

F.No.41 (23) / 2011- P&PW(C)
Government of India
Ministry of Personnel, P.G. and Pensions
Department of Pension & Pensioners' Welfare

3rd Floor, Lok Nayak Bhavan,
Khan Market, New Delhi-1100 03
Dated: the 19th December, 2011

To

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

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

Sir,

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

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

3. With reference to this Department' earlier Sanction Orders dated 13.03.2008, 20.11.2008, 04.10.2010 and 02.05.2011 I am directed to convey the sanction of the President of India to the further release of a sum of **Rs.4,16,023/- (Rupees Four Lakh sixteen thousand and twenty three only)** in favour of the President/ Secretary of the following



Associations for meeting expenditure in connection with the implementation of 'Pensioners' Portal' as per the details given below:

Sl. No.	Name of Pensioner's Association/Organisation	Amount Due (Rs)	Deduction (Rs) (on account of unspent balance lying with the Association)	Amount of grant to be release (Rs) (3-4)=(5) during 2011-12
1.	2.	3.	4.	5.
1.	All India Retired Railwaymen's Federation, Secunderabad	60,000/-	2,441/-/-	57,559/-
2.	Accountants General Offices Pensioners' Association, Hyderabad	60,000/-	24,360/-	35,640/-
3.	All India Central Confederation of Pensioner Associations, Patparganj, Delhi	60,000/-	593/-	59,407/-
4.	Central Govt. Pensioners' Association, Bhubaneswar	60,000/-	3,507/-	56,493/-
5.	Central Government Pensioners' Association, Kerala, Thrissur	60,000/-	---	60,000/-
6.	All India Organization of Pensioners, Kanpur	60,000/-	15,548/-	44,452/-
7.	All India Central Government Pensioners' Association H.Q., Pune	60,000/-	---	60,000/-
8.	Association of Retired Officers of IA&AD, Chandigarh	60,000/-	17,528/-	42,472/-
	Total	4,80,000/-	63,977/-	4,16,023/-

Sya Ravi

Details of Recurring Grant for admissible Activities:

- (vi) Telephone - Rs. 7200/- (@ Rs.600/- p.m.)
- (vii) Internet connectivity - Rs.8400/- (@ 700/- p.m.)
- (viii) Stationery - Rs.18000/- (@ Rs.1500/- p.m.)
- (ix) Water/ Electricity - Rs.24000/- (@ Rs.2000/-p.m.)
- (x) Annual Maintenance - Rs.2400/- (p. a)

Contract

4. In case the actual expenditure during the year is less than the estimated cost, the difference estimated cost and actual expenditure will be adjusted in the next year's grant.
5. The Grantee shall furnish a Utilization Certificate in the prescribed proforma on the grant received during the year 2011-12 within 6 months of the close of the financial year, i.e. up to 30th September, 2012.
6. A performance-cum-Achievement report may be submitted after utilization of this grant. The Associations are also required to prepare their Annual work Plan for the next Financial year before they could become eligible for Grant of any further Grant-in-Aid for the next financial year.
7. The grant is further subject to the terms and conditions as indicated in the Annexure.
8. The Drawing & Disbursing Officer of the Department of Pension & Pensioners' Welfare is authorized to draw the amount for disbursement to the Grantee Pensioners' Associations through a Bank Draft/Cheque.
9. The amount is debit to the Major Head "2052" - Secretariat General Services; 00.090-Secretariat (Minor Head); "05"- Ministry to Personnel, Public Grievances & Pensions; "05.13- Pensioners' Portal; "05.13.31"- Grant-in -Aid"-General under "Demand No. 72" for the year 2011-12 (Plan).
10. The accounts of the above Pensioners' Associations shall be open to inspection by the sanctioning authority and the audit, both by the Comptroller and Auditor -General of the India under the provision of CAG (DPC) Act, 1971 and internal audit by the Principal Accounts Officer of the Department of Pension & Pensioners' Welfare, whenever the organization is called upon to do so.
11. This sanction issues under financial powers delegated to the Ministries/Departments of the Government of India with the concurrence of Integrated Finance Division vide Diary No. 102675 O/o the SS&FA(H) dated 09.12.2011.
12. The Scheme under which the Grant is being sanctioned has the approval of the Competent Authority.

Sy. Rohan

13. The expenditure of Rs.4,16,023/-/- (Rupees Four Lakh sixteen thousand and twenty three only) has been noted in the grant-in-aid register for the year 2011-12.

