

OIL AND NATURAL GAS CORPORATION LIMITED  
DEPARTMENT OF PERSONNEL  
TEL BHAVAN : DEHRADUN

No.103(92)/02-EP

Dated : January 7, 2003

**Sub:- Revised Scheme of Ex-gratia for pre-15.10.1959 employees and post-14.10.1959 employees**

The Management of Oil and Natural Gas Corporation Limited recognise the valuable contribution made by the pioneers to the cause of ONGC, and wish to introduce the "Agrani Samman" Ex-gratia benefit scheme to mitigate their post-separation hardships.

The Scheme is available to eligible pre-15.10.1959 employees as well as to those eligible post-14.10.1959 employees who separated prior to 1.4.1991 ( in case of executives) and 16.11.1995 ( in case of non-executives) as mentioned hereinafter.

2. "Agrani Samman" Scheme comes into force w.e.f. 1.1.2003.

3. **Eligibility Conditions:**

3.1. Payment under the "Agrani Samman" Scheme is purely and entirely ex-gratia and not because of any right or entitlement.

3.2. Ex-employees who had joined ONGC prior to 15.10.1959 and superannuated/Voluntarily retired from the services of ONGC or died after rendering a minimum of 10 years service before such separation.

3.3. Ex-employees who had joined ONGC after 14.10.1959 and superannuated/Voluntary retired from the services of ONGC or died before 1.4.1991 (in case of executives) and 16.11.1995 (in case of non-executives), after rendering a minimum of 10 years service before such separation.

3.4. Such of those ex-employees/spouses will not be eligible under this scheme where the spouse or any dependent son/daughter of ex-employee has been provided employment in ONGC on compassionate grounds.

3.5. The eligible ex-employee will continue to get "Agrani Samman" so long he/she is alive after 1.1.2003. Thereafter, his/her surviving spouse shall be eligible for 50% of ex-gratia as mentioned under para 5.1(e) & 5.2(d) of this scheme.

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- 3.6 In case of break-in-service, net service rendered in ONGC will be taken into account for the purpose of eligibility, provided the break-in-service was not more than the net service rendered in ONGC.
- 3.7 For the purpose of eligibility with regard to service in ONGC, only regular service in ONGC will be considered and the period of engagement on contractual/daily/ad-hoc etc. shall not be reckoned at all.
- 3.8 For the purpose of eligibility, the ex-employee must not have been dismissed/removed/terminated or resigned/deemed to have resigned from the services of ONGC.
- 3.9 All those ex-employees who separated from the service of ONGC on account of Pre-mature retirement shall not be eligible for ex-gratia under the scheme.
- 3.10 For the purpose reckoning service in ONGC as eligibility criteria for "Agrani Samman", qualifying service in respect of deputationists, will be taken from the date of absorption in ONGC,
- 3.11 Full time Members/Directors of ONG Commission shall also be eligible subject to fulfillment of above conditions.
- 3.12 The ex-employees/surviving spouses, who are, eligible for "Agrani Samman", shall have to execute undertaking in the prescribed form to the effect that this "Agrani Samman" is being given not because of any right or entitlement, but entirely in the nature of ex-gratia. Further, he/she will not enter into any litigation in this and other related matters before any Court of Law/Forum/Authority. If any case pertaining to ex-gratia and/or in relation to PRBS is pending before any Court of Law/Forum/Authority, he/she shall withdraw the same forthwith (Proforma at Annexure I). The eligibility of the applicants shall be considered and application processed only after withdrawal of such case/petition before any Court/Forum/Authority where the applicant is a petitioner either singly or jointly.

4. **General Conditions**

- 4.1 "Agrani Samman" will be taken into account as income for the purpose of determining dependency for availing LFA.
- 4.2. The spouse of deceased eligible ex-employee, who is getting the benefit of Family Pension under FPF scheme, shall be eligible to receive ex-gratia benefit without any adjustment on this account.
- 4.3. For calculating the length of service, fraction of a year equal to six months and above shall be treated as full year and period less than 6 months of a year shall be ignored.

**5. Amount of ex-gratia payment:**

**5.1 Pre-15.10.1959 employees :**

5.1(a) The Pre-15.10.1959 employees who have rendered 20 or more years of service and not receiving/eligible for PRBS and /or Govt. Pension shall now be eligible to revised ex-gratia at the following rates per month w.e.f. 1.1.2003 :

Level of employees	Ex-gratia amount	Dearness Allowance (DA)
Class III & IV	Rs. 1500	Plus DA admissible from time to time
E-0-E-3	Rs. 3000	
E-4 – E-6	Rs. 4500	
E-7 & above	Rs. 6000	

5.1(b) The ex-gratia amount for those, who have rendered 10 or more years of service but less than 20 years of service, and not receiving/eligible for PRBS and/or Govt. Pension shall receive ex-gratia amount on pro-rata basis i.e. ex-gratia rate multiplied by No. of years of service divided by 20 plus applicable DA from time to time. See illustrations A & B at Annexure-II.

5.1(c) Those eligible pre-15.10.1959 employees who separated and receiving/eligible for PRBS and/ or Govt. Pension shall be eligible for ex-gratia at the rates mentioned in para 5.1(a) & (b) above plus applicable DA from time to time minus PRBS benefit, or Govt. Pension or both as the case may be. The PRBS amount to be deducted shall be the full monthly amount that the PRBS beneficiary would have received without any commutation of PRBS corpus. For pensioners, only pension amount will be reduced from ex-gratia rate and admissible DA will be added to the amount so arrived (as DA rates in Govt. and PSU differ). See illustrations E & F at Annexure-II.

