Minutes of Meeting on dated 18/10/2021 for OPTCL Pension Portal

Dear Sir,

With reference to the meeting held on dated 18/10/2021 at the OPTCL Building, please find the below points as the billing logic for Service Pension/Family Pension for OPTCL Pension Portal.

1. New rule to be added in the calculation sheet under the family pension section. If the employee's death within 7 years of service, family pension will be calculated as Last Basic Pension x 30% **OR** 8300 whichever is higher.

2. Net DCR Gratuity to be calculated as per the below formula. Recovery details to be calculated as per the amount submitted by the Dealing Assistant (OPTCL Unit). If the recovery amount us ZERO (0), then 0 will be calculated in the recovery section under DCR Gratuity.

   Net Gratuity = (DCR Gratuity – Recovery)

i.e DCR Gratuity	8,84,334
Recovery (Commutation)	12000
Trust Recovery	18000
Net Gratuity	**8,54,334**

3. Maximum 15,00,000 amount to be disbursed in DCR Gratuity WRT the calculation. If the calculated amount will be 16,54,333, then maximum 15 Lakhs will be given to the Pensioner.

4. DA 28% will be incorporated from the date of 1/7/2021.

5. Number of Years of service will be treated as completed years & 1 Year consists of 2 Half years.

6. Commutation ratio to be fetched from the Commutation master data based on the next year age at the time of retirement. I.e. if an applicant retires at the age of 60 then, commutation ratio will be calculated (60 +1) slab.

7. For each month, once billing generated, Pension Unit user cannot update the record.

8. TI to be calculated only in the arrear case & TI to be calculated as on applicable date**. E.g.** If Govt. increased the TI rate, then the increased TI value will be calculated from the next month.

9. Multiple Tax Declaration form to be submitted in Applicant login with attachment.

Billing Calculation Formula

10. For **Additional Pension** calculation, the below conditions will be applied for Service Pension & Family Pension as per the age of the pensioner.
    i. 80 – 85 Years = Last Basic Pension x 20 %
    ii. 85 – 90 Years = Last Basic Pension x 30 %
    iii. 90 – 95 Years = Last Basic Pension x 40 %
    iv. 95 – 100 Years = Last Basic Pension x 50 %
    v. 100 Years and above = Last Basic Pension x 100 %

11. If the Basic Pension **OR** DA **OR** TI will be increased after revision of pension, the automatically Net Pension will be increased.
12. **TI** % will be calculated in the system as per the summation of (Basic Pension + Additional Pension)
13. **Net Pension =** (Gross Pension – Commutation) – (TDS – Trust Recovery – Other Recovery)
14. **Gross Pension** = (Basic Pension + Additional Pension +TI)
15. If the Basic Pension is 22,500 and TI % will be 28 % and the Pensioner age is within 80 years, then Gross Pension will be 22,500 + 0 + 6300 = **28,800**
16. **Commutation** amount will be calculated as (Gross Pension – Commuted Value) i.e. 28,800 – 9000 = 19,800 & only deducted for the Service Pensioner case up to 15 years from the next date of retirement.
17. **TDS** calculation logic to be provided by the OPTCL Team.
18. **Trust Recovery** & **Other Recovery** amount along with number of installments to be added by the Pension Section Initiator user after generation of the **PPO** along with recovery start date. **I.e.** If Trust Recovery amount to be deducted from a Pensioner in 9 installments & the pensioner has physically appeared for 6 Months & there after life certificate not submitted, then pension cannot be provided to that Pensioner. In this scenario, the rest 3 installment amount to be recovered from the pensioner when he/she appears next time & life certificate submitted.
19. Provision for adding the existing pensioner data in the Unit Head user login (Pension Unit) & format to be provided by the OPTCL Team.
    i. **Death Case**: Drop the Pensioner details before processing for the billing
    ii. **Addition (Service & Family Pension)**: Add new Service Pensioner / Family Pensioner in case of existing pensioner data / Approval.
    iii. **Life Certificate Upload**: Life certificate upload for an existing pensioner.
    iv. **Bank Details Update**: Approval of the pension record update.
20. Physical verification to be conducted at the Pension Unit on each 6 Months against each Pensioner with life certificate uploading feature & remarks.
21. Pension bill to generate after the life certificate has been uploaded & status updated by the Unit Head (Pension Unit). **i.e.** If a pensioner has submitted life certificate on the month October 2021, then Pension Unit can approve the Pension of January 2021 & processed for billing.
22. Applicant can be able to update the Pension records like bank details etc. & it has to be approved by the Unit Head (Pension Unit). After the approval only, updated pension records will be processed for billing.

So, we are requesting you to kindly check & confirm the above points so that we can proceed.