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आज़ादी का
अमृत महोत्सव

No. NPS/GEN/CORR/2022-23

Date: .01.2023

To

- i. All AO GEs (PAOs)
- ii. SAO (Civilian Pay Groups)
- iii. SAO (AN PAY)

(Through CDA Secunderabad website)

Subject: Setting up of NPS oversight mechanism-Reg.

Reference: 1. HQrs letter no. AT-II/NPS/Corrs/V01 dated 30.09.2019

In this context, it is informed that, Committee constituted under the chairmanship of Secretary (Pension) and comprising of Secretary, Dept. of Financial Services & Secretary (Dept. of Personnel & Training) for streamlining implementation Of National Pension System in terms of Dept. of Financial Services OM dated 21.10.2016 has recommended strengthening of a-"three-tiered NPS oversight mechanism of the DDO/Head of Office, Joint Secretary (Admin)/Chief Controller of Accounts and the Financial Advisor set up vide Dept. of Expenditures OM No. 1(2)/EV/2008 dated 03.02.2009 may be strengthened/streamlined to monitor grievances as well as timely registration and credit of contributions to subscriber's accounts. Further, MoF vide their OM dated 03.02.2009 had provided for constitution of Committee headed by JS (Admin) and Principal CCA/CCA to monitor registration/regular upload of data and transfer of NPS contributions in respect of Central Govt. employees without any delay.

2. In line with the spirit of ibid OM to ensure timely credit of deductions made from the salary of Central Government employees towards their contribution to NPS, as also the applicable contribution of the Central Government, to the NPS financial architecture, a Committee was formed by CDA, Secunderabad vide letter No. NPS Cell/Fen Corr/2019 dated 11/11/2019 comprising of the following members, to have an overall oversight & better monitoring mechanism.

- (a) CDA (Head of the Committee)
- (b) Group Officer(NPS)
- (c) DDO – Accounts Officer MCEME
- (d) PAO – AO GE (I) R&D RCI, Kanchanbagh
- (e) AO (AN PAY), MO
- (f) SAO (NPS), MO
- (g) AO (Civilian Pay Group), MO
- (h) AAO (NPS), MO

3. Accordingly, the NPS oversight committee meeting for QE 12/2022 was held on 05.12.2022 and the Minutes of the meeting are enclosed as Annexure to this letter for your information and necessary compliance please.

Enclosed: As above

sdr

Sr. Accounts Officer (NPS)

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BShyamshankar

Asst. Accounts Officer (NPS)

Minutes of the NPS Oversight Committee Meeting for the QE 12/2022

In lines with the directions of the HQrs Office vide letter No. AT-II/NPS/Corrs/Vol dated 30/11/2019, a Quarterly meeting of the NPS Oversight Committee for QE 12/2022 was held on 05.12.2022 at 11 AM under the Chairmanship of Controller Shri Sreenivas Raj Betham, IDAS (Head of the Committee) at CDA Secunderabad. The following members of the NPS Oversight Committee participated in the meeting.

- Smt.Y. Sobha, IDAS, DCDA /GO(NPS)
- Shri Nikhil Dubey, IDAS (GO Civilian Pay Groups)
- Col. V. Vasudev Rao, AO MCEME(Rep. of DDOs)
- Smt. B Lakshmi Murali Krishna, SAO (NPS), MO
- Shri S. Sai Kiran, SAO GE (MCEME) Secunderabad (Rep. of PAOs)
- Smt. G. Anuradha, SAO (Civilian Pay Group), MO
- Shri Srinivas Rao Vulichi, AO (AN PAY), MO

2. At the outset SAO (NPS) welcomed the Chairman and the Committee members; and gave a brief overview on the NPS System and explained the functions of various Authorities in the NPS architecture, viz. Role of Main Office as a Nodal Office/Pr.AO, Role of Pay Sections/Admin Pay, AO GEs as PAOs, and Role of Units as DDOs with reference to the provisions contained in CCS (Implementation of NPS) Rules 2021.

3. SAO (NPS) also gave an insight on the background for constitution of the NPS Oversight Committee at PCDA/CDA level and also explained the Mandate of the committee as envisaged in HQrs letter dated 30/9/2019.

4. The Committee deliberated on the NPS Operational Review Report of CDA Secunderabad for the month of October 2022 received from the NSDL Mumbai and suggested corrective actions /measures to reduce the delay in generation of PRAN Numbers and timely credit of contributions to Individuals Pension Accounts. The committee also advised PAOs to render a monthly analysis on the operational report along with the action plan to improve the performance.

