

MOST IMPORTANT
FOR PERSONAL ATTENTION OF THE DEPUTY COMMISSIONERS

From,

Director,
Social Justice & Empowerment Department,
Haryana, Chandigarh

To,

All Deputy Commissioners in Haryana State (By name)

Memo No. 11117-31/SJE /EBT / 2011
Chandigarh, dated June 3rd, 2011

Subject: Important instructions regarding disbursement of Pension/ Allowances under the EBT scheme through Banks.

Abbreviations used: Electronic Benefits Transfer – EBT
Business Correspondent – BC
Customer Service Point – CSP
Block Development & Panchayat Officer – BDPO
Municipal Committee/ Municipal Corporation – MC

Schedule of EBT implementation

START OF EBT IMPLEMENTATION	Name of BC	NAME OF DISTRICTS
March paid in April, 2011	FINO	Ambala, Bhiwani, Faridabad, Fatehabad, Jind, Kaithal, Karnal, Kurukshetra, Mahendgarh, Mewat, Palwal, Panchkula, Panipat, Rewari, Sirsa and Sonapat.
May paid in June, 2011	ZMF	Hissar
May paid in June, 2011	FINO	Yamunanagar
June paid in July, 2011 - Tentative	SEED	Gurgaon, Rohtak & Jhajjar

Memo:

It has been decided by the Council of Ministers on the 26th of May, 2011 that the Financial Assistance under all the nine social security schemes of the Social Justice & Empowerment Department will be distributed under the EBT scheme through the designated Banks using biometrics authenticated smart card. After enrolment of the beneficiary, a bank account number is generated only after the identity of the beneficiary is successfully de-duplicated using biometrics. The account number so generated is integrated with the data of beneficiaries' records maintained on the website by the Department. The bank account is a savings account earning interest on daily balance basis at the prescribed rate, which at present is 4% per annum. This savings account is being leveraged for remitting social security benefits under the EBT scheme. The beneficiary will be able to operate his bank account at the CSP established by the Bank for the village/ ward in which he resides.

The following decisions taken by the State Government in the disbursement of benefits under the EBT scheme through the designated bank in your district is brought to your notice for information and appropriate action:

- 1) The benefits will be disbursed only through the bank account. As per Notification No. 203-SW(4)-2011 dated 19th April, 2011 (**copy enclosed**), a person can avail the benefit of at most one out of the six pension schemes listed under Para 1 and a second pension under any one of the three pension schemes in his capacity as guardian under

Para 2 of the said Notification. In such cases of two benefits under Para 1 as well as Para 2, only one bank account will be opened.

- 2) If a person is detected of having more than one bank account under the EBT scheme, all his accounts will be terminated. He would become ineligible to receive benefits under any Social Security Scheme of the State in future.
- 3) Any benefits received under the Scheme by suppressing true information or making wrong claim would be recovered as arrears of land revenue with 12% interest per annum.
- 4) A CSP will be established by the BC of the Bank for every 700 number of pensioners. The BC at the CSP will be a local person appointed by the Company after carrying out due diligence as per RBI guidelines. The BC would be required to wear the label/uniform of his Company for easy identification.
- 5) The location and time schedule of the CSP will be supplied by the Bank/ BC to the district administration. The same will be given wide publicity within the district by the Deputy Commissioner, with the help of the staff of the Revenue, Development & Panchayats and Municipal Bodies. The Deputy Commissioner may modify the location/ time schedule of the CSP as per local needs. The CSP is expected to operate on all 6 days of the week (except Sundays) during day time.
- 6) In case there is no withdrawal from a bank account by the beneficiary for a continuous period of 60 days, such bank account will be rendered “inoperative” for the purpose of the EBT scheme with no further credit of benefits into it. In case the beneficiary applies for re-operationalization of the bank account within the next 90 days with justifiable reason, the bank account may be re-operationalized with the permission of the Director. If not, the bank account will be rendered “dead” for the purpose of remittances under the EBT scheme and the benefits credited into the bank account after the last withdrawal would be remitted back to the Department with accrued interest by the Bank.
- 7) Like salary day, the designated pension day will be the 10th of each month, except in the month of April, for which the designated pension day will be the 15th of April. In case the day is a holiday, the pension day will be the immediate next working day. This implies that the pension will normally be credited into the beneficiaries’ accounts on the pension day.
- 8) The pension amount is directly credited into the bank account of the beneficiary by the Head Office on the pension day, provided the name of the beneficiary exists on the website of the department, www.socialjusticehry.gov.in with bank account number. The maintenance (including new additions, deletions and modifications of existing records) of the data of beneficiaries’ records on website is done at the District level by the respective District Social Welfare Officers. The banks are not responsible for maintenance of the beneficiaries’ data. In case a person is in possession of the Bank’s smart card, but his name is not in the current website data, then pension will not be credited into the bank account. The pension is credited into the bank account only if his name is not deleted and exists on the website data on the first working day of that month.

