

**FIN-HRD034/4/2025-HRD-FINANCE DEPARTMENT/  
GOVERNMENT OF NCT OF DELHI  
FINANCE DEPARTMENT  
SERVICE MATTER UNIT : H. R. DIVISION  
4<sup>TH</sup> Level, Delhi Secretariat, I.P Estate, New Delhi**

**OFFICE MEMORANDUM**

**SUB: DISPOSAL OF CASES RELATED TO COUNTING OF PAST SERVICE**

It has been observed that proposals regarding counting of past service for the purpose of pensionary benefit to the employees covered under CCS (Pension) Rule, 1972 (Now 2021) and for the purpose of retirement / death gratuity to employees covered under National Pension System (NPS) are referred to the Finance Department, GNCT of Delhi for concurrence.

In order to ensure timely processing of such service matter and to avoid unnecessary delay, Finance Department has reviewed the above matter and it is observed that the counting of past service are routine matters with clear guidelines / instructions issued by Govt, available and incorporated in the Fundamental Rules. Moreover, the information/documents in respect of the individual, required for examination of such cases, remains in the custody of the Administrative Department.

Accordingly, it has been decided that henceforth, the Administrative Secretaries of the departments may settle such cases at their own level in consultation with the concerned Integrated Financial Advisor (IFA). Further, matters involving relaxation of rules or any specific point of doubt may only be referred to the Finance Department for clarification / advice.

This issues with the prior approval of ACS (Finance).

Digitally signed by  
Narender Tyagi

Date: 18-11-2025

Controller of Accounts (Finance)

No. FIN-HRD034/4/2025-HRD-FINANCE DEPARTMENT/

Dated:

Copy to:

1. All ACS/ Pr. Secretary/Secretary / Head of Departments, Govt of NCT of Delhi
2. The Secretary to Hon'ble Chief Minister, Delhi.
3. PPS to Addl. Chief Secretary (Finance), Govt of NCT of Delhi
4. PS to Secretary (Finance), Govt of NCT of Delhi
5. PS to Special Secretary (Finance), Govt of NCT of Delhi
6. Chief Controller of Accounts, Pr. Accounts Office, Govt of NCT of Delhi
7. Controller of Accounts, Directorate of Audit, Govt of NCT of Delhi
8. Jt. Secretaries / Deputy Secretaries, Finance Department., Govt of NCT of Delhi
9. Guard File
10. Website of Finance Department.