

# WEST BENGAL HEALTH SCHEME PORTAL

FOR GOVERNMENT EMPLOYEES & PENSIONERS AND BENEFICIARIES OF GIA COLLEGES & UNIVERSITIES OF WEST BENGAL



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## Circulars and Memos

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Circular / Memo / Order Number	Circular / Memo / Order Date	Subject	Download
175-F(MED)WB	14/09/2022	Empanelment of 3 Health Care Organizations and 2 diagnostic centres	
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148-F(MED)WB	29/07/2022	Empanelment of 2 Health Care Organization.	
2970-F(Y)	19/07/2022	Inclusion of Head of Account for e-Receipts of Finance Department through GRIPS of IFMS Portal	
139-F(MED) WB	14/07/2022	Renewal of empanelment period of Doyen diagnostic and Research foundation	
136-F(MED) WB	08/07/2022	Revision of financial power for sanctioning of reimbursement claims for medical treatment and attendance under West Bengal Health Scheme	
129-F(MED) WB	30/06/2022	Extension for incorporation of the Aadhaar number under West Bengal Health Scheme.	
131-F(MED) WB	30/06/2022	Clarification for information of Reimbursement of Cost of Medicine in Non-Empanelled Hospitals	
126-F(MED) WB	24/06/2022	Revision of income eligibility and disclosure of income & disability certification of dependent beneficiaries under WBHS	
114-F(MED)WB	13/06/2022	Renewal of empanelment period of JMD Diagnostics Private Limited	
101-F(MED) WB	02/06/2022	Renewal of empanelment period of 2 Health Care Organization.	
84-F (MED)WB	10/05/2022	Processing of OPD claim for Heart Diseases category in WBHS.	
80-F (MED)WB	05/05/2022	Renewal of empanelment period of Touch Nursing Home Pvt Ltd.	
73-F (MED)WB	28/04/2022	Enhancement of cashless limit for IPD treatment in private empanelled hospital under West Bengal Health Scheme.	
72-F (MED)WB	27/04/2022	Extension of empanelment period of Neotia Getwel Health Care Centre.	



Government of West Bengal  
Finance Department  
e-Governance Group

No. 3641 –F(eGOV)

Dated 02/06/2023

**Sub: Guidelines for dealing with employment on compassionate ground in HRMS**

Online submission of Application for Compassionate Employment due to “Died-in–harness”, “Missing Employee” and “Permanent Incapacitation” of existing employees by the eligible applicant along with entry of pending cases on compassionate grounds in Administrative Departments all over the State (i.e. Legacy Entry) through HRMS module of WBIFMS has been introduced vide Memo No **3479–F(eGOV) Dated 25/05/2023** of the Finance Department.

The detailed guideline is appended hereunder:

1. Any individual eligible to apply for **employment on compassionate grounds** in respect of a deceased/ incapacitated/ missing employee of the State Government shall apply online by clicking the icon (as shown alongside) on the homepage of WBIFMS or by using the URL as noted below <https://www.wbifms.gov.in/hrms/compassionate-employment>
2. The applicant may go through the bilingual guideline for understanding the registration process flow as has been provided in the home page and in the respective tabs of the online application form.
3. The eligible applicant will complete a onetime online registration process by accessing the URL as mentioned above, wherein basic details of the applicant as well as the details of the deceased/ incapacitated/ missing employee of the State Government shall be entered by the applicant. The online registration will be based on Aadhar number and mobile number of the eligible applicant. Once registered, the applicant can re-login any time on the basis of OTP sent to his/ her mobile number entered at the time of registration.
4. If the applicant wants to digitally sign the application, he/she is to provide the Aadhaar linked mobile number at the time of registration. If the applicant does not have the mobile number linked with his/her Aadhaar, the application cannot be signed digitally.
5. After login, the eligible applicant needs to provide the deceased/ incapacitated/ missing “Employee details”, “Applicant details”, “Family details”, “Particulars of the total assets left” in the digital application form. Thereafter, the applicant can digitally sign the application form using OTP sent to his/her Aadhaar linked mobile number. Otherwise the applicant is to take a print out of the system generated form, put his/ her signature on that printed form and upload the same in the document section of the digital application form.
6. Thereafter the applicant has to upload other statutory documents as mentioned on that application screen such as his/her identity proof, photograph, scanned signature, legal heir certificate, no objection certificate from other family members, death certificate (in case of deceased employee)/ missing diary (in case of missing employee)/ fitness certificate (in case of incapacitated employee), etc. by using the Upload Document tab.



7. The applicant shall then forward the application (digitally signed or the system generated self signed application form) along with other documents uploaded online to the Head of the Office (HOO code) wherein the deceased/ incapacitated/ missing employee was last posted. The HOO code is to be selected on the basis of parameters for precise submission to the appropriate Head of Office (HOO).
8. A facility has also been provided to view the status of the application for compassionate employment on real time basis and it can be viewed by the applicant either from the tab named 'Know your Application Status' available in the home page of "Compassionate Employment" or from registered login of the eligible applicant.
9. The Head of Office (HOO) will receive the application in the HOO operator/approver login (i.e., inbox: compassionate employment) as per the workflow created for compassionate employment in that Office to process the online applications. The HOO shall go through all the details provided by the applicant, and also the relevant documents as uploaded by the applicant. If all such details and documents are found correct and consistent, the application shall be forwarded online by the HOO by giving his/her views/ notes to the Appointing Authority (AA) of the deceased/incapacitated/missing employee. If the details or the documents are inadequate, the HOO may send back the application online to the applicant with notes to enable the applicant to rectify and submit afresh.
10. The Appointing Authority being a stakeholder in this workflow will receive such application and uploaded documents at their HOO operator/ approver login as per the existing workflow created for compassionate employment and the Appointing Authority shall verify the applications, if satisfied, shall forward the same to the concerned Admin Department. If not, the Appointing Authority can send back the application to the Head of Office.
11. The Admin Department will find the online applications in its HOO login. The Admin Department shall upload the 3(three) Men Committee Report. The Admin Department may forward the application to any of the department like the Finance Department, the Labour Department, the Law Department, the Personnel and Administrative Reforms Department and the Backward Class Welfare Department for their views, if required. The concerned departments may upload the UO mentioning their views on the said matter and send back the same to the Admin Department. Thereafter, the Admin Department will forward the application to the Appointing Authority, who will provide employment on compassionate ground to the applicant. In case of any details or document being discrepant, the Appointing Authority can send the application back to the previous office. The Admin Department may also reject the application altogether.



12. The Appointing Authority who is responsible for providing such appointment to the eligible applicant, will receive the application at his/her HOO operator/approver login as per existing workflow and upload the PVR Form and Medical Certificate of the applicant, received from respective competent authority. If the PVR and Medical certificate are favourable, the Appointing Authority may issue the system generated Appointment to the applicant in HRMS. Otherwise, the Appointing Authority may send back the application to the Admin department.
13. The pending cases on compassionate ground (i.e., Legacy details entry) will be entered in the system by the Admin Department through their HOO Login. Thereafter, the Admin Department will upload the 3(three) Men Committee Report. The Admin Department may forward the application to the Finance Department, the Labour Department, the Law Department, the Personnel and Administrative Reforms Department and the Backward Class Welfare Department for their views, if required. Then, the Admin Department shall forward the application to the Appointing Authority, who will provide the Compassionate Employment to the applicant. In case of any details or documents being discrepant, the Appointing Authority may send back the online application to the previous office or may also reject the application altogether. After this the process flow mentioned in point 10 will be followed.
14. At every stage of the process flow of Compassionate Employment, each and every stake holder (i.e., from Head office to Final Appointing Authority) can view the process history (i.e., total movement of such application) of any application, so submitted/entered.



Special Secretary to the  
Government of West Bengal

Copy forwarded for information and necessary action to:-

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata-700001
2. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata-700001
3. The Chief Secretary to the Government of West Bengal
4. The Resident Commissioner, Government of West Bengal, A/2, State Emporia Building, Baba Kharak Singh Marg, New Delhi – 110001.
5. The Additional Chief Secretary/Principal Secretary/ Secretary,.....  
..... Department, Government of West Bengal.
6. The director General & Inspector General of Police, West Bengal.
7. The Secretary, Monitoring & Co-Ordination, CMO, West Bengal.
8. The Secretary, Finance (Audit) Department, Government of West Bengal.
9. The Commissioner,.....Division, Government of West Bengal.
10. The Commissioner of Police, Kolkata Police.
11. The Special Secretary/ Additional Secretary/ Joint Secretary/ Deputy Secretary, Finance Department, Government of West Bengal.
12. Shri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload this Order in the Finance Department's website.
13. The.....Department/Directorate.....  
.....
14. The Director of Treasury & Accounts, Government of West Bengal, 3rd Floor, Mitra Building, 8, Lion's Range, Kolkata-700001
15. The Director, .....
16. The District Magistrate/ District Judge/ Superintendent of Police,  
.....
17. The Sub-Divisional Officer, .....
18. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I/II/III
19. The Treasury Officer, .....
20. The Group ...../.....Branch, Finance Department, West Bengal
21. The Sr. PS to the Chief Secretary, to the Government of West Bengal, Finance Department
22. The Sr. PS to the Addl. Chief Secretary, to the Government of West Bengal, Finance Department.



Special Secretary to the  
Government of West Bengal



No. 1220-F(P2)/FA/O/2M/493/12

Dated, Howrah, the 7<sup>th</sup> March, 2024

**MEMORANDUM**

**Sub : Grant of Ad-hoc Bonus to the state Government Employees and some other categories of Employees for the year 2023 – 2024.**

The undersigned is directed by order of the Governor to say that the Governor is pleased to decide that the State Government employees who are not covered by any of the productivity linked Bonus Scheme and whose revised emoluments did not exceed **Rs. 42,000/-** per month as on **31<sup>st</sup> March, 2024** will be entitled to ad-hoc bonus for the accounting year **2023-2024** at the rate of **Rs. 6,000/-** per head. The upper eligibility ceiling of **Rs. 42,000/-** per month as on **31<sup>st</sup> March, 2024** will be applicable irrespective of whether the emoluments are drawn in the pre-revised or revised structure of pay or on fixed/consolidated contract pay.

2. The benefit will be admissible subject to the following terms and conditions:-

i. Ad-hoc Bonus admissible under this order will be worked out on the basis of emoluments as admissible on **31.03.2024**. For the employees drawing pay and allowances in terms of the West Bengal Services (Revision of Pay and Allowance) Rules, 2019, in terms revised emoluments' in this order will mean the pay drawn in the applicable Level in the Pay Matrix in the revised pay structure, dearness allowance and includes the non-practicing allowance, if any, but will not include any other pay and other allowance such as house rent allowance, medical allowance, compensatory allowance, etc.

For those who are drawing pay and allowances in the un-revised pay structure under WBS (ROPA) Rules, 2009 the terms 'emoluments' will mean and include basic pay (pay in the Pay Band plus Grade Pay), dearness allowance, deputation (duty) allowance, Steno allowance but will not include specialist pay and other allowances such as house rent allowance, medical allowance, compensatory allowance, etc. For those who are drawing remuneration on contract basis, the term 'revised emoluments' will mean the consolidated contract pay drawn by them.

ii. The employees whose revised emoluments on **31.03.2024** exceeded **Rs. 42,000/-** per month but during the year 2023-2024 their emoluments at least for six months were less than **Rs. 42,000/-** per month i.e, the said emoluments exceeded the eligibility ceiling of **Rs. 42,000/-** per month on account of promotion, drawal of increment, implementation of C.A Scheme, enhancement of dearness allowance and revision of pay etc. after remaining less than **Rs. 42,000/-** per month at least six months, will be entitled to ad-hoc bonus of **Rs. 6,000/-** per head under this order.

iii. The employees who rendered at least six months continuous service during the year **2023-2024** will be eligible for payment of ad-hoc bonus under this order.

Pro-rata payment will be admissible in such cases to the eligible employees for periods of continuous service during the year ranging from six months to full year, the eligibility period being taken in terms of number of months of service(rounded off to the nearest number of months). A fraction of 15 days of more should be counted as one month.

iv. The amount of ad-hoc bonus on pro-rata payment as admissible under 2(iii) above will have to be calculated according to the following formula:-

$$\frac{\text{Emoluments as on 31<sup>st</sup> March, 2024} \times \text{Eligibility period in number of months}}{12} = \text{The amount of ad-hoc bonus, subject to maximum amount of Rs. 6,000/-only.}$$

v. The casual workers who have put in works at least for 120 days and the employees on consolidated pay in the year 2023-2024 will also be entitled to ad-hoc bonus under this order according to the following formula:-

$$\frac{\text{Total amount of salary / wages earned during the year 2023-2024}}{12} = \text{The amount of ad-hoc bonus, subject to maximum amount of Rs. 6,000/-only.}$$

The salary/wages in these cases should have the same meaning as 'revised emoluments' as defined in Para 2(i) above.

3. The disbursement of Ad-hoc Bonus sanctioned hereinabove should be made in case of Muslim State Government Employees before the festival Id-UI-Fitre and in case of other State Government employees (other than Muslim State Government employees) such disbursement should be made between **23.09.2024 to 30.09.2024**.

In case of failure, the disbursement should be made as early as possible before the festival of **Id-UI-Fitre/ Durga Puja**.

4. The charge in respect of payment of ad-hoc bonus under this order will be debitable to detailed head viz. "**Ad-hoc Bonus**" the opening of which was sanctioned under the 'Salary' head sub-ordinate to all Major, Minor and sub-heads in the Revenue Expenditure Section of the State Budget in terms of Para 9 of this Department's Order No. 4611-F, dated 22.04.1988 and necessary fund for this purpose have been provided under above detailed heads in the budget grant available for **2024-2025**.



5. The Governor is further pleased to direct that the benefit of ad-hoc bonus sanctioned under this order will also be available to the different categories of employees who had been allowed the same in the last year in accordance with Finance Department's Memo No. **1481-F(P2)**, dated **28.03.2023** by issue of Government Orders by various Departments in this connection. As done in the last year, orders for grant of ad-hoc bonus in respect of the employees of Statutory Bodies/Local Bodies/State aided Non-Government Educational Institutions and such other categories of employee of various establishments, who were allowed ad-hoc bonus/ex-gratia at par with the State Government employees or at the rate not more than the rate as approved by the Government in the last year, should be issued by the Departments concerned without referring the file to Finance Department, Group-'P2'.

6. Clarifications issued in previous years in respect of various points raised in connection with admissibility and drawal of ad-hoc bonus would continue to apply.

