

**F.No.41 (88) / 2007- P&PW(E)**

Government of India  
Ministry of Personnel, P.G. and Pensions  
Department of Pension & Pensioners' Welfare  
3<sup>rd</sup> Floor, Lok Nayak Bhavan, Khan Market  
New Delhi-1100 03

Dated the 4<sup>th</sup> October, 2010

To

The Pay & Accounts Officer,  
Department of Pension & Pensioners' Welfare,  
Lok Nayak Bhavan, Khan Market,  
New Delhi.

**Subject:** Web-based 'Pensioners' Portal', a Mission Mode Project under the National e-Governance Plan (NeGP)- Release of Grant-in Aid to Pensioners' Associations for implementation of the Portal.

Sir,

I am directed to say that a Mission Mode Project on Pension called the 'Pensioners' Portal', under the National e-Governance Plan (NeGP) is being implemented by this Department during the 11<sup>th</sup> Five Year Plan (2007-12). The main object of this Scheme is redressal of the Pensioners' grievances besides providing them detailed information about pension and other retirement related matters. The Scheme, inter-alia, envisages involvement of Pensioners' Associations across the country in order to facilitate the implementation of this unique venture aimed at welfare of the Pensioners.

2. Based on the parameters evolved by this Department in this regard and the response received from various Pensioners' Associations, this Department has identified some Pensioners' Associations in various States, with the approval of competent authority, to be involved in the implementation process.

3. With reference to this Department's earlier Sanction Orders dated 13.03.2008 and 20.11.2008, I am directed to convey the sanction of the President of India to the further release of a sum of **Rs.8,67,216/- (Rupees Eight Lakh sixty seven thousand two hundred and sixteen only)** in favour of the President/ Secretary of the following Associations for meeting expenditure in connection with the implementation of 'Pensioners' Portal' as per the details given below:

S. No.	Name of Pensioner's Association/ Organisation	Amount Due (Rs)	Amount Adjusted (Rs)	Amount of Grant released (3-4) (Rs)
1.	2.	3.	4.	5.
1.	All India Central Govt. Pensioners Association, <b>Cuttack.</b>	60,000/-	3,690/-	56,310/-
2.	Accountant's General Offices Pensioners' Association, <b>Hyderabad.</b>	60,000/-	23,501/-	36,499/-

*S. J. Kulkarni*

3.	Karnataka Posts and Telecommunications Pensioners' Association (R), <b>Bangalore.</b>	60,000/-	0	60,000/-
4.	Bharat Pensioners' Samaj, <b>Jangpura, New Delhi.</b>	60,000/-	19,107/-	40,893/-
5.	Association of Retired Officers of IA&AD, <b>Chandigarh.</b>	60,000/-	4,900/-	55,100/-
6.	Indian Ex-Services League, <b>Chanakyapuri, New Delhi.</b>	60,000/-	8,200/-	51,800/-
7.	Retired Railway Employees Welfare Association (Regd.), <b>Gurgaon, Haryana.</b>	60,000/-	0	60,000/-
8.	Central Government Pensioners Welfare Association, <b>Jammu, J&amp;K.</b>	60,000/-	2,040/-	57,960/-
9.	Central Government Pensioners' Association, <b>Thrissur, Kerala.</b>	60,000/-	9,033/-	50,967/-
10.	All India Central Govt. Pensioners Association, <b>Jalandhar, Punjab.</b>	60,000/-	13,750/-	46,250/-
11.	The Co-ordination Committee of Central Govt. Pensioners' Association, <b>Kolkata, W.B.</b>	60,000/-	0	60,000/-
12.	All India Organisation of Pensioners, <b>Kanpur.</b>	60,000/-	0	60,000/-
13.	All India Retired Railwaymen's Federation, <b>Secunderabad.</b>	60,000/-	2,652/-	57,348/-
14.	All India Organisation of Pensioners(Civil Military), <b>Trivandrum.</b>	60,000/-	0	60,000/-
15.	Central Govt. Pensioners' Association, <b>Bhubaneswar.</b>	60,000/-	3,602/-	56,398/-
16.	Jharkhand Pensioners' Kalyan Samaj, Ranchi, Jharkhand	60,000/-	2,309/-	57,691/-
<b>Total</b>		<b>9,60,000/-</b>	<b>92,784/-</b>	<b>8,67,216/-</b>

