

**Controller General of Defence Accounts**West Block-V, R.K Puram New Delhi-110066

No.CGDA/AT-I/NPS/CIR

Dated: 21-08-2009.

Previous NPS Instruction No and Subject	9	Current NPS Instruction No and Subject	10
New Pension Scheme - Contribution upload in the CRA system.		NPS – Provisional Statement of Contributions (PSOC)	

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PFRDA has intimated the following for immediate necessary action by PAOs under jurisdiction of Pr.AOs:

1) NSDL is in the process of printing the Statement of Contributions in respect of all NPS subscribers. To ensure correctness of (Individual Retirement Accounts) IRAs and facilitate the PAOs to reconcile their data upload, NSDL has been advised to print a provisional statement of contribution in respect of each subscriber and make the same available in soft form (on a CD) to each PAO. They will be required to verify its correctness and intimate NSDL within 30 days. In case no response is received from the PAO within one month, it will be presumed that the statement of contribution is correct and NSDL would print the final statements. A format of the PSOC is attached with this circular for comments, if any, from each accounting formation.

2) The statements may indicate missing credits in respect of certain months which may be due to:

i) SCF for that particular month not uploaded by PAO.

ii) SCF uploaded but "Matched and Booked" status is pending

Both these cases would require the PAO to either upload the pending SCF or reconcile the SCF already uploaded and ensure that Matched and Booked Status

is obtained. Following MIS would also be made available to PAO to facilitate them;

- a) An excel sheet providing all such PRANs which do not have any transactions either matched and booked or uploaded;
- b) An excel sheet providing the pending Transaction ids uploaded by the concerned PAO.

3. In case any discrepancy is noticed in the PSOCs, a specific utility has been prepared by NSDL for its reporting. This utility will help the PAO to identify the adjustments to be carried out and the missing entries. A format of the utility with some amount for the purpose of representation is attached (PSOC\_PAO response Utility). There are two parts of the utility – one for the Adjustment and another for the missing credit. After the PAO has entered all the entries in the utilities sheet, utility will calculate and will tell PAO the net amount under both the case i.e. either excess or short fall adjustments. Through this utility the PAO shall be able to know

- i) Whether to upload any new file for missing credits
- ii) Whether to upload any arrear file for the cases where the short funds transferred.
- iii) Whether to adjust any amount in the subsequent uploads because of any additional funds transferred.

**4. In view of above, Pr.AOs are requested that all PAOs under their jurisdiction may be suitably sensitized for completion of the process mentioned above . Any feedback of the process and format of PSOC may be sent by e-mail to this HQrs by 25 -08-2009 at [ids.nps.cgda@nic.in](mailto:ids.nps.cgda@nic.in).**

5. Above process requires completion of activities such as (1) transfer of first tranche data by Nodal offices of legacy period to NSDL and its acceptance by NSDL (2) transfer of second tranche data by Nodal offices to NSDL and its acceptance by NSDL (3) clearance of all match pending cases of SCFs uploaded by PAOs. As Nodal offices could not transfer the first and second tranche data to NSDL even after providing sufficient time, this HQrs offices fixed a final time line for sending the same to NSDL by 15-06-2009 vide NPS Circular No.8/2009 dated 22-05-2009. Present position of first and second tranche and match pending cases is mentioned below and Nodal offices that have not sent the data to NSDL may therefore complete the activities without further delay.

(a) The amount of first tranche of legacy data intimated to this HQrs office and corresponding data sent to NSDL by 14 Nodal Offices are indicated in Annexure-A. NSDL has been given go-ahead for posting IRAs of underlying subscribers. The data and amount of these 14 Nodal offices is final for all purposes.