Yours faithfully,

sd/-

(S.P. Kakkar)

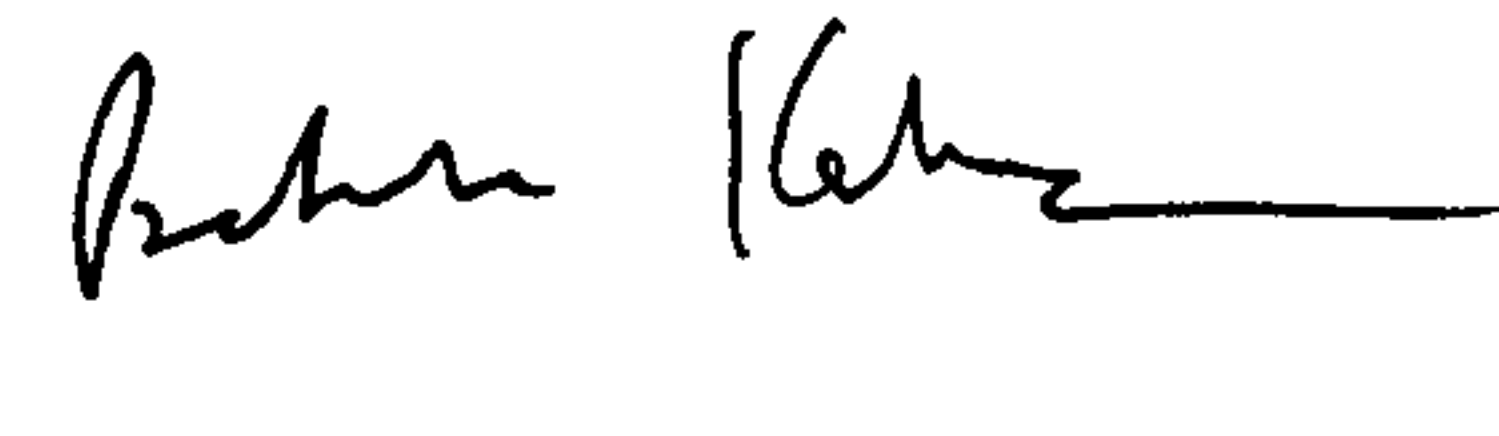
Under Secretary to the Govt. of India

Tele. No. 24644637

Copy forwarded to :

1. The Audit Officer, Office of Director General of Audit, Central Revenues, Indrapratha Estate, New Delhi-2.
2. The Accountant General, Govt. of Orissa, Bhubaneswar.
3. The Accountant General, Govt. of Andhra Pradesh, Hyderabad.
4. The Accountant General, Govt. of Kerala, Thiruvananthpuram.
5. The Accountant General, Govt. of Uttar Pradesh, Lucknow.
6. The Accountant General, Govt. of Maharashtra, Pune.
7. The Accountant General, U.T. Administration, Chandigarh.
8. The President /Secretary of the Pensioners' Associations:
 - i. The President, All India Retired Railwaymen's Federation, Block 303, Railway Colony High School, Chilkalguda, Secunderabad - 500025
 - ii. The General Secretary, Accountants General Offices Pensioners' Association, A.G. Office, Saifabad, Hyderabad - 500004.
 - iii. The Secretary General, All India Central Confederation of Pension Associations, 144, Suryakiran Apts., Plot No.65, 5th Avenue, I.P. Extension, Patparganj, Delhi - 110092.
 - iv. The General Secretary, Central Govt. Pensioners' Association, Maharan Sahi, Vivekanand Marg, Bhubaneswar - 751002.
 - v. The General Secretary, Central Government Pensioners' Association, Kerala "Pension Kendra", 2nd Floor, Capital Towers, Patturaickal Jn., Thrissur - 680022.
 - vi. The Secretary General, All India Organisation of Pensioners, 120/469, Lajpat Nagar, Kanpur - 208005.
 - vii. The General Secretary, All India Central Government Pensioners' Association HQ. Pune, 1785, Sadashiv Peth, Phadke Sankul, Near Pune, Vidyanthi Griha, Pune - 411030.
 - viii. The General Secretary, Association of Retired Officers of Indian Audit & Accounts Department Chandigarh, No. 601, Phase X, Mohali - 160064 (Chandigarh)

