



क्रमांक /NO WM-I/Pension/NPS to UPS/Ow. No.

कार्यालय प्रधान महालेखाकार (लेखा एवं हकदारी), गुजरात, अहमदाबाद शाखा

लेखा परीक्षा भवन नवरंगपुरा अहमदाबाद - 380009

Office of The Pr. Accountant General (A&E) Gujarat, Ahmedabad Branch

"Audit Bhavan" Navrangpura, Ahmedabad- 380009

दिनांक / Date:- /09/2025

परिपत्र संख्या. डब्ल्यू एम-1(लेखा एवं हक) / 08 दिनांक : 18/09/2025

विषय : सीसीएस के नियम 10 के अंतर्गत फॉर्म-1 और फॉर्म-2 जमा करना (एनपीएस के अंतर्गत

यूपीएस का कार्यान्वयन) नियम, 2025

(सेवा के दौरान ग्राहक की मृत्यु, अशक्तता या विकलांगता पर लाभ प्राप्त करने का विकल्प)

Subject : Submission of Form-1 and Form-2 under Rule 10 of the CCS

(Implementation of UPS under NPS) Rules, 2025.

(Option to avail benefits on death or invalidation or disability of subscriber during service.)

कार्मिक, लोक शिकायत और पेंशन मंत्रालय द्वारा दिनांक 02.09.2025 की अधिसूचना के अनुसार जारी सीसीएस (एनपीएस के तहत यूपीएस का कार्यान्वयन) नियम, 2025 के नियम 10 के अनुसार, यूपीएस के अंतर्गत आने वाले प्रत्येक सरकारी कर्मचारी से अनुरोध है कि वह मृत्यु या विकलांगता के कारण बाहर जाने या अमान्य होने पर सेवानिवृत्ति की स्थिति में यूपीएस के तहत या सीसीएस (पेंशन) नियम, 2021, या सीसीएस (असाधारण पेंशन) नियम, 2023 के तहत लाभ प्राप्त करने के लिए फॉर्म-1 और फॉर्म-2 में विकल्प के रूप में प्रयोग करें।

परिपत्र की अंतर्वस्तु, सूचना तथा अनुपालन के लिए सभी यूपीएस (UPS) के अंतर्गत आने वाले प्रत्येक प्रभागीय लेखाकार संवर्ग (DA Cadre) के ध्यान में लाई जाती है।

As per Rules 10 of the CCS(Implementation of UPS under NPS) Rules, 2025 issued by the Ministry of Personnel, Public Grievances and Pensions vide notification dated 02.09.2025, every Government employee covered under UPS is required to exercise as option in Form-1 and Form-2 for availing benefits under UPS or under the CCS (Pension) Rules, 2021, or CCS (Extraordinary Pension) Rules, 2023, in the event of death or boarding out on account of disablement or retirement on invalidation.

The contents of the circular are brought to the notice of all concerned UPS officers/officials (DA Cadre) for information and compliance.

In this regard, it is requested that the following mandatory details be ensured while filling and submitting the forms:

In Form-1

- 1 Option to be availed by the employee.
- 2 Signature, name, designation, office and phone number of the employee.

In Form-2

- 1 Name of the Government servant, designation and nationality.
- 2 Details of family members: Name, Date of Birth, Aadhar number (Optional), relationship with the Government servant, marital status, remarks and signature of the Head of Office.
- 3 Supporting documents of all family members mentioned (for verification of date of birth/age/name).
- 4 Signature of the employee along with place and date.

Please note that the last date for exercising the option to migrate from NPS to UPS is 30th September, 2025.

(प्राधिकार : वरिष्ठ उप- महालेखाकार (लेखा एवं हक) के आदेश से जारी)

संलग्नक : **Form-1 and Form-2**

3d/✓

वरिष्ठ लेखा अधिकारी/डब्ल्यू एम-1

Copy to :

WM-I/OW-NO. 725
18/9/25

- 1 वरिष्ठ लेखा अधिकारी /आईटीएस सेल, राजकोट को कार्यालय की वेबसाइट पर अपलोड करने हेतु -
DA Cadre | office order & circulars,
Title Circular - submission of
Form-1 and Form-2 of UPS
- 2 वरिष्ठ लेखा अधिकारी/ बिल्स अनुभाग
- 3 वेतन एवं लेखा अधिकारी/ IAD अनुभाग
- 4 हिन्दी अनुभाग

5

O/o the Executive Engineer,

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21/9/25

वरिष्ठ लेखा अधिकारी/डब्ल्यू एम-1

12012
142/c

No. 57/01/2025-P&PW(B)/UPS/10498
Government of India
Ministry of Personnel, P.G. and Pensions
Department of Pension and Pensioners' Welfare

Lok Nayak Bhawan, Khan Market,
New Delhi, the 18 June, 2025

OFFICE MEMORANDUM

Subject: Options to avail benefits under old pension scheme on death of Government servant during service or his discharge from Government service on account of invalidation or disability for Central Government servants covered under Unified Pension Scheme – reg.

