

INTEGRAL COACH FACTORY, CHENNAI

No:PB/CBS/SETT/ANUBHAV

Date:21-01-2026

23

A C CIRCULAR: 04 / 2026.

Sub: Invitation to Contribute Experiences on ANUBHAV Portal
– National Anubhav Awards Scheme 2026.

Department of Pension & Pensioners' Welfare (DoP&PW) had launched an online platform 'Anubhav' in March 2015 for sharing the experiences of retiring/retired government employees while working with the Government. It is a scheme for retiring/retired employees to showcase their significant achievements during service period, which may include important assignments handled, Innovations & best practices introduced, Challenges faced & solutions evolved, Lessons learnt during service, and may include suggestions for improving systems & Governance. The platform serves as a repository of practical insights and replicable best practices that can guide and inform future governance. This will prove an invaluable tool for documenting the administrative history of India through personal memoirs.

All retiring (upto 8 months to retirement)/ retired employees (upto last 3 years) are encouraged to submit their valuable work experiences to leave behind a professional legacy, contribute to institutional memory, and help future generations of employees. Well-documented and impactful write-ups, in accordance with the prescribed guidelines and character-limits will be considered for recognition under the National Anubhav Awards 2026. Further details are available at <https://pb.icf.gov.in/anubhav/>.

Each Anubhav Awardee will be felicitated with a Medal, a Certificate and a Prize of Rs. 10,000/- and a Jury Certificate Winner will be presented with a Medal and a Certificate.

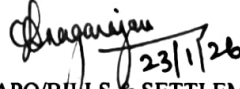
The write-up is to be submitted in the following web-address:

<https://pensionersportal.gov.in/anubhav/Home/CommendableWork>

Detailed step-by-step guidelines, with an illustration is enclosed as Annexure-A.
Click here for a demo-video.

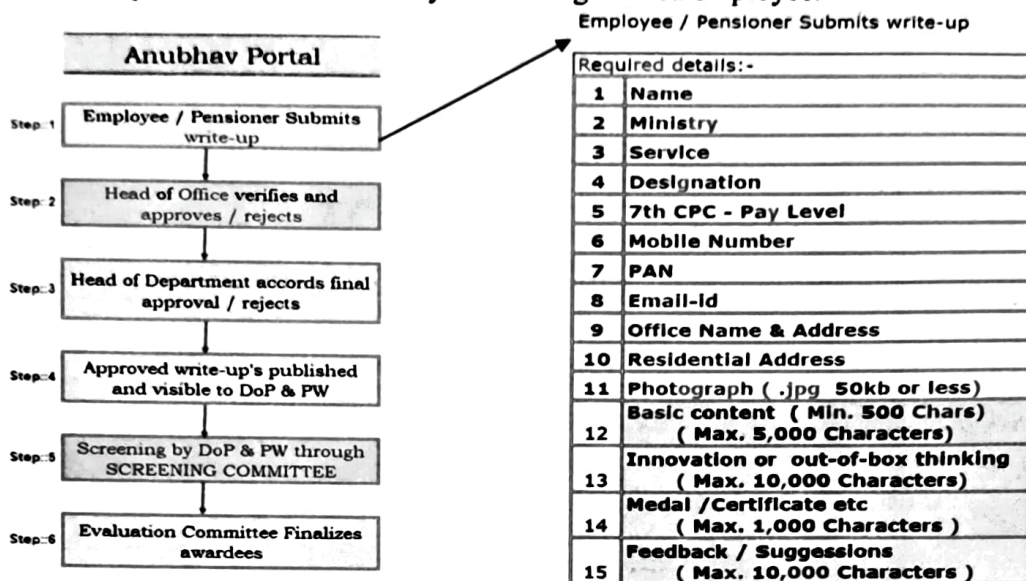
Supervisors are requested to give wide publicity to the contents of this circular, especially to those retiring within a year.

Staff & Welfare Inspectors may be contacted for further clarifications & guidance.


23/1/26
APO/BILLS & SETTLEMENT

The Web-link: <https://pensionersportal.gov.in/Anubhav/Home/CommendableWork>

Step::1 alone has to be done by the retiring /retired employee.



Certain do's and Don'ts are to be followed to avoid rejection:

Do's

All data are mandatory

Don'ts

The information provided in write-up are NOT-TRUE and/ INCORRECT

The information is SENSITIVE in nature.

The information compromises National Security or Integrity

The comments in the information are not against any Gender , Caste or Religion.

The comments in the information are not Political in nature.

The information does not violate Official Secrets Act 1923

The information in Basic Content, Innovation or out-of-box thinking, Medal / Certificates,

Feedback / Suggestions does not mention your name , address,e-mail-id, contact number,PF Number, HRMS-ID, IPAS-ID, aadhaar number, or anything that discloses your identity

The information does not contain details in respect of any other member(s) of your team.

Illustration: (for Sl.Nos: 12 to 15)

A Chief OS/Settlement retires and writes his "ANUBHAV"

BASIC CONTENT	
	I served as Chief Office Superintendent handling settlement cases NPS UPS and Payroll functions. The assignment involved processing retirement benefits ensuring accuracy in service records and timely release of dues. The work demanded strict adherence to rules coordination with multiple sections and a strong sense of responsibility towards employees
INNOVATION OR OUT-OF-BOX THINKING	
	Structured checklists and process based monitoring were introduced for settlement and NPS cases to minimize errors and delays. Priority based tracking and early scrutiny of records helped in resolving deficiencies well in advance. This approach improved efficiency and ensured timely settlement of benefits.
Medal / Certificate etc	
	Mention about your Hon'ble MR Awards, Central Awards, Railway week awards, GM Awards, Successful completion of time bound settlement cases and consistent disposal of payroll related work brought professional satisfaction. The trust reposed in handling sensitive responsibilities and positive feedback received during service remained the most valuable recognition.
Feedback / Suggestions	
	End to end digitization of service records and integration of payroll NPS and pension modules will significantly improve transparency and timeliness. Regular capacity building and simplified procedures will further strengthen service delivery and employee confidence.