



***TWO DAYS TRAINING PROGRAM
ON
PENSION AND LEAVE RULES***



Date- 26-27 December 2019
Venue- Training & Research Institute, (TRI),
16 Danda Nooriwala, In front of New Doon Blossoms School,
Sahastradhara Road, Dehradun, Uttarakhand

Organizer-

WILL & SKILL CREATION (P) LIMITED

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Introduction

As an employer, the Government looks after the welfare of its functionaries not only during service but also after retirement. The interests of the families of Government servants who die during service or after retirement are also looked after. All this is achieved by invoking the provisions of the certain Pension Rules, as applicable from time to time. Pension is of interest not only to those who are nearing retirement; it is of vital importance to Establishment Officers who have to administer cases relating to retirement benefits with utmost care, sympathy, imagination and expedition. The problems mainly pertain to improper maintenance of service documents resulting in the loss of information relating to qualifying service. In order that there are no delays in settling pension cases, it is imperative that all concerned officials dealing with the case are properly educated, trained and motivated about their role so that the shortcomings can be minimized and all the retirement benefits can be paid as and when they become due. Simultaneously an employee is also entitled for various types of leaves which he/she may avail during their service period according to their due period and entitlement, and thus it is needed for every employee to be aware about the prevailing Leave Rules which are being followed in their respective Organizations. This two days training program will focus on such related areas of Pension and Leave Rules.

Learning Objectives

In this training program, participants will be able to learn about:

1. The concepts and provisions of Pension & Other Retirement Benefits
2. The eligibility conditions for service Gratuity / Pension, Retirement Gratuity, Commutation of Pension, Family Pension & Death Gratuity.
3. The Uttarakhand Pension Rules- 2003.
4. Calculate the service gratuity, pension/family pension and death gratuity..
5. About the New Pension System (NPS) or New Pension Scheme.
6. The Overall Concept of Leave & Leave Rules

Program Agenda

This course would ideally suit for the officials responsible for dealing and preparation of pension papers, leave and establishment matters.

TRAINING SCHEDULE

- General concepts about Pension Rules and procedures like: - 1) Types of Pension, 2) Qualifying Service, etc.
- The Uttarakhand Pension Rules- 2003 and its related provisions
- Commutation of pension and gratuity
- Family Pension & Death Gratuities
- National Pension System (NPS) and New Pension Scheme - An overview
 - What is PFRDA and how it works
 - Pension Fund Managers (PFM) and Custodian
 - Types of Accounts and choices
 - Annuity Selection
 - Types of withdrawal
 - Grievance Management Process
- Types of Leaves
- General Principles and rules regarding grant of Leave
- Procedures for processing applications for various types of Leaves

NOTE- Training program will begin on 26 December 2019 at our Institute. Participants are requested to reach the venue latest by 09:45 AM on 26 December 2019 for their registration and further proceedings

Program Approach

The training course is based on a series of modules, which can be adapted to the requirements of the course participants. The emphasis is put on practice and hands-on exercises and includes: Group interactions: Lecture demonstration and presentations.

Delegate Fees

Fees for each participant- **Rs.3,500/- + 18% GST**

The program fee for each participant covers overall training facilitation, reading material tea, cookies, lunch and the Certification.

NOTE - 10% Group Discount will be given to the Organization nominating minimum 05 participants from the same Organization.

Registration & mode of Payment

Nomination indicating the names of participants, their designation, contact details, mobile number, etc along with a crossed cheque / demand draft for the participation must be sent in advance:

Our PAN Number-	AABCW6343G
GSTIN Number:-	05AABCW6343G1ZF
Payment in favor of-	WILL & SKILL CREATION PRIVATE LIMITED
Bank Name-	HDFC Bank Limited, Rajpur Road, Dehradun
Account No-	50200012278517
IFS Code-	HDFC0000225

Profile of Faculties

Senior Officers from different Government Departments, who bring with them a vast experience in the field of finance, accounts and administration and have practical knowledge of policy framing and implementation, will be the key resource person for this two days training program.

About the Organization

Will & Skill Creation Private Limited is a duly incorporated company based in Dehradun, which is dynamic, innovative and creative in its approach and aims to cater the specific organizational needs with regard to training, skill building, and other consultancy services. We aim to build an effective relationship with the esteemed organizations and institutions and are ready to be a supporter for their ever growing success and progression. We with the support of well renowned faculties, industry professionals, and experts from administrative, legal, financial, and other relevant disciplines are ready to serve the organization and society at large.