

## TANGEDCO

AUDIT BRANCH  
NPKRR MAALIGAI (I FLOOR)  
144, ANNA SALAI, CHENNAI-600002

### **Circular Letter No.032766/667/F.10/NodalOfficer/2023-1, dated.04.09.2023**

Sub: Audit Branch – Pension - Revision of Pension/Family Pension consequent on Wage Revision 2019 – working instruction for data entry to pension sanctioning authorities – issued – regarding.

Ref: 1. (Per.)FB TANGEDCO Proceedings No.13 dated 24.05.2023  
2. (Per.)FB TANGEDCO Proceedings No.14 dated 24.05.2023  
3. Memo. (Per.) No.20117/A16/A161/2023-1, dated 08.08.2023.

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Consequent on Wage Revision 2019 effected from 01.12.2019, the pension/ family pension of the employees of TANGEDCO/ TANTRANSCO who retired / deceased on or after 01.12.2019 has to be revised accordingly.

In the above reference cited Memo (3), it is stated that **“the employees / Officers who have retired on Superannuation / Voluntarily Retired and expired while in service of TANGEDCO & TANTRANSCO between 01.12.2019 to 31.05.2023, the arrears of the retirement / pensioner benefits such as Encashment of Leave, Gratuity, Commutation of pension shall be paid two installments as ordered in the reference first and second cited. The monetary benefits of the revised pension shall be take effect from 01.04.2022.”**

In this context, the Chief Internal Audit Officer has to authorize the Commutation, Pension arrears to the pensioners who retired / deceased on or after 01.12.20219(MB from 01.04.2022) based on the proceedings forwarded by the pension sanctioning authorities.

In this connection, the working instructions to enable the pension sanctioning authorities to enter the data's through in the respective URL:

**192.168.150.31:8181/openbd/pensrev**

and the following guidelines may be followed.

- (i) The circle level has to login with their existing Login Name and Password in the above URL.
- (ii) By entering the PONO of the retired / deceased employee, the details of the pensioners would appear on the screen. Two fields such as Revised

Basic Pay(Basic Pay+Personal Pay), Revised Special Pay(if any) has to be entered and Commutation option field will be auto filled based on the pension profile. Now click the process button for information entered.

- (iii) By using the 'View' menu the correctness of the details may be ensured.
- (iv) **For Voluntarily Retired employees the NQS may be revised if applicable in accordance with the provisions stipulated in the order (PER) FB TANGEDCO Proceedings No.24. Dated 14.10.2022 and the same may be entered in the field provided in the program.**
- (v) After ensuring the correctness the sanctioning authorities use the "SE Approve" on the menu in the same login to forward to Audit Branch. The copies such as revised sanction for pension / family pension, Commutation, DCRG and fixation statement (without Service Book) may be forwarded to this office.
- (vi) It is requested to follow the above guidelines and furnish the relevant records to the Audit Branch to proceed further action.
- (vii) All the terminal benefits and the pensionary benefits have to be paid in two installments. Consequently, the difference in encashment of leave, UEL on Private Affairs and DCRG may be paid by the concerned pension sanctioning authorities. The pension arrears and the difference in commutation will be authorized by Audit Branch.

The receipt of this circular shall be acknowledged.

**sd/- dated.04.09.2023**  
Chief Internal Audit Officer(a/c)

To  
The Secretary / TANGEDCO / Chennai-600002.  
The Chief Financial Controller / General / TANGEDCO / TANTRANSCO.  
All the Chief Engineer's of TANGEDCO / TANTRANSCO.  
All the Superintending Engineer's of TANGEDCO / TANTRANSCO.  
All the Deputy Chief Internal Audit Officer's / Audit Branch.  
Copy to the Chief Internal Audit Officer's Table.  
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