(b) A list of Nodal offices who have not yet furnished their first tranche data to NSDL is given in Annexure-B. In this connection it is stated that Nodal Offices had furnished final amount of first tranche in a Certificate in Annexure-A to this HQrs office circular No.6/2009, dt.19-2-2009. The final amount furnished by Nodal Offices in the certificate was intimated to NSDL for posting in the IRAs of underlying subscribers vide this HQrs office letter No.5189/AT-I/NPS/Vol-XV, dt.13-3-2009 and 1-4-2009 which are enclosures of HQrs office circular No.8/2009. Accordingly first tranche data corresponding to the final amounts as indicated in letter dt.13-3-2009 and 1-4-2009 mentioned above was required to be furnished to NSDL by the Nodal offices. It has, however, been observed from the letters received from a few Nodal offices that they have revised their final amounts of first tranche. Others have not sent any information so far. All the Nodal offices indicated in Annexure-B may intimate their final amount of first tranche to this HQrs office and send corresponding data to NSDL without further delay. **In case of revision of final amount, reasons for the same with the approval of Pr.CDA/CDA may also be forwarded to this HQrs office.**

(c) Instructions were issued to transfer second tranche data to NSDL vide this HQrs office circular No.4/2009 dt.11-2-2009 and a final time line was fixed vide circular No.8/2009. No marked progress has been observed in this regard so far. NSDL has either rejected or put on hold second tranche data of some Nodal offices and the concerned Nodal offices have already been intimated for rectification of observations raised by NSDL vide this HQrs office letter No.AT-1/NPS/CORR, dt.22-7-2009. All Nodal offices including PCA (Fys) Kolkata, all CsFA( Fys), CDA (IDS) New Delhi and CDA (Funds) Meerut, responsible to furnish the second tranche data may furnish the same to NSDL immediately complete in all respects and as per requirement of NSDL. The observation raised by NSDL, if any, may also be settled and requisite information sent to NSDL immediately.

(d) SCF Uploaded or Pending for matching – SCF upload status as and when received from NSDL is being placed on NPS Website (on CGDA WAN) for viewing by the Pr.AOs/PAOs by accessing the same at the address already intimated to all Pr.AOs. In this connection please refer to para 2 of this HQrs office circular No.9/2009,dt.6-8-2009 wherein Pr.AOs have been requested to get all the match pending cases of SCF in respect of the PAOs under their jurisdiction cleared immediately and furnish a confirmation in this regard to this HQrs office by 31-8-2009. The date fixed for confirmation may be adhered to strictly.

6. The exercise as mentioned in Para 5 (b) and (c) above may be carried out under supervision of Addl.CDA/Jt.CDA and data of first and second tranche forwarded to NSDL on priority by 26-8-2009. **Principal Controllers and Controllers may monitor the progress of these activities on daily basis and till completion.** Observations if any raised by NSDL may be settled on daily basis. The exercise may be treated over after receipt of acceptance of the legacy data by NSDL.

**Jt.CGDA(AT-I)**

To

The PCsDA/CsDA/PCA(Fys) Kolkata, CsFA(Fys)/ACAS(Accts) Air HQrs  
(Pr.AO, NPS)

Copy to:

<b>1. Shri Manoj Sahay,</b> Director (Admn) Deptt of Expenditure (Min of Finance) Room N-76, North Block New Delhi	For information
<b>2. Shri Pushkal Upadhyay,</b> General Manager PFRDA, 1 <sup>st</sup> Floor, ICADR Building Plot No-6 Vasant Kunj Institutional  Area Phase-II, New Delhi-110070	For information with reference to your e-mail dt.10 <sup>th</sup> Aug 2009 on the above subject. A further communication will follow.
<b>3. Shri Amit Sinha</b> Vice President NSDL 4 <sup>th</sup> Floor, A Wing Trade World Kamala Mills Compound Senapati Bapat Marg, Lower Parel Mumbai-400013	For information.
<b>4. Shri Anand Agrawal</b> Dy.CGDA (EDPS) EDP Centre ( Local)	For information and with a request to post this circular on website and CGDA WAN.