5.1(d) In those cases where pre-15.10.1959 beneficiaries of ex-gratia had withdrawn their full PRBS Corpus on their separation and hence not receiving monthly PRBS benefit, the notional amount of PRBS as admissible shall be deducted from the ex-gratia amount payable to them.

5.1(e) The eligible surviving spouse of a deceased ex-employee, shall get 50% benefit of ex-gratia that was/would have been admissible to the ex-employee plus applicable DA from time to time minus PRBS and / or Govt. Pension.

**5.2 Post 14.10.1959 employees:**

5.2(a) Those eligible post- 14.10.1959 employees who separated from the services of ONGC after rendering 20 or more years of service on or before 31.3.1991(executive)/15.11.1995 (non-executive) and not receiving Govt. Pension, shall be eligible to ex-gratia every month at the following rates w.e.f. 1.1.2003.

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Level of employees	Ex-gratia amount	Dearness Allowance (DA)
Class III & IV	Rs. 750	Plus DA as admissible from time to time
E-0-E-3	Rs. 1500	
E-4 - E-6	Rs. 2250	
E-7 & above	Rs. 3000	

5.2(b) The ex-gratia amount for those who have rendered 10 or more years of service but less than 20 years of service and not receiving Govt. Pension shall be on pro-rata basis i.e. admissible ex-gratia amount multiplied by No. of years of service divided by 20 plus admissible DA from time to time. (See illustrations C & D at Annexure-II).

5.2(c) In case of post-14.10.1959 employees who are in receipt of any Govt. Pension, the same shall be reduced from the admissible ex-gratia amount. Reduction of pension amount shall be as described at para 5.1(c)

5.2(d) The eligible surviving spouse of a deceased ex-employee shall get 50% benefit of ex-gratia that was/would have been admissible to the ex-employee plus applicable DA from time to time minus Govt. Pension, if any.

## 6. General Instructions:

- 6.1 Those Pre-15.10.1959 employees/spouses who are already receiving ex-gratia @ Rs. 1000/ Rs.500 p.m. plus applicable DA under existing Ex-gratia Scheme dated 20.11.2001 are allowed to either opt for this "Agrani Samman" scheme of ex-gratia payment if otherwise eligible or continue with the existing ex-gratia scheme.
- 6.2 All eligible beneficiaries under the "Agrani Samman" shall submit application form in the Proforma prescribed separately for each category as given in Annexure III, IV, V & VI alongwith all relevant documents as indicated in the application form, to the Heads of P&A of concerned work centre/Regional Office/Office/Institute of ONGC from where the ex-employee retired. Advance Copy of application in the prescribed format for "Agrani Samman" is to be sent to the Nodal Officer-Shri Baij Nath, Chief Manager (P&A), Corporate Administration, ONGC, Tel Bhavan, Dehradun, (Pin Code – 248001). All such applications shall be received up to 30<sup>th</sup> June, 2003. Any application received thereafter will be considered on exceptional grounds.
- 6.3 It will be for the applicant to satisfy the Head of P&A/Establishment of concerned work centre/Office/Institute/ of ONGC that he / she is eligible to receive ex-gratia payment under these instructions and establish identity by producing relevant documents which may be available in his / her possession.

- 6.4 In case, the eligible beneficiary does not have all relevant documents as a proof of having rendered the requisite service in ONGC or documents mentioned in the application form, the claimant shall produce an affidavit sworn before a First Class Magistrate or Oath Commissioner or Notary Public in the prescribed proforma stating all relevant details and also that applicant had not been removed or dismissed/terminated or had not resigned or was not deemed to have resigned from the services of ONGC etc. (Proforma at Annexure VII & VIII respectively).
- 6.5 The beneficiary has to indicate the name of a established Private/Public Sector bank where he/she holds bank account for making remittance of ex-gratia amount.
- 6.6 The periodical certificate such as Life Certificate prescribed for drawal of ex-gratia shall be required to be produced by the recipient of the ex-gratia to the concerned disbursing authority every year in the month of November. (Proforma at Annexure - IX).
- 6.7 The procedure for payment of ex-gratia will currently be the same as being followed under existing ex-gratia payment. However in the course of time, the payment of ex-gratia to eligible beneficiaries shall be facilitated in a centralized manner by a cell at Headquarters. In the meantime, Shri Baij Nath, Chief Manager (P&A), Corporate Administration has been nominated to co-ordinate, facilitate and assist the applicants and work-centres in the implementation of this scheme.
- 6.8 In case, any difficulty is faced in receiving the "Agrani Samman" Ex-gratia by any eligible Ex-employee fulfilling all the conditions of the Scheme and who has also submitted all the requisite documents to the concerned authority, the applicant may make a reference with full particulars to the ED-Chief Employee Relations, ONGC, Tel Bhavan, Dehradun (Pin-248001) for redressal of his grievance. In case his grievance is not redressed in 30 days, he may write to Col. D.S. Sangwan, CEA to C&MD, ONGC, Jeevan Bharti Building, Tower-II, 128 Indira Chowk, New Delhi-110 001 for follow-up.

  
( R. N. Ramji ) 7/12

ED-Chief, Employee Relations.

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