submitted by Incumbent Incharge)</i>	FORMAT - 13
14.	Option Form to be filled in by the employees who joined the service of the Bank between 01 April 2010 and 31 March 2018. <i>(to be submitted by Employees/Officers)</i>	FORMAT -14

All employees/officers, retired employees/officers and family of deceased employees/officers advised to exercise an option in writing within 120 days (One hundred twenty days only) i.e. on or before 02-04-2019, to become member of the fund and refund within 60 days after the expiry of said date, the entire final amounts received (i.e. the corpus comprising of Bank's contribution to provident fund under the employees' Pension Scheme, 1995 and interest accrued thereon till the date of receipt of the amount) but without requiring to pay interest on such final amounts from the date of receipt of the amount to the date of refund.

An Employee/ Officer or family of the deceased Employee/Officer not exercising the option under sub-regulation (1) or who, after exercising the option, not refunding the amount shall be deemed not interested in becoming a member of the Fund and shall continue to be governed under the Employees' Pension Scheme, 1995.

Any employee/Officer who joined the service of the Bank on or after the 1st April, 2010 shall have an option either to be covered by the National Pension System or to continue to be governed under the Employees' Pension Scheme, 1995.

Any employee /Officer who join the service of the Bank on or after the 1st April, 2018 shall be covered by the National Pension System.

Regional Offices are also advised to maintain record of Options received and pending of all the employees/ officers serving, retired or family of deceased employees/officers eligible for pension.

Sd/-

GENERAL MANAGER