



No. HR/ITB&Med./SPS/2024-25
Dated : 13.10.2025

To : Pension Nodal Officers
SAIL Plants/ Units

Subject : Modalities of Pension corpus disbursement for FY 2024-25

Respected Madam/ Sir,

The Pension Corpus for FY 2024-25 of ex-employees separated till 31.08.2025 received as month-wise pension contribution data from CPRS is being uploaded in **SAIL Pension Portal**.

In this regard, it has been decided that following modalities are to be followed by respective Plant/ Unit for disbursement of above said Pension corpus :

(i) For ex-employees (separated in FY 2024-25 and till 31.08.2025) :

a) Issue :

Ex-employees who had either received their previous Pension amount in their NPS account or their annuity has commenced through SAIL Pension portal.

Action :

Any Pension amount due shall be paid in salary account of the ex-employees, net of taxes, at the concerned Plant/ Unit level.

b) Issue :

Ex-employees who declared their NPS account but their Pension amount could not be remitted due to technical reasons.

Action :

Such ex-employees are required to apply for pension through SAIL Pension portal. The cumulative pension amount till date of separation of these ex-employees shall be further processed/ settled by respective Plant/ Unit.

c) Issue :

Ex-employees who had not declared their NPS account to SAIL.

Action :

Such ex-employees are required to apply for pension through SAIL Pension portal. The cumulative pension amount till date of separation of these ex-employees shall be further processed/ settled by respective Plant/ Unit.

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13/10/2025

Subsequently, all Plant/ Unit are requested to undertake following steps:

- (i) A communication regarding disbursement of amount may be sent to concerned ex-employees through email/phone call or any other feasible mode.
- (ii) Updation of details of payment made in the SAIL Pension portal.
- (iii) On completion of the disbursement to all eligible ex-employees, a confirmation e-mail is to be sent to CO.

This issues with the approval of Competent Authority.

Thanking you.

Yours faithfully,


(Himanshu Kataria)
Sr. Manager (HR)

CC: Head of HR of Plants/ Units