Sd/- M.Pant

**Additional Chief Secretary to the  
Government of West Bengal.**

**No. 1220/1(400)-F(P2)/FA/O/2M/493/12**

**Dated, Howrah, the 7<sup>th</sup> March, 2024**

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02. The Director of Treasuries & Accounts, West Bengal, Kolkata- 700 001.
03. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700 012.
04. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, Johar Building, P-1, Hyde Lane, Kolkata – 700 073.
05. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Subhanna, SGO Complex, 5<sup>th</sup> & 6<sup>th</sup> Floor, Plot No. 9, DF Block, Sector-I, Salt Lake City, Kolkata- 700 064.
06. The Deputy Secretary & DDO, Finance Department, Accounts Branch, Nabanna, Howrah.
07. The District Magistrate/Judge \_\_\_\_\_
08. The Sub-Divisional Officer, \_\_\_\_\_
09. The Treasury Officer, \_\_\_\_\_
10. The \_\_\_\_\_ Department/Directorate.
11. The Commissioner, \_\_\_\_\_
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**Additional Secretary to the  
Government of West Bengal.**



**Government of West Bengal**  
**Finance Department**  
**Audit Branch**  
**NABANNA, Howrah-711102**  
**Email ID: [finreceipt-wb@bangla.gov.in](mailto:finreceipt-wb@bangla.gov.in)**

No. : 1221-F(P<sub>2</sub>)FA/O/2M/493/12.

Dated, Howrah, the 7<sup>th</sup> March, 2024.

**MEMORANDUM**

**Subject : Grant of Interest Free Festival Advance to the State Government Employees for the year, 2024.**

The undersigned is directed by order of the Governor to say that the Governor has been pleased to accord sanction of Interest-free festival advance up-to a maximum of **Rs. 18,000/-** only to State Government employees whose revised emoluments on 31<sup>st</sup> March, 2024 exceeded **Rs. 42,000/-** p.m. but did not exceed **Rs. 50,000/-** p.m., if applied for the same.

The authorities competent to sanction the interest-free festival advance are those mentioned in Rule 320 of the West Bengal Financial Rules, Volume-I.

2. The undersigned is further directed to say that the benefit of interest-free festival advance may also be allowed to (a) the whole time piece rated workers, either permanent or temporary and (b) the employees belonging to work charged/contingent establishments. Such employees drawing revised emoluments exceeding **Rs. 42,000/-** p.m. but not exceeding **Rs. 50,000/-** p.m. on 31.03.2024 may be allowed to draw the interest-free festival advance of **Rs. 18,000/-** only, if they apply for the same.

3. In case of the employees falling under Para 2 above, the authority sanctioning the advance shall certify after being satisfied that the employee is likely to continue in service until the recovery in this respect is completed.

4. The advance will be recovered from the salary of the Government employee concerned in not more than 10 monthly instalments. If the amount of advance is exactly divisible by the number of instalments opted for the recovery, then it will be recovered in equal monthly instalments for that number of instalment months. If not the figure obtained by so dividing should be rounded off to the nearest rupee which will be the recoverable amount for each of the monthly instalments excluding the last instalment and the balance amount will be recovered in the last monthly instalment. The recovery of the advance sanctioned under this order will be either from the salary for the month of **November, 2024** at the latest or from the salary for the month following the month in which the advance is drawn, as the case may be. However, recovery in all cases should be completed by **31<sup>st</sup> August, 2025** at the latest.

5. The State Government employees who will retire/part with the Government service on a date after the issue of this order but before **1<sup>st</sup> November, 2024** will not be allowed any festival advance. However, an employee who will retire after **1<sup>st</sup> November, 2024** will be eligible for interest-free festival advance sanctioned in this order subject to the condition that the recovery should be completed on or before the month of his superannuation.

6. (a) Persons who will enter into State Government service for the first time after **31<sup>st</sup> March, 2024** but before **1<sup>st</sup> October, 2024** will be entitled to the benefit of interest-free festival advance as sanctioned in this order subject to fulfilment of the terms and conditions laid down hereinabove and their emoluments for the purpose of payment of advance will be determined on the basis of their emoluments at the time of entry into Government service.

(b) The benefit of interest-free festival advance sanctioned above will also be admissible to the State Government employees who have been appointed on regular or contract basis provided they are not eligible to draw ad-hoc bonus on pro-rata basis sanctioned for accounting year 2023-2024 and provided their regular or contract emoluments did not exceed **Rs. 50,000/-** p.m.

7. The benefit of interest-free festival advance sanctioned hereinabove will also be admissible to the personal staff of Chief Minister, Ministers and Ministers of State as well as the personal staff attached to the Chief Government Whip, Speaker and Deputy Speaker of the West Bengal Legislative Assembly on the same terms and conditions as laid down hereinabove provided they are not eligible to draw ad-hoc bonus for the accounting year 2023-2024.

8. The benefit of interest-free festival advance will also be admissible to the personal staff of the Leader of the Opposition of the West Bengal Legislative Assembly provided they are not sanctioned ad-hoc bonus for the accounting year 2023-2024.

9. The benefit of interest-free festival advance will also be admissible to the regular teaching and non-teaching staff of the government sponsored educational institutions and regular employees of Panchayats & Local Bodies.

10. The Central Government employees on deputation to the State Government may be granted festival advance as may be sanctioned by the Government of India for Central Government Employees subject to the terms and conditions as may be laid down by the Government of India in this regard.

11. For the purpose of this order, members of All India Services serving in connection with the affairs of the State will be regarded as State Government Employees.

12. For the employees drawing pay in the revised pay structure, the terms 'emoluments' will mean basic pay drawn in the applicable Level in the Pay Matrix, dearness allowance and non-practising allowance, if any.



13. The term 'emoluments' in the case of employees drawing pay and allowances in the un-revised pay structure, will include basic pay (pay in the Pay Band plus Grade Pay), dearness allowance, deputation (duty) allowance and special allowance (Additional remuneration).

In case of retired Government employees on re-employment, the terms 'emoluments' will mean remuneration drawn by them in terms of Finance Department Memo No. 6472-F(P<sub>2</sub>), dated 02.12.2019 plus basic pension.

14. Application for interest-free festival advance on the strength of this order shall be made by all employees as early as possible.

**DISBURSEMENT OF INTEREST-FREE FESTIVAL ADVANCE (WHEREVER APPLIED FOR) ON THE STRENGTH OF THIS ORDER SHOULD BE MADE IN CASE OF MUSLIM EMPLOYEES BEFORE THE FESTIVAL OF ID-UL-FITRE AND IN CASE OF PAYMENT TO OTHER EMPLOYEES (OTHER THAN MUSLIM EMPLOYEES) SHOULD BE MADE BETWEEN 23.09.2024 TO 30.09.2024.**

In case of failure, such disbursement should be completed before **1<sup>st</sup> December, 2024** in case of all employees at the latest. The drawing and Disbursing Officers in order to minimize the number of bills should, as far as possible, prepare one bill for advance in such cases in respect of the establishment/office for which they act as Drawing and Disbursing Officers.

15. The advance excluding the advance to the employees borne on work-charged establishment will be debited to the standard detailed head '**Salaries-Pay**' under all major, minor and sub-heads in the budget grant available for the financial year 2024-2025, the recoveries thereof being automatically adjusted by monthly deduction of instalments of advance paid to an employee from his pay. No new detailed head is required to be opened for this purpose as per new classification in accounts. The advance to persons borne on work-charged establishments will debited to the same head from which their wage is met.

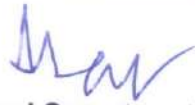
**Sd/- Dr. Manoj Pant**  
**Additional Chief Secretary to the**  
**Government of West Bengal.**

**No. 1221/1(400)-F(P<sub>2</sub>)/FA/O/2M/493/12**

**Dated, Howrah, the 7<sup>th</sup> March, 2024**

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02. The Director of Treasuries & Accounts, West Bengal, Kolkata- 700 001.
03. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700 012.
04. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, Johar Building, P-1, Hyde Lane, Kolkata – 700 073.
05. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Subhanna, SGO Complex, 5<sup>th</sup> & 6<sup>th</sup> Floor, Plot No. 9, DF Block, Sector-I, Salt Lake City, Kolkata- 700 064.
06. The Deputy Secretary & DDO, Finance Department, Accounts Branch, Nabanna, Howrah.
07. The District Magistrate/Judge \_\_\_\_\_
08. The Sub-Divisional Officer, \_\_\_\_\_
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**Additional Secretary to the**  
**Government of West Bengal.**



**Government of West Bengal**  
**Finance Department**  
**Nabanna, 12<sup>th</sup> Floor**  
**325 SaratChatterjee Road, Howrah-711102**

No:- 3528-F(e-Gov)

Date:-07-08-2024

**Sub:- Reforms in Maintenance of Group Insurance cum Savings Scheme (GISS) of State Government Employees**

Group Insurance cum Savings Scheme (GISS) of State Government employees are presently covered under two schemes, viz. GISS 1983 implemented vide Memo No. 2811(300)-F dated 10.03.1983 and GISS 1987 implemented vide Memo No. 825-F dated 31.01.1987 of Finance Department, Government of West Bengal, respectively. In the above two schemes, information pertaining to individual subscriber data on accumulation of subscriptions, accrued interest thereon and final withdrawal (entitlement at cessation of service) from the said schemes are currently not available. Moreover, there is no dedicated section to deal with matters of Group Insurance of State Government employees in the Directorate of Pension Provident Fund & Group Insurance (DPPG) for maintaining subscriber-wise record.

The necessity to bring in reforms in maintenance of GISS of State Government employees has been under the active consideration of the State Government. The reforms will aim at shifting the base entity in respect of GISS from Treasury to a subscriber-based model similar to the GPF system. It will also include the development of a subscriber based GISS module in IFMS environment with DPPG as the Nodal Authority to control and manage the GISS balances under 8011 head of account.

The new system will provide benefits wherein subscribers will be able to access their Group Insurance statements depicting the GISS balance, subscription and interest amounts in real time.

Now, the Governor is pleased to constitute a Committee with the following members to monitor and implement the reforms:

1. Shri Randhir Kumar, IAS, Secretary, Finance Department & Director, DTA & DPPG, WB -- Chairman of the Committee
2. Shri Dilip Kumar Das, WBA&AS, Special Secretary, e-Gov Group, Finance Department
3. Shri Soumya Banerjee, WBA&AS, Joint Director, DTA, WB -- Member
4. Sk Sadar Saif, WBA&AS, Joint Director, DPPG, WB -- Member & Convener
5. Shri Tarun Kumar Roy, WBA&AS, Joint Director, DTA, WB -- Member
6. Shri Joydeep Chakraborty, WBA&AS, Assistant Director, DPPG, WB -- Member
7. Shri Pranabasish Rana, Assistant Director & DDO, DPPG, WB -- Member
8. Any other member as may be co-opted by the Chairman from time to time.

The brief description of the role and responsibilities of the Committee has been given in Annexure-A. The Committee shall start functioning with immediate effect.

  
Dr Manoj Pant, IAS  
Additional Chief Secretary, Finance Department  
Government of West Bengal

**Annexure-A**


**G.O: No:- 3528-F(e-Gov) Date:-07-08-2024**

**Role and responsibilities of the Committee for Reforms in Group Insurance cum Savings Scheme (GISS) maintenance of State Government employees:**

1. To redefine the base entity in respect of GISS of State Government employees and suggest ways to shift it from Treasury to Subscriber.
  2. To define the role of DPPG as the Nodal Authority for controlling and management of GISS balances under 8011 head of account as well as with respect to payment of accrued annual Interest on those balances. Also to suggest to the Government, steps to strengthen DPPG office with infrastructure and manpower.
  3. Monitoring a subscriber-based GISS Module development in IFMS environment including preparation of FRS, providing assistance to e-Governance Group with respect to finalization of design, development, testing and deployment of the module in line with the proposed reforms.
  4. Reconciliation of GISS balances under 8011 head of account with AG, WB.
  5. To suggest ways and means to invest/adjust the subscription fund for Insurance Premium during a given financial year.
  6. To impart training to all stakeholders during module development stage.
-

Copy forwarded for information and taking necessary action to:-

1. The Director, Directorate of Pension Provident Fund & Group Insurance (DDPG), Finance Department, Government of West Bengal.
2. Shri Randhir Kumar, IAS, Secretary, Finance Department & Director, DTA & DPPG, WB
3. Shri Dilip Kumar Das, WBA&AS, Special Secretary, e-Gov Group, Finance Department
4. Shri Soumya Banerjee, WBA&AS, Joint Director, DTA, WB
5. Sk Sadar Saif, WBA&AS, Joint Director, DPPG, WB
6. Shri Tarun Kumar Roy, WBA&AS, Joint Director, DTA, WB
7. Shri Joydeep Chakraborty, WBA&AS, Assistant Director, DPPG, WB
8. Shri Pranabasish Rana, Assistant Director & DDO, DPPG, WB

  
7.8.24.

Special Secretary  
e-Governance Group, Finance Department,  
Government of West Bengal



GOVERNMENT OF WEST BENGAL  
FINANCE DEPARTMENT  
AUDIT BRANCH

No. 013-F(J)

Date: 05.02.2024

**MEMORANDUM**

SUBJECT: State Government Employees Group Insurance Scheme, 1987-Table of Benefits under Savings Fund for the year of cessation of Membership 2023-2024 & 2024-2025.

In continuation of this Department's Memo No 100-F(J)W.B. dated 10.11.2023, the undersigned is directed to say that a new table of benefits showing accumulation of savings fund under the above mentioned scheme corresponding to a unit subscription of Rs. 10/- (Rupees Ten) only per month has been drawn up for the period from **01.02.2024 to 30.04.2024** in matching with the Central Government Employees Group Insurance Scheme, 1980 circulated under GOI's OM No. 7(1)/EV/2023 dated 25th October, 2023.

2. A copy of the said table is enclosed herewith as ready-reckoner. The figures have been worked out on the basis of the rate of interests as follows:-

From	To	Interest p.a.(compounded quarterly)	From	To	Interest p.a. (compounded quarterly)
01.11.1987	31.10.2001	12%	01.11.2020	31.01.2021	7.9%
01.11.2001	31.10.2002	11%	01.02.2021	30.04.2021	7.1%
01.11.2002	31.10.2003	9.5%	01.05.2021	31.07.2021	7.1%
01.11.2003	31.10.2004	9%	01.08.2021	31.10.2021	7.1%
01.11.2004	31.10.2012	8.0%	01.11.2021	31.01.2022	7.1%
01.11.2012	31.10.2013	8.6%	01.02.2022	30.04.2022	7.1%
01.11.2013	31.10.2014	8.8%	01.05.2022	31.07.2022	7.1%
01.11.2014	31.10.2017	8.7%	01.08.2022	31.10.2022	7.1%
01.11.2017	31.01.2018	8.0%	01.11.2022	31.01.2023	7.1%
01.02.2018	30.04.2018	7.9%	01.02.2023	30.04.2023	7.1%
01.05.2018	31.10.2018	7.8%	01.05.2023	31.07.2023	7.1%
01.11.2018	31.07.2019	7.6%	01.08.2023	31.10.2023	7.1%
01.08.2019	30.04.2020	8%	01.11.2023	31.01.2024	7.1%
01.05.2020	31.10.2020	7.9%	01.02.2024	30.04.2024	7.1%

The mortality rate continues to remain unchanged.

