

GOVERNMENT OF WEST BENGAL  
DEPARTMENT OF PANCHAYAT & RURAL DEVELOPMENT  
JESSOP BUILDING, KOLKATA – 1

No. 2089/ PN/P/II/3F-9/2006 ( Part-I)

Date : 12.05.09

O-R-D-E-R

Government of India has recently introduced two schemes i.e Indira Gandhi National Widow Pension Scheme (IGNWPS) and Indira Gandhi National Disability Pension Scheme (IGNDPS) under National Social Assistance Programme (NSAP). Those two schemes have to be introduced in the State with the contribution of 50% of the fund required for implementation of those two schemes. The objectives of the schemes & eligibility criteria & other details are given below.

**A) Indira Gandhi National Widow Pension Scheme (IGNWPS) :**

i) **Objective** :- To give financial assistance @ Rs. 400/- (Four hundred ) per month to all the identified pensioners who are widows of the age group of 40 years – 64 years, and from families which are below the poverty line. **The coverage will be universal and there shall not be any quota at any level.**

ii) **Eligibility criteria and requirement of documents**:-To get the benefit of the scheme , following criteria need to be fulfilled by an applicant :-

a) She must not be less than 40 years of age and not above 64 years.

b) She should have to be from a family which is below the poverty line.

c) She shall get the pension till she attains the age of 65 years or till her re-marriage.#

# Pradhan of the Gram Panchayat shall review the list of the widows regularly and report any case of re-marriage to the Executive officer, Panchayat Samiti. On receipt of the information of re-marriage of any widow who was a beneficiary under IGNWPS, the Executive Officer shall cause an enquiry and give the beneficiaries a chance of hearing before rejection/ restoration of the pension.

d) She shall have to produce death registration certificate of her husband in support of her claim.

e) In case of any dispute related to determination of age, birth certificate/ certificate of the Headmaster of the Primary / Madhyamik School in which she studied last/horoscope will be accepted. If the applicant did not study in school, certificate of the Pradhan / concerned member of the Gram Panchayat will be accepted.

f) **The applicant has to produce photocopy of her Bank/Post Office A/c. at the time of submission of her application.**

g) Monthly pension will be disbursed through the Bank Accounts / Post Office Accounts of the pensioners.

h) **No pension will be disbursed until the names of the newly identified pensioners are uploaded to the Web-site of the Ministry of Rural Development, Government of India.**

iii) **Selection Procedure** :- a) Gram Samsad wise list of women of the age group of 40 – 64 years for all Gram Sansads of a Gram Panchayat would be first generated at Panchayat Samiti level from the available database of BPL survey ( A suggested format is annexed in annexure –I) .

b) The list would then be forwarded to the concerned Gram Panchayat for physical enquiry by the Gram Panchayat officials.

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c) The Gram Panchayat officials namely Executive Assistant, Secretary, Sahayak (except Gram Panchayat Karmee) will then personally inquire into the marital status of those women appeared in the list and ascertain how many of them are actually widows and shall submit the list to the Gram Panchayat. All requisite documents along with application (**Proforma annexed in annexure II**) have to be collected from the beneficiaries at the time of inquiry.

d) After getting inquiry reports in respect of all Gram Samsads of the Gram Panchayat, the inquiry reports along with all connected papers will have to be forwarded to the concerned Panchayat Samiti for its approval.

e) **Gram Panchayat shall have to submit a certificate on universal coverage (see annexure –III) in the prescribed format at the same time.**

f) Concerned Panchayat Samiti after thorough examination of the applications and the papers submitted by the applicants will either sanction the list within 7 days from the date of receipt of the list from the Gram Panchayat or return it to the Gram Panchayat with specific objections to the Gram Panchayat level.

g) No application can be rejected except on the ground that the claim is not genuine or the applicant does not fulfill the criteria laid down in the guide line.

h) Panchayat Samiti shall have the power to re-enquire any application from their end if necessary.

i) Executive Officer of the Panchayat Samity shall accord necessary approval with prior approval of the Sabhapati of the Panchayat Samity. The list shall have to be formally approved ( post facto, if required) in the next meeting of the Sishu-O-Nari Unnayan, Janakalyan O Tran Sthayee Samity.

j) After finalization of the list of beneficiaries to be covered under Indira Gandhi National Widow Pension Scheme, concerned Panchayat Samiti will convert the list of the beneficiaries into **pdf format as well as legacy data and submit the same to the District Panchayat & Rural Development Officer.**

k) **Panchayat Samity shall have to submit a certificate on universal coverage (see annexure III) in the prescribed format at the same time.**

l) District Panchayat & Rural Development Officer will thereafter submit the list of newly identified beneficiaries in pdf files as well as data base along with the certificate on universal coverage (duly signed by the District Magistrate) for uploading the same to the Web-site of the Ministry of Rural Development, Government of India.

