

Office of the Director of Municipal Administration,
Chennai 600 005.

Roc. No. 14794/2004/B3

Dated 27.11.2009

CIRCULAR

Sub: Pension - Pension Scheme – Introduction of contributory pension scheme to Tamil Nadu State Government Employees – Extension to employees of Municipal Corporations, Municipalities – Regarding

- Ref: 1) G.O.Ms.No.126 MA&WS Department dated 20.2.2004
2) This office letter No. 14794/04/B3 dated 30.4.2008
3) Letter No.15749/ME3 (2)/08-1 MA&WS Department dated 5.5.2008
4) Director of Local Fund Audit, Chennai letter RC No.38641/MA4/2007 dated 17.9.2008
5) This office circular No. 14794/2004/B3 dated 25.9.2008 addressed to all Executive Authorities of ULBs.

Detailed instructions were issued in this office circular 5th cited regarding the procedures to be followed for the new contributory pension scheme (copy enclosed for ready reference). It is noted with displeasure that in most of the Urban Local Bodies, there is no proper maintenance of registers and even separate Treasury Account ('T' deposit account) has not been opened for this purpose.

2) The Regional Directors of Municipal Administration are requested to monitor this by obtaining monthly periodical report on 10th of every month in the format enclosed from their jurisdiction towards implementation of the new contributory pension scheme

and status report should be submitted to Director of Municipal Administration every month.

3) Further, it is informed that the management contribution may be fixed equal to the employee's contribution as in the case of Government employees. A proceeding has to be issued by the Commissioners of Municipalities in this regard and the management contribution should be remitted in the T.deposit account along with employee's contribution every month without fail. Necessary entries should be made in the Service Register of the employees clearly mentioning that the employee has been enrolled in the Employees Contributory Pension Scheme and the Index number allotted to the employee should also be entered in the Service Register and also in the pay bill of the employee.

The receipt of this circular should be acknowledged immediately.


Director of Municipal
Administration

Encl:

- 1) format
- 2) copy of circulated dated 25.9.08

To

- 1) All Executive Authorities of Urban Local Bodies
(All Corporations & Municipalities except Chennai Corporation)
- 2) All Regional Directors of Municipal Administration

Copy to:

- 1) The Secretary to Government, MA&WS Dept., Chennai-9.
- 2) The Director of Local Fund Audit, Chennai-108.

FORMAT

Name of the ULB :

Details of employees recruited on or after 1.4.2003:

| Sl. No. | Name & Designation of the employee | Date of appointment | C.P.F. index number allotted | Whether separate T.deposit account opened? If so details and name of treasury | Remarks |
|---------|------------------------------------|---------------------|------------------------------|---|---------|
| 1 | 2 | 3 | 4 | 5 | 6 |
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OFFICE OF THE COMMISSIONER OF MUNICIPAL ADMINISTRATION,

CHENNAI-5

Roc.No. 14794/2004/B3

Dated: 25-09-2008

C I R C U L A R

Sub: PENSION - PENSION SCHEME - Introduction of Contributory Pension Scheme with effect from 01-04-2003 - Extended to employees of Municipal Corporations - Municipalities and Town Panchayats Amendment suggested to Govt. - Certain instructions - Issued.

- Ref: 1. G.O. Ms.No.126, M.A. & W.S. Dept. dated: 20-02-04
2. This Office Lr.No.14794/04/B3 dated: 30-04-08
3. From the Govt. in M.A. & W.S. Department Lr.No.15749/ME-3(2)/08-1 dated: 05-05-08
4. From the Director of Local Fund Audit, Chennai-108 Lr.Rc.No.38641/MA4/2007 dated: 17-09-2008

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In the Government order first cited, Government have issued orders extending the Contributory Pension Scheme to Municipal / Corporation Employees with effect from 01-04-2003. In the reference second cited, the Director of Local Fund Audit has requested to issue the following instructions to all the Municipal Commissioners and Corporation Commissioners in this regard.

(i) In respect of those employees who were recruited on or after 01-04-2003, the Municipal / Corporation Commissioners are requested to allot separate Index Numbers as in the case of G.P.F. Account Numbers allotted by them earlier.

(ii) 10% of Pay + D.A. is required to be deducted from the Pay Bill of employees to those who were recruited on or after 01-04-2003, as was done in the case of deduction of provident fund amount.

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- (iii) A Separate Treasury Account is required to be maintained as in the case of T-deposit account and all the amounts recovered towards Contributory Pension Scheme are required to be deposited in that account.
- (iv) It is also informed that after getting Government order in this regard, the Local Body Contribution / Employer Contribution is required to be remitted to the Contributory Pension Scheme Account.
- (v) The Municipal / Corporation employees recruited on or after 01-04-2003 are not eligible for the Provident Fund Scheme, now in vogue as already ordered in the case of Government Employees.
- (vi) It is also informed that further detailed guidelines will be issued on receipt of Government order in this regard.

The above instructions should be followed scrupulously while implementing the Contributory Pension Scheme in respect of those employees recruited on or after 01-04-2003.


(Niranjana Mardi)
Commissioner of Municipal Administration.

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To
All the Corporation Commissioners
All the Municipal Commissioners
All the Executive Officers of Third Grade Municipalities

Copy to:

- 1) The Principal Secretary to Government,
M.A. & W.S. Department,
Chennai-600 009.
- 2) The Director of Local Fund Audit,
Kuralagm, Chennai-600 108.
- 3) All the Regional Directors of Municipal Administration.