

**Subject: Voluntary Retirement Scheme for the Departmental Labour System (DLS) workers**

**(a) Eligibility**

All Departmental Labour System (DLS) workers are eligible to opt for Voluntary Retirement under the scheme.

**(b) Compensation**

(i) The compensation will consist of salary of 20 days for every completed year of service and 18 days for the balance of service left until superannuation.

(ii) Minimum limit is Rs. 25000/- or 250 days salary whichever is higher.

(iii) Maximum limit shall not exceed the sum of the salary that worker would draw at the prevailing level for the balance of the period left before superannuation.

**(c) Terms for Salary Determination:**

(i) Salary for purpose of VRS will consist of Basic Pay & Dearness Allowance only.

(ii) Per day salary shall be calculated on the basis of 30 days in a month as per DPE guideline point no. 1(C) OM No. 2(32)/97-DPE(WC)/GL-LVI dated 06.11.2001.

(iii) Last working month's Basic and DA will be taken for calculation of VRS emoluments.

**(d) Normal Benefits:**

(i) Provident Fund accumulation (employee and employer contribution).

(ii) Gratuity as admissible under the Payment of Gratuity Act. 1972.

(iii) Arrears of wages due to revision etc. will not be included in computing the eligible amount.

(iv) Payment of bonus should conform to the provisions in the Bonus Act, Privilege Leave may be encashed in proportionate measure up to the date of VRS.

**(e) Operation:**

(i) The option for the VRS scheme shall be available initially for 90 days with immediate effect i.e. date of signature of circular.

(ii) Those who do not avail the VRS would have to move to any depot as warranted, while undertaking the pooling exercise.

(iii) DPE guidelines point no.1(d) OM No.2(32)/97-DPE(WC)/GL-LVI dated 06.11.2001 shall also be applicable which states that " Once an employee avails himself of voluntary retirement from a PSU, he shall not be allowed to take up employment in another PSU, if he desires to do so, he shall have to return the VRS compensation received by him to the PSU concerned."