



MahaIT: User Manual of Pension (MJP)
User Manual Document

For

Pension (MJP)

Maharashtra Jeevan Pradhikaran (MJP)

Version 1.0

Prepared By

Development Team Customized Sevaarth (MahaIT)

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1. Division EE/SE/CE Pension Clerk Level Login:

Pension Clerk Level Login is used for Inward form, Case form, Draft case form entry and Reject case form.

1.1. Inward Form:

Inward form is a standard task carried out whenever a new pensioner employee is applying for Pension. Inward form contains Sevaarth id and Pension Type. It can also be used for updating existing employee data. This module has integration with other modules, which has employee data.

The screenshot displays the Maharashtra Jeevan Pradhikaran Pension Clerk Level Login interface. The header includes the organization's logo and name, along with navigation links for 'Logout' and 'Change Password'. A sidebar menu on the left lists 'Draft Case Form Entry', 'Rejected Case Form', and 'Inward Form', with 'Inward Form' highlighted. The main dashboard area features several data cards and action buttons:

- Pension Credited:** 0
- Generate Pension Bill:** 0
- Change Statement Approved:** 0
- TOTAL Pensioner:** 12
- Change Statement Generated:** 0
- Change Statement Forwarded:** 0

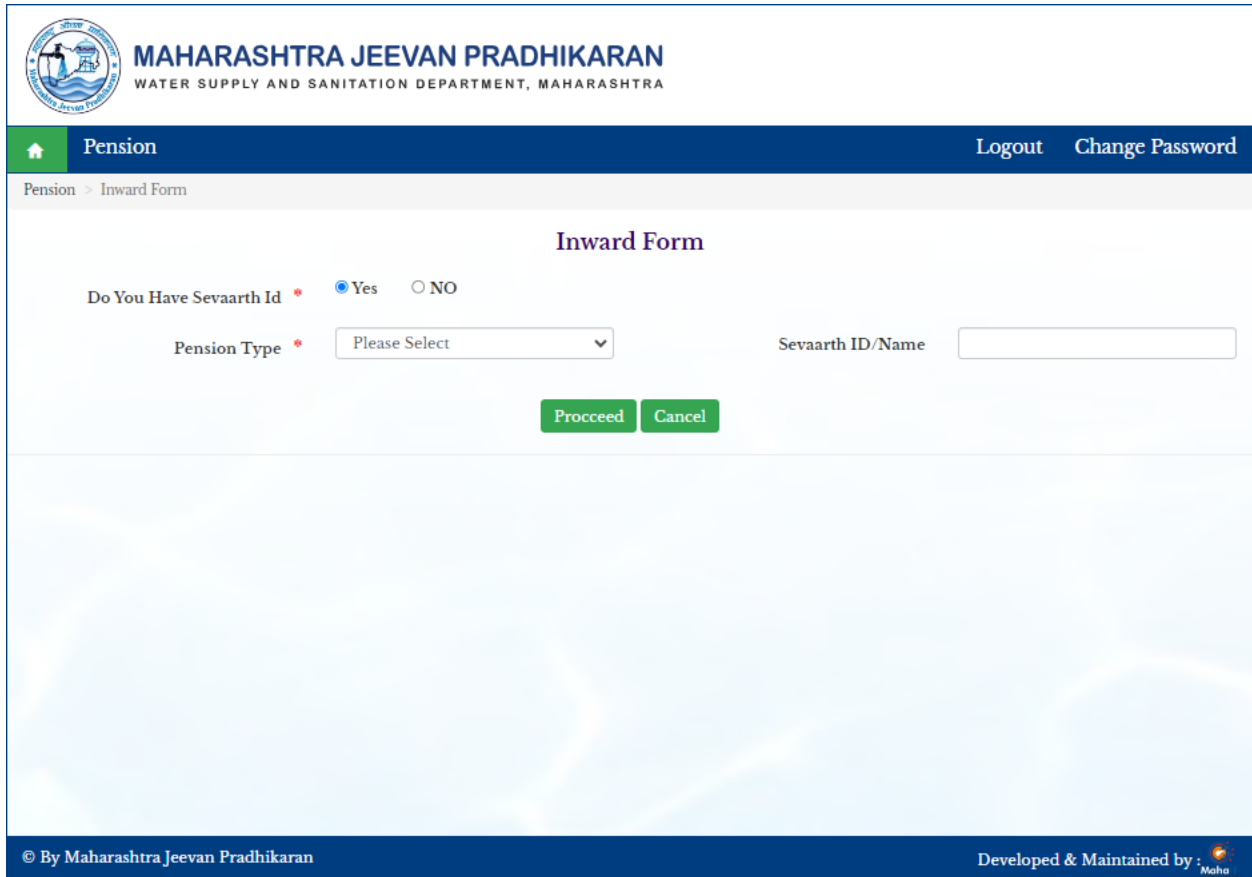
At the bottom, three summary cards provide key statistics:

Category	Count
Total Pensioner	85
Active Pensioner	12
Total Family Pensioner	11

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Path: Pension > Inward form >

Step 1: Select radio button of Do You Have Sevaarth Id, Select Pension type from dropdown list, if sevaarth id is present then enter sevaarth id, if sevaarth id is not present then Click on Proceed button



MAHARASHTRA JEEVAN PRADHIKARAN
WATER SUPPLY AND SANITATION DEPARTMENT, MAHARASHTRA

Pension [Logout](#) [Change Password](#)


Pension > Inward Form

Inward Form

Do You Have Sevaarth Id * Yes NO

Pension Type * ▼

Sevaarth ID/Name

© By Maharashtra Jeevan Pradhikaran Developed & Maintained by : 

1.1.1: Case form:

