



परमाणु ऊर्जा शिक्षण संस्था
(परमाणु ऊर्जा विभाग का स्वायत्त निकाय, भारत सरकार)
ATOMIC ENERGY EDUCATION SOCIETY
(An Autonomous Body under Department of Atomic Energy, Govt. of India)
केन्द्रीय कार्यालय, वेस्टर्न सेक्टर, पऊकेवि-6, अणुशक्तिनगर, मुंबई – 400094.
CENTRAL OFFICE, Western Sector, AECS-6, Anushaktinagar, Mumbai – 400 094

AEES EMPLOYEES' FAMILY RELIEF SCHEME

BYE-LAWS

(Revised, including the amendments approved by the competent authority in AEES on 25/04/2025)

1. NAME

The scheme shall be known as the “Atomic Energy Education Society Employees' Family Relief Scheme.”

2. OBJECTIVES:

The scheme is intended to provide monetary assistance to: -

- a) A member of the scheme who retires on superannuation or premature retirement as per the rules of FR & SR Part-I and CCS (Pension) Rules, 2021.
- b) The nominee of a member of the scheme who dies while in service.
- c) The member of the scheme who is permanently incapacitated on medical grounds while in service.
- d) The nominee of a member of the scheme who goes missing while in service, subject to the submission of an FIR and indemnity bond as required in respect of other dues of a missing employee/pensioner, as per CCS (Pension) Rules, 2021.

3. SCOPE

The scheme shall be applicable to employees of the Atomic Energy Education Society who have voluntarily opted for it, and shall be mandatory for all employees who have joined AEES with effect from 02/08/2016.

4. MEMBERSHIP

Membership of the scheme was voluntary up to 01/08/2016. New incumbents who join AEES after 02/08/2016 shall compulsorily be admitted to the scheme w.e.f. date of his/her appointment in AEES.

5. DEFINITIONS

Unless repugnant to the subject or context, the following definitions apply:

- i) "Society" means the Atomic Energy Education Society (Regd.), Mumbai (AEES).
- ii) "Employee" means a person who is a regular employee of the AEES.
- iii) "Member" means an employee who has voluntarily applied for membership under the scheme upto 01/08/2016 or a new incumbent who has joined AEES with effect from 02/08/2016 and has been suo motu admitted to the scheme, and who abides by its provisions.
- iv) "Contribution" means the prescribed amount payable by a member under the scheme.
- v) "Committee" means the Managing Committee formed under the scheme.
- vi) "Permanent Incapacity" means incapacitation of a member who has been certified by a Medical Officer or a Medical Board appointed/approved by the Society as being completely and permanently unable to earn his/her livelihood.
- vii) "Retirement" means retirement on superannuation or premature retirement under FR 56 (j), read with Rule 36 of the CCS (Pension) Rules, 2021.
- viii) "Missing while in service" means a member who has suddenly disappeared and whose whereabouts are unknown, i.e., genuine cases of disappearance under normal circumstances and not cases where officials disappear after committing fraud, crime, theft, etc.

6. COMMENCEMENT OF THE SCHEME

The scheme came into effect on 1st May, 1979.

7. APPLICATION FOR MEMBERSHIP

- a) For employees who were on the AEES rolls prior to 02/08/2016, it was required that they exercise their option to join the scheme within 120 days of joining the Society.
- b) For new incumbents joining AEES on or after 02/08/2016, membership in the scheme is mandatory. These employees shall be admitted suo motu (automatically) to the scheme upon joining AEES.
- c) A membership fee for ₹ 10/- shall be recovered along with first contribution through salary.

8. CESSATION OF MEMBERSHIP

A member ceases to be an employee of the Society, other than by superannuation, death, or medical invalidation.

9. CONTRIBUTION AND PAYMENT

- a) Every member shall pay a contribution only in the event of death, permanent incapacity, disappearance while in service, or superannuation of any other member. The rates of contribution are as detailed below:

Classification of Posts	Pay Matrix Level	Contribution for Superannuation	Contribution for Death/Missing/Medical Invalidation
A	Level 10 & above	₹ 125/-	₹ 250/-
B	Level 06 to 09	₹ 100/-	₹ 200/-
C	Level 01 to 05	₹ 75/-	₹ 150/-

- b) The contribution shall be paid in one instalment.
- c) In the event of any unfortunate occurrence involving a large number of members (due to accidents, natural calamities, etc.), the quantum of monetary relief payable and the mode of payment shall be decided by the Managing Committee in consultation with the Governing Council of the Society.

10. QUANTUM OF RELIEF AND TO WHOM PAYABLE:

- a) Upon the occurrence of death or permanent incapacity of a member, the amount payable to his nominee or to the member shall be ₹ 1,50,000/- (Rupees one lakh fifty thousand only).
- b) Upon retirement on superannuation, the amount payable to the member shall be ₹ 75,000/- (Rupees seventy-five thousand only).
- c) In the event of a missing member, the amount payable to his nominee shall be ₹ 1,50,000/- (Rupees one lakh fifty thousand only).

The amount shall be paid:

- i) To the nominee(s) in the case of death or disappearance of a member.
- ii) To the member in the case of his/her permanent incapacity or retirement on superannuation.

Note:

- i) The nominee of the missing member must lodge a report with the concerned Police Station and obtain a report certifying that the employee has not been traced after all efforts have been made by the police.
- ii) An indemnity bond shall be obtained from the nominee(s) stating that the payment would be adjusted against the payments due to the employee in case he/she reappears and makes any claim.