**Jt.CGDA (AT-I)**

## ANNEXURE-A

SI No	Name of the Nodal office	Amount of first tranche intimated to CGDA by Nodal office	Data Amount of first tranche intimated to NSDL by Nodal office	Balance amount yet to be transferred to Trustee Bank
	2	3	4	5
1	CDA(BR), New Delhi	59975117	59975117	Nil
2	PCDA(P) Allahabad	1880636	1880636	nil
3	CDA, Guwahati	23915398	23915398	nil
4	PCDA(SC) Pune	98742524	98742524	nil
5	CDA,Jabalpur	33371348	33371348	nil
6	CDA, Secunderabad	16088902	16088902	nil
7	PCDA, New Delhi	23899054	23899054	13252
8	PCDA(WC) Chandigarh	82442562	82442562	163613
9	PCDA(CC) Lucknow	32860220	32860220	nil
10	PCDA(NC) Jammu	45466175	45466175	nil
11	CDA,Bangalore	26972401	26972401	nil
12	PCDA(Navy) Mumbai	141792028	141792028	nil
13	PCDA(R&D) New Delhi	281528494	281528494	407445
14	PCDA(SWC) Jaipur	36051568	36051568	nil

Amount remitted to Trustee Bank is same as indicated in column 3 above except in respect of three Nodal offices whose fund transfer detail is indicated below.

1. PCDA New Delhi- Rs 23885802/-
2. PCDA(WC) Chandigarh Rs 82278949/-
3. PCDA(R&D) New Delhi Rs 281121049/-

**ANNEXURE-B**

<b>SI No</b>	<b>Name of the Nodal office</b>	<b>Amount of first tranche intimated to CGDA by Nodal office</b>	<b>Data Amount of first tranche intimated to NSDL by Nodal office</b>	<b>Balance amount yet to be transferred to Trustee Bank</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1	CDA(CSD) Mumbai	2797323	2757132	-40191
2	CDA(O) Pune	5689931	Not received	***
3	CDA Patna	41686782	41634634	- 52148
4	CDA (AF) New Delhi	65995514	Not received	***
5	CDA(PD) Meerut	497556	495788	-1768
6	CDA Chennai	16458022	Not received	***
7	CDA(Army) Meerut	48557750	Not received	***
8	PCA(Fys) Kolkata	338744602	Not received	***

\*\*\*- The amount will be worked out based on intimation of final amount from Nodal offices.

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NOTE -  
BLANK FIELD ENTRY MEANS NO CORRECTION REQUIRED.  
COLOUR INDICATES COLUMN CAN BE USED IN PREPARATION OF SCF BY COPY PASTING  
REPORTING AREA  
EXCESS PAYMENT MUST BE ADJUSTED IN SUBSEQUENT MONTHS CONTRIBUTION  
SHORT PAYMENT TO BE ADJUSTED BY MEANS OF ARREARS IN THE SUBSEQUENT MONTHS



PAOID	2003083															
PAO Name	PAO (CEX & Customs) CEBC, Tuticorin															
	Pay month	Apr-08		May-08		Jun-08		Jul-08		Aug-08		Sep-08		Oct-08		Nov
DDO ID	PRAN	Subscriber Name	Govt Contri	Emp Contri	Govt Contri	Emp Contri	Govt Contri	Emp Contri	Govt Contri	Emp Contri	Govt Contri	Emp Contri	Govt Contri	Emp Contri	Govt Contri	Emp Contri
CGV001034F	110000015875	Ronit Sharma	1000	1000							1000	1000	1000	1000	1000	1000
CGV001034F	110000015876	Arun Rawat	850	850			850	850			850	850	850	850	850	850
CGV001034F	110000015877	Rahul Jain					1000	1000	850	850	850	850	1000	1000		
CGV001034F	110000015878	Mukesh	850	850			850	850	850	850						
CGV001034F	110000015879	Rohit Kilam	850	850			850	850			850	850			850	850
CGV001034G	110000015880	Prasenjit			850	850					850	850			850	850
CGV001034G	110000015881	Ashwini			850	850			850	850			850	850		850
CGV001034G	110000015882	Kamalam			850	850			850	850			850	850		
CGV001034G	110000015883	Janardhan	850	850			850	850					850	850	850	850
CGV001034G	110000015884	Mahesh	850	850			850	850			850	850			850	850
Month wise Total			5250	5250	2550	2550	5250	5250	3400	3400	5250	5250	5400	5400	5250	2550

