

**LOK SABHA SECRETARIAT
{COMPASSIONATE FUND REGULATION) RULES, 2001**

In exercise of the powers conferred by Rule 23 of the Lok Sabha Secretariat (Recruitment & Conditions of Service) Rules, 1955, the Speaker hereby makes the following rules, namely:-

1. Short title and commencement — (1) These rules shall be called the "Lok Sabha Secretariat (Compassionate Fund Regulation) Rules, 2001".

(2) These Rules will come into force with effect from *23rd July, 2001*.
2. Constitution — The Compassionate Fund of the Lok Sabha Secretariat shall be constituted and fed by means of an annual grant for which budget provision will be made annually. The Fund shall be administered by a permanent Committee consisting of one Additional Secretary as its Chairman and two Joint Secretaries as Members. The Chairman and the Members shall be appointed by the Secretary-General. Chief Welfare Officer, Lok Sabha Secretariat will act as the Secretary of the Committee, who will also provide Secretarial assistance to the Committee. As and when any vacancy occurs, Chief Welfare Officer shall submit a proposal to the Secretary-General for its filling up.
3. Definitions —
 - (a) **Officer** means an employee of Lok Sabha Secretariat.
 - (b) **Family** means as defined under SR 2(8) and extended to the CS(MA)/CGHS Rules.
 - (c) **Award** means *ex-gratia* financial assistance to the employees of Lok Sabha Secretariat and their family members.
4. Eligibility — The Fund is intended for providing financial assistance —
 - (a) to the family of an officer who dies while in service.
 - (b) to an officer who is treated in a private/recognized/referral hospital under extreme emergent circumstances.
 - (c) other cases not covered under sub-rule(a) and (b) shall be taken up by the Committee on the basis of circumstances and merit.

Budget Provision — Chief Welfare Officer shall submit annual requirement of funds to Budget Unit of Budget and Payment Branch, who shall make necessary budget provision in the Demands for Grants of Lok Sabha under the detailed head viz. "01 Secretariat — 010050 — Other Charges (Compassionate Fund)".

Conditions for the grant of an award —

(a) Death Cases

- (i) No Family Pension will be granted from the Fund.
- (ii) Grants from the Fund shall be restricted to cases of an exceptionally deserving character where the family of deceased is left in indigent circumstances.
- (iii) Death due to or accelerated by special devotion to duty establishes grant of award to the family of deceased.
- (iv) Awards shall not ordinarily be made from the Fund to the family of a retired officer. However, where death of an officer occurs within six months of the retirement or where the retired officer has been totally/permanently disabled, such a case can be considered by the Committee for grant of award.
- (v) In exceptional cases, suitable recurring grants shall be sanctioned for a limited period as assistance towards special needs such as expenditure on the education of children, etc. These recurring grants shall be subject to such condition(s) as the Committee may impose to satisfy itself regarding the continuance of the need, utilisation of the amount, etc.

(b) Medical Emergency:

Where an officer seeks treatment or is admitted in a private/ recognised/referral hospital while discharging his/her duty.

Circumstance to justify medical emergency : Medical emergency should invariably justify treatment in a private/recognised/referral hospital involving accident/serious nature of disease to save the life of the officer under the circumstances where no government hospital is available nearer than the private/ recognised/referral hospital. :

7. *Amount of Award —*

(a) Death Cases:

Recurring Award

- (i) The Committee after due assessment of the case, shall fix the precise amount for grant of recurring award.

: *Non-Recurring Award*

- (ii) The lump-sum award, shall be considered by the Committee on case to case basis. However, the amount of award shall not exceed Rs.50,000/-.

(b) Medical Expenses:

- (i) A case of medical emergency of an officer, which is considered in general, by the administration under medical rules, shall not usually be considered for reimbursement under the Compassionate Fund Rules by the Committee unless it is a case of serious accident/ disease such as heart attack, brain hemorrhage, etc.

- (ii) The medical claim of an officer shall first be dealt with under CS(MA)/CGHS Rules for reimbursement. The difference of medical expenses which is not covered under these rules for reimbursement shall be released out of the fund in full.

(c) Other cases:

The cases not covered under 4(a) and (b), the Committee shall fix the precise amount on merit of the case. The lump-sum amount, however, shall not exceed Rs.25,000/-

8. Submission of application and procedure for sanction —

Application for the grant of award shall be made on the Form given in the Annexure and shall be submitted to the Chief Welfare Officer, who shall scrutinise the application most carefully. Only cases where the genuine need for assistance is established to his satisfaction, shall be forwarded to the Committee for consideration. After due consideration, the Committee shall submit its recommendations to Secretary-General for his approval and sanction. On approval by Secretary-General, Chief Welfare Officer shall issue a financial sanction of the recommended amount addressed to the Pay & Accounts Officer, Lok Sabha, with endorsement to B&P Branch/PA(NGA) Branch/PA(MG) Branch/Claimant. As regards applications which are not considered by the Committee for grant of award, the claimant shall be suitably informed by the Chief Welfare Officer.

No application will be considered which is not submitted within one year of the death of the officer/discharge from the hospital, unless the delay in submission is sufficiently explained. It is most desirable that application should be submitted as promptly as possible after the death of the officer/ discharge from the hospital, as the case may be. However, the delay in submission of the request/claim may be condoned by the Committee considering the genuineness and justification put forward by the claimant. Save that the delay in submission of request/claim does not exceed two years.