3. The amounts shown in the table are applicable (with the fractions) for one unit and to be rounded off after calculating the final amount payable.

4. The amounts shown in the table are applicable to a member of Group-D category. Corresponding amounts for the member of higher groups may be calculated proportionately.

5. It is assumed that subscriptions have fully been realized from salary up to the month in which a member ceases to be in service, failing the same shall be deducted with interest from his/her entitlement.

*Sd/-*  
Joint Secretary  
to the Government of West Bengal



ENCLOSURE TO THE FINANCE DEPARTMENT MEMO NO: 013-F(J) DATED: 05.02.2024

TABLE OF BENEFITS SHOWING SAVINGS FUND ACCUMULATIONS UNDER THE GROUP INSURANCE SCHEME, 1987 FOR SUBSCRIPTION @ RS. 10/- PER MONTH,

YEAR OF CESSATION 2023-2024 & 2024-2025.

MONTH OF CESSATION FROM FEBRUARY, 2024 TO APRIL, 2024.

YEAR OF ENTRY	February,2024 (In Rupees)	March,2024 (In Rupees)	April,2024 (In Rupees)
1987	23700.67	23847.08	23994.35
1988	21184.25	21315.85	21448.23
1989	18907.97	19026.19	19145.10
1990	16881.98	16988.28	17095.20
1991	15080.91	15176.61	15272.88
1992	13482.77	13569.08	13655.89
1993	12067.29	12145.27	12223.70
1994	10804.00	10874.55	10945.51
1995	9682.77	9746.73	9811.06
1996	8688.38	8746.48	8804.93
1997	7805.60	7858.51	7911.74
1998	7019.22	7067.51	7116.08
1999	6319.08	6363.25	6407.68
2000	5705.88	5746.44	5787.24
2001	5157.27	5194.60	5232.16
2002	4663.75	4698.18	4732.82
2003	4218.68	4250.50	4282.50
2004	3812.44	3841.86	3871.46
2005	3438.84	3466.07	3493.45
2006	3093.69	3118.89	3144.23
2007	2774.83	2798.15	2821.61
2008	2480.24	2501.83	2523.55
2009	2208.10	2228.08	2248.19
2010	1956.67	1975.18	1993.80
2011	1724.40	1741.54	1758.79
2012	1509.64	1525.52	1541.49
2013	1312.31	1327.03	1341.83
2014	1131.26	1144.92	1158.65
2015	965.22	977.90	990.65
2016	812.87	824.65	836.51
2017	673.09	684.05	695.07
2018	544.31	554.51	564.77
2019	425.00	434.50	444.06
2020	314.66	323.51	332.42
2021	212.39	220.64	228.93
2022	117.08	124.77	132.50
2023	28.25	35.41	42.62

Sd/-  
Joint Secretary  
to the Government of West Bengal

**No.: 013/1(14)-F(J)**

**Date: 05.02.2024**

Copy forwarded for information to:

1. The Principal Accountant General (A&E).W.B, Treasury Buildings, Kolkata-700001.
2. The Commissioner (All).
3. The Secretary (All Departments of the State Government).
4. The Director (All Directorates of the State Government).
5. The District Magistrate/Judges (All Districts of the State Government).
6. The S.D.O (All Districts of the State Government). He is requested to circulate the Memo along with the enclosure to all offices under his jurisdiction.
7. The Deputy Secretary, Finance Department, Accounts Branch, Nabanna, Howrah-711 102.
8. The Deputy Secretary, Finance Department, Group-H, Writers' Buildings.
9. All the Treasury Officers including the Pay and Accounts Officer, Kolkata Pay and Accounts Office-I, II & III.
10. The Superintendent of Police (all district).
11. The D.T.A, West Bengal, Mitra Building, Lyons Range, Kol-01.
- ✓ 12. The Network Administrator, Finance Department, Nabanna, Howrah-711102. He is requested to upload this Memo in F.D's Website.
13. The Section Officer, Group-H, Finance Department, Govt. of West Bengal, Writers' Buildings/Nabanna.
14. Guard file.

  
Deputy Secretary  
to the Govt. of West Bengal



GOVERNMENT OF WEST BENGAL  
FINANCE DEPARTMENT  
AUDIT BRANCH

No. 053-F(J)

Date: 28.05.2024

**MEMORANDUM**

SUBJECT: State Government Employees Group Insurance Scheme, 1987-Table of Benefits under Savings Fund for the year of cessation of Membership 2024-2025.

In continuation of this Department's Memo No 013-F(J) dated 05.02.2024, the undersigned is directed to say that a new table of benefits showing accumulation of savings fund under the above mentioned scheme corresponding to a unit subscription of Rs. 10/- (Rupees Ten) only per month has been drawn up for the period from **01.05.2024 to 31.07.2024** in matching with the Central Government Employees Group Insurance Scheme, 1980 circulated under GOI's OM No. 7(1)/EV/2023 dated 25th October, 2023.

2. A copy of the said table is enclosed herewith as ready-reckoner. The figures have been worked out on the basis of the rate of interests as follows:-

From	To	Interest p.a.(compounded quarterly)	From	To	Interest p.a. (compounded quarterly)
01.11.1987	31.10.2001	12%	01.02.2021	30.04.2021	7.1%
01.11.2001	31.10.2002	11%	01.05.2021	31.07.2021	7.1%
01.11.2002	31.10.2003	9.5%	01.08.2021	31.10.2021	7.1%
01.11.2003	31.10.2004	9%	01.11.2021	31.01.2022	7.1%
01.11.2004	31.10.2012	8.0%	01.02.2022	30.04.2022	7.1%
01.11.2012	31.10.2013	8.6%	01.05.2022	31.07.2022	7.1%
01.11.2013	31.10.2014	8.8%	01.08.2022	31.10.2022	7.1%
01.11.2014	31.10.2017	8.7%	01.11.2022	31.01.2023	7.1%
01.11.2017	31.01.2018	8.0%	01.02.2023	30.04.2023	7.1%
01.02.2018	30.04.2018	7.9%	01.05.2023	31.07.2023	7.1%
01.05.2018	31.10.2018	7.8%	01.08.2023	31.10.2023	7.1%
01.11.2018	31.07.2019	7.6%	01.11.2023	31.01.2024	7.1%
01.08.2019	30.04.2020	8%	01.02.2024	30.04.2024	7.1%
01.05.2020	31.10.2020	7.9%	01.05.2024	31.07.2024	7.1%
01.11.2020	31.01.2021	7.9%			

The mortality rate continues to remain unchanged.

3. The amounts shown in the table are applicable (with the fractions) for one unit and to be rounded off after calculating the final amount payable.

4. The amounts shown in the table are applicable to a member of Group-D category. Corresponding amounts for the member of higher groups may be calculated proportionately.

5. It is assumed that subscriptions have fully been realized from salary up to the month in which a member ceases to be in service, failing the same shall be deducted with interest from his/her entitlement.

*Sd/-*  
Joint Secretary  
to the Government of West Bengal



ENCLOSURE TO THE FINANCE DEPARTMENT MEMO NO: 053-F(J) DATED: 28.05.2024

TABLE OF BENEFITS SHOWING SAVINGS FUND ACCUMULATIONS UNDER THE GROUP INSURANCE SCHEME, 1987 FOR SUBSCRIPTION @ RS. 10/- PER MONTH,

YEAR OF CESSATION 2024-2025.

MONTH OF CESSATION FROM MAY, 2024 TO JULY, 2024.

YEAR OF ENTRY	May,2024 (In Rupees)	June,2024 (In Rupees)	July,2024 (In Rupees)
1987	24142.48	24291.49	24441.37
1988	21581.39	21715.33	21850.06
1989	19264.71	19385.03	19506.05
1990	17202.75	17310.94	17419.76
1991	15369.72	15467.12	15565.10
1992	13743.22	13831.05	13919.41
1993	12302.60	12381.97	12461.80
1994	11016.90	11088.70	11160.92
1995	9875.76	9940.85	10006.33
1996	8863.72	8922.86	8982.34
1997	7965.27	8019.13	8073.29
1998	7164.93	7214.08	7263.51
1999	6452.37	6497.32	6542.54
2000	5828.28	5869.56	5911.09
2001	5269.93	5307.93	5346.15
2002	4767.66	4802.70	4837.95
2003	4314.69	4347.07	4379.64
2004	3901.23	3931.18	3961.30
2005	3521.00	3548.71	3576.59
2006	3169.73	3195.37	3221.17
2007	2845.20	2868.94	2892.81
2008	2545.39	2567.36	2589.47
2009	2268.41	2288.76	2309.22
2010	2012.53	2031.37	2050.32
2011	1776.13	1793.58	1811.13
2012	1557.56	1573.72	1589.98
2013	1356.73	1371.71	1386.77
2014	1172.47	1186.36	1200.34
2015	1003.48	1016.38	1029.36
2016	848.43	860.42	872.48
2017	706.16	717.31	728.53
2018	575.09	585.47	595.92
2019	453.67	463.34	473.07
2020	341.37	350.38	359.44
2021	237.28	245.68	254.12
2022	140.28	148.11	155.98
2023	49.87	57.17	64.50

Sd/-

Joint Secretary  
to the Government of West Bengal



No.: 053/1(14)-F(J)

Date: 28.05.2024

Copy forwarded for information to:

1. The Principal Accountant General (A&E).W.B, Treasury Buildings, Kolkata-700001.
2. The Commissioner (All).
3. The Secretary (All Departments of the State Government).
4. The Director (All Directorates of the State Government).
5. The District Magistrate/Judges (All Districts of the State Government).
6. The S.D.O (All Districts of the State Government). He is requested to circulate the Memo along with the enclosure to all offices under his jurisdiction.
7. The Deputy Secretary, Finance Department, Accounts Branch, Nabanna, Howrah-711 102.
8. The Deputy Secretary, Finance Department, Group-H, Writers' Buildings.
9. All the Treasury Officers including the Pay and Accounts Officer, Kolkata Pay and Accounts Office-I, II & III.
10. The Superintendent of Police (all district).
11. The D.T.A, West Bengal, Mitra Building, Lyons Range, Kol-01.
- ✓ 12. The Network Administrator, Finance Department, Nabanna, Howrah-711102. He is requested to upload this Memo in F.D's Website.
13. The Section Officer, Group-H, Finance Department, Govt. of West Bengal, Writers' Buildings/Nabanna.
14. Guard file.

  
Deputy Secretary  
to the Govt. of West Bengal



GOVERNMENT OF WEST BENGAL  
FINANCE DEPARTMENT  
AUDIT BRANCH

No. - 061 -F(J)-W.B.

Date: 10.08.2023

**MEMORANDUM**

**SUBJECT:** State Government Employees Group Insurance Scheme, 1987-Table of Benefits under Savings Fund for the year of cessation of Membership 2023-2024.

In continuation of this Department's Memo No 031-F(J)W.B. dated 11.05.2023, the undersigned is directed to say that a new table of benefits showing accumulation of savings fund under the above mentioned scheme corresponding to a unit subscription of Rs. 10/-(Rupees Ten) only per month has been drawn up for the period from **01.08.2023 to 31.10.2023** in matching with the Central Government Employees Group Insurance Scheme, 1980 circulated under GOI's OM No. 7(2)/EV/2016 dated 16th December, 2022.

2. A copy of the said table is enclosed herewith as ready- reckoner. The figures have been worked out on the basis of the rate of interests as follows:-

From	To	Interest p.a.(compounded quarterly)	From	To	Interest p.a. (compounded quarterly)
01.11.1987	31.10.2001	12%	01.05.2020	31.10.2020	7.9%
01.11.2001	31.10.2002	11%	01.11.2020	31.01.2021	7.9%
01.11.2002	31.10.2003	9.5%	01.02.2021	30.04.2021	7.1%
01.11.2003	31.10.2004	9%	01.05.2021	31.07.2021	7.1%
01.11.2004	31.10.2012	8.0%	01.08.2021	31.10.2021	7.1%
01.11.2012	31.10.2013	8.6%	01.11.2021	31.01.2022	7.1%
01.11.2013	31.10.2014	8.8%	01.02.2022	30.04.2022	7.1%
01.11.2014	31.10.2017	8.7%	01.05.2022	31.07.2022	7.1%
01.11.2017	31.01.2018	8.0%	01.08.2022	31.10.2022	7.1%
01.02.2018	30.04.2018	7.9%	01.11.2022	31.01.2023	7.1%
01.05.2018	31.10.2018	7.8%	01.02.2023	30.04.2023	7.1%
01.11.2018	31.07.2019	7.6%	01.05.2023	31.07.2023	7.1%
01.08.2019	30.04.2020	8%	01.08.2023	31.10.2023	7.1%

The mortality rate continues to remain unchanged.

3. The amounts shown in the table are applicable (with the fractions) for one unit and to be rounded off after calculating the final amount payable.

4. The amounts shown in the table are applicable to a member of Group-D category. Corresponding amounts for the member of higher groups may be calculated proportionately.

5. It is assumed that subscriptions have fully been realized from salary up to the month in which a member ceases to be in service, failing the same shall be deducted with interest from his/her entitlement.

Sd/- G.C.Paul  
Joint Secretary  
to the Government of West Bengal



ENCLOSURE TO THE FINANCE DEPARTMENT MEMO NO: 061-F(J)-WB DATED: 10.08.2023

TABLE OF BENEFITS SHOWING SAVINGS FUND ACCUMULATIONS UNDER THE GROUP INSURANCE SCHEME, 1987 FOR SUBSCRIPTION @ RS. 10/- PER MONTH,

YEAR OF CESSATION 2023-2024.

MONTH OF CESSATION FROM AUGUST, 2023 TO OCTOBER, 2023.

YEAR OF ENTRY	August,2023 (In Rupees)	September,2023 (In Rupees)	October,2023 (In Rupees)
1987	22840.03	22981.38	23123.55
1988	20410.62	20537.67	20665.48
1989	18213.05	18327.18	18441.98
1990	16257.10	16359.73	16462.96
1991	14518.31	14610.71	14703.65
1992	12975.44	13058.76	13142.57
1993	11608.89	11684.17	11759.90
1994	10389.29	10457.39	10525.91
1995	9306.82	9368.57	9430.67
1996	8346.81	8402.91	8459.34
1997	7494.56	7545.64	7597.03
1998	6735.37	6781.99	6828.88
1999	6059.44	6102.08	6144.98
2000	5467.44	5506.60	5545.99
2001	4937.80	4973.84	5010.10
2002	4461.35	4494.59	4528.03
2003	4031.67	4062.38	4093.27
2004	3639.47	3667.88	3696.45
2005	3278.79	3305.07	3331.51
2006	2945.57	2969.90	2994.37
2007	2637.73	2660.25	2682.89
2008	2353.34	2374.18	2395.14
2009	2090.60	2109.90	2129.31
2010	1847.87	1865.74	1883.71
2011	1623.63	1640.18	1656.82
2012	1416.29	1431.62	1447.05
2013	1225.78	1239.99	1254.29
2014	1051.00	1064.18	1077.44
2015	890.70	902.94	915.25
2016	743.62	754.99	766.43
2017	608.67	619.25	629.89
2018	484.34	494.19	504.09
2019	369.16	378.33	387.56
2020	262.63	271.18	279.77
2021	163.89	171.86	179.87
2022	71.88	79.31	86.77

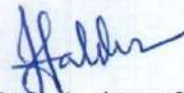
Sd/-G.C.Paul  
Joint Secretary  
to the Government of West Bengal

No. - 061/1(250)-F (J)-W.B.

Date: 10.08.2023

Copy forwarded for information to:

1. The Principal Accountant General (A&E).W.B , Treasury Buildings, Kolkata-700001.
2. The Commissioner (All).
3. The Secretary (All Departments of the State Government).
4. The Director (All Directorates of the State Government).
5. The District Magistrate/Judges (All Districts of the State Government).
6. The S.D.O (All Districts of the State Government). He is requested to circulate the Memo along with the enclosure to all offices under his jurisdiction.
7. The Deputy Secretary, Finance Department, Accounts Branch, Nabanna, Howrah-711 102
8. The Deputy Secretary, Finance Department, Group-H, Writers' Buildings.
9. All the Treasury Officers including the Pay and Accounts Officer, Kolkata Pay and Accounts Office-I, II & III
10. The Superintend of Police (all district)
11. The D.T.A, W. Bengal, Mitra Building, Lyons Range, Kol-01.
12. Shree Sumit Mitra, Network Administrator, Finance Department, Nabanna, Howrah-711102. He is requested to upload this Memo in F.D's Website.
13. The Section Officer, Group-H Finance Department Govt. of West Bengal, Writers' Buildings/Nabanna.
14. Office Copy.

  
O. S. D. & E. O. Assistant Secretary  
to the Govt. of West Bengal



GOVERNMENT OF WEST BENGAL  
FINANCE DEPARTMENT  
GROUP-J

No. 100-F(J)

Date: 06.08.2024

**MEMORANDUM**

SUBJECT: State Government Employees Group Insurance Scheme, 1987-Table of Benefits under Savings Fund for the year of cessation of Membership 2024-2025.

In continuation of this Department's Memo No 053-F(J) dated 28.05.2024, the undersigned is directed to say that a new table of benefits showing accumulation of savings fund under the above mentioned scheme corresponding to a unit subscription of Rs. 10/- (Rupees Ten) only per month has been drawn up for the period from **01.08.2024 to 31.10.2024** in matching with the Central Government Employees Group Insurance Scheme, 1980 circulated under GOI's OM No. 7(1)/EV/2023 dated 25th October, 2023.

2. A copy of the said table is enclosed herewith as ready- reckoner. The figures have been worked out on the basis of the rate of interests as follows:-

From	To	Interest p.a.(compounded quarterly)	From	To	Interest p.a. (compounded quarterly)
01.11.1987	31.10.2001	12%	01.02.2021	30.04.2021	7.1%
01.11.2001	31.10.2002	11%	01.05.2021	31.07.2021	7.1%
01.11.2002	31.10.2003	9.5%	01.08.2021	31.10.2021	7.1%
01.11.2003	31.10.2004	9%	01.11.2021	31.01.2022	7.1%
01.11.2004	31.10.2012	8.0%	01.02.2022	30.04.2022	7.1%
01.11.2012	31.10.2013	8.6%	01.05.2022	31.07.2022	7.1%
01.11.2013	31.10.2014	8.8%	01.08.2022	31.10.2022	7.1%
01.11.2014	31.10.2017	8.7%	01.11.2022	31.01.2023	7.1%
01.11.2017	31.01.2018	8.0%	01.02.2023	30.04.2023	7.1%
01.02.2018	30.04.2018	7.9%	01.05.2023	31.07.2023	7.1%
01.05.2018	31.10.2018	7.8%	01.08.2023	31.10.2023	7.1%
01.11.2018	31.07.2019	7.6%	01.11.2023	31.01.2024	7.1%
01.08.2019	30.04.2020	8%	01.02.2024	30.04.2024	7.1%
01.05.2020	31.10.2020	7.9%	01.05.2024	31.07.2024	7.1%
01.11.2020	31.01.2021	7.9%	01.08.2024	31.10.2024	7.1%

The mortality rate continues to remain unchanged.

3. The amounts shown in the table are applicable (with the fractions) for one unit and to be rounded off after calculating the final amount payable.

4. The amounts shown in the table are applicable to a member of Group-D category. Corresponding amounts for the member of higher groups may be calculated proportionately.

5. It is assumed that subscriptions have fully been realized from salary up to the month in which a member ceases to be in service, failing the same shall be deducted with interest from his/her entitlement.

Sd/-  
Joint Secretary  
to the Government of West Bengal



ENCLOSURE TO THE FINANCE DEPARTMENT MEMO NO: 100-F(J)

DATED: 06.08.2024

TABLE OF BENEFITS SHOWING SAVINGS FUND ACCUMULATIONS UNDER THE GROUP INSURANCE SCHEME, 1987 FOR SUBSCRIPTION @ RS. 10/- PER MONTH,

YEAR OF CESSATION 2024-2025.

MONTH OF CESSATION FROM AUGUST, 2024 TO OCTOBER, 2024.

YEAR OF ENTRY	August,2024 (In Rupees)	September,2024 (In Rupees)	October,2024 (In Rupees)
1987	24592.14	24743.79	24896.33
1988	21985.59	22121.90	22259.03
1989	19627.78	19750.23	19873.40
1990	17529.23	17639.33	17750.09
1991	15663.65	15762.79	15862.50
1992	14008.28	14097.68	14187.60
1993	12542.10	12622.87	12704.12
1994	11233.57	11306.64	11380.15
1995	10072.18	10138.43	10205.06
1996	9042.18	9102.36	9162.90
1997	8127.78	8182.59	8237.72
1998	7313.23	7363.25	7413.56
1999	6588.02	6633.78	6679.80
2000	5952.85	5994.87	6037.13
2001	5384.60	5423.27	5462.17
2002	4873.41	4909.07	4944.95
2003	4412.40	4445.35	4478.50
2004	3991.60	4022.08	4052.74
2005	3604.62	3632.83	3661.19
2006	3247.11	3273.21	3299.47
2007	2916.83	2940.98	2965.28
2008	2611.70	2634.06	2656.55
2009	2329.80	2350.51	2371.33
2010	2069.37	2088.55	2107.83
2011	1828.78	1846.54	1864.40
2012	1606.33	1622.78	1639.32
2013	1401.93	1417.18	1432.51
2014	1214.40	1228.54	1242.77
2015	1042.41	1055.54	1068.75
2016	884.61	896.81	909.09
2017	739.82	751.17	762.59
2018	606.42	616.99	627.62
2019	482.85	492.69	502.59
2020	368.55	377.72	386.94
2021	262.62	271.16	279.76
2022	163.89	171.86	179.87
2023	71.88	79.31	86.77

Sd/-  
Joint Secretary  
to the Government of West Bengal



**No.: 100/1(14)-F(J)**

**Date: 06.08.2024**

Copy forwarded for information to:

1. The Principal Accountant General (A&E).W.B, Treasury Buildings, Kolkata-700001.
2. The Commissioner (All).
3. The Secretary (All Departments of the State Government).
4. The Director (All Directorates of the State Government).
5. The District Magistrate/Judges (All Districts of the State Government).
6. The S.D.O (All Districts of the State Government). He is requested to circulate the Memo along with the enclosure to all offices under his jurisdiction.
7. The Deputy Secretary, Finance Department, Accounts Branch, Nabanna, Howrah-711 102.
8. The Deputy Secretary, Finance Department, Group-H, Writers' Buildings.
9. All the Treasury Officers including the Pay and Accounts Officer, Kolkata Pay and Accounts Office-I, II & III.
10. The Superintendent of Police (all district).
11. The D.T.A, West Bengal, Mitra Building, Lyons Range, Kol-01.
12. The Network Administrator, Finance Department, Nabanna, Howrah-711102. He is requested to upload this Memo in F.D's Website.
13. The Section Officer, Group-H, Finance Department, Govt. of West Bengal, Writers' Buildings/Nabanna.
14. Guard file.

  
Deputy Secretary  
to the Govt. of West Bengal

GOVERNMENT OF WEST BENGAL  
FINANCE DEPARTMENT  
AUDIT BRANCH

No. 100-F(J)-W.B.

Date: 10.11.2023

**MEMORANDUM**

**SUBJECT: State Government Employees Group Insurance Scheme, 1987-Table of Benefits under Savings Fund for the year of cessation of Membership 2023-2024.**

In continuation of this Department's Memo No 061-F(J)W.B. dated 10.08.2023, the undersigned is directed to say that a new table of benefits showing accumulation of savings fund under the above mentioned scheme corresponding to a unit subscription of Rs. 10/-(Rupees Ten) only per month has been drawn up for the period from **01.11.2023 to 31.01.2024** in matching with the Central Government Employees Group Insurance Scheme, 1980 circulated under GOI's OM No. 7(1)/EV/2023 dated 09th February, 2023.

2. A copy of the said table is enclosed herewith as ready-reckoner. The figures have been worked out on the basis of the rate of interests as follows:-

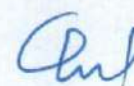
From	To	Interest p.a.(compounded quarterly)	From	To	Interest p.a. (compounded quarterly)
01.11.1987	31.10.2001	12%	01.11.2020	31.01.2021	7.9%
01.11.2001	31.10.2002	11%	01.02.2021	30.04.2021	7.1%
01.11.2002	31.10.2003	9.5%	01.05.2021	31.07.2021	7.1%
01.11.2003	31.10.2004	9%	01.08.2021	31.10.2021	7.1%
01.11.2004	31.10.2012	8.0%	01.11.2021	31.01.2022	7.1%
01.11.2012	31.10.2013	8.6%	01.02.2022	30.04.2022	7.1%
01.11.2013	31.10.2014	8.8%	01.05.2022	31.07.2022	7.1%
01.11.2014	31.10.2017	8.7%	01.08.2022	31.10.2022	7.1%
01.11.2017	31.01.2018	8.0%	01.11.2022	31.01.2023	7.1%
01.02.2018	30.04.2018	7.9%	01.02.2023	30.04.2023	7.1%
01.05.2018	31.10.2018	7.8%	01.05.2023	31.07.2023	7.1%
01.11.2018	31.07.2019	7.6%	01.08.2023	31.10.2023	7.1%
01.08.2019	30.04.2020	8%	01.11.2023	31.01.2024	7.1%
01.05.2020	31.10.2020	7.9%			

The mortality rate continues to remain unchanged.

3. The amounts shown in the table are applicable (with the fractions) for one unit and to be rounded off after calculating the final amount payable.

4. The amounts shown in the table are applicable to a member of Group-D category. Corresponding amounts for the member of higher groups may be calculated proportionately.

5. It is assumed that subscriptions have fully been realized from salary up to the month in which a member ceases to be in service, failing the same shall be deducted with interest from his/her entitlement.



Joint Secretary  
to the Government of West Bengal



ENCLOSURE TO THE FINANCE DEPARTMENT MEMO NO: 100-F(J)WB DATED: 10.11.2023

TABLE OF BENEFITS SHOWING SAVINGS FUND ACCUMULATIONS UNDER THE GROUP INSURANCE SCHEME, 1987 FOR SUBSCRIPTION @ RS. 10/- PER MONTH,

YEAR OF CESSATION 2023-2024.

MONTH OF CESSATION FROM NOVEMBER, 2023 TO JANUARY, 2024.

YEAR OF ENTRY	November,2023 (In Rupees)	December,2023 (In Rupees)	January,2024 (In Rupees)
1987	23266.57	23410.42	23555.12
1988	20794.03	20923.34	21053.41
1989	18557.45	18673.61	18790.44
1990	16566.79	16671.24	16776.30
1991	14797.13	14891.17	14985.76
1992	13226.87	13311.67	13396.97
1993	11836.07	11912.69	11989.76
1994	10594.82	10664.14	10733.86
1995	9493.14	9555.98	9619.19
1996	8516.09	8573.19	8630.61
1997	7648.71	7700.70	7753.00
1998	6876.04	6923.49	6971.21
1999	6188.12	6231.52	6275.17
2000	5585.61	5625.46	5665.55
2001	5046.57	5083.25	5120.15
2002	4561.66	4595.49	4629.52
2003	4124.35	4155.61	4187.05
2004	3725.19	3754.10	3783.19
2005	3358.11	3384.86	3411.77
2006	3018.98	3043.74	3068.64
2007	2705.68	2728.59	2751.64
2008	2416.23	2437.44	2458.78
2009	2148.83	2168.47	2188.23
2010	1901.79	1919.98	1938.27
2011	1673.57	1690.41	1707.36
2012	1462.56	1478.16	1493.85
2013	1268.67	1283.13	1297.68
2014	1090.78	1104.19	1117.69
2015	927.63	940.09	952.62
2016	777.94	789.52	801.16
2017	640.60	651.36	662.19
2018	514.06	524.08	534.16
2019	396.84	406.17	415.56
2020	288.42	297.11	305.86
2021	187.93	196.03	204.19
2022	94.28	101.84	109.44
2023	7.00	14.04	21.12

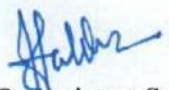
Joint Secretary  
to the Government of West Bengal

No. 100/1(250)-F(J)W.B.

Date: 10.11.2023

Copy forwarded for information to:

1. The Principal Accountant General (A&E).W.B, Treasury Buildings, Kolkata-700001.
2. The Commissioner (All).
3. The Secretary (All Departments of the State Government).
4. The Director (All Directorates of the State Government).
5. The District Magistrate/Judges (All Districts of the State Government).
6. The S.D.O (All Districts of the State Government). He is requested to circulate the Memo along with the enclosure to all offices under his jurisdiction.
7. The Deputy Secretary, Finance Department, Accounts Branch, Nabanna, Howrah-711 102
8. The Deputy Secretary, Finance Department, Group-H, Writers' Buildings.
9. All the Treasury Officers including the Pay and Accounts Officer, Kolkata Pay and Accounts Office-I, II & III
10. The Superintendent of Police (all district)
11. The D.T.A, W. Bengal, Mitra Building, Lyons Range, Kol-01.
12. Shree Sumit Mitra, Network Administrator, Finance Department, Nabanna, Howrah-711102. He is requested to upload this Memo in F.D's Website.
13. The Section Officer, Group-H Finance Department Govt. of West Bengal, Writers' Buildings/Nabanna.
14. Office Copy.

  
O. S. D. & E. O. Assistant Secretary  
to the Govt. of West Bengal



**Government of West Bengal  
Finance Department  
Audit Branch**

**No. : 1364-F(P)**

**Kolkata, the 15<sup>th</sup> February, 2012**

**MEMORANDUM**

Consequent upon recommendation of the Fifth State Pay Commission for introduction of 'Child Care Leave' in favour of female State Government Employees, the matter has been under consideration of the Government for some time past.

After careful consideration of the matter, the undersigned is directed by order of the Governor to say that the Female Govt. employees having minor children may be granted Child Care Leave (CCL) by an authority competent to grant leave, for a maximum period of two years (i.e. 730 days) during their entire service period for taking care of upto two children upto 18 years of their age whether for rearing or to look after any of their needs like examination, sickness etc. subject to the following conditions :

- (i) During the period of such leave, the female employees shall be paid leave salary equal to the pay drawn immediately before proceeding on leave.
- (ii) It may not be granted in more than 3 (three) spells in a calendar year.
- (iii) It may not be granted for less than 15 days in a spell.
- (iv) Child Care Leave shall not be debited against the leave account.
- (v) It may be combined with leave of the kind due and admissible.
- (vi) Child Care Leave should not ordinarily be granted during the Probation period except in case of certain extreme situations where the leave sanctioning authority is fully satisfied about the need of Child Care Leave to the probationer. It may also be ensured that the period for which such leave is sanctioned during probation is minimal.
- (vii) Other terms and conditions as applicable to sanctioning Earned Leave shall be applicable in the matter of sanctioning Child Care Leave.
- (viii) An account for the purpose shall have to be maintained under proper attestation by the leave sanctioning authority.

2. This order shall take effect from 1<sup>st</sup> January, 2012.

3. Formal amendments in the relevant rules of the West Bengal Service Rules will be made in due course.

**Sd/- A.K. Das  
Joint Secretary to the  
Government of West Bengal,  
Finance Department.**

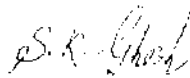
**Contd...P/2.**

**No. : 1364/1(500)-F(P)**

**Kolkata, the 15<sup>th</sup> February, 2012**

Copy forwarded for information and necessary action to :-

01. The Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata - 700 001.
02. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, Kolkata - 700 001.
03. The Director of Treasuries & Accounts, West Bengal, New India Assurance Buildings, 4, Lyons Range, Kolkata - 700 001.
04. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata - 700 012.
05. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Jawahar Buildings, Kolkata - 700 073.
06. The Accounts Officer, West Bengal Secretariat, Writers' Buildings, Kolkata - 700 001.
07. The Accounts Officer, West Bengal Secretariat, Bikash Bhawan, Salt Lake, Kolkata - 91.
08. The Sub-Divisional Officer, .....
09. The District Magistrate/Judge, .....
10. The Treasury Officer, .....
11. The , ..... Department/Directorate.
12. The Commissioner, .....
13. The Principal, Industrial Training Institute, .....
14. The Superintendent of Police, .....
15. The Superintending Engineer/Ex. Engineer, .....
16. ....Branch/Group of Finance Department, Government of West Bengal.



**Assistant Secretary to the  
Government of West Bengal,  
Finance Department.**



**Government of West Bengal**  
**Finance (Audit) Department**  
**'Nabanna'**  
**Howrah – 711 102**

No. 5780-F(P)

Dated : 29.07.2015

**MEMORANDUM**

Benefit of Child Care Leave for a maximum period of 2 (two) years i.e. 730 days has been extended to the regular female employees of the educational institutions, establishments, organizations, entities etc. vide Finance Department No. 5560-F(P) dt. 17.07.2015.

Now, confusion has arisen, if the said order is applicable to the regular female teaching and non-teaching employees of the Government sponsored and non-Government aided Colleges as well as State aided Universities.

To remove such confusion it is clarified that the said benefit, as extended vide Finance Department No. as mentioned above, will also be applicable to the regular female teaching and non-teaching employees of the Government sponsored and non-Government aided Colleges as well as State aided Universities.

*AG*  
29.7.15  
OSD & E.O. Joint Secretary to the  
Government of West Bengal

No. 5780/1(300)-F(P)

Dated : 29.07.2015

Copy forwarded for information and taking necessary action to :

- 1) The Principal Accountant General (A&E) West Bengal, Treasury Buildings, Kolkata-700 001.
- 2) The Addl. Chief Secretary/ Principal Secretary/ Secretary, \_\_\_\_\_  
Department, Government of West Bengal.
- 3) The Divisional Commissioner, \_\_\_\_\_ Division.
- 4) The District Magistrate/District Judge, \_\_\_\_\_
- 5) The Sub-Divisional Officer, \_\_\_\_\_
- 6) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata-700 012.
- 7) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata-700 073.
- 8) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, I.B. Market, 1<sup>st</sup> Floor, Salt Lake, Sector-III, Kolkata-700 106.
- 9) The Treasury Officer, \_\_\_\_\_
- 10) O.S.D. & Ex-Officio Joint Secretary & System Analyst for uploading in the Finance Department Website.

*AG*  
29.7.15  
OSD & E.O. Joint Secretary to the  
Government of West Bengal

**Government of West Bengal  
Finance (Audit) Department  
'NABANNA'  
Mandirtala,  
325, Sarat Chandra Chatterjee Road, Howrah-711102.**

No.2452-F(P)

Dated, Howrah, the 21<sup>st</sup> April, 2017

**MEMORANDUM**

Sub : Child Care Leave in respect of adopted child.  
-----

The matter of extending the benefit of the Child Care Leave in respect of the legally adopted child to the regular female teaching and non-teaching employees of Government sponsored/ non-Govt. aided Schools, Colleges, State aided Universities, Boards, District Primary School Councils, School Service Commission as well as to the regular female employees of Panchayat Raj and other Local Bodies, Undertakings, Corporations, Statutory Bodies who are entitled to Child Care Leave in terms of Finance Department Memo No.5560-F(P) dt.17.07.2015 read with 5780-F(P) dated -29.07.2015 was under consideration of the Government.

After careful consideration of the matter the Governor has been pleased to decide to extend the benefit of Child Care Leave in respect of the adopted child to the regular female teaching and non-teaching employees of Government sponsored/ non-Govt. aided Schools, Colleges, State aided Universities, Boards, District Primary School Councils, School Service Commission as well as to the regular female employees of Panchayat Raj and other Local Bodies, Undertakings, Corporations, Statutory Bodies who legally adopted such child. All other conditions as laid down in Finance Department's Memo No.5560-F(P) dated-17.07.2015 read-with 5780-F(P) dated 29.07.2015 will remain the same .

This will take effect from 01.04.2017

Sd/- H.K.Dwivedi  
**Principal Secretary to the  
Government of West Bengal**

.....

No.2452/1(300)-F(P)

Dated, Howrah, the 21<sup>st</sup> April, 2017

**Copy forwarded for information and necessary action to :-**

1. ....Deptt./ Dte.
2. The Principal Accountant General (A & E), West Bengal, Treasury Buildings, Kolkata-700001.
3. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata-12.
4. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P1 Hyde Lane, Jawahar Buildings, Kolkata-700073.
5. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, IB Market, 1<sup>st</sup> Floor, Salt Lake, Sector-III, Kolkata-700106.
6. The Assistant Secretary & D.D.O., Finance Department, Nabanna, Howrah-2
7. The Accounts Officer, West Bengal Secretariat, Bikash Bhawan, Salt Lake, Kolkata-91.
8. The District Magistrate/ Judge,.....
9. The Treasury Officer,.....
10. The Sub-Divisional Officer,.....
11. The Commissioner,.....
12. The Superintendent of Police, .....
13. Shri Sumit Mitra, Network Administrator, Finance Department, for uploading in the Finance Department Website.

*Resd*  
21/4/17  
**Deputy Secretary to the  
Government of West Bengal**



**GOVERNMENT OF WEST BENGAL**  
**FINANCE DEPARTMENT**  
**AUDIT BRANCH**

No. 1100- F(P)

Dated : 25.02.2016

**MEMORANDUM**

**Sub : Grant of Paternity-cum-Child Care Leave for 30 days to the male State Government employees and employees of Panchayat Raj & other Local Bodies, Boards, sponsored/non-Govt. aided Schools & Colleges, State aided Universities and Companies, Corporations, Undertakings etc.**

Introduction of Paternity-cum-Child Care Leave to the male State Government employees and such employees of Panchayat Raj & other Local Bodies, Boards, sponsored/non-Govt. aided Schools & Colleges, State aided Universities and Companies, Statutory Bodies, Undertakings and Corporations which are funded wholly or partially by the State Government was under active consideration of the Government for some time past.

2. Now, after careful consideration of the matter the Governor has been pleased to decide that all male State Government employees as well as such employees of the bodies, boards, educational institutions, entities etc. as above with less than two surviving children will be allowed Paternity-cum-Child Care Leave for 30 days in the following manner.

- i) Such leave may be availed of during child birth and upto the age of 18 years of the child.
- ii) During such leave he will be paid leave salary equal to the pay drawn immediately before proceeding on leave.
- iii) Such leave can be combined with leave of any other kind.
- iv) This will not be debited against the leave account.

3. Necessary amendment in the West Bengal Service Rules, Part-I will be made in due course. In case of Panchayat Raj & Local Bodies, Boards, sponsored/non-Govt. aided Schools & Colleges etc. as above, the concerned Administrative Department will take steps for amendment in the relevant leave rules or regulations or bye-laws as applicable.

4. This order will take immediate effect.

Sd/- H. K. Dwivedi  
*Principal Secretary*  
*to the Govt. of West Bengal*

No. 1100/1(300)-F(P)

Dated : 25.02.2016

Copy forwarded to :

- 1) The Principal Accountant General (A&E) West Bengal, Treasury Buildings, Kolkata- 700 001.
- 2) The Addl. Chief Secretary/ Principal Secretary/ Secretary, \_\_\_\_\_ Department, Government of West Bengal.
- 3) The Divisional Commissioner, \_\_\_\_\_ Division.

- 4) The District Magistrate/District Judge, \_\_\_\_\_
- 5) The Superintendent of Police, \_\_\_\_\_
- 6) The Sub-Divisional Officer, \_\_\_\_\_
- 7) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata-700 012.
- 8) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata-700 073.
- 9) The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, I.B. Market, 1<sup>st</sup> Floor, Salt Lake, Sector-III, Kolkata-700 106.
- 10) The Treasury Officer, \_\_\_\_\_
- 11) Sri Sumit Mitra, Network Administrator, Finance Department, for uploading this in the Finance Department Website.
- 12) Guard file.

*Ans*  
23/2/16  
OSD & E.O. Joint Secretary to the  
Government of West Bengal



**Government of West Bengal**  
**Finance Department**  
**Audit Branch**

**MEMORANDUM**

No : 1146-F(P)

Kolkata, the 14<sup>th</sup> February, 2011

The matter of enhancement of the ceiling of Maternity Leave on the recommendation of the Fifth pay Commission has been under active consideration of the Government for some time past. At present a female State Government employee is entitled to Maternity Leave for 135 days in terms of Rule 199 of West Bengal Service Rule, Part-I read with Finance Department Memo No. 3453-F dt 28.03.01.

After careful consideration of the matter the Governor has been pleased to decide that a female State Government employee may be granted Maternity Leave for a maximum of 180 days subject to the existing terms and conditions as laid down in Rule 199 of the West Bengal Service Rule, Part-I.

This order shall take effect from 01.01.2011.

Necessary amendments of the relevant Rules will be made in due course.

Sd/- S. K. Chattopadhyay  
OSD & Ex-officio Special Secretary to the  
Government of West Bengal, Finance Department.

(2)

No. : 1146/1(500)-F(P)

Kolkata, the 14<sup>th</sup> February, 2011

Copy forwarded for information and necessary action to :

01. The Accountant General(A&E), West Bengal, Treasury Buildings, Kolkata-700001.
02. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, Kolkata-700001.
03. The Secretary, Public Service Commission, 161-A, S. P. Mukherjee Road, Kolkata-700026.
04. The Director of Treasuries & Accounts, West Bengal, New India Assurance Buildings, 4, Lyons Range, Kolkata-700001.
05. The pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata-700012.
06. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-I, Hyde Lane, Jawahar Buildings, Kolkata-700073.
07. The Accounts Officer, West Bengal Secretariat, Writers' Buildings, Kolkata-1.
08. The Accounts Officer, West Bengal Secretariat, Bikash Bhawan, Salt Lake, Kol-21.
09. The Additional Chief Secretary/Principal Seceretry/Secretary, .....
10. The Sub-Divisional Officer, .....
11. The District Magistrate/Judge, .....
12. The Treasury Officer, .....
13. The, ..... Department/Directorate
14. The Commissioner, .....
15. The Principal, Industrial Training Institute, .....
16. The Superintendent of Police, .....
17. The Superintending Engineer/Ex. Engineer, .....

OSD & Ex-officio Deputy Secretary to the  
Government of West Bengal, Finance Department



**Government of West Bengal**  
Finance Department  
(Audit Branch)  
Nabanna, Howrah-711102.  
**Email ID : finreceipt-wb@bangla.gov.in**

No. 1090-F(P<sub>2</sub>)

Dated, Howrah, the 1<sup>st</sup> March, 2024.

**MEMORANDUM**

**Sub : Grant of Dearness Allowance to State Government Employees and the employees of Government aided Educational Institutions, employees of Statutory Bodies, Government Undertakings, Panchayats including Panchayat Karmee, Municipal Corporations / Municipalities, Local Bodies etc. and also Dearness Relief to the Pensioners / Family Pensioners.**

The question of enhancement of (i) Dearness Allowance in the revised pay structure implemented as per recommendation of the 6<sup>th</sup> Pay Commission in respect of Government employees, the teaching and non-teaching employees of Government aided Educational Institutions, employees of Statutory Bodies, Government Undertakings, Panchayats including Panchayat Karmee, Municipal Corporations / Municipalities, Local Bodies etc. and (ii) Dearness Relief on the pension / family pension since revised as per recommendation of the said Pay Commission has been under consideration of the Government for some time past.

2. After careful consideration, the Governor has been pleased to decide the following:

- I. The whole time State Government employees shall draw Dearness Allowance @ 14% of basic pay with effect from 01.05.2024. The calculation of Dearness Allowances shall be made taking into account the revised basic pay and NPA, if any, but it shall not include any other type of pay.
- II. The Dearness Allowance as sanctioned at (I) above in respect of State Government employees shall be admissible to the teaching and non-teaching employees of Government aided Educational Institutions, employees of Statutory Bodies, Government Undertakings, Panchayats including Panchayat Karmee, Municipal Corporations / Municipalities, Local Bodies etc. The respective Administrative Department may sanction the benefit of Dearness Allowance @ 14% of revised basic pay with effect from 01.05.2024 to the employees under their control without making any further reference to Group-P<sub>2</sub> of this Department.
- III. (a) The State Government Pensioners / Family Pensioners shall draw Dearness Relief @ 14% of revised basic pension / revised family pension with effect from 01.05.2024.  
(b) It will be the responsibility of the Pension Disbursing Authority to calculate the quantum of Dearness Relief on revised Pension / revised family Pension payable to each individual case.  
(c) For the purpose of payment of Dearness Relief sanctioned herein, the Principal Accountant General (A&E), West Bengal, will issue authority to the Public Sector Banks in Kolkata and the Accountant General of other States.  
(d) The Treasury or Sub-treasury Officers in this State will give effect to this order without the authority of the Accountant General (A&E), West Bengal.