**IV) Disbursement of Pension :-** a) Pension will be disbursed @ Rs. 400/- (Four hundred) per month per beneficiaries

b) Pension can only be disbursed through Bank Accounts. / Post Office Accounts of the beneficiaries concerned.

c) Bank Accounts may be opened at any Nationalised / Co-operative / Gramin Bank.

**B) Indira Gandhi National Disability Pension Scheme (IGNDPS) :**

i) **Objective** :- To give financial assistance @ Rs. 400/- (Four hundred ) per month to all the identified beneficiaries who are of the age group of 18 years – 64 years , **with severe disability ( i.e. more than 80% disability) or multiple disabilities ( having more than one disability and at least 40% incapacitation in each type of disability, totaling disabilities 80% or more)** and from families which are below the poverty line. Both male and female will be eligible to get the benefit of the scheme. **The coverage will be universal and there shall not be any quota at any level.**

ii) **Eligibility criteria and requirement of documents**:-To get the benefit of the scheme, following criteria need to be fulfilled by an applicant :-

a) She/He must not be less than 18 years of age and not above 64 years.

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- b) She/He should be from a family which is below the poverty line.
- c) She/He shall be with severe disability (i.e. **more than 80% disability**) or **multiple disabilities (having more than one disability and at least 40% incapacitation in each kind of disability, totaling disabilities 80% or more)**.
- d) She/He shall get the pension until she/he attains the age of 65 years.
- e) In case of any dispute related to determination of age, birth certificate /certificate of the Headmaster of the Primary / Madhyamik School in which she/he studied last / horoscope will be accepted. If the applicant did not study in a school, certificate of the Pradhan / concerned member of the Gram Panchayat will be accepted.
- f) **She/He shall have to produce certificate issued by Social Welfare Department of the District regarding her/his disability in support of her/his claim.**
- g) Monthly pension will be disbursed through the Bank Accounts / Post Office Accounts of the pensioners.
- h) **The applicant has to produce photocopy of her Bank/Post Office A/c. at the time of submission of her application.**
- i) **No pension will be disbursed until the names of the newly identified pensioners are uploaded to the Web-site of the Ministry of Rural Development, Government of India.**
- iii) **Selection Procedure :-** a) Gram Samsad wise list of person of the age group of 18 – 64 years and whose families are below the poverty line will be first generated at Panchayat Samiti level from the available database of BPL survey ( **A suggested format is annexed in annexure –I**).
- b) The list will then be forwarded to the concerned Gram Panchayat for physical enquiry by the Gram Panchayat officials.
- c) The Gram Panchayat officials namely Executive Assistant, Secretary, Sahayak (except Gram Panchayat Karmee) will then personally inquire into the disability status of those person appeared in the list and ascertain how many of them are actually with severe disability or multiple disabilities and submit the list to the Gram Panchayat. All requisite documents along with application (**proforma annexed in annexure IV**) have to be collected from the beneficiaries at the time of inquiry.
- d) ) After getting inquiry reports in respect of all Gram Samsads of the Gram Panchayat , the inquiry reports along with all connected papers will have to be forwarded to the concerned Panchayat Samiti for its approval.
- e) **Gram Panchayat shall have to submit a certificate on universal coverage in the prescribed format (see annexure V) at the same time.**
- e) Concerned Panchayat Samiti after thorough examination of the applications and the papers submitted by the applicants will either sanction the list within 7 days from the receipt of the list from the Gram Panchayat or return it to the Gram Panchayat with specific objections to the Gram Panchayat level.
- f) No application can be rejected except on the ground that the claim is not genuine or the applicant does not fulfill the criteria laid down in the guide line.
- g) Executive Officer of the Panchayat Samity shall accord necessary approval with prior approval of the Sabhapati of the Panchayat Samity. The list shall have to be formally approved (post facto, if required) in the next meeting of the Sishu-O-Nari Unnayan, Janakalyan O Tran Sthayee Samity.
- h) Panchayat Samiti shall have the power to re-enquire any application from their end, if necessary.
- i) After finalization of the list of beneficiaries to be covered under Indira Gandhi National Disability Pension Scheme, concerned Panchayat Samiti will then convert the list of the beneficiaries into pdf format and submit the same to the concerned District Panchayat & Rural Development Officer.
- j) **Panchayat Samity shall have to submit a certificate on universal coverage (see annexure V) in the prescribed format at the same time.**

k) District Panchayat & Rural Development Officer will thereafter submit the list of newly identified beneficiaries in **pdf files as well as legacy data along with the certificate on universal coverage** ( duly signed by the District Magistrate) for uploading the same to the Web-site of the Ministry of Rural Development Department, Government of India.

iv) **Disbursement of Pension** :- a) Pension will be disbursed @ Rs. 400/- (Rupees four hundred) only per month per beneficiary.

b) Pension can only be disbursed through Bank Accounts. / Post Office Accounts of the beneficiaries concerned.

c) Bank Accounts may be opened at any Nationalised / Co-operative / Gramin Bank.

d) In case of necessity, joint Account may be opened with the person who looks after the beneficiary (preferably with someone who has blood relationship with the beneficiary).

