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Government of Goa,
Finance Department,
Debt Management Division.
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No. 12/1/2023-Fin(DMU)/555 Dated: 12/12/2023

OFFICE MEMORANDUM

At present, Government employees covered under CCS Pension Rules are permitted to retire from service voluntarily at any time after completing 15 years of qualifying service as per Office Memorandum No.12-1-89-Fin(R&C) dated 29.11.1989. Employees retiring on such a scheme are given, proportionate gratuity and pension. The employees covered under NPS regime are eligible for voluntary retirement after completion of 20 years of qualifying service who are entitled for retirement gratuity and other benefits as per exit withdrawal policy as per NPS rules in force.

2. It has been decided to introduce the Voluntary Retirement Scheme for the benefit of Group 'C' Government employees with the following criteria:

i) A permanent government employee who have attained the age of 45 years may seek voluntary retirement by a written request to the Appointing authority.

ii) A permanent government employee as mentioned at (i) above and wish to opt to avail the benefit of the scheme shall be entitled for additional weightage of up to 5 years for reckoning minimum qualifying service of 20 years for the purpose of retirement gratuity only.

iii) All the posts falling vacant on account of VRS shall be abolished permanently except for teaching/health related technical posts.

3. All decisions regarding acceptance or refusal of an application for VRS, abolition of the post, etc. will be recommended by a two-member Committee comprising of Head of Department and Senior-most officer of Department after Head of Department as decided by Head of Department who can be either Director (Admn.)/Dy. Director (Admn)/any other officer.

4. The scheme shall be open for a period of four months from the date of publication of the Scheme in the Official Gazette.

5. The Head of Department after accepting all the application within stipulated duration of 4 months, shall make one single consolidated proposal pertaining to their respective department indicating the number of applications and clear recommendation for each application and forward the same to Finance Department within the next two months for consideration of same.

6. Finance Department shall be the final authority to decide on the acceptance/rejection of the applications received.

7. The terminal payment available to an employee who seeks voluntary retirement would be:

I. **<u>For employees under CCS Pension Rules 1972(now 2021)</u>**

a) The balance in his/her provident fund account payable as per the existing rules.
b) Cash equivalent of accumulated earned leave as per existing rules.
c) Pension as per rule 44 of CCS Pension rules 2021
d) Gratuity as per rule 45 of CCS Pension rules 2021

II. **<u>For Employees under New Pension System</u>**

a) The benefits as per PFRDA (Exits and Withdrawals under National Pension System) Regulations, 2015.
b) Cash equivalent of accumulated earned leave as per existing rules.
c) Retirement Gratuity as per rule 45 of CCS Pension rules 2021

III. In addition to above, the employee would be entitled for the below compensation for service left for attaining the age of superannuation as follows:

a) Additional Benefits: For number of years of service left, Two months' salary for each year of service left till superannuation subject to maximum of 20% balance non incremental salary receivable based on the Basic Pay drawn as on the intended date of Voluntary retirement.

<u>Note:</u>The term "salary" would include Basic Pay plus Dearness Allowance.

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8. In case of any departmental/judicial enquiries pending against Government Employees opting for Voluntary Retirement Scheme, the Committee member may accept the application subject to satisfaction of other terms and conditions. However, in such cases, pending completion of the enquiries, certain retirement benefits including the additional benefits shall be withheld.

9. The Notice period shall be counted from the date of sanction of application by the Finance Department.

10. Whenever any doubt arises as to the interpretation of the provisions of this Office Memorandum, it shall be referred to Finance Department (Debt Management Unit) Division, Government of Goa, for decision.

ISSUED 12-12-2023

12/12/2023

(Pranab Gajanan Bhat)
Under Secretary (Finance)

To,
The Director, Directorate of Printing & Stationery, Government Printing Press, Panaji-Goa, with a request to publish the Office Memorandum in the forthcoming Official Gazette.

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