

No. 38/6(97)/Adm-RR/BSF/2014/ 17289 - 639  
Govt of India  
Ministry of Home Affairs  
Directorate General Border Security Force  
( Pers Dte : Pers Section )

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Dated, the 27 Apr 2015

HQrs Spl DG BSF (Eastern/Western Command)  
All Ftr HQrs/IG (HQ) FHQ  
All Trg Instns/All SHQrs/All BNs/All STSs  
All Arty Regts/All Composite Hospitals/All Water Wings  
STS New Delhi/Bangalore/DIG(HQ) FHQ

**"ANUBHAV'- SHOWCASING OUTSTANDING WORK DONE DURING SERVICE – SUBMISSION OF DETAILS BY A RETIRING GOVERNMENT EMPLOYEE- TO BE UPLOADED ON DoP&PW'S WEBSITE AND APPOINTMENT OF NODAL OFFICER**

I have been directed to inform that as per Department of Pension & Pensioners Welfare, vide OM No.4/2/2014-P&PW (Coord.) 05.03.2015, an online system viz **"Anubhav"** has been developed by National Informatics Centre (NIC). The detailed instructions for use of this application by retiring employees are enclosed with DoP&PW ibid letter.

2. As per MHA (Police Division-II) (R&W Dte) ID. No. 2701/99/2015-R&W dated 23.03.2015, vision and mission for developing above system is to provide a platform for the retiring Central Government employees to showcase commendable work done during service. This would provide satisfaction to the retiring employees and also act as a motivator for serving employees. This would also be a wonderful opportunity to garner the resource of retiring employees for voluntary contribution to nation building post retirement.

3. Initially this facility is to be provided only to retiring Central Government Employee. Employees retiring in the next 6 months will be provided an online facility to submit their outstanding achievements. Submission would be voluntary. Comments which are religious or political in nature (or gender based or based on caste and creed) will not be permitted. The contents should not be such as to disturb communal harmony or be against national interest. There should not be any sensitive or secret information in the write up.

4. It has also been decided by MHA that although submission of information by retiring employee is voluntary and not mandatory, but all force personnel must encourage participation of their personnel in "Anubhav" as this project is being monitored at the highest levels. The retiring force personnel will submit the "Anubhav" form enclosed with the DOP&PW ibid OM to their head of office along with Form 5 of CCS (Pension) Rules, while proceeding on retirement.

5. The DG BSF has also approved to initiate following actions on priority for implementation of project "Anubhav":-

- (a) Wide publicity be given to this online system viz. "Anubhav" amongst force personnel down to BOP level.

- (b) Keeping in view of contents given at Para-2 above, Nodal Officers for scrutiny, vetting and approval of the "Anubhav" form will be as under:-
- (i) Upto ASI - Commandant
  - (ii) SI to Inspr - DIG
  - (iii) AC to DC - IG
  - (iv) 2IC to DIG - ADG
  - (v) IG and above - SDG/DG
- (c) Respective DDOs of field formations will brief the employees how to log on the application on the website <http://persmin.gov.in/pension.asp> and to submit personal details as well as a write up by filling in appropriate details as per instructions contained in DOP&PW ibid OM.
- (d) Though submission of form 'Anubhav' would be voluntary yet comprehensive instructions be circulated down to the BOP level to encourage participation in filling up the form 'Anubhav'.
- (e) All Ftr HQRs to forward monthly report/return through HQ SDG (Eastern & Western Command), all Trg Institutions through IG (Trg) FHQ, Field formation under ANO through respective IG (Spl Ops), personnel posted at FHQ through respective IG of the Dte shall forward a return to Pers Dte (Estt Section) regarding compliance of these instructions by 10<sup>th</sup> of every month containing information of preceding month for monitoring. Monthly report including rank wise No. of pers proceeded on retirement and No. of pers rank wise filled "ANUBHAV" be forwarded to Pers Dte (Estt Section).
- (f) Pers Dte (Establishment Section) will monitor monthly return and its proper implementation in the force.

6. A copy of DoP&PW OM No.4/2/2013-P&PW (Coord.) dated 19.02.2015 and OM No.4/2/2014-P&PW (Coord.) 05.03.2015, received through MHA Police Division-II (R&W Dte) ID. No. 2701/99/2015-R&W dated 23.03.2015, as referred above, are enclosed herewith with request to go through the same properly and to ensure its implementation in letter and spirit.

Encl: As above.

(Gaurav Mahajan)  
Dy Comdt (Pers)  
27 April 2015

**Copy to:-**

01. PS to DG/PS to all ADGs at FHQ
02. PA to all IsG at FHQ
03. PA to FA
04. All Dtes at FHQ
05. Air Wing/PAD BSF
06. SIW/SRO/DG MT Pool
07. Adm Dte (R R Cell) - Original file bearing No.38/6(97)/Adm-RR/BSF/2014 is returned herewith as there is no longer requirement, please.
08. Pers Dte (Estt Sec) - For necessary action, please.
- ✓ 09. IT Wing, FHQ BSF - For uploading in BSF website/IPP module, please.
10. Guard file.