

**UT Administration of Dadra Nagar Haveli and Daman & Diu**  
**Social Welfare Department, Collectorate Campus, Dholar,**  
**Moti Daman**

No. SW/CSS/UT Sch./2020-21/ 115

Date: 01/03/2021

**Read :**

- i. Addendum No.SW/CSS/UT Sch./2017-18/227 dated:28.09.2017 issued by Tribal Sub Plan Cell/Social Welfare Dept. Daman.
- ii. Corrigendum No.SW/CSS/UT Sch./2017-18/252 dated 09.10.2017 issued by Tribal Sub Plan Cell/Social Welfare Dept.Daman
- iii. Order No.DPO/SWP/2007/197 dated 20.04.2011 issued by Department of Rural Development,DNH

**NOTIFICATION**

In view of the merger of Union Territories of Dadra & Nagar Haveli and Daman & Diu, the Union Territory Administration of Dadra & Nagar Haveli and Daman & Diu is pleased to amend the "Pension Scheme to Old Age Persons (Senior Citizen)" under the Department of Social Welfare for implementation of the scheme in the Union Territory of Dadra & Nagar Haveli and Daman & Diu. This Notification is issued in supersession of all earlier notifications on the above matter.

The details of the schemes are as follows:

1. Name of Scheme: **Pension Scheme to Old Age Persons (Senior Citizen)**
2. Department: Social Welfare
3. Introduction: Article 41 of the Constitution of India directs the State to provide public assistance to its citizens in the case of unemployment, old age, sickness and disablement. Hence, to cater to basic needs of the senior citizens, this pension scheme is introduced.
4. Objective : To Provide Financial benefit to Senior Citizen
5. Target Beneficiaries/Scope: Senior Citizen attaining to age of 60 years and above.
6. Eligibility : -
  - a. Age limit - 60 yrs and above.
  - b. A domicile of districts of Dadra & Nagar Haveli and Daman and Diu respectively.
  - c. Annual income should not be more than Rs. 1.5 lakhs per annum.
  - d. Should not be availing financial assistance under any other schemes of Old Age Pension.
7. Quantum and Nature of Assistance/Benefit :
  - a. Age 60 - 69 years @ Rs.1500/- per month (including central share if any)
  - b. Age 70 years and above @ Rs.2000/- per month (including central share if any)
8. Special/General Conditions/Scheme guidelines: In case of non-availability of age proof the beneficiary shall be referred to the Medical Board (Government Hospital) of the concerned district for verification of age.
9. Disbursement process :
  - a. Office/Official responsible to process applications: District Panchayats/Municipal Councils of the concerned district shall be responsible to process the applications

**DB**

through their respective offices in submission of application form (annexure I) with the required documents.

- b. Verification of documents & applications: The Chief Executive Officer/Chief Officer of District Panchayat/ Municipal Council resp. shall direct their field level staff for verification of documents and scrutiny of applications for the recommendation of the Approving/Recommending Authority. They shall take Life Certificate from the beneficiaries every year.
- c. Approving/Recommending Authority: The Chief Executive Officer/The Chief Officer of the concerned District Panchayat/Municipal Council shall approve the application as per the notification.
- d. Record, Reports, Monitoring and Evaluation: The District Panchayat/Municipal Council in the concerned district shall keep a thorough record of the applications along with all the documents till the senior citizen receives pension. The District Panchayat/Municipal Council shall submit monthly reports with details of number of beneficiaries and pension disbursed by the fifth of every month to the Department of Social Welfare.

10. Audit/Social Audit of Scheme: As per the financial rules

11. Grievance Redressal & Contact: For any grievance, the aggrieved senior citizen may approach the Chief Executive Officer/Chief Officer of District Panchayat / Municipal Council resp. in the concerned district or District Collector of the concerned district or the Department of Social Welfare.

12. Application form and list of Documents:

- a. Application form at Annexure "I" shall be dully filled by the applicant addressed to The Chief Executive Officer/The Chief Officer of the concerned District Panchayat/Municipal Council and to be submitted to the Gram Panchayat/ District Panchayat/Municipal council resp.in the concerned district.
- b. Age Proof (Birth Certificate/School leaving Certificate).
- c. In case of non-availability of age proof, the beneficiary shall be referred to Medical Board (Government Hospital) of the concerned district for verification of age.
- d. Income Certificate issued by the Competent Authority.
- e. Domicile Certificate issued by the Competent Authority.
- f. Copy of Bank Pass Book (Aadhaar linked).
- g. Copy of the Aadhaar Card
- h. Election Card/Passport/Ration card(any one).
- i. Passport size photographs (Two copies).
- j. Affidavit (Not getting any pension from any other department) in the prescribed proforma at Annexure II.

13. Budget Head :As decided by the District Panchayat/Municipal Council concerned

14. Timelines :

- a. Application process: The application may be processed within 30 (thirty) days from the date of receipt.
- b. Payment disbursement: Once the application is approved by the Approving / Recommending authorities, the payment shall be disbursed into the bank account of the senior citizen by the fifth of every month.
- c. Scheme Validity: Shall be valid till any directions are issued by the Administration.

15. Modalities of Process flow and Fund flow :

- a. The District Panchayat/Municipal Council of concerned districts shall calculate the approximate budget on the basis of the applications received and expenditure incurred in the previous year for the scheme and submit their proposals to the finance department.
- b. The finance department shall directly transfer the funds to the concerned District Panchayat/Municipal Council.
- c. All the work related to implementation of the scheme like inviting applications, processing, verification etc. shall be done by the District Panchayat/Municipal Council concerned.
- d. The mode of fund transfer shall be Direct Benefit Transfer (DBT).

This notification shall take effect from 1<sup>st</sup> April, 2021.

This issues with the approval of the Hon'ble Administrator, Dadra & Nagar Haveli and Daman & Diu vide Dairy No.688663 dated: 03.02.2021

By order and in the name of the  
Administrator of Dadra & Nagar Haveli  
and Daman & Diu



(Rakesh Das, DANICS)  
Deputy Secretary (Social Welfare)

Copy to:-

1. PS to Hon'ble Administrator of DNH & DD, Secretariat, Daman.
2. PA to the Advisor to Hon'ble Administrator of DNH & DD, Secretariat, Daman.
3. The Secretary (Finance), DNH & DD, Secretariat, Daman.
4. The Secretary (SWD/WCD), DNH & DD, Secretariat, Daman.
5. The Secretary (PRI & Rural Development), DNH & DD, Secretariat, Daman.
6. The Joint Secretary (Official Language), DNH & DD Secretariat, Daman - with a request to translate the notification in official language.
7. The Joint Secretary (PIng & Statistics), DNH & DD Secretariat, Daman - with a request to kindly publish the notification in official gazette.
8. The Collector, DNH/Daman/Diu.
9. The Chief Executive Officer, District Panchayat, DNH/Daman/Diu
10. The Chief Officer, Municipal Council, DNH/Daman/Diu
11. The SIO, NIC DNH & DD, Secretariat, Daman - with a request to kindly upload the official gazette on official website of DNH & DD.
12. Office copy.



Application forms for the Grant of Financial Assistance to, Old Age Pension, Widow Pension and Disabled Persons (Divyangjan).

Pension Scheme:-

OLD AGE

WIDOW

DISABLED

Passport Size  
Photo  
पासपोर्ट साइज़  
फोटो

1. Name:- \_\_\_\_\_

नाम:- नाम:-

2. Father / Husband Name:- \_\_\_\_\_

पितानुं / पतिनुं नाम:-

पिता का नाम / पति का नाम :-

3. Son / Daughter of (for Disabled):- \_\_\_\_\_

पुत्र/पुत्री नुं नाम (अपंगो माटे):-

लड़का/लड़की का नाम (विकलांगों के लिए):-

4. Address:- \_\_\_\_\_

सरनामुं:- पता:-

5. Name of Panchayat:- \_\_\_\_\_

पंचायतनुं नाम:- पंचायत का नाम:-

6. Age: - \_\_\_\_\_ Date of Birth:- \_\_\_\_\_

जन्म दिनांक:-

7. Male:- \_\_\_\_\_ Female:- \_\_\_\_\_

पुरुष:- पुरुष

स्त्री:- स्त्री

8. Category:-SC/ST/OBC/Minority/General \_\_\_\_\_

जाति:- जाति:-

9. If Disability Pension,  
Type of Disability:- \_\_\_\_\_

अपंगतानो प्रकार:- विकलांगता का प्रकार :-

Percentage of Disability:- \_\_\_\_\_

केटला % अपंगता छे?:- कितने % विकलांग है?

