

**GOVT. OF NCT OF DELHI**  
**DEPARTMENT OF TRAINING & TECHNICAL EDUCATION**  
**MUNI MAYA RAM MARG, PITAM PURA, DELHI - 110034**  
**(E-I BRANCH)**

F.1/Misc/1150/2018-19/E-1/TE/AD/ 2422-29  
Circular

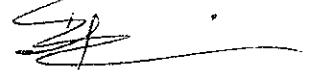
Dated: 30/8/2022

1. It has been observed while examining the Pension cases received from various Institutes of Technology that the Pension cases of the Officials/Officers have not been followed as per laid down procedure in Rules 56 to 76 of CCS (Pension) Rules, 1972 and revised in notification dated: 20th December, 2021 issued by Ministry Of Personnel, Public Grievances and Pensions.

2. As per Ministry Of Personnel, Public Grievances And Pensions Notification dated: 20th December, 2021 "Preparation for processing of pension case.- Every Head of Office shall undertake the preparatory work for processing of pension case one year before the date on which a Government servant is due to retire on superannuation, or on the date on which he proceeds on leave preparatory to retirement, whichever is earlier".

3. And for compliance of above para 2 from provisions as per CCS (Pension) Rules, 1972, the Principals/Campus Directors, DSEU Campuses shall forward the complete of case pension in r/o the official/officer concerned of the so that Head of Office shall go through the service book of the Government servant and satisfy himself as to whether the certificates of verification for the service subsequent to the service verified under rule 30 are recorded therein.

4. Therefore, all the Principals/Campus Directors are hereby directed to submit/initiate the pension case of the officials/officers one year before the date of retirement on superannuation working in their respective Institutes, so that no such delay will happen to settle the bills and payments of any official/officer in future.



(Harnamo Ram)

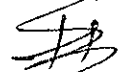
Deputy Director (E-1)/H.O.O, DSEU

Copy for information to:

1. PPS to Secretary, TTE
2. PS to Director, TTE
3. PA to Jt. Director(Plg), TTE
4. DCA, TTE
- ✓ 5. System Analyst, DTTE(HQ) with request to upload this on the official website of TTE.

Copy for information and strict compliance to:

1. All Principals/Campus Director, Institutes of Technology.
2. Registrar, DSEU
3. All DDOs, Institutes of Technology(through concerned Principal/Campus Director)



(Harnamo Ram)

Deputy Director (E-1)/H.O.O, DSEU