**Details of Recurring Grant for admissible Activities:**

- (i) Telephone – Rs. 7200/- (@ Rs.600/- p.m.)
- (ii) Internet connectivity – Rs.8400/- (@ 700/- p.m.)
- (iii) Stationery – Rs.18000/- (@ Rs.1500/- p.m.)
- (iv) Water/ Electricity – Rs.24000/-(@ Rs.2000/-p.m.)
- (v) Annual Maintenance – Rs.2400/- ( p. a)

Contract

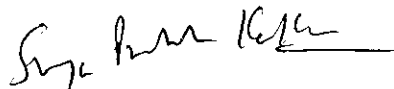
4. In case the actual expenditure during the year is less than the estimated cost, the difference estimated cost and actual expenditure will be adjusted in the next year's grant.

5. The Grantee shall furnish a Utilization Certificate in the prescribed performance on the grant received during the year 2010-11 within 6 months of the close of the financial year, i.e. up to 30<sup>th</sup> September, 2011.

6. A performance-cum-Achievement report may be submitted after utilization of this grant.

7. The grant is further subject to the terms and conditions as indicated in the Annexure.

8. The Drawing & Disbursing Officer of the Department of Pension & Pensioners' Welfare is authorized to draw the amount for disbursement to the Grantee Pensioners' Associations through a Bank Draft/Cheque.



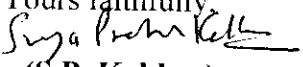
9. The amount is debitable to the Major Head "2052"- Secretariat General Services; 00.090-Secretariat (Minor Head); "05"- Ministry to Personnel, Public Grievances & Pensions; 05.03 Department of Pension & Pensioners' Welfare; "05.13- Pensioners' Portal; "05.13.31"- Grant-in-Aid-General under "Demand No. 71" for the year 2010-11 (Plan).

10. The accounts of the above Pensioners' Associations shall be open to inspection by the sanctioning authority and the audit, both by the Comptroller and Auditor-General of the India under the provision of CAG (DPC) Act, 1971 and internal audit by the Principal Accounts Officer of the Department of Pension & Pensioners' Welfare, whenever the organization is called upon to do so.

11. This sanction issues under financial powers delegated to the Ministries/Departments of the Government of India with the concurrence of Integrated Finance Division vide Diary No.CF-67898/AS&FA (H) dated 24.09.10.

12. The Scheme under which the Grant is being sanctioned has the approval of the Competent Authority.

13. The expenditure of Rs.8,67,216/- (Rupees Eight Lakh sixty seven thousand two hundred and sixteen only) has been noted in the grant-in-aid register for the year 2010-11.

Yours faithfully,  
  
(S.P. Kakkar)

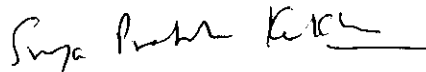
Under Secretary to the Govt. of India  
Tele. No. 24644631

**Copy forwarded to :**

1. The Audit Officer, Office of Director General of Audit, Central Revenues, Indrapratha Estate. New Delhi-2.
2. The Accountant General, Govt. of Orissa, Bhubaneswar.
3. The Accountant General, Govt. of Andhra Pradesh Hyderabad.
4. The Accountant General, Govt. of Karnataka, Bangalore.
5. The Accountant General, Govt. of Punjab Chandigarh.
6. The Accountant General, Govt. of Haryana, Chandigarh.
7. The Accountant General, Govt. of Jammu & Kashmir, Jammu.
8. The Accountant General, Govt. of Kerala, Thiruvananthapuram.
9. The Accountant General, Govt. of West Bengal Kolkata.
10. The Accountant General, Govt. of Uttar Pradesh, Lucknow.
11. The Accountant General, Govt. of Jharkhand, Ranchi.

