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भारतीय आयुर्विज्ञान अनुसंधान परिषद  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य एवं परिवार  
कल्याण मंत्रालय, भारत सरकार

Indian Council of Medical Research  
Department of Health Research, Ministry of Health  
and Family Welfare, Government of India

No.18/2/2021-Admn-II

Dated: 12.11.2021.

To,  
The Directors/Directors-in-Charge of  
permanent Institutes/Centres of ICMR.

Subject : Appointment of Nodal Officer for facilitating expeditious disbursement of the entitlements to the family members of the deceased employees/officers-reg.

Sir/Madam,

Ministry of Personnel, Public Grievances & Pensions, Deptt. of Pension & Pensioners, vide its D.O. No. 1/11/2021-P&PW (E) dated 3<sup>rd</sup> June, 2021 has issued instructions on the expeditious disbursement of the entitlements to the family members of the deceased who lost their lives in the surge of the Covid 19 Pandemic. To comply the instructions mentioned in the said letter, all the Institutes/Centres are requested to nominate one officer of Level 12 (GP 7600/-) or above from their Institute/Centre, to act as "Nodal Officer" for Covid-19 related death of employees and the disbursement of final benefits, to the bereaved family. The details of nodal officers may be prominently displayed on the website of their respective Institute/Centre.

Yours faithfully,

(Jagdish Rajesh)  
Asstt. Director General (Admn.)

Encl: As above

Copy to:-

1. PS to DG/ Sr. DDG /Sr. FA
2. All Divisional Heads
3. DDG (A)
4. ADG (A)
5. Dr. L.K.Sharma, Scientist 'E' – soft copy of the same has been mailed at your email ID([sharma.lk@icmr.gov.in](mailto:sharma.lk@icmr.gov.in)) for website upload.



Secretary (DHR) Office

File No. 2198669

Date 11-6-21

इन्दीवर पान्डेय, आई. ए. एस.  
सचिव

Indevar Pandey, IAS  
Secretary  
Tel.: 011-23742133  
Fax 011-23742546  
Email : secy-arpg@nic.in



भारत सरकार,  
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय,  
पेंशन एवं पेंशनभोगी कल्याण विभाग,  
लोकनायक भवन, खान मार्केट,  
नई दिल्ली-110003  
GOVERNMENT OF INDIA,  
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES  
& PENSIONS,  
DEPARTMENT OF PENSION & PENSIONERS WELFARE  
LOK NAYAK BHAWAN, KHAN MARKET  
NEW DELHI 110003

D.O No 1/11/2021-P&PW (E)

3<sup>rd</sup> June, 2021

Dear Sir / Madam,

As you are aware, quite a few Government employees/officers have lost their lives in the recent surge of the Covid-19 pandemic. In many cases, the deceased employees/officers were the sole bread-winners of the family. The untimely death of the employees/officers has left the families devastated and also in urgent need of funds in the midst of the pandemic. It is, therefore, incumbent on the Government to ensure that the family pension and other entitlements in respect of the deceased employees are released to their families expeditiously.

2. On death of a Government employee during service, in all cases, family pension is payable @50% of the last pay for a period of first 10 years and @ 30% of the last pay thereafter. The completion of the process of sanction of family pension and its disbursement through the Bank may take some time, as it involves reference to PAO and CPAO. To deal with such situations, Rule 80-A of the CCS (Pension) Rules, 1972 provides for payment of provisional family pension and also provisional death gratuity, pending issue of the Pension Payment Order.

3. Department of Pension & PW has issued instructions vide OM No. 1/11/2020-P&PW (E) dated 29th July, 2020 for sanction of provisional family pension by the Head of Office immediately on receipt of a claim for family pension along with death certificate from the eligible family member, without waiting for forwarding of the family pension case to Pay & Accounts Office. Rule 80-A also provides for payment of provisional death gratuity by the Head of Office, once the family pension/death gratuity case has been forwarded to the PAO.

4. My Department has separately issued instructions to all Ministries/Departments vide O.M. No 1/11/2021-P&PW (E) dated 3rd June, 2021 (copy enclosed) for expeditious disbursement of the entitlements of the family on death of a Government servant, including the detailed procedure thereof.

I would request you to issue suitable instructions to the concerned officers in the Ministry/Department as well as in the attached and subordinate offices, to strictly comply with the aforesaid rules/instructions for prompt payment of provisional family pension and provisional death gratuity to the nominees/family members. Simultaneously, the process to authorize regular family pension may be completed on highest priority to ensure first payment by the Bank within one month of the receipt of the claim for family pension.

*Handwritten notes:*  
EARNER  
16/06/21  
Concerned Dept  
Handed over

*Handwritten notes:*  
US (HC)  
B.P.N  
11/6/21

रक्षणा का अधिकार

*Handwritten signature:* JSO (JK) 15/06/2021

*Handwritten signature:* JS (GN) / JS (AN) / L. 209 (Adm-1), 1  
.....21-  
Bh

6. I would also request you to appoint a nodal officer, not below the rank of Director/Deputy Secretary, in the Ministry/Department as well as in the Attached/Subordinate Offices, who would coordinate with the family members of the deceased Government employee to extend assistance in paperwork and facilitate expeditious disbursement of the entitlements. Details of nodal officer may be prominently displayed on the website of Ministries/Departments/attached and subordinate offices.

*With Regards*

Encl: as above.

Secretaries of All Ministries/Departments

Yours sincerely



3/6/2021

(Indevar Pandey)