

**Food Corporation of India**  
**Headquarters: New Delhi**

Ref: HQ/ACCTS/FCI/PENSION/2016

Date: 05.01.2017

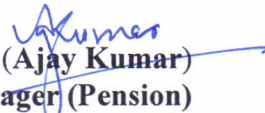
**CIRCULAR NO: FCIDCPS- 01/2017/ACCTS**

**Subject: Forms relating to FCI Defined Contribution Pension Scheme**

In reference to the Administrative Circular no. FCIDCPS No: 01 / 2016 / ACCTS dated 30.12.2016 issued from file no. HQ / ACCTS / FCI / PENSION / 2016 pertaining to the implementation of "FCI Defined Contribution Pension Scheme" (DCPS) for the employees (Category I, II, III & IV) of the Corporation, as per the guidelines of Department of Public Enterprises (DPE), various Forms, as stated in the said Circular, are annexed herewith, in order to ensure proper implementation of the Pension Scheme.

FORM NO.	DESCRIPTION	Time of submission
FORM NO. 1	MEMBERSHIP & OPTION FORM BY THE EMPLOYEE	On or before 15 <sup>th</sup> January'2017
FORM NO. 2	UNDERTAKING BY THE EMPLOYEE WHOSE SUPERANNUATION IS DUE BEFORE THE RECOVERY OF ARREARS OF EMPLOYEES' CONTRIBUTION	On or before 15 <sup>th</sup> January'2017
FORM NO. 3	VOLUNTARY/ADDITIONAL CONTRIBUTION BY MEMBERS	By 15 <sup>th</sup> March Effective from 1 <sup>st</sup> April
FORM NO. 4	OPTION BY THE RETIRING EMPLOYEE TO CONTRIBUTE FROM THE TERMINAL BENEFITS	One month prior to superannuation.
FORM NO. 5	OPTION BY THE SPOUSE OF DECEASED EMPLOYEE TO CONTRIBUTE FROM TERMINAL BENEFITS RECEIVABLES BY THE SPOUSE	Immediate after the death of the deceased employee
FORM NO. 6	OPTION OF EX-EMPLOYEE / SPOUSE OF THE DECEASED EMPLOYEE TO BECOME MEMBER OF PENSION SCHEME	On or before 31 <sup>st</sup> March'2017.
FORM NO. 7(a)	OPT-OUT FROM FCI-DEFINED CONTRIBUTION PENSION SCHEME-SETTLEMENT (By Retired Employee Opt-out from DCPS)	On or before 31 <sup>st</sup> March'2017.
FORM NO. 7(b)	Opt-out from FCI-DEFINED CONTRIBUTION PENSION SCHEME-SETTLEMENT (By Beneficiary of the Deceased Employee Opt-out from DCPS)	On or before 31 <sup>st</sup> March'2017.
FORM NO. 8	NOMINATION FORM (UNDER RULE 24.11 OF PENSION SCHEME)	On or before 15 <sup>th</sup> January'2017-For Serving Employees. On or before 31 <sup>st</sup> March'2017-For Ex-employees.

The forms may be circulated among the employees, retired/ beneficiaries of the deceased employees for compliance

  
(Ajay Kumar)  
Chief Genl. Manager (Pension)

**Distribution:-**

- Uploaded on FCI Official website.