12. The President /Secretary of the Pensioners' Associations:

- i. All India Central Govt. Pensioners' Association, 355, Ganga Mandir, Cuttack - 753 001 (Orissa).
- ii. Accountants General Offices Pensioners' Association, AG's Office Premises, Pensioners' Association Room, Saifabad, Hyderabad-A.P.

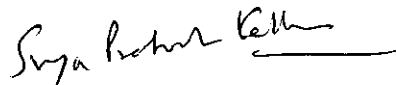


- iii. Karnataka Posts and Telecommunications' Pensioners' Association(R), 1397, 23<sup>rd</sup> Main Banashankari Second Stage, P.O. Bangalore - 560 070 (Karnataka).
- iv. Bharat Pensioners' Samaj, P.B.No.3303, Jangpura, New Delhi - 110 014.
- v. Association of Retired Officers of IA&AD, H.No. 2154, Sector 38-C, Chandigarh.
- vi. Indian Ex-Services League, 9- Nyay Marg, Chanakyapuri, New Delhi - 110 021.
- vii. Retired Railway Employees Welfare Association (Regd.), 490A/16 Gurudwara Road, Gurgaon - 122001, Haryana.
- viii. Central Government Pensioners Welfare Association, Jammu Olympic Association Bldg. Parade, Jammu, (J&K).
- ix. Central Government Pensioners' Association, Kerala, "Pension Kendra", II Floor, Capital Towers, Patturaickal Jn. Thrissur- 680022, Kerala.
- x. All India Central Govt. Pensioners Association, EP 233, Naya Bazar, Jalandhar City -144001, Punjab.
- xi. The Co-ordination Committee of Central Govt. Pensioners' Association, 68-B, KG Bose Road, Mangala Lane, Kolkata, W.B.
- xii. All India Organisation of Pensioners, Kanpur, 120/469, Lajpat Nagar, Kanpur- 208 005, U.P.
- xiii. All India Retired Railwaymen's Federation, 303, Railway Block, Railway Colony High School, Chilkalguda, Secunderabad - 500 025 (A.P.).
- xiv. All India Organisation of Pensioners (Civil & Military), Althara Junction, Vellayambalam, P.O. Sasthamangalam, Trivandrum - 10 (Kerala).
- xv. Central Govt. Pensioners' Association, Maharana Sahi, Vivekananda Marg, Bhubaneswar - 751002, Orissa.
- xvi. Jharkhand Pensioners' Kalyan Samaj, Near Treasury Office, Court Compound, Ranchi. Jharkhand.

with the request to send one copy of the sanction, duly signed by the authorized signatory, as a token of acceptance of financial assistance from Govt. of India.

It is further requested that the following documents may please be furnished to this Department before the amount is remitted through Bank Draft /Cheque.

- (a) An Agreement Bond on a Stamped Paper worth Rs.20/- as per the enclosed proforma.
- (b) A resolution of the Associations' Executive Body to the effect that the terms & conditions of the Grant from GOI are acceptable and the same would be utilized for the purpose it is sanctioned.
- (c) A Pre-Stamped Receipt in the enclosed proforma indicating therein Sanction Order No. date and amount of Sanction Signed by the authorized signatory of the Association and stamped with revenue Stamp.
- (d) The address of the nearest SBI/PNB with its Code Number.
- (e) Name & Address of the Bank of the Pensioner Association, Bank Code & Bank Account Number.



13. Sr.PPS to Secretary (Pension, AR & PG).
14. PPS to AS & FA ( Home ) , w.r.t Dy. No. Diary No.CF-67898/AS&FA (H) dated 24.09.10.
15. PS to Director (P P),
16. U.S (Budget), Department of Pension & Pensioners' Welfare.
17. US (Cash) with two spare copies.
18. Sanction Folder.

