

GOVERNMENT OF ANDHRA PRADESH
PANCHAYAT RAJ & RURAL DEVELOPMENT DEPARTMENT

Memo. No. 2391982 /RD.I/A1/2024 PR&RD

Date 28-04-2024

Sub: General Elections to the Lok Sabha and Andhra Pradesh Legislative Assembly –
Disbursement of Social Security Pensions for May and June 2024 – Revised
instructions issued – reg.

- Ref:- 1. Memo No.1148399/RD.I/A1/2022, of PR&RD (RD.I) Department, dated 09-09-2022
2. Letter No.437/AP/SOU3/2024, dated 30-03-2024 of ECI, New Delhi.
3. Circular No. SERP-17021/14/2024-PROJ MANG-ADMIN-SERP, dated 27-03-2024 & 31-03-2024
4. Video Conference held on 01-04-2024 by the C.S. with all Collectors.
5. Circular Memo No. 2391982/RD.I/A1/2024 PR & RD Dept, dated 02.04.2024.
6. Memo no: 2391982/RD.I/A1/2024 PR&RD Dept, dated: 27.04.2024
7. Lr.No.SERP-17021/14/2024-PROJ MANG-ADMIN-SERP, dt.27.04.2024 of the CEO, SERP..

The attention of the Chief Executive Officer, SERP & all the District Collectors, Project Directors of DRDA, MPDOs & Municipal Commissioners in the State is invited to the references read above.

The Government vide the Memo No. 1071245/RD.I/A1/2020, dated 27-01-2020 has issued operational guidelines for implementation & disbursal of the social security pensions, which includes old age pensions, disabled pension, widow pensions, etc., at the doorstep of the pensioner's house in cash by the Village Volunteers and Ward Volunteers with biometric authentication.

The Election Commission of India (ECI), New Delhi vide Memo No.437/AP/SOU3/2024, dated 30-03-2024 amongst other things, had directed that the volunteers shall be barred from distribution of cash benefits under any scheme (including pensions) to the eligible beneficiaries and to make alternative arrangements using DBT (electronic transfer) or through other regular government employees.

On account of the disabling of the pension disbursement through Volunteers, the Government of Andhra Pradesh (GoAP) adopted a hybrid solution entailing,

- a. Door-to-Door distribution for beneficiaries who belonged to differently abled category; having serious ailments; were infirm, bed ridden and confined to wheelchairs; & elderly widows of war veterans drawing sainik welfare pensions.

- b. By 14,995 Village/ Ward Secretariat offices through the Village/Ward Secretariat functionaries, who are government employees in compliance with the directive of the ECI.
- c. By additional 10,814 centers in government offices, identified by District Collectors for catering to the needs of the pensioners residing in the "habitations far away from the village secretariats".

Accordingly, the detailed guidelines to operationalizing the aforesaid mechanism were issued vide Circular Memo No. 2391982/RD.I/A/2024 dated 02-04-2024.

As a result of the elaborate arrangements made, as mentioned above, at extremely short notice & in the backdrop of the pre-occupation of the entire state machinery with the activities relating to the conduct of the elections, 100% of pensions were disbursed by the 8th April 2024, to all the eligible and available pensioners with biometric authentication.

The Chief Secretary to Government in the Note, dated 27-04-2024 has enclosed the Letter No.437/AP/SOU3/2024, Dated 26-04-2024 of the ECI, New Delhi, where in the ECI has requested the State Government to ensure that the beneficiaries may avail the intended benefits without any hardship, inconvenience and in time during Model Code of Conduct in the State.

In the ref 7th cited, the CEO, SERP has submitted proposals for distribution of Social Security Pensions during the period of Model Code Conduct.

In view of the above, the following revised instructions are issued on disbursement of pensions for the month of May and June 2024 in supersession of earlier instructions issued.

The pension disbursement will be taken up in two modes, viz., Direct Benefit Transfer (DBT) and Door to Door disbursement of Pensions.

Direct Beneficiary Transfer (DBT):

1. The Payment of pensions through the DBT using the Aadhaar enabled Payment System(AePS) will be made to the pensioners, whose Aadhaar is mapped to bank account, as confirmed by NPCI
2. Their pension amount for the month of April, 2024 will be transferred to their bank accounts on 1st May 2024 and the same procedure will be adopted for disbursement of pensions for the month of May, 2024 payable on 1st June, 2024.
3. The names of the beneficiaries for whom DBT system of payment is done will not be enabled in the mobile application for payment of pensions through door to door distribution.
4. The list of beneficiaries for whom DBT is adopted will be made available at the Village /Ward Secretariat level for convenience of the pensioners, Village / Ward Secretariat staff and grievance redressal.

Door to Door disbursement of Pensions:

- 1 (a) The door to door distribution of the pensions for those pensioners who belong to the differently-abled category, those drawing pensions under category of serious ailments; those who are infirm, bed ridden and confined to wheelchairs; & the elderly widows of war veterans drawing sainik welfare pensions, shall be compulsorily made at their doorstep without any exception, in view of humanitarian issues involved.
- (b) All those left over beneficiaries who are not covered through DBT will be paid in cash through door to door distribution.
2. The list of beneficiaries under door to door distribution category will only be made available in mobile application for disbursement of pensions.
3. List of beneficiaries under DBT category will not be available in mobile app.