9) For all districts (except Yamuna Nagar, Rohtak, Jhajjar & Gurgaon)

(i) The enrolment of left-out beneficiaries in these 17 districts will be done through a special drive in the month of June, 2011 by chalking out a schedule at the village/ ward level with dedicated enrolment teams, i.e., @ 1 team for every 1,000 left-out pensioners. The enrolment of the left-out beneficiaries in the month of June, 2011 will be co-ordinated and supervised by the Deputy Commissioner personally with the active involvement of the staff of the Revenue, BDPO and Municipal Bodies.

(ii) The beneficiary who will be enrolled during the current month of June, 2011, in these 17 districts will be paid the pension for the two months of May & June, 2011, together through his bank account in the month of July, 2011, after successful de-duplication and consequent integration of the bank account number with the website data.

(iii) After the month of June, 2011, permanent enrolment centres will be established in all offices of the BDPOs and MCs for continuous enrolment of new and any left-out old beneficiaries.

10) For **Yamuna Nagar district**, there will be simultaneous enrolment and spot disbursement in cash through Actual Payee Receipts for the month of June, 2011 only, by the ICICI Bank through its appointed Business Correspondent, FINO. A total of 200 teams will be deployed for a period of 15-20 days in the month of June, 2011 in consultation with the Deputy Commissioner. The schedule of visit of the BC at village/ ward level will be well publicised in advance.

11) In **Gurgaon district**, 60 teams of the Business Correspondent, M/s SEED, of the designated bank, Central Bank of India, will be made available to the Deputy Commissioner, Gurgaon (40 teams) and to the Municipal Commissioner, Gurgaon (20 teams) for enrolment of the left-out beneficiaries. However, the disbursement of pension for the month of May, 2011 paid in June, 2011 will be done manually through the BDPOs and the MCs as before.

12) In **Rohtak district**, 100 teams of the Business Correspondent, M/s SEED, of the designated bank, Punjab National Bank, will be made available to the Deputy Commissioner, Rohtak, for enrolment of the left-out beneficiaries. However, the disbursement of pension for the month of May, 2011 paid in June, 2011 will be done manually through the BDPOs and the MCs as before.

13) In **Jhajjar district**, the performance of the designated bank so far has not been satisfactory. The disbursement of pension for the month of May, 2011 paid in June, 2011 will be done manually through the BDPOs and the MCs as before.

14) **Action in fresh cases:** The application as per newly designed application form is to be submitted in the office of the BDPO/ MC. The new design of the application form is based on self-certification. The complete forms will be forwarded by the concerned BDPO/ MC to the office of the District Social Welfare Officer. The DSWO is the competent authority to sanction the new cases. In case the application is sanctioned, the data will be uploaded as a new record on the website by the DSWO. Once the

record appears on the website, the applicant will be able to enrol himself with the bank at the permanent enrolment centre in the office of the BDPO/ MC. After successful de-duplication, a Bank Account number will be generated and integrated with the website data, following which the pension would automatically get credited into the bank account every month as long as the record is not deleted for any reason.

You are requested to ensure wide publicity of the EBT scheme to create maximum awareness. Useful suggestions, if any, may be sent to the undersigned for better implementation of the scheme.

(Ashok Khemka)

Director

Endst. No. 11138-72/EBT/SJE/2011, Chandigarh, dated the June 3rd, 2011.

A copy of the above is forwarded to the following for kind information and necessary action:

1. The Chief Secretary, Government of Haryana, Chandigarh.
2. The Principal Secretary to Chief Minister, Haryana, Chandigarh.
3. The Principal OSD to Chief Minister, Haryana, Chandigarh.
4. The Financial Commissioner & Principal Secretary to Government Haryana, Revenue Department.
5. The Financial Commissioner & Principal Secretary to Government Haryana, Finance Department, Chandigarh.
6. The Financial Commissioner & Principal Secretary to Government Haryana, Development & Panchayats Department.
7. The Financial Commissioner & Principal Secretary to Government Haryana, Urban Development Department.
8. The Financial Commissioner & Principal Secretary to Government Haryana, Information & Public Relations Department, Chandigarh.
9. The Financial Commissioner & Principal Secretary to Government Haryana, Social Justice & Empowerment Department, Chandigarh.
10. All Divisional Commissioners, Ambala, Gurgaon, Hissar and Rohtak.
11. The Deputy Principal Secretary Chief Minister, Haryana, Chandigarh.
12. All District Social Welfare Officers in the State.

Director

Endst. No. 11173-74/EBT/SJE/2011, Chandigarh, dated the June 3rd, 2011.

A copy of the above is forwarded to the following,

1. Senior Secretary to Chief Minister, Haryana, for kind information of the Hon'ble Chief Minister.
2. Private Secretary to Social Justice & Empowerment Minister, Haryana, for kind information of the Hon'ble Social Justice & Empowerment Minister.

Director