**Encls : As Above.**



**(S.P. Kakkar)**

Under Secretary to the Govt. of India

**TERMS AND CONDITIONS ATTACHING TO GRANT-IN-AID TO VOLUNTARY ORGANISATION/INDIVIDUALS**

- 1 The grantee will execute bond favor of the President of India in the prescribed form. The bond shall be supported by two sureties if the granter is not a legal entity.
- 2 The accounts of the project programme shall be maintained separately Reports on progress of expenditure will be sent as and when asked for by granter. The accounts shall be open to inspection by the Sanctioning authority. The audit of accounts shall be done both by the Comptroller and Auditor General of India under the provision of CAG (DPC) Act 1971 and internal audit by the Principal Accounts Office of the Ministry or Department. The audited accounts shall be sent to the granter annually.
- 3 The grant shall be utilized for the purpose for which it is sanctioned and in the stipulated time schedule. The grantee shall not divert any portion of the grant received by him for any other purpose or organisation or individual.
- 4 The grantee shall furnish, every quarter, progress of expenditure on the grants received upto the end of the previous quarter, alongwith a progress report on the implementation of the project. Release of further installments of grant shall be made on receipt of such reports. The report will clearly indicate the targets fixed in the project and achievements there against. Lack of clarity in the report may lead to delay in release of further installments of grant. Further amounts may be also not be released if the progress in implementation of the project is not clear from the report on the achievements of targets is not given.
- 4-A the organisation may please also ensure that the following points get mentioned in their Quarterly Progress Report:-
  - i) that they are not getting assistance from any one else for the programme.
  - ii) Separate accounts are being maintained in the Bank;
5. The grantee shall furnish a utilization certificate in the enclosed ~~per~~forma on the grants received every year within 12 months of the close of the Financial Year.
6. Any portion of the grant that remains unutilized for the purpose granted shall be refunded to the Government by the grantee except where it is adjusted against subsequent release.
7. The grantee shall maintain a record of assets and other items of permanent value having a life of not less than five years and costing Rs. 10,000/- and above acquired

wholly or substantially out of the grant. Such assets should not be disposed of encumbered or diverted for purpose other than for which the grant is sanctioned without the prior approval of Govt. of India. Should the grantee organisation cease to exist at any time such assets etc., shall be surrendered to the Govt. of India.

8. When the Govt. of India/State Govt. have reasons to believe that the grant is not being utilized, for the purpose for which it is sanctioned, the amount paid to the grantee are liable to be refunded to the govt. of India.

9. ~~The Govt. reserves the right to nominate a representative in the management of any grantee institution which received grant-in-aid from Govt. of India amounting to more than 50% of its annual recurring expenditure.~~

10. Govt. may direct grantee institution to make suitable changes in the Bye-laws and Articles of Association of the institutions concerned before release of grant-in-aid if the purpose of the grant required it.

11. Ownership of any building, or immovable property constructed wholly or partly out of the grant-in-aid may rest with the grantee so long as it is utilized for the purpose for which the grant has been sanctioned. The responsibility for the maintenance of such buildings etc. will also be that of the grantee institutions concerned. If the organisation ceases to exist, or there is breach of the terms and conditions of the grant or the building is not utilized for the purpose for which the grant was given, the ownership of the building shall rest wholly or partly with the Govt.

12. Where the grantee institution

- i) employs more than 20 persons on a regular basis and at least 50% of its recurring expenditure is not out of grant-in-aid from Central Government and;
- ii) is a registered society or a co-operative and is in receipt of a general purpose annual grant-in-aid of Rs. 2 lakhs and more out of the Consolidated Fund of India, the grantee should provide for reservation for scheduled castes and tribes in recruitment to the posts and services under it, as contained in orders issued by the Govt. from time to time for recruitment to posts and services under it.

(To be furnished on Rs.20/- Stamp Paper)

**BOND**

KNOW ALL MEN BY THESE PRESENTS THAT we the \_\_\_\_\_ (name of the organization as in Registration Certificate) an association registered under the Societies Registration Act, 1860 having been registered by the office of \_\_\_\_\_ (name and full address of Registering Authority), vide Registration Number \_\_\_\_\_ dated \_\_\_\_\_ Office at \_\_\_\_\_ in the State of \_\_\_\_\_ (herein after called the obligor/obligors) are held and firmly bound to the President of India (hereinafter called the Government) in the sum of Rs. \_\_\_\_\_ ( in words Rupees \_\_\_\_\_ only) well and truly to be paid to the President on demand and without demur, for which payment we bind ourselves and our successors and assigns by these presents.