r-08	Dec-08		Jan-09		Feb-09		Mar-09		Total		PAYABLE		Contri to be paid			
Emp Contri	Govt Contri	Emp Contri	Govt Contri	Emp Contri	Govt Contri	Emp Contri	Govt Contri	Emp Contri	Govt Contri	Emp Contri	Govt Contri	Emp Contri	Govt Contri.	Emp Contri	Total	Contribution type
			1000	1000			1000	1000	6000	6000	0	0	0	0	0	Regular
	850	850							5100	5100	0	0	2550	2550	5100	Regular
	1000	1000					1000	1000	5700	5700	0	0	2850	2850	5700	Regular
	850	850				850	850		4250	4250	0	0	2125	2125	4250	Regular
850			850	850			850	850	5950	5950	0	0	2975	2975	5950	Regular
850			850	850	850	850	850	850	5950	5950	0	0	2975	2975	5950	Regular
850			850	850	850	850	850	850	5950	5950	0	0	2975	2975	5950	Regular
			850	850	850	850			4250	4250	0	0	2125	2125	4250	Regular
850		850							4250	4250	0	0	2125	2125	4250	Regular
850		850							4250	4250	0	0	2125	2125	4250	Regular
2550	4400	4400	4400	4400	3400	3400	4550	4550	51650	51650	0	0	22825	22825	45650	

## PROVISIONAL STATEMENT OF CONTRIBUTIONS

Statement date: 31.03.2009

For the period : 01.04.2008 to 31.03.2009

## Subscriber's Personal Details

<b>Name : Ronit S. Sharma</b>	
<b>Address :</b> AddressLine1 , AddressLine2 , AddressLine3 , AddressLine4 - Pin code , State , Country	
<b>Permanent Retirement Account Number (PRAN):</b> 110000015875	<b>Status :</b> ACTIVE <b>Date Of Birth :</b> 01-04-1989
<b>DDO Reg No :</b> CGV001034F	<b>PAO Reg No :</b> 2003083
<b>DDO Name :</b> ADMN. OFFICER, CUSTOMS DIVISION, TUTICORIN OFFICE	<b>PAO Name :</b> PAO (CEX & Customs) CBEC, Tuticorin

