

Government of Odisha
General Administration & Public Grievance Department

No. 9154 /GA & PG

Date-**12/03/2025**

GAD-PEN-PEN-0006-2025

From

Nihar Ranjan Dash,
Director, Public Grievance & Ex-officio
Special Secretary to Government

To

All Departments
All Heads of Departments
All Collectors

Sub:- **Updating status on pending DPs against retiring or retired employees in the HRMS portal for timely sanction of pension-Regarding.**

Madam/ Sir,

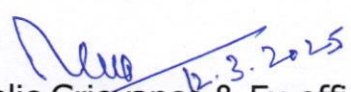
In inviting a reference to the Letter No. 35210 dated 22.11.2024 & 35214 dated 22.11.2024 of Chief Secretary, I am directed to say that Government is committed to sanction final pension on the date of retirement. To ensure this, it is required that the present status of disciplinary proceedings against retiring employees are required to be updated in the HRMS portal as pending DPs are a major impediment to sanction final pension on the date of superannuation.

All the Drawing and Disbursing Officers (DDOs) of Administrative Departments/Heads of Departments and sub-ordinate offices are to log in to the HRMS portal using their existing HRMS log in credentials. Once logged in, they should update the information on details of pending DPs against the employees retiring or retired in the year 2025 in the DDO office interface of HRMS Portal.

In case of any technical difficulties or queries during the updating process, DDOs are requested to reach out to CMGI through Customer Care No. 8763545188 for immediate assistance. Further, the District Coordinators of CMGI may be contacted for support and guidance.

It is, therefore, requested to pay due attention to the matter and bring these aforesaid directives to the notice of all PSAs/DDOs in your Department including sub-ordinate offices under your administrative control for strict compliances to update the status of pending DPs against retiring/retired employees in the HRMS portal.

Yours faithfully,


Director, Public Grievance & Ex-officio
Special Secretary to Government

Memo No. 9155/GA & PG

Date-**12/03/2025**

Copy forwarded to the Sr. Pr. Private Secretary to Additional Chief Secretary to Government, GA & PG Department for kind information of the Additional Chief Secretary to Government, GA & PG Department.

Recd 12.3.2025
Director, Public Grievance & Ex-officio
Special Secretary to Government

Memo No. 9156/GA & PG

Date-**12/03/2025**

Copy forwarded to the Private Secretary to OSD to Chief Secretary for information of OSD to Chief Secretary.

Recd 12.3.2025
Director, Public Grievance & Ex-officio
Special Secretary to Government

Memo No. 9157/GA & PG

Date-**12/03/2025**

Copy forwarded to the Executive Director, CMGI, Bhubaneswar for information and necessary action.

Recd 12.3.2025
Director, Public Grievance & Ex-officio
Special Secretary to Government