10. Applicant Family Annual Income :- \_\_\_\_\_

अरञ्ज करनार परिवारनी वार्षिक आवक :- आवेदक की परिवार की वार्षिक आय:-

11. Are you in received of Financial Assistance from any other agency? Yes / No:-

सरकारी, अर्धसरकारी के कोछपण छतर संस्था तरइथी आर्थिक सहाय मने छे? हा/ना? \_\_\_\_\_

सरकारी, अर्धसरकारी के किसी भी शाखा की ओर से आर्थिक सहाय मिलती है?:- हा/ना:- Which?:- \_\_\_\_\_

प्रकार:- प्रकार :-

12. Contact No. \_\_\_\_\_

संपर्क नंबर:- संपर्क नंबर:-

13. Name of Bank:- \_\_\_\_\_ A/c No. \_\_\_\_\_

बैंकनुं नाम:- बैंक का नाम:-

खाता नंबर:- खाता नंबर:-

IFSC CODE :-

14. Aadhaar Card Number:- \_\_\_\_\_

आधार कार्ड नंबर :- आधार कार्ड नंबर :-

15. Have you applied for Portugal or any other Passport? Yes/No? \_\_\_\_\_

पोर्तुगल के बीजा कोछपण देशनी नागरिकता मेलववा मे कोछपण प्रकारनी अरञ्ज करेल छे? :- हा / ना ?

पोर्तुगल या अन्य किसी भी देश की नागरिकता पाने के लिए मेने किसी भी प्रकार का आवेदन किया है ,- हा/ना:-

I hereby declare that the particulars given above are true and correct to the best of my knowledge and belief. उपरनी तमाम विगतो साथी छे अनी हुं भातरी आपुं छुं. ऊपर का सभी विवरण सही हे उसका मे भरोसा देता हुं।

**Signature of the Applicant /Thumb Impression :**

(आवेदक के हस्ताक्षर/अंगूठे का नीशान)