Path: Inward form > Case form >

Step 2: Select pay commission from dropdown list, Select Pensioner Type from dropdown list, select checkbox of label Do you want to commute, Click on Next button

The screenshot shows the 'Case Form' page for Maharashtra Jeevan Pradhikaran. The page has a dark blue header with the organization's logo and name. Below the header is a navigation bar with 'Pension' selected. The main content area is titled 'Case Form' and contains a series of tabs: 'Form Details', 'Basic Details', 'Pay and Service Details', 'Family Details', 'Recovery', 'Checklist', and 'Pension Calculation'. The 'Form Details' tab is active, showing a form with the following fields:

Transaction Type	New	Pay Commission *	Seventh Pay Commission
State Category	Maharashtra	Class of Pension *	Superannuation Pension
Sevaarth ID		Pensioner Type *	Group B
Current DDO Code of Employee	54321_PCLK	Application Date *	13-09-2023
Do you want to commute?	<input checked="" type="radio"/> Yes <input type="radio"/> No (Note: If you don't want to commute click "No")		
Percentage of Commutation	40		

At the bottom of the form is a green 'Next' button. The footer contains the copyright information: '© By Maharashtra Jeevan Pradhikaran' and 'Developed & Maintained by: MahaIT'.

1.1.1.2: Case form > Basic Details

Step 3: Select Basic details tab, Select Pensioner details, Select Retiring Office Details, Select Field Department from dropdown list, Select Residence Address, Enter Address, Enter Pin code, Enter Email id, Select Is address after retirement is same as above, enter Bank account number, Select Photo and Signature, Click on Next Button.



MAHARASHTRA JEEVAN PRADHIKARAN
WATER SUPPLY AND SANITATION DEPARTMENT, MAHARASHTRA

Pension > Case Form

Case Form

Form Details Basic Details Pay and Service Details Family Details Recovery Checklist Pension Calculation

Pensioner Details

Name *	NIKHIL ASHOK KOTANGALE	Name (in Marathi)	निखिल अशोक कोतंगले
Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Transgender	Height	0 Feet 0 inches
Date of Birth *	01-01-1960	Date Of Joining Government Service *	01-01-1985
Date of Retirement *	01-01-2040	Date of Next Birth Day	dd-mm-yyyy
Pension Commencement Date *	02-01-2040	EFP upto 7 years?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Date of Death	dd-mm-yyyy	Designation *	SUB DIVISIONAL
Date of Confirmation	dd-mm-yyyy	Religion *	HINDU
UID No.		EID No.	
PAN No.		Personal Identification mark	
Blood Group	Please Select	Special Illness if Any?	
CR Number	CR01212	Group	B

Retiring Office Details

Admin Department *	MAHARASHTRA JEEVAN	Field Department *	NAGPUR
Address Building *	nagpur	Landline Number	
Address Street		Mobile Number	
Locality		Pin Code *	445566
State	MAHARASHTRA	Town/City/District	PUNE
Email Id			

Residence Address

Address *	kagar nagar new civil line nagpur		
State *	MAHARASHTRA	Town/City/District *	SOLAPUR
Pin Code *	445566	Landline Number	
Mobile Number		Email Id	

Residence Address after Retirement

Is address after retirement is same as above?

Address *	kagar nagar new civil line nagpur		
State	MAHARASHTRA	Town/City/District	SOLAPUR
Pin Code	445566	Landline Number	
Mobile Number		Email Id	

Bank Details

Bank *	<input type="text" value="BANK OF MAHARASHTRA"/>	Branch *	<input type="text" value="NARKHED,NAGPUR,NAGPUR"/>
IFSC Code	<input type="text" value="MAHB0000730"/>	Bank Address *	<input type="text" value="ganga nagr narkhed nagpur"/>
Account No *	<input type="text" value="65897451323456"/>		

Photo/Signature

Photo

File Description

Attach File

Photo

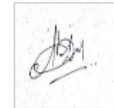


Signature

File Description

Attach File

Signature




Save As Draft

Previous

Next

1.1.1.3: Case Form > Pay and Service Details

Step 4: Select Pay and Services Details tab, click on Add row button, Select Type of Break from dropdown list, Select Effective date and to date, select from date, Enter Pay in Band, Click on Next Button



MAHARASHTRA JEEVAN PRADHIKARAN
WATER SUPPLY AND SANITATION DEPARTMENT, MAHARASHTRA

Pension Logout Change Password

Pension > Case Form

Case Form

Form Details Basic Details **Pay and Service Details** Family Details Recovery Checklist Pension Calculation

Pay Details

Pay Scale/Pay Band *	<input type="text" value="55100-175100,S_19"/>	Grade Pay	<input type="text" value="0.0"/>
Basic Pay	<input type="text" value="0.0"/>	DP	<input type="text" value="0.0"/>
Provisional Gratuity Paid ?	<input type="radio"/> Yes <input type="radio"/> No	Amount	<input type="text" value="0.0"/>
Order No.	<input type="text"/>	Order Date	<input type="text" value="dd-mm-yyyy"/>
Voucher No.	<input type="text"/>	Voucher Date	<input type="text" value="dd-mm-yyyy"/>

Non-Qualifying Services(Considered For Calculation)

Type of Break *	With Effective From Date *	To Date *	Remarks	Delete
<input type="text" value="Non-qualifying Ser"/>	<input type="text" value="01-01-1991"/>	<input type="text" value="01-01-1995"/>	<input type="text" value="demo"/>	<input type="button" value="Delete"/>

Qualifying Service

65 (Six Monthly) 32*2

Average Pay Calculator(Considered For Calculation)

From Date

01-07-2022

To Date

dd-mm-yyyy

Sr No.	From Date *	Pay in Pay Band *	DP/GP *	Total
1	01-07-2022	61500	0	61500
2	01-08-2022	61500	0	61500
3	01-09-2022	61500	0	61500
4	01-10-2022	61500	0	61500
5	01-11-2022	61500	0	61500
6	01-12-2022	61500	0	61500
7	01-01-2023	61500	0	61500
8	01-02-2023	61500	0	61500
9	01-03-2023	61500	0	61500
10	01-04-2023	61500	0	61500

Grand Total

615000

Avg. Pay

61500

Save As Draft

Previous

Next

1.1.1.4: Case form > Family Details >

Step 5: Select Family details, Select radio button of Nominee Available ?, Enter Nominee name, Select relation from dropdown list, Enter percentage, Select Physically Handicapped/Mentally Challenged from dropdown list, Enter Date of Birth, Click on Next Button.

The screenshot displays the 'Case Form' interface for Maharashtra Jeevan Pradhikaran. The page is titled 'Case Form' and includes a navigation menu with options: Form Details, Basic Details, Pay and Service Details, Family Details (selected), Recovery, Checklist, and Pension Calculation. The 'Nominee Details' section is active, featuring an 'Add Row' button and a radio button for 'Nominee Available?' (set to 'Yes'). Below this is a table with the following data:

Nominee *	Relation *	Percentage *	Physically Handicapped/Mentally Challenged	Date of Birth *
Vanita Nikhil Kotang	Wife	100	No	01-01-1975

At the bottom of the form, there are buttons for 'Save As Draft', 'Previous', and 'Next'. The footer contains the text '© By Maharashtra Jeevan Pradhikaran' and 'Developed & Maintained by: MahaIT'.

1.1.1.5: Case form > Recovery >

Step 6: Select Recovery details, Select Balance of Advance, Click on Next Button

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WATER SUPPLY AND SANITATION DEPARTMENT, MAHARASHTRA

Pension Logout Change Password

Pension > Case Form

Case Form

Form Details Basic Details Pay and Service Details Family Details **Recovery** Checklist Pension Calculation

Items **Amount (in Rs.)**

Balance of Advance ? Yes No

Add Row

Recovery From Pension/Gratuity ?	Type of Recovery	Sanction Amount *	From Date *	To Date *	Installment Amount *	Total Installment *	Paid Installment *	Paid Amount *	Status	Delete
----------------------------------	------------------	-------------------	-------------	-----------	----------------------	---------------------	--------------------	---------------	--------	--------

Save As Draft Previous Next

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1.1.1.6: Case form > Checklist

Step 7: Select Checklist details tab, Select Government Accommodation checkbox, Select Certificate checkbox, Click on Next Button

The screenshot shows the 'Case Form' interface for Maharashtra Jeevan Pradhikaran. The 'Checklist' tab is selected. It contains two radio button options: 'Government Accommodation' (Yes/No) and 'NOC Obtained?' (Yes/No), both with 'No' selected. Below this is the 'Certificate Details' section with a 'Certificate' dropdown set to 'NO DE ONO DUES', an 'Issuing Authority' text box with 'demo office', and 'Duration' fields for 'From Date' (31-05-2019) and 'To Date' (31-05-2023). A 'Certificates' section includes an 'Add Certificate' button and a table with one entry: 'demo cert' with a 'Choose File' button and 'Non.pdf' filename, and a 'Delete' button. At the bottom are 'Save As Draft', 'Previous', and 'Next' buttons.

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Pension Logout Change Password

Pension > Case Form

Case Form

Form Details Basic Details Pay and Service Details Family Details Recovery **Checklist** Pension Calculation

Government Accommodation Yes No
NOC Obtained ? Yes No

Certificate Details

Certificate NO DE ONO DUES
Issuing Authority
Duration From Date To Date


Certificates

Upload Required Documents (Upload Format in PDF with Max 2MB Size) Add Certificate

File Description	File	Delete
<input type="text" value="demo cert"/>	<input type="button" value="Choose File"/> Non.pdf	<input type="button" value="Delete"/>

1.1.1.7: Case Form > Pension Calculation >

Step 8: Select Pension Calculation details, Select CVP Application Date, Enter PPO No, Select PPO Date, Enter GPO No, Select GP Date, Select DCRG Application Date, Select Calculate button, Click on Save and Forward to Next authority button



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Pension Logout Change Password

Pension > Case Form

Case Form

Form Details Basic Details Pay and Service Details Family Details Recovery Checklist Pension Calculation

Commuted Value of Pension

CVP Rate	<input type="text" value="8.287"/>
CVP Application Date	<input type="text" value="dd-mm-yyyy"/>
CPO No. *	<input type="text"/>
CPO Date *	<input type="text" value="dd-mm-yyyy"/>
Commuted Monthly Pension amount	<input type="text" value="12300"/>
Commuted Value of Pension	<input type="text" value="1223161"/>

Pension

PPO No	<input type="text"/>		
PPO Date *	<input type="text" value="03-10-2023"/>		
Total Pension Amount	<input type="text" value="30750"/>		
Reduced Pension Amount =	Total Pension Amount	Minus	Commuted Monthly Pension amount
<input type="text" value="18450"/>	<input type="text" value="30750"/>		<input type="text" value="12300"/>

Death Gratuity/Retirement Gratuity

GPO No.	<input type="text"/>
GPO Date	<input type="text" value="dd-mm-yyyy"/>
<input type="radio"/> Death Gratuity	<input type="radio"/> Retirement Gratuity
DCRG Application Date	<input type="text" value="dd-mm-yyyy"/>
Gratuity Amount	<input type="text" value="1014750"/>
Withheld Gratuity	<input type="text"/>
Net Gratuity	<input type="text" value="1014750"/>

Family Pension

Enhanced Family Pension Date	<input type="text" value="31-12-2029"/>	Enhanced Family Pension Amount	<input type="text" value="30750"/>
Family Pension Date	<input type="text" value="01-01-2030"/>	Family Pension Amount	<input type="text" value="18450"/>

2: Division EE/SE/CE Pension First Clerk Level Login

Pension First Clerk Level Login is used for Forwarded cases to approve forward or reject case.

2.1: Forwarded cases

Path: Pension > Forwarded cases >

Step 1: Verify and Select Forwarded Cases, Verify and Select Name of Pensioner from Pensioner list, Verify and Select Case form

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WATER SUPPLY AND SANITATION DEPARTMENT, MAHARASHTRA

Pension Logout Change Password

Forwarded Case ←

Pension Credited: 0

Generate Pension Bill: 0

Change Statement Approved: 0

TOTAL Pensioner: 0

Change Statement Generated: 0

Change Statement Forwarded: 0

Total Pensioner: 6

Active Pensioner: 0

Total Family Pensioner: 0

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Pension Logout Change Password

Pension > Forwarded Case Form List

Forwarded Case Form List

Show: 10 entries Search:

Sr. No	Name of Pensioner	Type of Pension	Date Of Joining Government Service	Date of Retirement	Case Status
1	NIKHIL ASHOK KOTANGALE	Superannuation Pension	01-01-1989	31-08-2024	Case Form Generated

Showing 1 to 1 of 1 entries Previous 1 Next

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Step 2: Select pay commission from dropdown list, Select Pensioner Type from dropdown list, select checkbox of label Do you want to commute, Click on Next button

The screenshot shows the 'Pension Case Form' interface. At the top, there is a header with the Maharashtra Jeevan Pradhikaran logo and name, and navigation links for 'Logout' and 'Change Password'. Below the header, a breadcrumb trail shows 'Pension > Case Form'. The main content area is titled 'Case Form' and contains a horizontal menu with tabs: 'Form Details', 'Basic Details', 'Pay and Service Details', 'Family Details', 'Recovery', 'Checklist', and 'Pension Calculation'. The 'Form Details' tab is active, displaying a form with the following fields:

Transaction Type	<input type="text" value="New"/>	Pay Commission *	<input type="text" value="Seventh Pay Commission"/>
State Category	<input type="text" value="Maharashtra"/>	Class of Pension *	<input type="text" value="Superannuation Pension"/>
Sevaarth ID	<input type="text"/>	Pensioner Type *	<input type="text" value="Group B"/>
Current DDO Code of Employee	<input type="text" value="54321_PCLK"/>	Application Date *	<input type="text" value="13-09-2023"/>
Do you want to commute?	<input checked="" type="radio"/> Yes <input type="radio"/> No (Note: If you don't want to commute click "No")		
Percentage of Commutation	<input type="text" value="40"/>		

At the bottom of the form, there is a green 'Next' button. The footer contains the copyright notice '© By Maharashtra Jeevan Pradhikaran' and the text 'Developed & Maintained by: MahaIT'.

2.1.1: Case form > Basic Details

Step 3: Select Basic details tab, Select Pensioner details, Select Retiring Office Details, Select Field Department from dropdown list, Select Residence Address, Enter Address, Enter Pin code, Enter Email id, Select Is address after retirement is same as above, enter Bank account number, Select Photo and Signature, Click on Next Button.



MAHARASHTRA JEEVAN PRADHIKARAN
WATER SUPPLY AND SANITATION DEPARTMENT, MAHARASHTRA

Pension > Case Form

Case Form

Form Details Basic Details Pay and Service Details Family Details Recovery Checklist Pension Calculation

Pensioner Details

Name *	NIKHIL ASHOK KOTANGALE	Name (in Marathi)	निखिल अशोक कोतंगले
Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Transgender	Height	0 Feet 0 inches
Date of Birth *	01-01-1960	Date Of Joining Government Service *	01-01-1985
Date of Retirement *	01-01-2040	Date of Next Birth Day	dd-mm-yyyy
Pension Commencement Date *	02-01-2040	EFP upto 7 years?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Date of Death	dd-mm-yyyy	Designation *	SUB DIVISIONAL
Date of Confirmation	dd-mm-yyyy	Religion *	HINDU
UID No.		EID No.	
PAN No.		Personal Identification mark	
Blood Group	Please Select	Special Illness if Any?	
CR Number	CR01212	Group	B

Retiring Office Details

Admin Department *	MAHARASHTRA JEEVAN	Field Department *	NAGPUR
Address Building *	nagpur	Landline Number	
Address Street		Mobile Number	
Locality		Pin Code *	445566
State	MAHARASHTRA	Town/City/District	PUNE
Email Id			

Residence Address

Address *	kagar nagar new civil line nagpur		
State *	MAHARASHTRA	Town/City/District *	SOLAPUR
Pin Code *	445566	Landline Number	
Mobile Number		Email Id	

Residence Address after Retirement



Is address after retirement is same as above?

Address *	kagar nagar new civil line nagpur		
State	MAHARASHTRA	Town/City/District	SOLAPUR
Pin Code	445566	Landline Number	
Mobile Number		Email Id	

Bank Details

Bank *	BANK OF MAHARASHTRA	Branch *	NARKHED,NAGPUR,NAGPUR
IFSC Code	MAHB0000730	Bank Address *	ganga nagr narkhed nagpur
Account No *	65897451323456		

Photo/Signature

Photo		Photo
File Description	Attach File	
nikhil photo	<input type="button" value="Choose File"/> Placeholder_Person.jpg	
Signature		Signature
File Description	Attach File	
nikhil signature	<input type="button" value="Choose File"/> download (1).jfif	


Save As Draft

Previous

Next

2.1.2: Case Form > Pay and Service Details

Step 4: Select Pay and Services Details tab, click on Add row button, Select Type of Break from dropdown list, Select Effective date and to date, select from date, Enter Pay in Band, Click on Next Button



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WATER SUPPLY AND SANITATION DEPARTMENT, MAHARASHTRA

Pension Logout Change Password

Pension > Case Form

Case Form

Form Details Basic Details **Pay and Service Details** Family Details Recovery Checklist Pension Calculation

Pay Details

Pay Scale/Pay Band *	<input type="text" value="55100-175100,S_19"/>	Grade Pay	<input type="text" value="0.0"/>
Basic Pay	<input type="text" value="0.0"/>	DP	<input type="text" value="0.0"/>
Provisional Gratuity Paid ?	<input type="radio"/> Yes <input type="radio"/> No	Amount	<input type="text" value="0.0"/>
Order No.	<input type="text"/>	Order Date	<input type="text" value="dd-mm-yyyy"/>
Voucher No.	<input type="text"/>	Voucher Date	<input type="text" value="dd-mm-yyyy"/>

Non-Qualifying Services(Considered For Calculation)

Type of Break *	With Effective From Date *	To Date *	Remarks	Delete
Non-qualifying Ser	<input type="text" value="01-01-1991"/>	<input type="text" value="01-01-1995"/>	<input type="text" value="demo"/>	<input type="button" value="Delete"/>

Qualifying Service

65 (Six Monthly) 32*2

Average Pay Calculator(Considered For Calculation)

From Date

01-07-2022



To Date

dd-mm-yyyy



Sr No.	From Date *	Pay in Pay Band *	DP/GP *	Total
1	01-07-2022	61500	0	61500
2	01-08-2022	61500	0	61500
3	01-09-2022	61500	0	61500
4	01-10-2022	61500	0	61500
5	01-11-2022	61500	0	61500
6	01-12-2022	61500	0	61500
7	01-01-2023	61500	0	61500
8	01-02-2023	61500	0	61500
9	01-03-2023	61500	0	61500
10	01-04-2023	61500	0	61500

Grand Total

615000

Avg. Pay

61500

Save As Draft

Previous

Next

2.1.3: Case form > Family Details >

Step 5: Select Family details, Select radio button of Nominee Available ?, Enter Nominee name, Select relation from dropdown list, Enter percentage, Select Physically Handicapped/Mentally Challenged from dropdown list, Enter Date of Birth, Click on Next Button.

The screenshot displays the 'Case Form' interface for Maharashtra Jeevan Pradhikaran. The page title is 'Case Form' and the breadcrumb is 'Pension > Case Form'. The navigation menu includes 'Form Details', 'Basic Details', 'Pay and Service Details', 'Family Details' (selected), 'Recovery', 'Checklist', and 'Pension Calculation'. The 'Nominee Details' section features an 'Add Row' button and a radio button for 'Nominee Available?' (set to 'Yes'). Below this is a table with the following data:

Nominee *	Relation *	Percentage *	Physically Handicapped/Mentally Challenged	Date of Birth *
Vanita Nikhil Kotang	Wife	100	No	01-01-1975

At the bottom of the form, there are buttons for 'Save As Draft', 'Previous', and 'Next'. The footer contains the copyright information '© By Maharashtra Jeevan Pradhikaran' and 'Developed & Maintained by: MahaIT'.

2.1.4: Case form > Recovery >

Step 6: Select Recovery details, Select Balance of Advance, Click on Next Button

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WATER SUPPLY AND SANITATION DEPARTMENT, MAHARASHTRA

Pension Logout Change Password

Pension > Case Form

Case Form

Form Details Basic Details Pay and Service Details Family Details **Recovery** Checklist Pension Calculation

Items Amount (in Rs.)

Balance of Advance ? Yes No

Add Row

Recovery From Pension/Gratuity ?	Type of Recovery	Sanction Amount *	From Date *	To Date *	Installment Amount *	Total Installment *	Paid Installment *	Paid Amount *	Status	Delete
----------------------------------	------------------	-------------------	-------------	-----------	----------------------	---------------------	--------------------	---------------	--------	--------

Save As Draft Previous Next

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2.1.5: Case form > Checklist


Step 7: Select Checklist details tab, Select Government Accommodation checkbox, Select Certificate checkbox, Click on Next Button

The screenshot shows the 'Case Form' page for 'Pension' in the Maharashtra Jeevan Pradhikaran system. The page is divided into several sections:

- Header:** Maharashtra Jeevan Pradhikaran logo and name, 'WATER SUPPLY AND SANITATION DEPARTMENT, MAHARASHTRA'. Navigation links for 'Logout' and 'Change Password' are present.
- Breadcrumb:** Pension > Case Form
- Case Form Title:** Case Form
- Navigation Tabs:** Form Details, Basic Details, Pay and Service Details, Family Details, Recovery, Checklist (selected), Pension Calculation.
- Form Fields:**
 - Government Accommodation: Yes No
 - NOC Obtained?: Yes No
 - Certificate: NO DE NO DUES
 - Issuing Authority: demo office
 - Duration: From Date (31-05-2019) and To Date (31-05-2023)
- Certificates Section:** Upload Required Documents (Upload Format in PDF with Max 2MB Size) with an 'Add Certificate' button.
- Table:** A table with columns 'File Description', 'File', and 'Delete'. It contains one entry: 'demo cert' with a 'Choose File' button and 'Non.pdf'.
- Footer:** 'Save As Draft', 'Previous', and 'Next' buttons.

2.1.6: Case Form > Pension Calculation >

Step 8: Select Pension Calculation details, Select CVP Application Date, Enter PPO No, Select PPO Date, Enter GPO No, Select GP Date, Select DCRG Application Date, Select Calculate button, Click on Save and Forward to Next authority button



MAHARASHTRA JEEVAN PRADHIKARAN
WATER SUPPLY AND SANITATION DEPARTMENT, MAHARASHTRA

Pension Logout Change Password

Pension > Case Form

Case Form

Form Details Basic Details Pay and Service Details Family Details Recovery Checklist **Pension Calculation**

Commuted Value of Pension

CVP Rate	<input type="text" value="8.287"/>
CVP Application Date	<input type="text" value="dd-mm-yyyy"/>
CPO No. *	<input type="text"/>
CPO Date *	<input type="text" value="dd-mm-yyyy"/>
Commuted Monthly Pension amount	<input type="text" value="12300"/>
Commuted Value of Pension	<input type="text" value="1223161"/>

Pension

PPO No	<input type="text"/>
PPO Date *	<input type="text" value="03-10-2023"/>
Total Pension Amount	<input type="text" value="30750"/>
Reduced Pension Amount =	<input type="text" value="18450"/>
Total Pension Amount	<input type="text" value="30750"/>
Minus	
Commuted Monthly Pension amount	<input type="text" value="12300"/>

Death Gratuity/Retirement Gratuity

GPO No.	<input type="text"/>
GPO Date	<input type="text" value="02-09-2023"/>
<input type="radio"/> Death Gratuity	<input type="radio"/> Retirement Gratuity
DCRG Application Date	<input type="text" value="02-09-2023"/>
Gratuity Amount	<input type="text" value="1014750"/>
Witheld Gratuity	<input type="text" value="0.0"/>
Net Gratuity	<input type="text" value="1014750"/>

Family Pension

Enhanced Family Pension Date	<input type="text" value="03-08-2029"/>	Enhanced Family Pension Amount	<input type="text" value="30750"/>
Family Pension Date	<input type="text" value="04-08-2029"/>	Family Pension Amount	<input type="text" value="18450"/>

3: DDO Level 2 Login >

DDO level 2 Login is used for Approve or Reject forwarded cases.

3.1: Forwarded case

Path: Pension > Forwarded case >

Step 1: Select Name of Pensioner from Pensioner list, Select Basic details tab, Select Pay and Service details, Select Family Details, Select Recovery details, Select Checklist details, Select Pension Calculation details, Click on Approve and Forward to Next authority button

The screenshot shows the Maharashtra Jeevan Pradhikaran dashboard. The navigation menu includes Master, Transaction, GPF, Pension, Logout, and Change Password. The 'Pension' menu is expanded, and 'Forwarded Case' is highlighted with a black arrow. The dashboard displays various service status cards: PayBill Approve from Beams (0), Acknowledged by CMP SBI (0), Salary Credited (0), PayBill Forward to BEAMS (0), Generate PayBill (0), Change Statement Approved (0), TOTAL Employee (37), Change Statement Generated (0), and Change Statement Forwarded (0). A summary bar at the bottom shows: Total Employee (37), Active Employees (37), Total DDOs (1), and Total Offices (1).

The screenshot shows the 'Forwarded Case Form List' page. It includes a search bar and a table with the following data:

Sr. No	Name of Pensioner	Type of Pension	Date Of Joining Government Service	Date of Retirement	Case Status
1	NIKHIL ASHOK KOTANGALE	Superannuation Pension	01-01-1985	01-01-2040	Approved by First Clerk/DO/OS
2	PRATIK SANTOSH SHINDE	Superannuation Pension	01-01-1990	31-05-2022	Approved by First Clerk/DO/OS

Showing 1 to 3 of 3 entries. Navigation buttons: Previous, 1, Next, Cancel.



Case Form

Form Details Basic Details Pay and Service Details Family Details Recovery Checklist Pension Calculation

Form Details

Transaction Type	<input type="text" value="New"/>	Pay Commission *	<input type="text" value="Seventh Pay Commission"/>
State Category	<input type="text" value="Maharashtra"/>	Class of Pension *	<input type="text" value="Superannuation Pension"/>
Sevaarth ID	<input type="text"/>	Pensioner Type *	<input type="text" value="Group B"/>
Current DDO Code of Employee	<input type="text" value="54321_PCLK"/>	Application Date *	<input type="text" value="13-09-2023"/>
Do you want to commute?	<input checked="" type="radio"/> Yes <input type="radio"/> No (Note: If you don't want to commute click "No")		
Percentage of Commutation	<input type="text" value="40"/>		

Next

Basic details >



Case Form

Form Details Basic Details Pay and Service Details Family Details Recovery Checklist Pension Calculation

Pensioner Details

Name *	<input type="text" value="NIKHIL ASHOK KOTANGALE"/>	Name (in Marathi)	<input type="text" value="निखिल अशोक कोतंगले"/>
Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Transgender	Height	<input type="text" value="0"/> Feet <input type="text" value="0"/> inches
Date of Birth *	<input type="text" value="01-01-1960"/>	Date Of Joining Government Service *	<input type="text" value="01-01-1985"/>
Date of Retirement *	<input type="text" value="01-01-2040"/>	Date of Next Birth Day	<input type="text" value="dd-mm-yyyy"/>
Pension Commencement Date *	<input type="text" value="02-01-2040"/>	EFP upto 7 years?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Date of Death	<input type="text" value="dd-mm-yyyy"/>	Designation *	<input type="text" value="SUB DIVISIONAL"/>
Date of Confirmation	<input type="text" value="dd-mm-yyyy"/>	Religion *	<input type="text" value="HINDU"/>
UID No.	<input type="text"/>	EID No.	<input type="text"/>
PAN No.	<input type="text"/>	Personal Identification mark	<input type="text"/>
Blood Group	<input type="text" value="Please Select"/>	Special Illness if Any?	<input type="text"/>
CR Number	<input type="text" value="CR01212"/>	Group *	<input type="text" value="A"/>

Retiring Office Details

Admin Department *	MAHARASHTRA JEEVAN	Field Department *	NAGPUR DIV.
Address Building *	nagpur	Landline Number	0
Address Street		Mobile Number	0
Locality		Pin Code *	445566
State	MAHARASHTRA	Town/City/District	PUNE
Email Id			

Residence Address

Address *	kotangale		
State *	MAHARASHTRA	Town/City/District *	SOLAPUR
Pin Code *	445566	Landline Number	0
Mobile Number	0	Email Id	

Residence Address after Retirement

Is address after retirement is same as above?