Since, the scheme was launched during February, 2009 and a considerable time has already been lost due to ensuing Parliamentary General Election, 2009, immediate necessary steps should be taken at all levels for identification of the beneficiaries to be covered under both the schemes and submit pdf files of the newly identified beneficiaries to this end as per the following schedule for taking further necessary action from this end.

### **SCHEDULE**

<b>Sl No</b>	<b>Name of the work</b>	<b>To be done by</b>	<b>To be completed within</b>
1.	Generation of Gram Sansad wise list	B.D.O and Executive Officer of the Panchayat Samity	25.05.2009
2.	Physical Enquiry	Gram Panchayat Officials	20.06.2009
3.	Submission of the list of beneficiaries to the Panchayat Samity for approval	Gram Panchayat	25.06.2009
4.	Approval of the list & communication to the Gram Panchayats	Executive Officer of the Panchayat Samity	05.07.2009
5.	Submission of list of beneficiaries in pdf file to the D.P & R.D.O	Executive Officer of the Panchayat Samity	20.07.2009
6.	Submission of list of beneficiaries in pdf file to the Department	District Panchayat & Rural Development Officer	25.07.2009
7.	Submission of certificate on UNIVERSAL COVERAGE	District Magistrate	25.07.2009

***Principal Secretary to the Government of West Bengal***

Copy forwarded for information and necessary action to:-

- 1) The Commissioner, Panchayats & R.D., West Bengal, for necessary information.
- 2) The Sabadhipati \_\_\_\_\_ Zilla Parishad, for necessary information.
- 3) The District Magistrate,..... for information & taking necessary action.
- 4) Principal Secretary, Darjeeling Gorkha Hill Council.
- 5) The Additional District Magistrate (Panchayat ) ,.....for information & taking necessary action.
- 6) The District Panchayat & Rural Development Officer,\_\_\_\_\_, for information & taking necessary action.
- 7) The Sub-Divisional Officer\_\_\_\_\_, for information & taking necessary action.
- 8) The Block Development Officer\_\_\_\_\_, for information & taking necessary action.
- 9) The Prodhan, \_\_\_\_\_, for information & taking necessary action.

***Principal Secretary to the Government of West Bengal***

District:Murshidabad  
Gram Panchayat:Bhasaipalkar

Block:Samserganj  
Sansad:XV

Sansad:XV										
Sl.No	RHS ID	Head of Family	Name of Beneficiary	Father's/ Husband's Name	Name of the village	Score	Disability Status			Widow/ Deserted (**)
							Disability Percentage		Disability Code (*)	
							Disability 1	Disability 2		
1	WB-12-024-001-015/36076	ABDUL KHABIR			ADETNAGAR	30				
2	WB-12-024-001-015/36077	KALU SK			ADETNAGAR	29				
3	WB-12-024-001-015/36078	LIYAKAT ALI			ADETNAGAR	26				
4	WB-12-024-001-015/36079	ESHAHAK			ADETNAGAR	28				
5	WB-12-024-001-015/36080	RAHEJUL			ADETNAGAR	24				
6	WB-12-024-001-015/36081	BAKERA BEWA			ADETNAGAR	22				
7	WB-12-024-001-015/36082	MABIUL SK			ADETNAGAR	26				
8	WB-12-024-001-015/36083	MUZED SK			ADETNAGAR	26				
9	WB-12-024-001-015/36084	MAHIRUDDIN			ADETNAGAR	27				
10	WB-12-024-001-015/36085	JIYARUL SK			ADETNAGAR	26				
11	WB-12-024-001-015/36086	HOQUE			ADETNAGAR	26				
	WB-12-024-001-015/36087	HAIUL SK			ADETNAGAR	26				
Disability Code										

Disability Code	Disability Name
LC	Locomotive / Orthopaedic
VI	Visually Impaired
HS	Hearing / Speech
MD	Mental Disability
CP	Cerebral Palsy
MR	Mentally Retarded
MI	Mental Illness
OT	Others

\*\* W for Widow  
D for Deserted

Signature of official

Name (in capital letter )

Designation

**APPLICATION FORM FOR INDIRA GANDHI NATIONAL WIDOW PENSION SCHEME(IGNWPS)**

To

The Executive Officer

\_\_\_\_\_ Panchayat Samity

\_\_\_\_\_ District

Paste your recent  
Passport size  
photograph

Sir/Madam,

I am a resident of this Block. I am a widow. I belong to a BPL (Below Poverty Line) Family. My particulars are given below.