11. SUSPENSION OF CONTRIBUTION IN CERTAIN CASES

- a) No contribution shall be collected if the sole nominee of a member is convicted in a criminal case related to the death of that member. If one or more nominees are convicted, the contribution shall be collected only to the extent and in such proportion as would be necessary for payment to the nominees who are not involved or convicted in the criminal case.
- b) Collection of contribution shall be suspended if a criminal investigation is in progress against a nominee in connection with the death of the member. Relief shall only be given once the nominee(s) have been discharged or acquitted. If a member nominates more than one nominee, contributions shall be collected for payment of relief only in respect of those nominees not convicted.
- c) In case of death due to reasons other than medical (i.e., under abnormal circumstances involving a police case), the Managing Committee, in consultation with the Chairman, AEES, shall decide the admissibility of payment. Such a decision shall be final and binding, notwithstanding any concurrent or prior legal proceedings.

12. NOMINATION

The nomination made by the member in the prescribed form shall be deemed to be valid under the scheme. If there is no valid nomination, payments under the scheme shall be made to the spouse and dependent children. In the absence of the above, parents' dependent on the deceased member shall be the beneficiaries.

13. PAYMENT OF RELIEF

- a) In the eventuality of death of a member: -
 - i) An immediate relief of ₹ 10,000/- may be released to the nominee by the Secretary, AEES (E) FRS, with the approval of the Chairman, AEES (E) FRS, from the FRS fund. This amount shall be adjusted from the final relief payable as per clause 10.
 - ii) The balance of the relief amount shall be paid in one installment after receipt of the full contribution.
- b) In the event of a missing member: -
 - i) After completion of one year from the date of lodging the FIR, payment of relief equivalent to the relief payable on superannuation shall be collected and released to the nominee in one installment.
 - ii) After a period of seven years, and upon conclusive establishment of death, the balance relief as per clause 10 shall be collected and paid in one installment to the nominee.

- c) In the case of permanent incapacity or retirement on superannuation:
- i) Payment of relief shall be made in one installment after recovery of the requisite contribution from all members.

The Secretary of the scheme shall notify the Heads of all Schools within seven days of receiving information regarding the death, permanent incapacity, or disappearance of a member. Notification for employees retiring on superannuation or premature retirement shall be sent one month in advance.

14. MANAGING COMMITTEE: -

- a) The scheme shall be administered by a Managing Committee consisting of six members: -
- (i) Head, Academic Unit, AEES – Chairman
- (ii) Senior Accounts Officer, AEES – Secretary
- (iii) Two members from among the Heads of Schools, nominated by the Chairman, AEES.
- (iv) One member from among the SAC/LMC, nominated by the Chairman, AEES
- (v) Assistant Administrative Officer, Recruitment Section, AEES
- b) In addition to the above, one ad-hoc member shall be nominated by the Head of the School to which the deceased/incapacitated/missing/retiring employee was attached. This member shall assist the Managing Committee and the beneficiaries as required.
- c) Members of the Managing Committee nominated under (iii) and (iv) above shall hold office for three years, but shall be eligible for re-nomination.

15. POWERS OF THE MANAGING COMMITTEE: -

Subject to the above provisions, the Committee shall have full powers for the administration and operation of the scheme, including collection of contributions, payment, and settlement of claims. The Committee's decisions shall be final and binding on all concerned.

16. MEETINGS OF THE MANAGING COMMITTEE: -

- a) Upon any event necessitating collection of contributions, the Secretary of the Managing Committee shall convene a meeting of the Managing Committee. Meetings for other purposes may be convened as necessary. Reasonable notice of meetings shall be provided.
- b) The quorum for a meeting shall be three, including either the Chairman or Secretary of the Managing Committee.

- c) In the absence of the Chairman of the Managing Committee, one of the members nominated under clause 14(a)(iii) shall preside.
- d) Decisions shall be taken by simple majority. The Chairman of the Managing Committee shall have a casting vote in the event of a tie.
- e) The Managing Committee shall function notwithstanding any vacancies.

17. FUNDS

- a) The subscription collected under clause 7 (a) from members shall form the funds of the scheme. Contributions collected shall be paid to the beneficiaries as per clause 13.
- b) The Committee is authorized to operate the AEES (E) FRS Bank Account with Punjab National Bank, Anushaktinagar Branch. Cheques shall be signed by any two of the following:
 - i) Chairman of the Managing Committee
 - ii) Secretary of the Managing Committee
 - iii) One member of the Managing Committee appointed under clause 14(a) (iii)
- c) The Chairman, AEES shall appoint an auditor for the scheme or a statutory auditor appointed by AEES, will certify the Annual Accounts.

18. AMENDMENT TO THE SCHEME

The Managing Committee shall have the power to make amendments to the scheme. However, each amendment shall become effective only after written approval from the Chairman, AEES.

19. ARBITRATION CLAUSE

If any dispute arises concerning the interpretation or application of the scheme, the matter shall be referred to a sole arbitrator nominated by the Chairman, AEES. The arbitrator's decision shall be final and binding on all scheme members and their representatives.

Shanta K. Lahiri
21/08/2025

(S. K. Lahiri)

Secretary, AEES

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S K LAHIRI

सचिव/ SECRETARY

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