## Contribution Details

Transaction Type	SCF Transaction ID	SCF Status	PAO Name	DDO Name	Subscriber contribution	Govt. contribution	Total
<b>Section A : Monthly Contributions</b>							
By Accumulated Balance (Upto 31.03.2008)	1000002400165	P	Pay Section-I, CDA (R&D), Hyderabad	ADVANCED NUMERICAL RESEARCH&ANALYSIS GROUP(ANURAG)	10000.00	10000.00	20000.00
By Accumulated Balance (Upto 31.03.2008)	1000002400173	P	Pay Section-I, CDA (R&D), Hyderabad	ADVANCED NUMERICAL RESEARCH&ANALYSIS GROUP(ANURAG)	5000.00	5000.00	10000.00
By Accumulated Balance (Upto 31.03.2008)	1000002400181	P	RPAO (Commerce), Ministry of Commerce and Textiles, Kolkata	SR.MS. JAGADHARI WORKSHOP	3000.00	3000.00	6000.00
By Contribution for the month of April 2008	-	-	-	-	NA	NA	NA
By Contribution for the month of May 2008	-	-	-	-	NA	NA	NA
By Contribution for the month of June 2008	1000002400215	P	Pay Section-I, CDA (R&D), Hyderabad	ADVANCED NUMERICAL RESEARCH&ANALYSIS GROUP(ANURAG)	825.00	825.00	165000.00
By Contribution for the month of July 2008	1000002400280	P	Pay Section-I, CDA (R&D), Hyderabad	ADVANCED NUMERICAL RESEARCH&ANALYSIS GROUP(ANURAG)	825.00	825.00	1650.00
By Contribution for the month of August 2008	1000002400298	P	Pay Section-I, CDA (R&D), Hyderabad	ADVANCED NUMERICAL RESEARCH&ANALYSIS GROUP(ANURAG)	825.00	825.00	1650.00
By Contribution for the month of September 2008	1000002400306	P	Pay Section-I, CDA (R&D), Hyderabad	ADVANCED NUMERICAL RESEARCH&ANALYSIS GROUP(ANURAG)	825.00	825.00	1650.00
By Contribution for the month of October 2008	1000002400314	P	PAO (CEX & Customs) CBEC, Tuticorin	ADMN. OFFICER, CUSTOMS DIVISION, TUTICORIN OFFICE	825.00	825.00	1650.00
By Contribution for the month of November 2008	-	-	-	-	NA	NA	NA
By Contribution for the month of December 2008	1000002400348	P	PAO (CEX & Customs) CBEC, Tuticorin	ADMN. OFFICER, CUSTOMS DIVISION, TUTICORIN OFFICE	825.00	825.00	1650.00
By Contribution for the month of January 2009	1000002400363	U	PAO (CEX & Customs) CBEC, Tuticorin	ADMN. OFFICER, CUSTOMS DIVISION, TUTICORIN OFFICE	825.00	825.00	1650.00
By Contribution for the month of February 2009	1000002400371	P	PAO (CEX & Customs) CBEC, Tuticorin	ADMN. OFFICER, CUSTOMS DIVISION, TUTICORIN OFFICE	825.00	825.00	1650.00
By Contribution for the month of March 2009	-	-	-	-	NA	NA	NA
<b>Section B : Arrear Contributions</b>							
				ADVANCED			

By Arrears – 6th Pay Commission	1000002400215	P	Pay Section-I, CDA (R&D), Hyderabad	NUMERICAL RESEARCH&ANALYSIS GROUP(ANURAG)	3500.00	3500.00	7000.00
By Arrears - DA Arrears	1000002400389	U	Pay Section-I, CDA (R&D), Hyderabad	ADVANCED NUMERICAL RESEARCH&ANALYSIS GROUP(ANURAG)	1500.00	1500.00	3000.00
By Arrears for the month of October 2008	1000002400397	P	PAO (CEX & Customs) CBEC, Tuticorin	ADMN. OFFICER, CUSTOMS DIVISION, TUTICORIN OFFICE	325.00	325.00	650.00
<b>\$ Closing balance as on 31st March, 2009</b>					<b>27600.00</b>	<b>27600.00</b>	<b>55200.00</b>

#: The Subscriber has been registered on the basis of data submitted electronically by his/her PAO/CDDO. Details such as address etc. will be populated in the system on receipt of physical subscriber registration forms by NSDL.

NA: The contribution amount for the months under reference has not been uploaded by the PAO/CDDO. The PAO/CDDO may furnish these details to CRA immediately for affording the necessary credits to the subscriber's individual account.

\$: The closing balance as on 31st March 2009 is the sum total of actual credits posted in the subscriber account (SCF status '**P**').

**Note:**

(1) SCF Status '**P**' implies amount credited to Subscriber a/c and status '**U**' implies contribution file is uploaded but amount not credited to Subscriber a/c.

(2) Arrears Contributions may include some of the Arrear contributions which do not pertain to the period April 01, 2008 to March 31, 2009.

(3) The PAO Name and DDO Name in the Contribution details refers to the PAO-DDO combination from which Subscriber Contribution was uploaded.