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

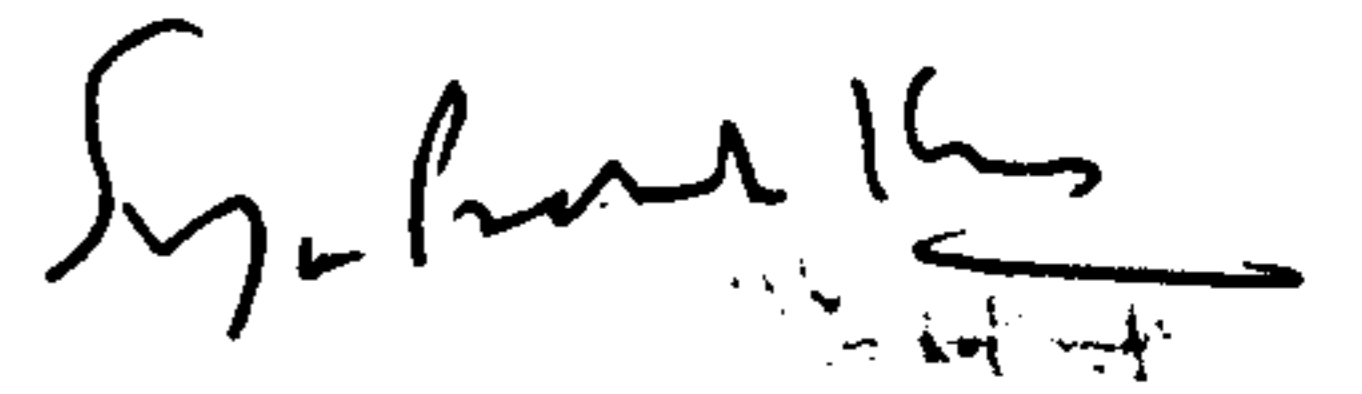
Sd/- 

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

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

1. Sr.PPS to Secretary (Pension, AR & PG).
2. PPS to SS & FA (Home), w.r.t Dy. No. CF 102675 O/o the SS&FA(H) dated 09.12.2011.
3. PS to Director (P P),
4. U.S (Budget), Department of Pension & Pensioners' Welfare.
5. US (Cash) with two spare copies.
6. Sanction Folder.

Encls : As Above.



(S.P. Kakkar)

Under Secretary to the Govt. of India

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

1 The grantee will execute bond favor of the President of India in the prescribed form. The bond shall be supported by two sureties if the granter is not a legal entity.

2 The accounts of the project programme shall be maintained separately Reports on progress of expenditure will be sent as and when asked for by granter. The accounts shall be open to inspection by the Sanctioning authority. The audit of accounts shall be done both by the Comptroller and Auditor General of India under the provision of CAG (DPC) Act 1971 and internal audit by the Principal Accounts Office of the Ministry or Department. The audited accounts shall be sent to the granter annually.

3 The grant shall be utilized for the purpose for which it is sanctioned and in the stipulated time schedule. The grantee shall not divert any portion of the grant received by him for any other purpose or organisation or individual.

4 The grantee shall furnish, every quarter, progress of expenditure on the grants received upto the end of the previous quarter, alongwith a progress report on the ~~implementation of the project~~. Release of further installments of grant shall be made on receipt of such reports. The report will clearly indicate the targets fixed in the project and achievements there against. Lack of clarity in the report may lead to delay in release of further installments of grant. Further amounts may be also not be released if the progress in implementation of the project is not clear from the report on ~~the achievements of targets is not given~~.

4-A the organisation may please also ensure that the following points get mentioned in their Quarterly Progress Report:-

- i) that they are not getting assistance from any one else for the programme.
- ii) Separate accounts are being maintained in the Bank;

5. The grantee shall furnish a utilization certificate in the enclosed ~~pro~~forma on the grants received every year within 12 months of the close of the Financial Year.

6. Any portion of the grant that remains unutilized for the purpose granted shall be refunded to the Government by the grantee except where it is adjusted against subsequent release.

7. The grantee shall maintain a record of assets and other items of permanent value having a life of not less than five years and costing Rs. 10,000/- and above acquired

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

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

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

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

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

12. Where the grantee institution

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

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

BOND

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

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

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

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

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

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

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

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

7. AND THESE PRESENTS ALSO WITNESS THAT

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

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

Signed for and on behalf of

(

)

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

(Name of the obligor Association)
In the presence of

(1) Witness Signature.....

.....
(NAME & ADDRESS)

(2) Witness Signature.....

.....
(NAME & ADDRESS)

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

(Form of Acquittance for grant-in-aid to be received through cheques/DD's)

Received a sum of Rs _____ (Rupees _____ only) by

Cheque/Bank Draft from Pay and Accounts Office, Ministry of _____

New Delhi on account of the grant-in-aid sanctioned by the Ministry of _____

_____ Govt. of India, New Delhi vide letter No. _____ Dated _____

Place : New Delhi
Date _____

Signature of grantee :
Name of Grantee :
Designation :

Rubber Stamp of the
Organization

GFR 19
Deleted

GFR 19-A
[See Rule 212 (1)]

Form of Utilization Certificate

Sl. No.	Letter No. and date	Amount
	Total	

Certified that out of Rs..... of grants-in-aid sanctioned during the year in favour of..... under this Ministry/ Department Letter No. given in the margin and Rs on account of unspent balance of the previous year, a sum of Rs has been utilized for the purpose of for which it was sanctioned and that the balance of Rs remaining unutilized at the end of the year has been surrendered to Government (*vide* No....., dated)/will be adjusted towards the grants-in-aid payable during the next year

2. Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised

- 1.
- 2.
- 3.
- 4.
- 5.

Signature

Designation

Date

PROFORMA FOR FURNISHING ASSOCIATION/ AGENCY DETAILS

Sl.No	Association/Agency Details	
1.	Agency Name	
2.	Act/Registration No.	
3.	Date of Registration (DD/MM/YYYY)	
4.	Registering Authority	
5.	State of Registration	
6.	TIN Number	
7.	TAN Number	
8.	Address	
9.	Address	
10.	Address	
11.	City	
12.	State	
13.	District	
14.	PIN Code	
15.	Contact Person	
16.	Phone Number	
17.	Alternate Phone(Mob)	
18.	E-mail of Association	
19.	Bank Branch Name & Address, Bank Code of the Association	
20.	Bank Account Number of Association	

(Signature of Authorised Signatory of Pensioners Association)

Date: