



**All India RRB Officers' Federation
(AFFILIATED TO AIBOC)**

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All Affiliates/ Members
(Please re-circulate)

**HANDBOOK ON RETIREMENT ENTITLEMENT AND
FINANCIAL PLANNING BY S/SHRI K.D. KHERA & V.P. GROVER**

Com. K.D. Khera Former, President, AIBOC & General Secretary, All India Punjab National Bank Officers' Association who is well aware of Trade Union Laws and even Retirement Benefit of RRB staff have jointly published Handbook, as captioned, with V.P. Grover who was a Civil Servant. The Handbook is very helpful. We attach the details of the Hand Book.

Affiliates/Members may please order for obtaining copy of the Handbook from Com. KD. Khera contacting them over email or mobile no.

With greetings,


(S.K. Bhattacharjee)

GENERAL SECRETARY

**HAND BOOK ON RETIREMENT ENTITLEMENTS AND FINANCIAL PLANNING
BY S/SHRI K.D. KHERA & V.P. GROVER**

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F.No.PPH/7/2015

September 8, 2015

Dear Sir,

**SUBJECT: HANDBOOK ON RETIREMENT ENTITLEMENTS & FINANCIAL
PLANNING**

At the outset, we take this opportunity to convey our gratitude for your patronage and good wishes for massive response to our earlier book entitled "Manual on Disciplinary Rules/Procedures with Judicial Decisions"

Now our publishers have launched another book written by us. This book has been brought out with the under mentioned objectives:

- (i) to make the Officers/employees well conversant with their entitlements/benefits from the employer & their Associations/ Unions as also components of pay/emoluments for calculation of leave encashment, gratuity and pension.
- (ii) to make the Authorities associated with release of retirement dues and other benefits fully acquainted with the rules/procedures/Judicial pronouncements;
- (iii) in the eventuality of delay in receipt or forfeiture/withholding of such benefits, the recipient should know the relevant provisions thereof, thereby avoiding unnecessary litigation;
- (iv) to enable employees/officers to make a judicious decisions for investment of retirement dues through financial planning.

This book is being released after detailed research and deep study of the Acts/Regulations/Rules & various judicial decisions of Apex Courts and certain High Courts in simple & lucid language. For the sake of brevity, only relevant clauses of Acts/Regulations/Rules have been incorporated.

The book contains 23 Chapters and 3 Appendices. These chapters have been arranged in a logical & sequential order thereby enabling the readers to glide smoothly and effortlessly from one topic to the next.

We hope that the banking community will find the book as a ready reckoner on post Retirement entitlements and, therefore, its copy may be kept in each office/branch for guidance of everybody connected with retirement dues.

A copy of the letter dated 2nd July, 2015 circulated by our publishers is enclosed for your kind information and appropriate action please.

With regards.

Yours sincerely

(K.D.KHERA) (V.P GROVER)

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F.No. PPH/5/2015

July 2, 2015

SUB: HANDBOOK ON RETIREMENT ENTITLEMENTS & FINANCIAL PLANNING.

Dear Sir,

At the outset, we thank the banking fraternity for the massive response given by them to our earlier publication entitled "Manual on Disciplinary Rules/Procedures with Judicial Decisions" written by **CMA K.D. Khara**, former General Secretary, All India Punjab National Bank Officers' Association & President, All India Bank Officers' Confederation and **Shri V.P. Grover**, Senior Research Officer (Retired) from Ministry of Finance, Department of Financial Services.

Now both these authors have brought out yet another book, for which a dire need was felt by the bank employees/officers. As the title of the book "Handbook on Retirement Entitlements & Financial Planning" denotes, the book explains in details the salient features of retirement entitlements i.e. eligibility, quantum, whether statutory or non statutory as also need for and intricacies of financial planning.

The book contains 23 Chapters and 3 Appendices. These chapters have been arranged in a logical & sequential order thereby enabling the readers to glide smoothly and effortlessly from one topic to the next. Chapters 2 and 3 explain Leave Encashment and Gratuity respectively and Chapters 4 to 9 deal with provisions with regard to Pension, Ex-gratia and NPS etc. relating to Nationalised Banks, SBI/RRBs and Whole Time Directors of PSBs. Chapters 10 to 13 & Appendices I & II deal with different type of Provident Funds applicable to different organizations. At times, payment of retirement dues are delayed/with-held for different reasons; Chapters 14 and 15 highlight the provisions/judicial pronouncements for interest on delayed payment of retirement dues and withholding of terminal dues respectively. Chapter 16 is for guidance of retiring/retired employees about their entitlements, whether statutory or non-statutory. An exclusive chapter (No.19) is incorporated for guidance of the family members/legal heirs of the deceased employee, which, inter-alia, includes Guidelines for Compassionate Appointment as well as Payment of Ex-gratia in lieu of Compassionate Appointment. While Chapter 20 contains provisions with regard to Income Tax on Terminal Benefits, Chapter 21 explains the intricacies of Financial Planning. Chapter 23 gives 47 Judicial Decisions on Leave Encashment, PF, Gratuity, Pension & Ex-gratia payment. **Table of contents of the Book is given in Annexure I.**

It is hoped that banking community will find the book as a ready reckoner on post Retirement entitlements and it will be useful for everyone.

This book has been recommended for placement in branches/offices/libraries etc. as reference book/encyclopedia by senior bankers of the level of Chairman & Managing Directors/CEOs and Office bearers of various major Bank Officers' Associations/Workmen Unions. **Their perceptions are contained in Annexure II.**

Copies of this book are available at a discounted rate. Against print price of Rs. 450/-, the book is available at a discount of 33.3% i.e. for Rs. 300/-. However, courier/postal charges, wherever incurred, shall be extra @ Rs.50 per book. **Thus, cost of the book inclusive of postal/courier charges shall be Rs.350/- (Rupees Three hundred & fifty only). If the order is for 25 books or more, the courier/postal charges shall be @ Rs.40/- per book.**

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Awaiting for your favourable response,

Encl: As above

for Prem Publishing House

Authorised Signatory

ANNEXURE I

ANNEXURE - I

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ANNEXURE II

HOW THEY PERCEIVE ABOUT THIS BOOK

**SHRI M.V.TANKSALE, CHIEF EXECUTIVE
INDIAN BANKS' ASSOCIATION**

The contents of the book denote that a thorough effort has been made to throw light on Statutory & non statutory benefits to retiring employees, interest on delayed payments, withholding of retirement dues with latest citations from the Hon'ble High Courts & Supreme Court. This book will be handy for those getting retired, dealing with retirement dues and welfare of retired employees and Trade Union Leaders for guiding their members.

**SHRI GAURI SHANKAR, MD & CEO
PUNJAB NATIONAL BANK**

Need was being felt by the banking community for quite long for a comprehensive book, which may cover all facets of Statutory/Non-statutory entitlements/benefits along with relevant rules/regulations, income tax provisions and modes of investments for retiring/retired employees.

I am sure that this book will be useful for everyone in the banking industry and it can be used as a reference book in each office/branch of the Bank, for acquiring firsthand knowledge about various aspects of retirement dues of retiring/retired employees.

**SHRI S.S.KOHLI, FORMER CHAIRMAN
INDIAN BANKS' ASSOCIATION,
AND CMD, PUNJAB NATIONAL BANK,
PUNJAB & SIND BANK.**

I have no doubt that this comprehensive Hand Book will be very useful companion to employees and executives in banking Industry & other Institutions especially those who are given the responsibility to oversee the Retirement dues/benefits and also who are retiring/retired. I would, therefore, suggest that it should be kept in the libraries of bank branches & offices for reference at the point of need.

**SHRI S.C. GUPTA, FORMER CMD
PUNJAB NATIONAL BANK
INDIAN OVERSEAS BANK**

This book includes topics like Interest on delayed payments, withholding of retirement dues, which are normally not available in any book on the subject. An attempt has been made to simplify the topics in the best possible manner, so that even a beginner or novice can get the essence of things without any difficulty. I have no doubt that this book will be useful for retirees, Management functionaries dealing with retirement dues & Trade Union leaders.

**SHRI HARVINDER SINGH, GENERAL SECRETARY
ALL INDIA BANK OFFICERS CONFEDERATION**

From my own experience, I have observed that many of our senior colleagues often have to approach the legal counsel/advocates for clarity on many of the issues affecting them. This publication which covers post retirement entitlements and benefits, leave encashment, gratuity, pension, including that in SBI/SBI Associates, NPS, PF rules in Nationalised Banks including SBI, other entitlements to retirees etc. will provide a ready and handy source of information.

**SHRI C.H. VENKATACHALAM, GENERAL SECRETARY
ALL INDIA BANK EMPLOYEES' ASSOCIATION**

Exclusive chapters on entitled Interest on delayed payments, withholding of retirement dues etc. are really useful and need of the day. I am confident that this book will certainly serve as an excellent tool to the employees/Trade Union leaders and the Management

**SHRI M.V. MURALI, GENERAL SECRETARY
NATIONAL CONFEDERATION OF BANK EMPLOYEES**

The book covers almost all post retirement entitlements and benefits covering all Public Sector Banks and certain Private Sector Banks. Exclusive provisions relating to State Bank of India are also covered. The prominent coverage in the book can be attributed to the exclusive chapters on Income Tax Provisions & Financial Planning. We are hopeful that this Handbook will be of immense use not only to retired/retiring employees and officers but also would be a guiding source to the dealing staff.

**SHRI Y. SUDARSHAN, GENERAL SECRETARY,
ALL INDIA STATE BANK OFFICERS' FEDERATION**

The contents of the book will immensely be helpful to retirees. Management representatives dealing with retirement dues, the Trade Union activists in the Banking Industry because exclusive chapters are devoted to payment of interest on delayed payment of retirement dues, withholding of retirement dues, Income Tax on retirement dues, rights of Senior Citizens & Investment Planning.

**SHRI P.R.MEHTA, GENERAL SECRETARY,
ALL INDIA PNB EMPLOYEES' FEDERATION**

This book will be useful to retiring/retired employees, Management representatives dealing with retirement dues & Trade Union leaders. I have no hesitation in recommending this book for use in all branches & Administrative offices.

**SHRI PRADEEP KUMAR SHRI DILIP SAHA
PRESIDENT GENERAL SECRETARY
ALL INDIA PUNJAB NATIONAL BANK OFFICERS' ASSOCIATION**

We are sure that this book will be useful not only for those retiring but also for those working and dealing with such cases. It can be used as a reference book in offices/branches & libraries of Banks at the point of need for purpose of various facets of retirement entitlements/benefits along with judicial decisions.

**SHRI K.ANANDAKUMAR, GENERAL SECRETARY
INDIAN OVERSEAS BANK OFFICERS ASSOCIATION**

The book will be beneficial not only to the retirees, but to those who deal with the calculations of terminal benefits. This book will certainly fill the void which was there till now in the domain of knowledge on Retirement entitlements/benefits along with judicial pronouncements. This will be an encyclopaedia for Trade Union Leaders for educating members and a ready-reckoner for financial planning of future uses and needs.

**SHRI S ROY CHOUDHURY, GENERAL SECRETARY
ALL INDIA UCO BANK OFFICERS FEDERATION**

It is a comprehensive Hand Book covering all facets of Statutory & non statutory benefits to retiring/retired employees. I am quite confident that this book will be very useful for retiring/retired employees & for those dealing with retirement dues and welfare of retired employees.

SHRI K V ACHARYA PRESIDENT, AIBPARC

I heartily congratulate you on your very special efforts in bringing out 'Hand Book on Retirement Entitlements and Financial Planning. I am sure that this edition will be of great help to Bank Retirees and Pensioners.