



कार्यालय रक्षा लेखा प्रधान नियंत्रक (म.क.), करियप्पा मार्ग, लखनऊ छावनी -226002  
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**CIRCULAR**

NO. AN/1A/1004/AAO/MISC

Date : 17/06/2021

To,

All sub offices of Organisation  
Regional Training Centre, Lucknow  
IFA (CC) Lucknow  
(Through PCDA (CC) website)

**Sub : Establishing an institutional mechanism to extend support to the families of deceased employees of DAD in getting their dues.**

**Ref : HQrs office letter no AN/COORD/3012/Circular/Vol-VIII dated: 03.06.2021**

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It has been seen that sometimes families of deceased officer/staff, who die while in service face some problems related to completing formalities of pension papers, other retirements benefits, retention of Govt accommodation etc.

2. In this regard, HQrs office vide letter cited under reference decided to establish an institutional mechanism to extend support and to provide necessary assistance to the concerned families of deceased Officers/staff by nominating an officer of equivalent level of deceased officer/staff, but not lower in grade than AAO in every office including sub office and in case of an IDAS officer, only an IDAS officer may be nominated.

3. It will be duty of the nominated officer to get in touch with the families of deceased employees and facilitate/expedite processing of all claims including pension papers, other retirement benefits, retention of Government accommodation etc and monitor the case till its finality.

In view of the above, It is requested to nominate an IDAS officer and SAO/AO/AAO as the case may be under intimation to this office latest by 21.06.2021.

**Encls : As above.**

-sd-  
Accounts Officer (AN)

Copy to :

Officer-in/Charge OA Cell (Local)

For uploading on website of PCDA (CC), Lucknow.

P. K. Jais  
Accounts Officer (AN)