The undersigned is directed to refer to the Ministry of Finance, Department of Financial Service's Notification No. FS-1/3/2023-PR dated 24.01.2025 regarding introduction of the Unified Pension Scheme (UPS) **as an option under NPS** for the recruits to the Central Government civil service w.e.f. 01.04.2025 giving one time option to the Central Government employees covered under the National Pension System (NPS) for inclusion under the UPS.

2. The Department of Pension and Pensioner' Welfare had notified the CCS (Implementation of National Pension System) Rules, 2021 to regulate service related matters of Central Government employees covered under NPS. Rule 10 of these rules provides for the option to be exercised by every Central Government employee covered under NPS for availing benefits under NPS or Old Pension Scheme (OPS) in the event of death of Government servant during service or his discharge on the ground of invalidation or disablement.

3. UPS has been notified as an option under the NPS. Therefore, it has been decided that the Central Government civil employees **who opt for UPS under NPS shall also be eligible for** option for availing benefits under UPS or the CCS (Pension) Rules, 2021 or the CSS (Extraordinary Pension) Rules, 2023 in the event of death of the Government servant during service or his discharge on the ground of invalidation or disablement.

4. Every Central Government servant covered who opts for **Unified Pension Scheme under the National Pension System** shall, at the time of joining Government service, exercise an option in Form 1 for availing benefits under the UPS or under the CCS (Pension) Rules, 2021 or the CCS (Extraordinary Pension) Rules, 2023, in the event of his/her death or boarding out on account of disablement or retirement on invalidation. Existing Government servants, who have opted for the Unified Pension Scheme under the National Pension System, shall also exercise such option as soon as possible after the notification of these clarifications.

120/c

Form 1

**OPTION TO AVAIL BENEFITS IN CASE OF DEATH OR DISCHARGE ON
INVALIDATION OR DISABILITY OF GOVERNMENT SERVANT / SUBSCRIBER
DURING SERVICE**

[See rule 10)

* I,, hereby exercise option that in the event of my discharge from service on the account of disability or retirement from service on account of invalidation or Death during service, benefits under Central Civil Services (Pension) Rules, 2021 or Central Civil Services (Extraordinary Pension) Rules, 2023 as the case may be, may be paid to me or to my family.

OR

* I,, hereby exercise option that in the event of my discharge from service on the account of disability or retirement from service on account of invalidation or Death during service, benefits may be paid to me or my family, as the case may be, in accordance with the Pension Fund Regulatory and Development Authority (Operationalization of Unified Pension Scheme under the National Pension System) Regulations, 2025.

Signature of Government servant

Subscriber Name _____

Designation _____

Office in which employed _____

Telephone/Mobile No _____

Place and date:

This option supersedes any other option made by me earlier.

* Completely strike out the benefits for which option is not intended to be made.

(To be filled in by the Head of Office or authorized Gazetted Officer)

Received the option dated, made by Shri/Smt./Kumari.....,
Designation..... Office.....

Entry of receipt of option has been made in page Volume of Service Book.

Signature, Name and Designation of Head of Office or authorized
Gazetted Officer with seal

Date of receipt.....

Note: The receiving Officer will fill the above information and return a duly signed copy of the complete Form to the government servant who should keep it in safe custody so that it may come into the possession of the beneficiaries in the event of his/her death/ discharge on invalidation or disablement.

FORM 2
Details of Family
[See rule 10(3)]
Important

1. The original Form submitted by the Government servant / Subscriber is to be retained. All additions or alterations are to be communicated by the Government servant/retired Government servant / Subscriber along with the supporting documents and the changes shall be recorded in this Form under the signature of Head of Office in Col 7. No new Form will substitute the original Form. However, the retiring Subscriber should submit the details of family afresh at the time of retirement.
2. The details of spouse, all children and parents (whether eligible for family pension or not) and disabled siblings (brothers and sisters) may be given.
3. The Head of Office shall indicate the date of receipt of communication regarding addition or alteration in the family in the 'Remarks' column. The fact regarding disability or change of marital status of a family member should also be indicated in the 'Remarks' column.
4. Wife and husband shall include judicially separated wife and husband.
5. The retired Government servant shall attach the details of change in family structure after retirement in the proforma prescribed under Dept. of P. & P.W., O.M No. 1 (23)- P.&P. W/91-E, dated the 4th November, 1992.
6. Copies of birth certificates to be attached. Copies of any other relevant certificates, if available, should be attached.

Name of the Government servant / Subscriber		Designation		Nationality	
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Details of family members:

S.N.	Name (Please see notes below before filling)	Date of birth (DD/MM/YYYY)	Aadhaar no.* (Optional)	Relationship with Govt. servant/ retired Government servant / Subscriber	Marital status	Remarks	Dated signature of Head of Office
	(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.							
2.							
3.							
4.							
5.							
6.							

I hereby undertake to keep the above particulars up to date by notifying to the Head of Office any addition or alteration.

E-mail: (Optional)

Place:

Mobile: (Optional)

Date:

(Signature)

**Providing Aadhaar No. is optional. However, if it is provided, consent to link it to Bank Account and also for authentication of identity from UIDAI for pension related purpose only, is presumed.*