Dated:-

**Required Document- आवश्यक दस्तावेज- आवश्यक दस्तावेज :-**

<b>Old Age Pension (60 years &amp; above) पुर्ष पेन्शन- वृद्ध पेन्शन</b>	<b>Widow Pension (18 - 59 years) विधवा पेन्शन-विधवा पेन्शन</b>	<b>Disabled Pension (18 - 59 years) विकलांग पेन्शन- विकलांग पेन्शन</b>
<ol style="list-style-type: none"> <li>Age Certificate - जन्मजुं प्रमाणपत्र- जन्म का प्रमाणपत्र</li> <li>Income Certificate Below 1.5 lakh. - आवकनो एअल्लो 1.5 लखनी नीचे - आय का प्रमाणपत्र 1.5 लाख के नीचे.</li> <li>Domicile Certificate - स्थायी रहेहाएलुं प्रमाणपत्र - स्थायी निवास का प्रमाणपत्र</li> <li>Copy of Bank Pass Book (Aadhaar linked) लेन्क पासबुकनी कोपी (आधार लिंक्ड), बैंक पासबुक की नकल (आधार लिंक्ड).</li> <li>Aadhaar Card- आधारकार्ड- आधारकार्ड.</li> <li>Election Card, Ration card, Passport (any one), चुंटेएली कार्ड, राशन कार्ड, पासपोर्ट (कोई एक), वोटिंग कार्ड, राशन कार्ड, पासपोर्ट (कोई एक)</li> <li>Photo (2 Copy) - शेठे (02 कोपी) फोटो (2 नकल)</li> <li>Affidavit (Not getting any pension from any other Department). अफिडेविट (अन्य विभागमाथी पेन्शन नथी मजतुं नथी)-एफिडेविट (अन्य विभाग से पेन्शन) नहीं मिलता)</li> </ol>	<ol style="list-style-type: none"> <li>Age Certificate - जन्मजुं प्रमाणपत्र- जन्म का प्रमाणपत्र</li> <li>Death Certificate of Spouse (for Widow) -पति ना मृत्युजुं प्रमाणपत्र- पति के मृत्यु का प्रमाणपत्र (विधवा के लिए)</li> <li>Income Certificate Below 1.5 lakh. - आवकनो एअल्लो 1.5 लखनी नीचे - आय का प्रमाणपत्र 1.5 लाख के नीचे.</li> <li>Domicile Certificate - स्थायी रहेहाएलुं प्रमाणपत्र - स्थायी निवास का प्रमाणपत्र</li> <li>Copy of Bank Pass Book (Aadhaar linked)- लेन्क पासबुकनी कोपी (आधार लिंक्ड)- बैंक पासबुक की नकल (आधार लिंक्ड).</li> <li>Aadhaar Card- आधारकार्ड- आधारकार्ड.</li> <li>Election Card, Ration card, Passport (any one), चुंटेएली कार्ड, राशन कार्ड, पासपोर्ट (कोई एक), वोटिंग कार्ड, राशन कार्ड, पासपोर्ट (कोई एक)</li> <li>Photo (2 Copy) - शेठे (02 कोपी) फोटो (2 नकल)</li> <li>Affidavit (Not getting any pension from any other Department). अफिडेविट (अन्य विभागमाथी पेन्शन नथी मजतुं नथी)-एफिडेविट (अन्य विभाग से पेन्शन) नहीं मिलता)</li> </ol>	<ol style="list-style-type: none"> <li>Age Certificate - जन्मजुं प्रमाणपत्र- जन्म का प्रमाणपत्र</li> <li>Income Certificate Below 1.5 lakh. - आवकनो एअल्लो 1.5 लखनी नीचे - आय का प्रमाणपत्र 1.5 लाख के नीचे</li> <li>Domicile Certificate - स्थायी रहेहाएलुं प्रमाणपत्र - स्थायी निवास का प्रमाणपत्र</li> <li>Disabled Certificate (80% and above)- अपंगतानुं प्रमाणपत्र (80% अने वधु). विकलांगता का प्रमाणपत्र (80% एवं ज्यादा).</li> <li>Copy of Bank Pass Book (Aadhaar linked)-लेन्क पासबुकनी कोपी (आधार लिंक्ड)- बैंक पासबुक की नकल (आधार लिंक्ड).</li> <li>Aadhaar Card-आधारकार्ड- आधारकार्ड.</li> <li>Election Card, Ration card, Passport (any one)-चुंटेएली कार्ड, राशन कार्ड, पासपोर्ट (कोई एक), वोटिंग कार्ड, राशन कार्ड, पासपोर्ट (कोई एक)</li> <li>Photo (2 Copy) - शेठे (02 कोपी)- फोटो (2 नकल)</li> <li>Affidavit (Not getting any pension from any other Department). अफिडेविट (अन्य विभागमाथी पेन्शन नथी मजतुं नथी)-एफिडेविट (अन्य विभाग से पेन्शन) नहीं मिलता)</li> </ol>

*Handwritten signature*

**UNDERTAKING**

I, \_\_\_\_\_, aged about \_\_\_\_\_ years, resident of H. no \_\_\_\_\_  
\_\_\_\_\_ district \_\_\_\_\_,

hereby declare That the above/ following information is true to the best of my knowledge And belief and nothing has been concealed there in . I am well aware of the Fact that if the information given by me is proved false/not true, I will Have to face the punishment as per the benefit availed by me shall be summarily withdrawn.

That I have applied to the Social Welfare Department, Daman, for getting benefit of Old Age / Widow Pension / Disable Pension for myself and the information furnished in the prescribed application from are true and correct and nothing has been concealed and mis-presented in it.

That I state that I am not receiving of any Financial Assistance from any other agency of the same kind or not availing any other benefits from the other Department from the U. T. Administration of Dadra & Nagar Haveli and Daman & Diu or any part of India. I and my family are originally native and permanent resident of \_\_\_\_\_ District since \_\_\_\_\_.



--- : 2 : ---

That myself / Father / mother / Husband / Wife is the head of the family.

That we are having / Not Having our own residential house in the above said address.

That the applied Declaration / affidavit is for Old Age / Widow/ Handicap / Disable Pension Purpose.

This is to certify that I have read and understood the provision of Section 199 and 200 of the Indian penal code.

PLACE :

DATED : DD /MM/YYYY .

REG. No.

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DEPONENT