General instructions:

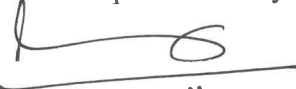
- a. The District Collectors shall ensure adequate deployment of staff and equipment at the Village & Ward Secretariats for door to door distribution without causing any inconvenience to the pensioners.
- b. The District Collectors to ensure that wide publicity is provided for the above measures on distribution of pensions and no hardship is caused to the pensioners.
- c. The MPDOs/Municipal Commissioners will issue system generated Authorization letter to the Panchayat Secretary & Welfare & Education Assistant in the rural areas and Ward Administrative Secretaries and Ward Welfare Development Secretaries in the urban areas for carrying cash from banks to their respective Secretariats. The copy of the Authorization letters should also be sent to the concerned Returning Officers.
- d. The Panchayat Secretary and Welfare & Education Assistant in rural areas and Ward Administrative Secretaries and Ward Welfare Development Secretaries in the urban areas will withdraw the cash from bank & handover to the Village/Ward Secretariat staff who are involved in the door to door pension distribution.
- e. The Managing Directors of 12 welfare corporations and Commissioner, APCRDA, Vijayawada are requested to process pension bills for the month of April, 2024 payable in May, 2024 and for the month of May, 2024 payable in June, 2024 through DBT and Cash mode. The DBT amount shall be transferred to respective corporation bank accounts in Union Bank of India, Ring Road Branch. They are requested issue instructions to the bank for process of DBT transfer of pensions. In respect of cash disbursement, the amount will be released to Village/Ward Secretariats.
- f. The Finance Department has made arrangements for drawl of the requisite amount in all the banks concerned on 30-4-2024 forenoon.

- g. i) The Convenor, SLBC is requested to issue instructions to concerned bank branches to make adequate cash availability and withdrawal on 30/04/2024 for door to door distribution of pensions. He is also requested to provide sufficient cash and make necessary arrangements not to cause any inconvenience to the pensioners for withdrawal of cash by the pensioners credited through DBT mode.
- ii) The District Collector shall also issue instructions to the Lead District Managers and Controllers of all the bank at district level on the above points and ensure that no inconvenience caused to the pensioners at the bank branches
- h. The Panchayat Secretary /Ward Administrative Secretary shall withdraw the cash from the banks on 30/4/2024 itself and handover the same to other Secretariat functionaries who are involved in door to door distribution of pensions.
- i. Disbursal of the pensions shall start on 1st May, 2024 and be completed by 5.5.2024 positively.
- j. The WEA/WWDS are directed to collect the cash from all Secretariat staff on closing of door to door disbursement every day. The cash balance with WEA/WWDS should be informed to the MPDOs/MC every day.
- k. Logins will be provided to all Village/Ward Secretariat staff & they shall download the pension disbursement app in their mobile. The entire Secretariat door to door pension list will be enabled to all the secretariat staff. The Digital Assistants shall provide the Finger Print Scanner devices to secretariat staff for door to door disbursement of pensions.
- l. During the door to door disbursement of pensions, the Secretariat staff will disburse the pension amount duly obtaining Aadhaar Authentication (Biometric/Iris/Aadhaar Face).
- m. In case of failure of Aadhaar Authentication, Real time Beneficiary Identification System (RBIS) mode pension will be disbursed by WEA/WWDS.
- n. In respect of offline secretariats, Devices used for door to door disbursement of pensions should be mapped in MPDO/MC login. All the Village/Ward Secretariat staffs are directed to download the data and disburse pensions duly obtaining the authentication and synchronize their devices with server on daily basis.
- o. No publicity shall be given during the disbursement of pensions. Pension disbursement photos/videos shall be avoided.
- p. The Model Code of Conduct shall be adhered while making the disbursement of pensions and any deviation will be viewed seriously.

- q. The MPDOs/Municipal Commissioners are requested to follow the above guidelines and monitor the disbursement of door to door pensions.

The CEO, SERP, MDs of welfare corporations, Commissioner, APCRDA and all District Collectors are requested to take necessary action accordingly.

The Project Director, DRDAs shall communicate this Circular to all the MPDOs/Municipal Commissioners and disburse the pensions duly following the Model Code of Conduct.



SHASHI BHUSHAN KUMAR
PRINCIPAL SECRETARY (FAC)

PANCHAYAT RAJ & RURAL DEVELOPMENT DEPARTMENT

To
The Chief Executive Officer, SERP
The Mission Director, MEPMA.
The Commissioner & Director, Municipal Administration
The Commissioner, PR & RD, Tadapalli
The Director, GVWV & VSWS Department, Vijayawada.
All the District Collectors in the State
The Convener, SLBC, Vijayawada
All the MDs of Welfare Corporations
The Commissioner, APCRDA, Vijayawada
All the Project Director, DRDAs in the state
All the MPDOs & Municipal Commissioners in the state.
All the Panchayat Secretaries, Welfare & Education Assistants in the State
All the Ward Administrative Secretary & Ward Welfare Development Secretaries in the State.

Copy to the:

Chief Electoral Officer, Andhra Pradesh
Special Chief Secretary to Govt., MA&UD
Special Chief Secretary to Govt., GVWV & VSWS Department
Special Chief Secretary to Govt., Finance Department
Special Chief Secretary, BC & EWS Department
Principal Secretary Social Welfare
Principal Secretary Minority Welfare
Secretary, Tribal Welfare
PS to Chief Secretary to the Government
PS to Principal Secretary, PR & RD Department.