Kindly consider my name for sanction of Widow Pension. The attested photocopy of the death registration certificate of my husband is enclosed herewith.

**Full Particulars of the Applicant**

1. Name :

2. Name of the Head of the Family :

3. Father's/Husband's Name :

4. Whether belongs to the SC/ST/OBC  
Category? :

(Yes/No, write whichever is applicable)

4a. If yes, write the sub- category. :

5. Whether belongs to Minority  
Community? (Yes/No,  
write whichever is applicable) :

6. RHS ID :

7. Village :

8. Mouza :

9. Gram Panchayat :

10. Age as on 01.01.2009 :

11. Day/Month/Year of Husband's Death :

12. Whether the applicant has any Savings  
Account in commercial Bank/ Post Office?  
If yes, give details of the name, address  
& Account No. of the Bank/Post Office. :

Signature/ L.T.I.of the Applicant

**CERTIFICATE OF UNIVERSAL COVERAGE UNDER INDIRA GANDHI NATIONAL  
WIDOW PENSION SCHEME (IGNWPS)**

This is to certify that all widows of 40 - 64 years and belonging to a household Below the Poverty Line (BPL) in rural areas in the .....\*\*Gram Panchayat /.....Panchayat Samity/District of ..... (Name of the District) have been covered under IGNWPS.

It is also confirmed that for the purpose of identifying new eligible beneficiaries under IGNWPS, the BPL list 2002 has been followed for rural areas.

Signature

Pradhan

.....Gram Panchayat

Executive Officer

.....Panchayat Samity

District Magistrate

.....

(As the case may be)

**\*\* Strike out whichever is not applicable**



**APPLICATION FORM FOR INDIRA GANDHI NATIONAL DISABILITY PENSION SCHEME (IGNDPS)**

To  
The Executive Officer  
\_\_\_\_\_ Panchayat Samity  
\_\_\_\_\_ District

Paste your recent  
Passport size  
photograph

Sir/Madam,

I am a resident of this Block. I am a disabled person. I belong to a BPL (Below Poverty Line) Family. My particulars are given below.

Kindly consider my name for sanction of Disability Pension. The attested photocopy of my Disability certificate is enclosed herewith.

**Full Particulars of the Applicant**

1. Full Particulars of the Applicant :
2. Gender(Male/Female, write whichever is applicable) :
3. Name of the Head of the Family :
4. Father's/Husband's Name :
5. Whether belongs to the SC/ST/OBC Category? (Yes/No, write whichever is applicable) :
- 5a. If yes, write the sub- category :
6. Whether belongs to Minority Community? (Yes/No, write whichever is applicable) :
7. RHS ID :
8. Village :
9. Mouza :
10. Gram Panchayat :
11. Age as on 01.01.2009 :

For disability pension, an applicant will be eligible for the benefit if he/she has severe disability (i.e. 80% & above) or multiple disabilities(having more than one disability and at least 40% incapacitation in each type of disability, totaling disabilities 80% or more).

(Please put a tick mark beside the Disability Type as mentioned in the table below and also mention the Percentage of Disability.)

Disability Type	Percentage
Locomotive/Orthopaedic	
Visually Impaired	
Hearing/Speech	
Mental Disability	
Cerebral Palsy	
Mentally Retarded	
Mental Illness	
Others	

- 12) Whether the applicant has any Savings Account in \_\_\_\_\_ :  
Nationalised /Co-operative/Gramin Bank/ Post Office?  
If yes, give details of the name, address & Account No.  
of the Bank/Post Office.

**Signature/ L.T.I.of the Applicant**

**CERTIFICATE OF UNIVERSAL COVERAGE UNDER INDIRA GANDHI NATIONAL  
DISABILITY PENSION SCHEME (IGNDPS)**

This is to certify that all persons of 18 - 64 years with severe disability or multiple disability and belonging to a household Below the Poverty Line (BPL) in rural areas in the .....\*\*Gram Panchayat/..... Panchayat Samity / District of ..... (Name of the District) have been covered under IGNDPS.

It is also confirmed that for the purpose of identifying new eligible beneficiaries under IGNDPS, the BPL list 2002 has been followed for rural areas.

Signature

Pradhan

.....Gram Panchayat

Executive Officer

.....Panchayat Samity

District Magistrate

.....

(as the case may be)

**\*\* Strike out whichever is not applicable**