Address *	kotangale		
State	MAHARASHTRA	Town/City/District	SOLAPUR
Pin Code	445566	Landline Number	0
Mobile Number	0	Email Id	

Bank Details

Bank *	Bank of Maharashtra	Branch *	MOHOL(1878)
IFSC Code	MAHB0001878	Bank Address *	555556461616
Account No *	484448484894		

Photo/Signature

Note: Photo and Signature Should be In JPEG Format only

Photo

File Description

ffff

Attach File

Choose File

No file chosen

Photo



Signature

File Description

fgff

Attach File

Choose File

No file chosen

Signature

Previous

Next

Pay and Service Details >



Case Form

Form Details Basic Details **Pay and Service Details** Family Details Recovery Checklist Pension Calculation

Pay Details

Pay Scale/Pay Band * 55100-175100,S_19 Grade Pay 0.0
 Basic Pay 0.0 DP 0.0
 Provisional Gratuity Paid ? Yes No Amount 0.0
 Order No. Order Date dd-mm-yyyy
 Voucher No. Voucher Date dd-mm-yyyy

Non-Qualifying Services(Considered For Calculation)

[Add Row](#)

Type of Break *	With Effective From Date *	To Date *	Remarks	Delete
Non-qualifying	01-01-1991	01-01-1995	01-Jan-1991 To 01-Jan-1995	

Qualifying Service 66 (Six Monthly) 33*2

Average Pay Calculator(Considered For Calculation)

From Date 01-07-2022 To Date 30-04-2023

Sr No.	From Date *	Pay in Pay Band *	DP/GP *	Total
1	01-07-2022	61500.0	0.0	61500.0
2	01-08-2022	61500.0	0.0	61500.0
3	01-09-2022	61500.0	0.0	61500.0
4	01-10-2022	61500.0	0.0	61500.0
5	01-11-2022	61500.0	0.0	61500.0
6	01-12-2022	61500.0	0.0	61500.0
7	01-01-2023	61500.0	0.0	61500.0
8	01-02-2023	61500.0	0.0	61500.0
9	01-03-2023	61500.0	0.0	61500.0
10	01-04-2023	61500.0	0.0	61500.0

Grand Total 615000.0
Avg. Pay 61500.0

[Previous](#) [Next](#)

Family Details >

MAHARASHTRA JEEVAN PRADHIKARAN
WATER SUPPLY AND SANITATION DEPARTMENT, MAHARASHTRA

Master Transaction GPF Pension Logout Change Password

Pension > Case Form

Case Form

Form Details Basic Details Pay and Service Details **Family Details** Recovery Checklist Pension Calculation

Nominee Details

Add Row

Nominee Available ? Yes No

Nominee *	Relation *	Percentage *	Physically Handicapped/Mentally Challenged	Date of Birth *
Vanita Nikhil Kontan	Wife	100	No	01-01-1975

Previous Next

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Recovery >

MAHARASHTRA JEEVAN PRADHIKARAN
WATER SUPPLY AND SANITATION DEPARTMENT, MAHARASHTRA

Master Transaction GPF Pension Logout Change Password

Pension > Case Form

Case Form

Form Details Basic Details Pay and Service Details Family Details **Recovery** Checklist Pension Calculation

Items Amount (in Rs.)

Balance of Advance ? Yes No

Add Row

Recovery From Pension/Gratuity ?	Type of Recovery	Sanction Amount *	From Date *	To Date *	Installment Amount *	Total Installment *	Paid Installment *	Paid Amount *	Status	Delete
----------------------------------	------------------	-------------------	-------------	-----------	----------------------	---------------------	--------------------	---------------	--------	--------

Previous Next

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Checklist >

MAHARASHTRA JEEVAN PRADHIKARAN
WATER SUPPLY AND SANITATION DEPARTMENT, MAHARASHTRA

Master Transaction GPF Pension Logout Change Password

Pension > Case Form

Case Form

Form Details Basic Details Pay and Service Details Family Details Recovery Checklist Pension Calculation

Government Accomodation Yes No

NOC Obtained ? Yes No

Certificate Details

Certificate NO DE NO DUES

Issuing Authority

Duration From Date To Date

Certificates

Upload Required Documents (Upload Format in PDF with Max 2MB Size) [Add Certificate](#)

File Description	File	Delete
------------------	------	--------

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Pension Calculation >



Case Form

- Form Details
- Basic Details
- Pay and Service Details
- Family Details
- Recovery
- Checklist
- Pension Calculation**

Commuted Value of Pension

CVP Rate	<input type="text" value="4,611"/>
CVP Application Date	<input type="text" value="09-10-2023"/>
CPO No. *	<input type="text"/>
CPO Date *	<input type="text" value="09-10-2023"/>
Commuted Monthly Pension amount	<input type="text" value="12300.0"/>
Commuted Value of Pension	<input type="text" value="680584.0"/>

Pension

PPO No	<input type="text"/>
PPO Date *	<input type="text" value="13-09-2023"/>
Total Pension Amount	<input type="text" value="30750.0"/>
Reduced Pension Amount =	<input type="text" value="18450.0"/>
Total Pension Amount	<input type="text" value="30750.0"/>
Minus	
Commuted Monthly Pension amount	<input type="text" value="12300.0"/>

Death Gratuity/Retirement Gratuity

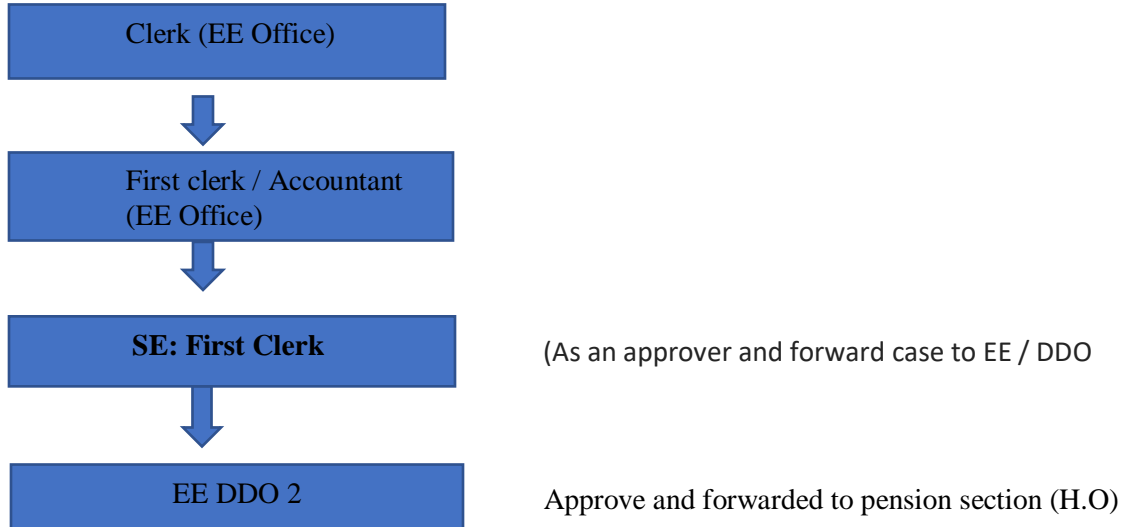
GPO No.	<input type="text"/>
GPO Date	<input type="text" value="09-10-2023"/>
<input type="radio"/> Death Gratuity	<input type="radio"/> Retirement Gratuity
DCRG Application Date	<input type="text" value="09-10-2023"/>
Gratuity Amount	<input type="text" value="1014750.0"/>
Witheld Gratuity	<input type="text" value="0.0"/>
Net Gratuity	<input type="text" value="1014750.0"/>

Family Pension

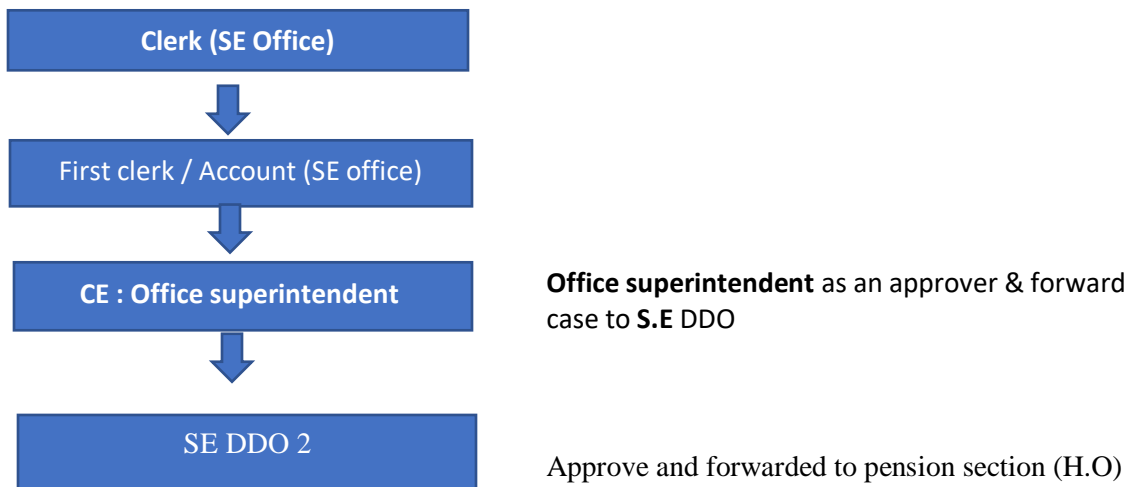
Enhanced Family Pension Date	<input type="text" value="31-12-2024"/>	Enhanced Family Pension Amount	<input type="text" value="30750.0"/>
Family Pension Date	<input type="text" value="01-01-2025"/>	Family Pension Amount	<input type="text" value="18450.0"/>

4: Class 1 officers of all offices workflow

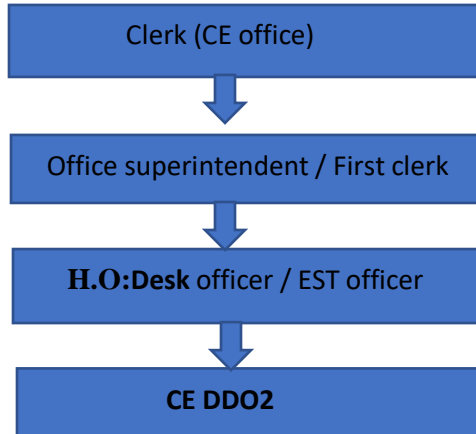
4.1: Class 1 Officer E.E.



4.2: Class 1 Officer S.E.



4.3: Class 1 Officer C.E



Desk officer / EST officer (MJP Adm. HO) will be approval & forward case to **C.E DDO**

Forwarded to pension section (HO)