- IV. The Dearness Relief as sanctioned at (III) (a) above for the State Government Pensioners / Family Pensioners shall also be admissible to the Pensioners / Family Pensioners of State aided Non-Government Educational Institutions, Statutory Bodies / Government Undertakings / Panchayats, Municipal Corporations / Municipalities, Local Bodies etc., who are in receipt of revised Pension / revised Family Pension as per recommendation of 6<sup>th</sup> Pay Commission. The respective Administrative Department may sanction the benefit of Dearness Relief @ 14% of revised Pension / revised Family Pension with effect from 01.05.2024 to the Pensioners / Family Pensioners concerned under their control without making any further reference to Pension Branch of this Department.
- V. (a) The rate of Dearness Allowance in respect of the employees mentioned in para (I) above who are drawing pay in the pre-revised pay structure as per recommendation of the 5<sup>th</sup> Pay Commission shall be enhanced from 151% to 161% with effect from 01.05.2024.  
(b) The pensioners / family pensioners still drawing pre-revised pension / family pension (As per ROPA 2009) will get Dearness Relief @ 161% with effect from 01.05.2024 till their pension / family pension is revised.
- VI. The Dearness Allowance / Dearness Relief sanctioned herein shall be rounded off to the nearest rupee in each case.
- VII. In the case of Public Undertakings / Statutory Bodies, the additional expenditure for sanction of Dearness Allowance and Dearness Relief should be borne by such Undertakings / Bodies themselves out of their own resources or out of financial assistance provided to them in the budget and no additional financial assistance will be given to them on that account.
- VIII. There will be a further ad-hoc increase in the Daily Rate of Wages by Rs.22/- (Rupees Twenty Two) only with effect from 01.05.2024 for the daily rated workers under the Government whose wages are not regulated by any Statutory provisions like the Minimum Wages Act, etc.

**Sd/- Dr. Manoj Pant**

**Additional Chief Secretary to the  
Government of West Bengal**



No. 1090/1(400)-F(P<sub>2</sub>)

Dated, Howrah, the 1<sup>st</sup> March, 2024.

**Copy forwarded for information and necessary action to:-**

01. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, Kol.-700 001.
02. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, Kol.-700 001.
03. The Principal Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3<sup>rd</sup> MSO Buildings, 5<sup>th</sup> Floor, Block DF, Sector-I, Salt Lake, Kolkata – 700 064.
04. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700 012.
05. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Jawahar Buildings, Kolkata – 700 073.
06. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Subhanna, SGO Complex, 5<sup>th</sup> and 6<sup>th</sup> Floor, Plot No. 9, DF Block, Sector 1, Bidhannagar, Kol-700 064.
07. The Section & D.D.O., Finance (Accounts) Department, West Bengal Secretariat, Nabanna, Howrah 711 102.
08. The Department / Directorate \_\_\_\_\_
09. The District Magistrate/ District Judge \_\_\_\_\_
10. The Sub-Divisional Officer, \_\_\_\_\_
11. The Treasury Officer, \_\_\_\_\_
12. The Commissioner, \_\_\_\_\_
13. The Superintendent of Police, \_\_\_\_\_
14. The Superintendent Engineer / Executive Engineer, \_\_\_\_\_
15. The Principal Industrial Training Institute, \_\_\_\_\_
16. Shri Sumit Mitra, Network Administrator, Finance Department for uploading this Resolution in the Finance Department, Website.
- 17.. Office Copy.

  
**Additional Secretary to the  
Government of West Bengal.**

C: / Somnath Dutta /  
2024 / Misc. / 1090

**GOVERNMENT OF WEST BENGAL  
FINANCE DEPARTMENT  
PENSION BRANCH  
WRITERS' BUILDINGS  
BLOCK NO.- IV, 2<sup>ND</sup> FLOOR  
KOLKATA - 700 001**

No. 202-F(Pen)

Dated, Kolkata, the 15<sup>th</sup> March, 2024

**MEMORANDUM**

**Subject:** Standard operating procedure (SOP) for Family Pension.

The simplification of procedures to expedite disposal of Family Pension cases has been under active consideration of the Government.

The Governor is now pleased to lay down the following standard operating procedure to be followed by various authorities for settlement of family pension claims in respect of deceased Government employees.

**A. Procedure to be followed by the claimant**

The claimant shall apply to the office where the deceased Govt. employee was last serving. The claimant shall submit as enclosure the following documents:

**(a) In case of Family Pension claimed by the spouse:**

- If spouse of the deceased employee has been co-authorised for family pension in the PPO, the spouse shall apply to the treasury/bank (as the case may be) from where pension was drawn against the PPO issued to the deceased pensioner with intimation to the Bank concerned along with death registration certificate and P.P.O. Thereafter, the Treasury/Bank (as the case may be) shall do the needful for payment of Family Pension to the family pensioner.
- If the employee died in harness, the spouse will apply in plain paper to the P.S.A. along with necessary documents required as per extant norms.

**(b) In case of claim by unmarried / divorced / widowed daughters of the deceased employee:**

An application on plain paper for the claim of family pension is to be made before the PSA along with the following documents:

- 1) An original application of claim for family pension should be made on plain paper of the Claimant who will have to apply to the Head of Office where her deceased father / mother served at the time of retirement and duly authenticated by the Pension Sanctioning Authority.
- 2) Original Annexure 'A' duly filled in (4 Copies). (in Kolkata Municipal area)
- 3) Original Annexure-II (4 Copies) duly filled in and countersigned by the P.S.A. (containing signature of two persons as witness and two attestations by competent authority)
- 4) Original Annexure-III (4 Copies) duly filled in.
- 5) Passport size photographs (4 Copies) duly attested, in four separate Sheets. (The attestation of the Photographs of the Claimant is required to be in such a manner that the signature of attesting officer with seal should be affixed with the photographs.)
- 6) Four slips each bearing three (3) Specimen Signature of the Claimant duly attested, in four separate Sheets.
- 7) Current original (not older than six months) income certificate in favour of the claimant with marital status from a Gazetted Officer of Central or State Govt. belonging to Gr. 'A' service (other than concerned P.S.A. / Head of Office / any other officer of the respective Department / Directorate / Office from where the concerned employee retired / deceased) in his own capacity and responsibility.

The name of the Ex- Govt. Employee and the relation between him/her & the claimant must be mentioned in the certificate.

Full name, official seal and official address with pin code of the official concerned must be mentioned in the income certificate.

- 8) A certificate by the P.S.A. / Head of Office to the effect that "there is no other recipient of family pension of the deceased Govt., employee i.e. minor son / daughters, physically handicapped sons / daughters of the family" to claim family pension other than the claimant.



- 9) List of family members of the deceased Govt. employee indicating their Date of Birth, sex, occupation, income and marital status duly authenticated by any Group A officer other than P.S.A.
- 10) Original Service Book of the concerned Govt. Employee. If Service Book is not available a certificate by P.S.A. / Head of Office to the effect that "Service Book of the concerned Govt. Employee cannot be traced out in spite of thorough search and it is certified that the case will not be submitted again in future" is to be submitted.
- 11) Attested copy of P.P.O. of deceased Govt. Employee. (If P.P.O. is already issued in favour of Govt. Employee)
- 12) Attested copy of death certificate of the deceased Govt. employee duly certified by the Registrar, Birth and Death.
- 13) Attested copy of death certificate of spouse of deceased Govt. employee duly certified by the Registrar, Birth and Death.
- 14) Attested copy of age proof certificate of the Claimant. (School Leaving/Admit Card of any recognised board or council/Birth Certificate/AAHDAR/Passport/PAN etc.)
- 15) Attested copy of Address proof document of the Claimant, i.e. Voter Identity card, Ration card, Aadhaar card etc.
- 16) Attested copy of death certificate of deceased husband of the Claimant duly certified by the Registrar, Birth and Death. (in case of Widow Daughter)
- 17) Attested copy of Divorce Certificate issued by the Court of Law. (in case of Divorced Daughter).
- 18) Name of the deceased husband of the Claimant duly certified by the P.S.A. (in case of Widow Daughter)
- 19) An original affidavit made by the Claimant, before Ld. 1st Class Magistrate regarding Declaration of family pension. (Affidavit from Notary Public would not be accepted.)

## **B. Procedure to be followed by the PSA**

1. The PSA will examine and process the case within two (2) weeks of receipt of the claim and forward to the Principal Accountant General (A&E), West Bengal, with documents required in terms of Memo. No. 100-F(Pen) dt. 28.02.2022 read with Memo. No. 732-F(Pen) dt 12.11.2008 for issuance of Family Pension Payment Order (FPPO) in favour of the claimant.

**2. If it is a pre-deceased case** of family pension, (i) the PSA will examine and process the case of family pension **within 2 weeks** of receipt of the claim as per memo. no. 830-F(Pen) dt 20.09.2010 with documents required in terms of memo. no. 100-F(Pen) dt 28.02.2022 read with no. 732-F( Pen) dt 12.11.2008 and forward the same to the Administrative Department in terms of memo. no. 400-F(Pen) dt 03.05.2023.

(ii) The Administrative Department will examine and forward such cases to Finance Department, Pension Branch within two weeks from receipt of the same for necessary concurrence in terms of memo. no. 400-F(Pen) dt 03.05.2023.

(iii) The Finance Department (Pension Branch) shall examine the case and issue necessary concurrence within 10 working days subject to the fulfilment of the criteria.

(iv) The Administrative Department will then forward the same to the PSA within two weeks from the date of receipt.

(v) The PSA, on receipt of the documents, from the Administrative Department, shall forward the matter with Sanctioned Order to the Principal Accountant General (A&E), West Bengal, within 2 weeks.

(vi) The Pr. A.G.(A&E), WB, will process the claim of family pension and issue Family Pension Payment Order (FPPO) in favour of the claimant subject to the fulfilment of necessary criteria.

**C.** This is issued in addendum to the order no. 100-F(Pen) dated 28.02.2022.

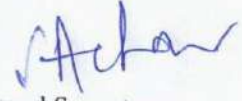
Sd/-

(Dr. Manoj Pant)

Additional Chief Secretary  
to the Govt of West Bengal

Copy forwarded for information and necessary action to:-

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata 700 001.
2. The Additional Chief Secretary to the Governor of West Bengal, Raj Bhaban, Kolkata.
3. The Additional Chief Secretary/Principal Secretary/Secretary,.....Department, Government of West Bengal.
4. The Commissioner, ..... Division.
5. The Director of Treasuries & Accounts, West Bengal, 3rd Floor, Mitra Buildings, 8, Lyons Range, Kol-I.
6. The District Magistrate/District Judge/Superintendent of Police -----
7. The Sub-Divisional officer -----
8. The Pay & Accounts Officer, Kolkata Pay & Accounts Office - I, 81/2/2, Phears Lane, Kolkata-700 012.
9. The Pay & Accounts Officer, Kolkata Pay & Accounts Office - II, P-1, Hyde Lane, Jawarhar Building, Kolkata - 700 012.
10. The Pay & Accounts Officer, Kolkata Pay & Accounts Office - III, Subhanna, DF Block, Sector-I, Kolkata - 700 064.
11. The Treasury Officer, .....
12. Sri Sumit Mitra, Network Administrator, Finance Department, for uploading this order in the Finance Department's Website.



Additional Secretary  
to the Govt. of West Bengal



Dated, Howrah, the 7<sup>th</sup> March, 2024

No. 1223-F(P2)/FA/O/2M/493/12

**MEMORANDUM**

**Sub : Grant of ex-gratia payment to the State Government Pensioners for the year 2023-2024.**

The undersigned is directed by order of the Governor to say that in order to provide some relief to the State Government Pensioners during the ensuing festivals, the Governor is has been pleased to decide that all State Government Pensioners including the holders of provisional pension who retired prior to 30.09.2023 and also the pensioners who retired or died after 30.09.2023 but prior to 01.09.2024 and whose basic pension plus Dearness Relief on pension as on 31<sup>st</sup> March, 2024 did not exceed **Rs. 35,000/-** (Rupees Thirty Five Thousand) only are not eligible for ad-hoc bonus shall be paid an ex-gratia of **Rs.3,200/-** (Rupees Three Thousand and Two Hundred) only in lump per head.

2. The charge is debitable to head "2071-Pension and other retirement benefits-01-Civil-800-other Expenditure-NP-001-fund required for meeting other expenditure-V-04-Pension/Gratuities" during the current financial year.

3. The ex-gratia grant sanctioned herein will also be admissible to:

- i. The holders of family pension, ex-gratia family pension and ad-hoc family pension;
- ii. Pensioners (including widow pension holders) who draw their pension sanctioned under French Pension Rules;
- iii. Holders of extra-ordinary pension; and
- iv. Holders of ex-gratia pension.

The benefit will also be admissible to the pensioners of the undivided Government of Bengal and the pensioners erstwhile East Pakistan (now Bangladesh) Government who migrated to West Bengal and are receiving pension under "Provisional Payment of Pension Scheme".

4. The Ex-gratia sanctioned herein will not be admissible to the special categories of pensioners, such as:-

- i. Pensioners who have migrated from Pakistan;
- ii. Political Pensioners;
- iii. Special Pensioners;
- iv. War Risk Pensioners;
- v. Pensioners governed by All India Service Rules.

5. The benefit will not be admissible to those who are entitled to ad-hoc sanctioned by the State Government and those who are employed / re-employed under any Public Undertakings / Statutory Bodies under the Government and are in receipt of bonus or ex-gratia payment in lieu thereof during the current financial year.

6. State Government pensioners who draw their pension through Public Sector Banks will get this ex-gratia grant through their respective Bank Account. The Principal Accountant General (A&E), West Bengal will issue an authority for this purpose to all such Banks under the Kolkata Payment Scheme immediately on receipt of this order so that the pensioners may draw the ex-gratia grant immediately to make their commitments for the festival. The Treasury Office will take appropriate steps for issue of cheque to the respective paying branches of the Banks and Post Offices, so that the pensioners receiving pension through Banks and Money Order get the payment of ex-gratia immediately to meet their commitments for this festival. No authority of the Principal Accountant General (A&E), West Bengal will be required for this purpose.

7. Subject to Para 6 above, this order will also be applicable to those who are eligible to this ex-gratia grant but whose pension / family pension has not yet been sanctioned. In their cases and in the case of persons who are drawing provisional pension, this amount of ex-gratia will be drawn by the authority competent to draw provisional pension in the same manner as the amount of Provisional Pension is drawn by him. In their cases, the facts of payment of ex-gratia grant should be intimated to the Principal Accountant General (A&E), West Bengal at the time of forwarding their pension papers for final sanction of pension.



The benefit of ex-gratia grant of Rs. 3,200/- per head as has been sanctioned in this memorandum for the State Government Pensioners will also be allowed to the teaching and non-teaching Pensioners of State Government Educational Institutions and Pensions of Panchayats, the Pensioners of Municipal Corporation / Municipalities / Local Bodies and other Organisations for who pension is authorized either by the Accountant General, West Bengal or the DPPG, West Bengal. In such cases the respective Administrative Department may sanction the benefit of ex-gratia payment @ Rs. 3,200/- per head this year to the pensioners concerned under their control without making any further reference to Pension Branch of this Department.

The payment of ex-gratia as sanctioned hereinabove should be made before the festival of Id-UI-Fitre of 2024 for the Muslim Pensioners / Family Pensioners and other than Muslim Pensioners / Family Pensioners the benefit should be disbursed in between 23.09.2024 to 30.09.2024.

Sd/- Dr. Manoj Pant

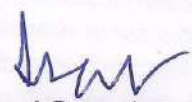
**Additional Chief Secretary to the  
Government of West Bengal.**

**No. 1223/1(300)-F(P2)/FA/O/2M/493/12**

**Dated, Howrah, the 7<sup>th</sup> March, 2024**

**Copy forwarded for information and necessary action to :-**

01. The Pr. Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place [West] Kolkata – 700 001.
02. The Director of Treasuries & Accounts, West Bengal, Kolkata- 700 001.
03. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700 012.
04. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, Johar Building, P-1, Hyde Lane, Kolkata – 700 073.
05. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Subhanna, SGO Complex, 5<sup>th</sup> & 6<sup>th</sup> Floor, Plot No. 9, DF Block, Sector-I, Salt Lake City, Kolkata- 700 064.
06. The Deputy Secretary & DDO, Finance Department, Accounts Branch, Nabanna, Howrah.
07. The District Magistrate/Judge \_\_\_\_\_
08. The Sub-Divisional Officer, \_\_\_\_\_
09. The Treasury Officer, \_\_\_\_\_
10. The \_\_\_\_\_ Department/Directorate.
11. The Commissioner, \_\_\_\_\_
12. The Principal Industrial Training Institute \_\_\_\_\_
13. The Superintendent of Police, \_\_\_\_\_
14. The Superintending Engineer/ Executive Engineer, \_\_\_\_\_
15. Shri Sumit Mitra, Network Administrator, Finance Department for uploading this Memorandum in the Finance Department Website.
16. Office Copy.

  
**Additional Secretary to the  
Government of West Bengal.**

C: / Somnath Dutta /  
2024 / Misc. / 1223-F(P2)



**GOVERNMENT OF WEST BENGAL  
FINANCE DEPARTMENT  
Group-J  
Writers' Buildings, Kolkata**

**No. 001-F(J)**

**Dated: Kolkata, the 04th January, 2024**

**RESOLUTION**

The Governor is pleased to decide that during the period from **01.01.2024** to **31.03.2024**, accumulation at the credit of the subscribers to General Provident Fund and other similar funds under the administrative control of the Government of West Bengal shall carry interest at the rate of **7.1% (seven point one percent) per annum**. The rate will be in force during this financial year for the period from **01.01.2024** to **31.03.2024**. The funds concerned are:-

- i. General Provident Fund (West Bengal Service).
- ii. Contributory Provident Fund (West Bengal).
- iii. Provident Funds maintained under the West Bengal Non-Government Educational Institutions and Local Authorities (CPFE) Act, 1983.
- iv. Any other Provident Fund maintained under State Account with the approval of this Government.

2. Ordered that the resolution be forwarded to all Departments of the Government of West Bengal and published in Kolkata Gazette.

**By order of the Governor**

*Sdf*  
**Joint Secretary to the  
Government of West Bengal**

**No. 001/1(20)-F(J)**

**Dated: Kolkata, the 04th January, 2024**

Copy (20 copies) of the resolution to be forwarded to the Senior Deputy Accountant General (Fund Misc.), Office of the Pr. A.G (A&E), West Bengal, G.I Press Buildings, 8- K.S.Roy Road, Kolkata-700001.

*Sdf*  
**Deputy Secretary to the  
Government of West Bengal**

Contd....P/2

No. 001/2(15)-F(J)

Dated: Kolkata, the 04th January, 2024

**Copy forwarded for necessary information to:-**

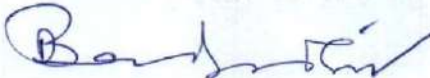
1. P.S. to M-O-S (I.C), Finance Department, Government of West Bengal.
2. P.S. to A.C. S., Finance Department, Government of West Bengal.
3. The Joint Secretary, E-Governance Cell, Finance Department, Nabanna.
4. The Commissioner (All).
5. The Secretary (All Departments of the State Government).
6. The Director (All Directorates of the State Government).
7. The District Magistrate/Judges (All Districts of the State Government).
8. The S.D.O (All Districts of the State Government).

He is requested to circulate the Memo along with the enclosure to all offices under his jurisdiction.

9. The Deputy Secretary, Finance Department, Accounts Branch, Nabanna, Howrah-711 102.
10. The Deputy Secretary, Finance Department, Group-H, Writers' Buildings.
11. All the Treasury Officers including the Pay and Accounts Officer, Kolkata Pay and Accounts Office- I, II & III.
12. The Superintendent of Police (all districts).
13. The D.T.A, West Bengal, Mitra Building, Lyons Range, Kol-01.
- ✓ 14. The Network Administrator, Finance Department, Nabanna, Howrah- 711102.

He is requested to upload this Memo in F.D's Website.

15. Guard File.

  
**Deputy Secretary to the  
Government of West Bengal**



**GOVERNMENT OF WEST BENGAL**  
**FINANCE DEPARTMENT**  
**Group-J**  
**Writers' Buildings, Kolkata.**

**No. 048 -F(J)-W.B.**

**Dated : Kolkata, the 19th July, 2023**

**RESOLUTION**

The Governor is pleased to decide that during the period from **01.07.2023** to **30.09.2023**, accumulation at the credit of the subscribers to General Provident Fund and other similar funds under the administrative control of the Government of West Bengal shall carry interest at the rate of **7.1%(seven point one percent) per annum**. The rate will be in force during this financial year for the period from **01.07.2023** to **30.09.2023**. The funds concerned are:-

- i. General Provident Fund (West Bengal Service).
- ii. Contributory Provident Fund (West Bengal).
- iii. Provident Funds maintained under the West Bengal Non-Government Educational Institutions and Local Authorities (CPFE) Act, 1983.
- iv. Any other Provident Fund maintained under State Account with the approval of this Government.

2. Ordered that the resolution be forwarded to all Departments of the Government of West Bengal and published in Kolkata Gazette.

**By order of the Governor**

**Sd/- G.C. Paul**

**Joint Secretary to the  
Government of West Bengal**

**No. 048/1(20)-F(J)W.B.**

**Dated : Kolkata, the 19th July, 2023**

Copy (20 copies) of the resolution to be forwarded to the Senior Deputy Accountant General (Fund Misc.), Office of the Pr, A.G (A&E), West Bengal, G.I Press Buildings, 8- K.S.Roy Road, Kolkata-700001.



**O.S.D. & Ex-Officio Assistant Secretary to the  
Government of West Bengal**

**Contd....P/2**

**No. 048 /2(20)-F(J)W.B.**

**Dated : Kolkata, the 19th July, 2023**

**Copy forwarded for necessary information to:-**

1. P.S. to M-I-C, Finance Department, Government of West Bengal.
2. P.S. to A.C. S., Finance Department, Government of West Bengal.
3. The Joint Secretary, E-Governance Cell, Finance Department, Nabanna.
4. The Commissioner (All).
5. The Secretary (All Departments of the State Government).
6. The Director (All Directorates of the State Government).
7. The District Magistrate/Judges (All Districts of the State Government).
8. The S.D.O (All Districts of the State Government).

He is requested to circulate the Memo along with the enclosure to all offices under his jurisdiction.

9. The Deputy Secretary, Finance Department, Accounts Branch, Nabanna, Howrah-711 102
10. The Deputy Secretary, Finance Department, Group-H, Writers' Buildings.
11. All the Treasury Officers including the Pay and Accounts Officer, Kolkata Pay and Accounts Office- I, II & III.
12. The Superintend of Police (all districts)
13. The D.T.A, W. Bengal, Mitra Building, Lyons Range, Kol-01.
14. Shree Sumit Mitra, Network Administrator, Finance Department, Nabanna, Howrah-711102.

He is requested to upload this Memo in F.D's Website.

15. Office Copy.

  
**O.S.D. & Ex-Officio Assistant Secretary to  
the Government of West Bengal**



**GOVERNMENT OF WEST BENGAL**  
**FINANCE DEPARTMENT**  
**Group-J**  
**Writers' Buildings, Kolkata**

No. 090-F(J)W.B.

Dated : Kolkata, the 12th October, 2023

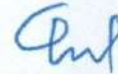
**RESOLUTION**

The Governor is pleased to decide that during the period from **01.10.2023** to **31.12.2023**, accumulation at the credit of the subscribers to General Provident Fund and other similar funds under the administrative control of the Government of West Bengal shall carry interest at the rate of **7.1%(seven point one percent) per annum**. The rate will be in force during this financial year for the period from **01.10.2023** to **31.12.2023**. The funds concerned are:-

- i. General Provident Fund (West Bengal Service).
- ii. Contributory Provident Fund (West Bengal).
- iii. Provident Funds maintained under the West Bengal Non-Government Educational Institutions and Local Authorities (CPFE) Act, 1983.
- iv. Any other Provident Fund maintained under State Account with the approval of this Government.

2. Ordered that the resolution be forwarded to all Departments of the Government of West Bengal and published in Kolkata Gazette.

**By order of the Governor**



**Joint Secretary to the  
Government of West Bengal**

No. 090/1(20)-F(J)W.B.

Dated : Kolkata, the 12th October, 2023

Copy (20 copies) of the resolution to be forwarded to the Senior Deputy Accountant General (Fund Misc.), Office of the Pr. A.G (A&E), West Bengal, G.I Press Buildings, 8- K.S.Roy Road, Kolkata-700001.



**O.S.D. & Ex-Officio Assistant Secretary to the  
Government of West Bengal**

: 2 :

**No. 090/2(20)-F(J)W.B.**

**Dated : Kolkata, the 12th October, 2023**

**Copy forwarded for necessary information to:-**

1. P.S. to M-I-C, Finance Department, Government of West Bengal.
2. P.S. to A.C. S., Finance Department, Government of West Bengal.
3. The Joint Secretary, E-Governance Cell, Finance Department, Nabanna.
4. The Commissioner (All).
5. The Secretary (All Departments of the State Government).
6. The Director (All Directorates of the State Government).
7. The District Magistrate/Judges (All Districts of the State Government).
8. The S.D.O (All Districts of the State Government).

He is requested to circulate the Memo along with the enclosure to all offices under his jurisdiction.

9. The Deputy Secretary, Finance Department, Accounts Branch, Nabanna, Howrah-711 102
10. The Deputy Secretary, Finance Department, Group-H, Writers' Buildings.
11. All the Treasury Officers including the Pay and Accounts Officer, Kolkata Pay and Accounts Office- I, II & III.
12. The Superintendent of Police (all districts)
13. The D.T.A, W. Bengal, Mitra Building, Lyons Range, Kol-01.
14. Shree Sumit Mitra, Network Administrator, Finance Department, Nabanna, Howrah-711102.

He is requested to upload this Memo in F.D's Website.

15. Office Copy.

  
**O.S.D. & Ex-Officio Assistant Secretary to  
the Government of West Bengal**



**Government of West Bengal**  
**Finance Department**  
**Audit Branch**

No.6042-F(P<sub>2</sub>)

Dated, 7<sup>th</sup> November, 2019.

**MEMORANDUM**

It has been observed that the criterion for admissibility of the benefit of career advancement scheme published vide Memo. No-6075-F dt. 21.06.1990 since modified vide Memo. No-3015-F dt. 13.03.2001 and the provisions for fixation of pay on such benefits, which were prescribed keeping in view the pay structure (scales of pay) as were in force at that time, no longer match with the present structure of pay introduced through the WBS(ROPA) Rules, 2019. Keeping in view such fact and the provisions laid down in Note-2 below Rule -11 of the WBS(ROPA) Rules, 2019, the undersigned is directed by order of the Governor to revise the existing career advancement scheme for State Govt. employees in the manner as indicated in the following paragraphs and the scheme so revised shall be effective in respect of an existing government employee notionally from a date on which he opts to come under the revised pay structure under the WBS(ROPA) Rules, 2019 and actually from 01.01.2020 and in respect of a new entrant who joined service on or after 01.01.2016, this scheme will be effective from the date of publication of the WBS (ROPA) Rules, 2019.

2. Subject to fulfilment of usual norms of promotion and also subject to the provisions as undernoted, a government employee directly appointed to a post borne in revised Level-1 to 15 in the Pay Matrix of the WBS(ROPA) Rules, 2019 or its corresponding pre-revised Pay Band and Grade Pay /scales of pay under the previous WBS(ROPA) Rules, is entitled to move to the first, second and third higher Level in relation to the basic Level, as shown in the annexure to this Memo., on completion of continuous and satisfactory service of 8 (eight), 16 (sixteen) and 25 (twenty five) years respectively.

i) (a) A government employee, who has not got any promotion within 8 (eight) years of service, will move to the first higher Level from the date of completion of 8 years of service, (b) if such employee has got one or more promotion (s) (functional/non-functional) below the second higher Level within 16 years of service, he will move to the second higher Level from the date of completion of 16 years of service and (c) if such an employee has got two or more promotions (functional/non-functional) below the third higher Level within 25 years of service, he will move to the third higher Level from the date of completion of 25 years of service.

In each of the above cases, the employee will get his pay fixed either from the date of entitlement or from the date of next increment as per his option.

(A) In case the employee opts to get his pay fixed from the date of entitlement, then on the date of entitlement one increment shall be added to the existing pay (in the lower Level) of the employee and he shall be placed at a Cell equal to the figure so arrived at in the higher Level to which he moves and if no such Cell is available in the higher Level, he shall be placed at the next higher Cell in that Level. His next increment will fall due on the 1<sup>st</sup> July on completion of at least six months service from the date of such fixation.

(B) In case the employee opts to get his pay fixed from the date of next increment, then on the date of entitlement, there will be no interim pay fixation and after allowing the normal annual increment on 1<sup>st</sup> July the procedure indicated at (A) above shall be followed.

ii) (a) A government employee, who has got only one promotion (functional/non-functional) before completion of 16 years of service in a Level higher than the first higher Level, will not be allowed to move further higher Level except pay fixation benefit of one increment in the same Level from the date of completion of 16 years of service without having any scope of option and (b) likewise, a government employee, who has got only two benefits before completion of 25 years of service in the form of pay fixation in the same Level as at (a) above or promotion(s) (functional/non-functional) - one of which in a Level higher than the second higher Level, will not be allowed to move further higher Level except pay fixation benefit of one increment in the same Level from the date of completion of 25 years of service without having any scope of option. In each of the cases mentioned herein, the employee will get next increment on next 1<sup>st</sup> July whether he completes six months service or not.

iii) A government employee, who, after availing 1<sup>st</sup> /2<sup>nd</sup> /3<sup>rd</sup> higher Level on completion of 8/16 /25 years of service gets promotion (functional/non-functional) in the same Level, will get pay fixation benefit of one increment in the same Level from the date of such promotion and he will get next increment on next 1<sup>st</sup> July whether he completes six months service or not.



iv) When a government employee is promoted to a post carrying lower Level than the Level he is holding due to non-functional movement, he shall be allowed to retain the higher Level in the promotion post as personal to him and his pay on promotion shall be fixed by allowing one increment from the date of such promotion and he will get next increment on next 1<sup>st</sup> July whether he completes six months service or not.

v) When the Level of a promotion post is same as that of the feeder post, it will be treated as the Level of the feeder post for the purpose of operation of the provisions of this Memo.

vi) (a) A pass graduate teacher of a government school who has got the benefit of movement to a Level (scale) similar to or above the second/third higher Level on the basis of higher qualification acquired during service will not get any further movement to higher Level except fixation benefit of one increment on each occasion of completion of 16 and 25 years of service with the date of next increment remaining the same. However, such a teacher if acquires such higher qualification after getting 1<sup>st</sup> higher Level on completion of 8 years of service will get pay fixation benefit in the same manner on completion of 25 years of service only and if such higher qualification is acquired after 16 years of service no further benefit is available on completion of 25 years of service. (b) An Assistant Master of a government school who before getting 1<sup>st</sup> higher Level on completion of 8 years of service has got the benefit of movement to a Level next above on the basis of higher qualification acquired during the service will only be eligible to move to second and third higher Level on completion of 16 and 25 years of service respectively with pay fixation benefit in the manner as indicated in preceding para 2 (i). (c) An Assistant Master of government school who acquires higher qualification after availing 1<sup>st</sup> higher Level on completion of 8 years of service will be eligible for movement to 2<sup>nd</sup> and 3<sup>rd</sup> higher Level on completion of 16 years and 25 years of service respectively with pay fixation benefit in the manner as indicated in preceding para 2(i).

3. (a) (i) Subject to fulfilment of usual norms of promotion, a government employee not belonging to any State Constituted Service, directly appointed to a post borne in the revised Level 16 in the Pay Matrix of the WBS(ROPA) Rules,2019 or its corresponding pre-revised Pay Band and Grade Pay/scale of pay under the previous WBS(ROPA) Rules, is entitled to move to Level 17 and Level-19 (as indicated in the annexure to this Memo.) from the date of completion of continuous and satisfactory service of 8 (eight) and 16 (sixteen) respectively provided he has not reached Level-17 during 8 years, Level-19 during 16 years of service by way of promotion or otherwise. In such cases the manner of pay fixation shall be same as indicated in the preceding para 2 (i).

(ii) Subject to fulfilment of usual norms of promotion, a government employee belonging to any State Constituted Service, directly appointed to a post borne in the revised Level 16 in the Pay Matrix of the WBS(ROPA) Rules,2019 or its corresponding pre-revised Pay Band and Grade Pay/scale of pay under the previous WBS(ROPA) Rules, is entitled to move to Level 17, Level-19 and Level 21 (as indicated in the annexure to this Memo.) from the date of completion of continuous and satisfactory service of 8 (eight), 16 (sixteen) and 25 (twenty five) years respectively provided he has not reached Level-17 during 8 years, Level-19 during 16 years and Level-21 during 25 years of service by way of promotion or otherwise. In such cases the manner of pay fixation shall be same as indicated in the preceding para 2 (i).

N.B. In the case of State Constituted Service other than WBSS, the period 8 years, 16 years and 25 years of service in respect of a member shall count from the date of joining such State Constituted Service either by direct recruitment or by promotion irrespective of the fact that such a promotee member has got any promotion or movement through CAS/MCAS in his feeder service.

(b) (ii) Subject to fulfilment of usual norms of promotion, a government employee whether belonging to any State Constituted Service or not, directly appointed to a post borne in the revised Level- 17 or Level – 18 in the Pay Matrix of the WBS(ROPA) Rules,2019 or its corresponding pre-revised Pay Band and Grade Pay/scale of pay under the previous WBS(ROPA) Rules, is only entitled to move to Level-19 (as indicated in the annexure to this Memo.) from the date of completion of 8 (eight) years provided he has not reached Level-19 during 8 years of service by way of promotion or otherwise. In such cases the manner of pay fixation shall be same as indicated in the preceding para 2 (i).

(c) Any employee as mentioned above when appointed to a post carrying same Level as that of the Level he is enjoying due to non-functional movement will get pay fixation benefit of one increment from the date of such appointment with next increment on 1<sup>st</sup> July after completion of at least six months service.

(d) When an employee mentioned in sub paras (a) and (b) above, is promoted to a post carrying lower Level than the Level (as per annexure to this Memo.) he is holding due to non-functional movement, he shall be allowed to retain the higher Level in the promotion post as personal to him and his pay on promotion shall be fixed by allowing one increment from the date of such promotion with next increment on 1<sup>st</sup> July after completion of at least six months service.



4. In respect of the State Constituted Services availability of posts in Level – 21 (Pre-revised Grade Pay Rs. 8700/- / Scale No. 19), Level – 22 (pre-revised Grade Pay Rs. 8900/- / Scale No. 20) and Level – 24 (Pre-revised Grade Pay Rs. 10000/- / Scale No. 21) as have been sanctioned in terms of Memo No. 6075 – F dated 21.06.1990 read with Memo No. 3015 – F dated 13.03.2001 and subsequent orders issued by Finance Department and various administrative departments (with the concurrence of F.D.) from time to time and eligibility criterion for admissibility of such higher Levels (Pay Scales) as prescribed therein or prescribed by any subsequent orders shall remain in force.

5. The orders allowing higher Levels as per this Memo in respect of the employees directly appointed to the posts borne in Level 13 and above in the Pay Matrix including the members of the State Constituted Service shall be issued by the respective administrative departments and in respect of others by the Head of Office.

6. If a regular promotion in due course is refused by an employee before he is entitled to movement to the higher Level or any pay fixation benefit in the same Level as per the provisions of this Memo., he shall not be allowed movement to higher Level or any pay fixation benefit because he has not been put to stagnate due to lack of promotional opportunity.

7. The period of service which does not count for increment will not be taken into account for computing 8/16/25 years of service for the purpose of this Memo.

8. All previous Orders/Memo.s /Clarifications issued in connection with admissibility of CAS/MCAS stand modified to the extent of the provisions of this Memo.

Sd/- H.K. Dwivedi

Additional Chief Secretary to the  
Government of West Bengal

Annexure to Memo No.6042-F(P<sub>2</sub>) Dated 7<sup>th</sup> November, 2019

Scale of pay under ROPA-98	First appointed (basic)	Level of pay in the Pay Matrix	First Higher Level (Scale)	Second Higher Level (Scale)	Third Higher Level (Scale)
	Pay Band and Grade Pay under ROPA-09		(2)	(3)	(4)
	<b>(1)</b>				
Rs.2600-4175/-	PB-1 with GP Rs.1700/-	Level 1	Level 2	Level 3	Level 4
Rs.2700-4400/-	PB-1 with GP Rs.1800/-	Level 2	Level 3	Level 4	Level 5
Rs.2850-4680/-	PB-2 with GP Rs.1900/-	Level 3	Level 4	Level 5	Level 6
Rs.3000-5230/-	PB-2 with GP Rs.2100/-	Level 4	Level 5	Level 6	Level 7
Rs.3150-5680/-	PB-2 with GP Rs.2300/-	Level 5	Level 6	Level 7	Level 8
Rs.3350-6325/- or Rs.3350-6325/- with higher initial start at Rs.3440/- or Rs.3350-6325/- with H.I. start Rs.3530/-	PB-2 with GP Rs.2600/- or PB-2 (Entry point Minimum pay Rs.6400/-) with GP Rs.2600/- or PB-2 with Gr. Pay Rs.2680/- (Entry point minimum pay Rs.6570/-)	Level 6 or Level 6 with higher initial at Rs.23400/- or Level 6A	Level 7	Level 8	Level 9
Rs.3600-7050/-	PB-2 with GP Rs.2900/-	Level 7	Level 8	Level 9	Level 10
Rs.3800-7775/-	PB-3 with GP Rs.3200/-	Level 8	Level 9	Level 10	Level 11
Rs.4000-8850/- or Rs.4000-8850/- with higher initial start at Rs.4250/-	PB-3 with GP Rs.3600/- or PB-3 (Entry point Minimum pay Rs.7910/-) with GP Rs.3600/-	Level 9 or Level 9 with higher initial at Rs.29800/-	Level 10	Level 11	Level 12
Rs.4500-9700/-	PB-3 with GP Rs.3900/-	Level 10	Level 11	Level 12	Level 13
Rs.4650-10175/-	PB-3 with GP Rs.4100/-	Level 11	Level 12	Level 13	Level 14
Rs.4800-10925/- or Rs.4800-10925/- with higher initial start at Rs.5675/-	PB-4 with GP Rs.4400/- or PB-4 (Entry point Minimum pay Rs.10560/-) with GP Rs.4400/-	Level 12 or Level 12 with higher initial at Rs.39100/-	Level 13	Level 14	Level 15
Rs.5000-11275/- or Rs.5000-11275/- with higher initial start at Rs.5525/5900/6100/-	PB-4 with GP Rs.4600/- or PB-4 (Entry point Minimum pay Rs.10280/ 10980/11350/-) with GP Rs.4600/-	Level 13 or Level 13 with higher initial at Rs.39300/40500/ 41700/-	Level 14	Level 15	Level 16
Rs.5500-11325/- or Rs.5500-11325/- with higher initial start at Rs.5700/6100/6300/6525/-	PB-4 with GP Rs.4700/- or PB-4 (Entry point Minimum pay Rs.10610/ 11350/ 11720/12140/-) with GP Rs.4700/-	Level 14 or Level 14 with higher initial at Rs.42430/43600/-	Level 15	Level 16	Level 17
Rs.6000-12000/- or Rs.6000-12000/- with higher initial start at Rs.6225/-	PB-4 with GP Rs.4800/- or PB-4 (Entry point Minimum pay Rs. 11580/-) with GP Rs.4800/-	Level 15	Level 16	Level 17	Level 19
	<b>For the Officers belonging to State Constituted Service</b>				
Rs.8000-13500/- or Rs.8000-13500/- with higher initial start at Rs.9100/-	PB-4A with GP Rs.5400/- or PB-4A (Entry point Minimum pay Rs.16930/-) with GP Rs.5400/-	Level 16 or Level 16 with higher initial at Rs.57800/-	Level 17	Level 19	Level 21
Rs.10000-15525/-	PB-4A with GP Rs.6600/-	Level 17	Level 19	-	-
Rs.10000-18000/-	PB-4A with GP Rs.7000/-	Level 18	Level 19	-	-
	<b>For the Officers not belonging to any State Constituted service</b>				
Rs.8000-13500/- or Rs.8000-13500/- with higher initial start at Rs.9100/-	PB-4A with GP Rs.5400/- or PB-4A (Entry point Minimum pay Rs.16930/-) with GP Rs.5400/-	Level 16 or Level 16 with higher initial at Rs.57800/-	Level 17	Level 19	-
Rs.10000-15525/-	PB-4A with GP Rs.6600/-	Level 17	Level 19	-	-
Rs.10000-18000/-	PB-4A with GP Rs.7000/-	Level 18	Level 19	-	-



No. 6042/1(500)–F(P<sub>2</sub>).

Dated, Howrah, the 7<sup>th</sup> November, 2019.

Copy forwarded for information and taking necessary action to :-

- 1) The Principal Accountant General (A & E), West Bengal,  
Treasury Buildings, 2, Govt. Place (West), Kolkata–700 001.
- 2) The Principal Accountant General (General & Social Sector Audit), West Bengal,  
Treasury Buildings, 2, Govt. Place (West), Kolkata–700 001.
- 3) The Accountant General (Economic and Revenue Sector Audit), West Bengal,  
3<sup>rd</sup> M.S.O. Building, C.G.O. Complex, DF Block, 5<sup>th</sup> Floor, Sector–1, Salt Lake, Kolkata–700 064.
- 4) The Chief Secretary to the Government of West Bengal, Nabanna, Howrah.
- 5) The Residential Commissioner, Government of West Bengal,  
A/2, State Emporia Buildings, Baba Kharak Singh Marg, New Delhi–110 001.
- 6) The Governor's Secretariat, Governor House, Raj Bhavan, Kolkata–700 062.
- 7) The Additional Chief Secretary / Principal Secretary / Secretary, \_\_\_\_\_  
\_\_\_\_\_
- 8) The Divisional Commissioner, \_\_\_\_\_  
\_\_\_\_\_
- 9) The Commissioner / Additional Secretary / Special Secretary / Joint Secretary / Deputy Secretary of  
Finance Department.
- 10) The Director of Treasuries and Accounts, West Bengal,  
8, Lyons Range, Mitra Building, 2<sup>nd</sup> and 3<sup>rd</sup> Floor, Kolkata–700 001.
- 11) The District Magistrate, \_\_\_\_\_  
\_\_\_\_\_
- 12) The District Judge, \_\_\_\_\_  
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- 13) The \_\_\_\_\_ Department / Directorate for necessary circulation.
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- 15) The Assistant Secretary & D.D.O., Finance Department, Accounts Branch, Nabanna, Howrah–711 102.
- 16) The Pay and Accounts Officer, Kolkata Pay and Accounts Office–I,  
81/2/2, Phears Lane, Kolkata–700 012.
- 17) The Pay and Accounts Officer, Kolkata Pay and Accounts Office–II,  
P–1, Hyde Lane, Jawahar Building, Kolkata–700 073.
- 18) The Pay and Accounts Officer, Kolkata Pay and Accounts Office–III, Subhanna, S.G.O. Complex,  
5<sup>th</sup> & 6<sup>th</sup> Floor, Plot No.9, DF Block, Sector–I, Salt Lake City, Kolkata–700 064.
- 19) The Sub–Divisional Officer, \_\_\_\_\_  
\_\_\_\_\_
- 20) The Superintendent of Police, \_\_\_\_\_  
\_\_\_\_\_
- 21) The Treasury Officer, \_\_\_\_\_  
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- 22) ✓ Shri Sumit Mitra, Network Administrator, Finance Department.  
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O.S.D & E.O. Deputy Secretary to the  
Government of West Bengal.