All applications/case material shall be maintained by the Chief Welfare Officer for a period of five years and thereafter shall be weeded out.

9. **Accounting** — The proforma account of the Fund shall be maintained by the Pay & Accounts Officer, Lok Sabha. Besides, Pay & Accounts Officer shall also maintain *the* records of the copies of sanctions of awards communicated to him by the Chief Welfare Officer for at least five years. The expenditure involved on awards will be met from the Budget Grant of Lok Sabha Secretariat and debitable to the head "01 Secretariat - 010050 - Other Charges (Compassionate Fund)".
10. **General** - The decision of the Secretary-General on all matters relating to the Fund or awards therefrom shall be final.
11. **Save or otherwise** - With the issue of these rules, the 'Rules Regulating the Compassionate Fund of the Lok Sabha Secretariat, 1977' stand superseded. Any award(s) having made thereunder shall deemed to have been made under these rules.

G.C. MALHOTRA,
Secretary-General,
Lok Sabha.

[F.NO.22/1/BP/2001]

LOK SABHA SECRETARIAT

PARLIAMENHOUSE ANNEXE
NEW DELHI-110001.

Dated the 20th December, 2005
Agrahayana 29,1927 (Saka).

RECRUITMENT AND CONDITIONS OF SERVICE ORDERS
ORDER NO. MISC. 66/2005

Subject: Regulation of Compassionate Fund of the Lok Sabha Secretariat,

In exercise of the powers conferred under Rule 23 of the Lok Sabha Secretariat {Recruitment and Conditions of Service} Rules, 1955, the Speaker hereby makes the following Order amending the Lok Sabha Secretariat (Compassionate Fund Regulation) Rules, 2001:-

ORDER

Short title and Commencement

- 1.1 This Order may be called the Lok Sabha Secretariat (Compassionate Fund Regulation) (First Amendment) Order, 2005.
- 1.2 It shall come into force with effect from 19.12.2005.

& Amendment

- 2.1 The words "Lok Sabha Secretariat (Compassionate Fund Regulation) Rules, 2001", wherever appearing in Lok Sabha Secretariat (Compassionate Fund Regulation) Rules, 2001, shall be substituted with "Lok Sabha Secretariat (Compassionate Fund Regulation) Order, 2001".
- 2.2 The words " the following rules or these Rules", wherever appearing in Lok Sabha Secretariat (Compassionate Fund Regulation) Rules, 2001, shall be substituted with "this Order".

2.3 Clause 4(b), 6(b) and 7(b) of the Lok Sabha Secretariat (Compassionate Fund Regulation) Rules, 2001 shall now be read as under:

Clause	For	Read
4(b)	to an <u>officer</u> who is treated in a private/recognised/referral hospital under extreme emergent circumstances.	to an officer or a <u>dependent member of his family</u> , who is treated in a private/recognised/referral hospital under extreme emergent circumstances.
6(b)	<p><u>Medical Emergency:</u></p> <p>Where an <u>officer</u> seeks treatment or is admitted in a private/ recognised/ referral hospital <u>while discharging his/her duty</u>.</p> <p><u>Circumstance to justify medical emergency:</u> Medical emergency should invariably justify treatment in a private/ recognised/ referral hospital involving accident/serious nature of disease to save the life of the <u>officer</u> under the circumstances where no government hospital is available nearer than the private/ recognised/ referral hospital.</p>	<p><u>Medical Emergency:</u></p> <p>Where an officer or a <u>dependent member of his family</u> seeks treatment or is admitted in a private/recognised/referral hospital.</p> <p><u>Circumstances to justify medical emergency:</u> Medical emergency should invariably justify treatment in a private/recognised /referral hospital involving accident/serious nature of disease to save the life of the officer <u>or a dependent member of his family</u>, under the circumstances where no government hospital is available nearer than the private/ recognised/referral hospital.</p>
7(b)	(l) A case of medical emergency of an officer, which is considered in general, by the administration under medical rules, shall not usually be considered for reimbursement under the Compassionate Fund Rules by the Committee unless it is a case of serious accident/disease such as heart attack, brain haemorrhage, etc.	(i) A case of medical emergency of an officer <u>or a dependent member of his family</u> , which is considered in general, by the Administration under medical rules, shall not usually be considered for reimbursement under <u>this Order</u> by the Committee unless it is a case of serious accident/disease such as heart attack, brain haemorrhage, etc.

<p>(ii) The medical claim of <u>an officer</u> shall first be dealt with under CS(MA)/CGHS Rules for reimbursement. The difference of medical expenses which is not covered under these rules for reimbursement shall be released out of the fund in full.</p>	<p>(ii) The medical claim of an officer <u>or in respect of a dependent member of his family</u> shall first be dealt with under CS(MA)/CGHS Rules for reimbursement. The difference of medical expenses which is not covered under <u>CS(MA)/CGHS Rules</u> for reimbursement shall be released out of the fund in full.</p>
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P.K.GROVER
JOINT SECRETARY

No.F.41/44/2004/AN-I

Dated the 20th December, 2005
Agrahayana 29, 1927 (Saka).

Copy to:-

1. The Pay & Accounts Officer, Lok Sabha (10 copies).
2. The DGACR, Concurrent Audit (P) Branch.
3. B&P Branch(10 copies)/Welfare Branch (10 copies).
4. AN-I Branch (30 copies).
5. All Officers / All Branches.


(J.P. SHARMA)
DIRECTOR