2. SIGNED this \_\_\_\_\_ day of \_\_\_\_\_ in the year Two thousand and \_\_\_\_\_

3. WHEREAS the obligors has sent a request proposal to Government through the Union Ministry of \_\_\_\_\_ for Grants of Rs. \_\_\_\_\_ vide his letter number \_\_\_\_\_ dated \_\_\_\_\_; the obligors has agreed to execute this bond in advance, in favor of Union Ministry of \_\_\_\_\_ for entire amount of Rs. \_\_\_\_\_ as requested in the proposal sent to the Government. The obligor is willing to accept the proposed amount or any other amount approved/ sanctioned by the Government. The obligor is willingly executing this bond of higher proposed amount to accept the actual amount approved/sanctioned by the Government. The obligor is also willing to accept all terms and conditions mentioned in the "Letter of Sanction" to be issued by the Government.

4. Now the condition of the above written obligation is such that if the obligors duly fulfill and comply with all the conditions mentioned in the letter of sanction, then above written bond or obligation shall be void and of no effect. But otherwise it shall remain in full force and virtue. If a part of the grant is left unspent after the expiry of the period within which it is required to be spent, the obligors agree to refund the unspent balance along with interest at the rate of 14% (fourteen percent) per annum unless it is agreed by the sanctioning authority to be carried over to the next financial year. The amount of grant shall be refunded along with interest earn thereon.

5. The Society/Trust agrees and undertakes to surrender/pay to Government the monetary value of all such pecuniary or other benefits which it may receive or derive/have received or derived through/upon unauthorized use (such as letting out premises for adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grant was intended) of the property/ building or other assets created/acquired/ constructed largely from out of Government grant. The decision of the Secretary to the Government of India in the Ministry of \_\_\_\_\_ Department of \_\_\_\_\_ or the administrative Head of the Department concerned shall be final and binding on the Society/Trust, in respect of all matter relating to the monetary value mentioned above to be surrendered/paid to the Government.



6. ~~The member~~ of the executive committee of the grant will

- (a) abide by the conditions of the grants in aid by the target dates, specified in the letter of sanction and
- (b) not divert the grants or entrust execution of the scheme or work concerned to other institution (s) or organization (s); and
- (c) abide by any other conditions specified in the agreement governing the grants in aid.

In the events of grantee failing to comply with the conditions or committing breach of the conditions of the bonds, the signatories to the bonds shall be jointly and severally liable to refund to the President of India, the whole or a part amount of the grant with interest @ 14% per annum thereon. The stamp duty of this bond shall be born by the Government.

7. AND THESE PRESENTS ALSO WITNESS THAT

- (i) The decision of the Secretary to the Government of India in the Ministry of \_\_\_\_\_ Department of \_\_\_\_\_ on the question whether there has been breach or violation of any of the terms and conditions mentioned in the sanction letter shall be final and binding on the obligors; and
- (ii) The Government shall bear the stamp duty payable on these presents

In witness whereof these presents have been executed as under on behalf of the obligors and day herein above written in pursuance of the Resolution No. \_\_\_\_\_ dated \_\_\_\_\_ passed by the Governing Body of the obligors, a copy whereof is annexed hereto as Annexure-B.

Signed for and on behalf of

(

)

Signature & Name in capital letters  
Designation and office seal of organisation

(Name of the obligor Association)

In the presence of

(1) Witness Signature.....

(NAME & ADDRESS)

(2) Witness Signature.....

(NAME & ADDRESS)

ACQUITTANCE/PRE-STAMPED RECEIPT(PSR)/PRE-RECEIPT/ADVANCE RECEIPT

(Form of Acquittance for grant-in-aid to be received through cheques/ D.D'S)

Received a sum of Rs.----- (Rupees ----- only) by  
Cheque/Bank Draft from Pay and Accounts Office, Ministry of -----, New  
Delhi on account of the grant-in-aid sanctioned by the Ministry of -----, Govt. of  
India, New Delhi vide letter No.----- dated -----.

Place: New Delhi  
Date: -----

Signature of grantee  
Name of Grantee:  
Designation

Rubber Stamp of the  
Organization: