

Government of Pakistan
Finance Division
Regulations Wing
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F. No. 1(1)R-6/2018

Islamabad, the 16th April, 2024

OFFICE MEMORANDUM


Subject: **VOLUNTARY/RETIRING PENSION OF GOVERNMENT SERVANTS**

The undersigned is directed to refer to para 5 of this Division's O.M No. OB.2/63-IMP(I) dated 18.08.1966 and 28.07.1966, reiterated vide O.M No. 8(5)Reg-6/73 dated 04.01.1975 on the above subject and to say that according to the Article 465-B of CSR (Note-1), it is the right of all Government servants to seek Voluntary/Retiring Pension after completing 25 years of qualifying service; provided that an officer who intends to retire, shall, at least three months before the date on which he/she intends to retire, should submit a written intimation to the authority competent to fill the appointment held by him at the time of submitting that intimation indicating the date on which he/she intends to retire. Such an intimation, once submitted, shall be final and cannot be modified or withdrawn. A number of cases have come to the notice of this Division in which it was found, after such an application for retirement under para 5 of the O.M dated 18.08.1966 referred to above had been submitted and accepted by the competent authority and the government servant had actually retired, that the 25 years qualifying service for pension had not been rendered e.g. the period of extra-ordinary leave had not been excluded from service. As such the government servants became altogether ineligible for pension, which caused hardship.

2. In order to avoid recurrence of such cases in future and to avoid resultant hardship to the retired government servant concerned it has been decided:

- i. The PAO/retiring Officer/Official must ensure three month notice prior to the date of voluntary retirement.
- ii. In case of any lose to retiring officer/official, an inquiry must be carried out to fix the responsibility with regards to the issuance of the notification for retirement without ensuring completion of required length of service in the light of Finance Division's OM dated 04-01-1975.
- iii. Finance Division's O.M. No. F. 14(1)-Reg.7/2007-230 dated 18.09.2008, the benefit of condonation of a period of not exceeding six months deficiency in qualifying service for pension under CSR-423 shall not be applicable voluntary/retiring pension.

3. This O.M. may be adopted in true letter and spirit.


(Fraz Ahmed)
Section Officer (R-06)
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ALL MINISTRIES/DIVISION ETC.

Copy also forwarded for information to:

1. President's Secretariat (Public), Islamabad.
2. President's Secretariat (Personal), Islamabad.
3. Prime Minister's Office (Internal), Islamabad.
4. Prime Minister's Office (Public), Islamabad.
5. National Assembly Secretariat, Islamabad.
6. Senate Secretariat, Islamabad.
7. Election Commission of Pakistan, Islamabad.
8. Supreme Court of Pakistan, Islamabad.
9. Federal Shariat Court, Islamabad.
10. AGPR, Islamabad/Lahore/Peshawar/Karachi/Quetta.
11. Pakistan Mint, Lahore.
12. Auditor General of Pakistan, Islamabad.
13. Federal Public Service Commission, F-5/1, Agha Khan Road, Islamabad.
14. Capital Development Authority, Islamabad.
15. Cost Accounts Organization, Islamabad.
16. Military Accountant General, Rawalpindi.
17. Central Directorate of National Savings, Islamabad.
18. Chief Accounts Officer, M/O Foreign Affairs, Islamabad.
19. Chief Accounts Officer, Pakistan Railways, Lahore.
20. All Joint Secretaries(Exp)/Deputy Secretaries(Exp), Finance Division, attached to Ministries/Divisions etc.
21. Secretariat Training Institute, Islamabad.
22. Federal Tax Ombudsman's Secretariat, Islamabad.
23. DG, Post Offices, Islamabad.
24. Office of the Chief Commissioner, Islamabad.
25. Secretary, Wafaqi Mohtasib (Ombudsman)'s Secretariat, Islamabad.
26. Pakistan Atomic Energy Commission, Islamabad.
27. All Chief Secretaries/Finance Secretaries of the Government of Punjab/ Sindh/ Khyber Pakhtun Khwa/Baluchistan/Azad Government of Jammu & Kashmir & Gilgit Baltistan.
28. Directorate General of Inspection & Training, Customs & Central Excise, 8th Floor, New Custom House, Karachi.
29. Earthquake Re-construction and Rehabilitation Authority (ERRA), Islamabad.
30. National Accountability Bureau, Islamabad.
31. Intelligence Bureau, Islamabad.
32. Member (Finance), KRL, P.O Box #1384, Islamabad.
33. Controller General of Accounts, Sector G-5/2, Islamabad.
34. Governor, State Bank of Pakistan, Karachi.
35. President, National Bank of Pakistan, Karachi.
36. PP&A Dte, GHQ and Joint Staff, Headquarter, Rawalpindi.
37. Web Administrator, Finance Division, Islamabad (for uploading at Finance Division's Website i.e. (www.finance.gov.pk).


(Fraz Ahmed)

Section Officer (Reg.6)