5. The Committee further discussed in detail on the agenda points and made following recommendations to ensure effective monitoring and implementation of the NPS by all DDOs/PAOs under CDA Secunderabad. The details are as under: -

Agenda	Recommendations
<p>I.</p> <p>Registration, generation of PRAN for New joiners and First Contribution</p>	<p>With regard to delay in registration of new employees into NPS system. Committee advised to apply for registration through eNPS portal to avoid delay in PRAN generation and for timely registration as well as commencement of the first contribution in accordance with the timelines prescribed in Rule (4) & (6) of CCS (implementation of NPS) Rules, 2021.</p>
	<p>It was recommended that the DDOs ensure that the eNPS registration for the New recruits is done as soon as the employee reports at unit and the registration process to be made part of the initial joining formalities.</p>
	<p>Committee advised to explore the feasibility of setting up a centralized NPS Coordination Cell at HQrs TASA and also to nominate a DDO from HQ TASA as a Committee member to have a better control and coordination with all DDOs (units) for effective implementation NPS by all DDOs.</p>
	<p>Committee advised that the first contribution should be deducted from employee's salary as soon as the PRAN is generated in the NPS Portal without waiting for the receipt of the PRAN kit from NSDL and the PRAN number to be entered in the service book of the employee.</p>
	<p>Committee recommended that the DDOs to include a statement along with NPS pay bills showing the list of employees drawing pay and allowances without PRAN/recovery of NPS Contribution for the month along with the NPS Schedules.</p>
	<p>The eNPS registration steps were discussed and it was advised to select the applicant type and DDO name correctly on the first page to avoid incorrect type of PRAN application.</p>
	<p>Committee further advised all PAOs/DDOs that all NPS Registration applications from employees should be attested by DDO prior to forwarding the same to PAO for processing.</p>
<p>II.</p> <p>Remittance of Monthly Contributions in the System every month</p>	<p>The various timelines prescribed in Rule (6) of CCS (implementation of NPS) Rules, 2021 in respect of NPS Operations like Registration, Commencement of 1st Contribution, forwarding of NPS pay bills from DDOs to PAOs, Uploading of subscriber Contribution File (SCF) by 25th day of the month on NPSCAN, remittance of NPS amounts to Trustee Bank by last working day of the month have been explained and advised PAOs/DDOs to follow the timelines to avoid delay in remittance of NPS contributions.</p>
	<p>DDOs were advised to forward the NPS pay bills before 20th of every month, say 15th to enable timely upload of SCF and generation of transaction ID and to reduce delay in remittance to trustee bank</p>

	<p>It was advised to aim for 100% remittance of NPS contributions within 7 days of salary date every month. PAOs were advised to remit NPS amounts to Trustee banks for Defence civilians by the last day of the pay bill month and for Industrial employees by 1st day of next month.</p>
<p>III. Processing of withdrawal request on exit from NPS</p>	<p>The DDOs and PAOs were advised to monitor the superannuation cases six months in advance and obtain online/offline applications from the retiring employees and forward the same to NPS cell to process the withdrawal of NPS corpus within timelines and as per procedure prescribed in Rule 23 of CCS (implementation of NPS) Rules, 2021.</p> <p>All the PAOs are advised to closely monitor the NPS Portal and based on the Claim IDs generated by the system, call for the withdrawal forms wherever not received from the DDOs</p> <p>PAOs were also requested to closely examine the Monthly NPS Operations Review Report being forwarded by CRA to PAOs respective email ids every month and corrective action may be taken to improve the overall performance of their PAOs and action taken/compliance report rendered to Main Office by 25th of every month.</p> <p>Committee further advised all PAOs/DDOs that all NPS withdrawal applications should be attested by DDO prior to forwarding the same to NPS cell for processing.</p>
<p>IV. Non-updating of Non-IRA Accounts.</p>	<p>Non-IRA PRAN cases under the respective PAOs are being highlighted by the CRA through monthly NPS Operational Review Report . PAOs are requested to review their Reports and wherever such cases are existing, action may be taken to intimate such cases to DDOs for updation of the missing information viz., address, photo, signatures, mobile no. etc by the Subscriber.</p>
<p>V. NPS Legacy Period cases</p>	<p>The corpus of NPS subscribers registered between 2004 and 2008 was maintained by the respective PAOs and was transferred to NPS trustee bank after 2008. The NPS corpus of employees who have resigned or left the service between this period was not transferred to their PRAN account and is still with the respective PAOs. These cases are termed as Legacy cases.</p> <p>Committee advised PAOs to take up these cases demi officially with the concerned DDOs to gather the whereabouts of the employees and transfer these amounts as per the HQrs directions vide CGDA letter No. At-II/NPS/Corr-XV dated 02.04.2019 and CGDA letter No. A/I/Review/NPS/Vol-II dated 04.03.2020. It was also decided to hold a separate meeting with the DDOs concerned on NPS Legacy period cases to identify the issues with DDOs and to facilitate clearing of the long outstanding balances under 16/02 and 16/03 .</p>

Suggestions:

1. Col. V. Vasudev Rao (Rep. of DDOs) has suggested to organize a workshop for all the DDOs on Newly introduced features on NPS Portal viz eNPS and other NPS activities available on NSDL Portal for DDOs/Subscribers such as processing of NPS withdrawal requests, NPS subscriber maintenance etc.
2. SAO (Pay) suggested that the DDOs to submit the NPS pay bills on priority for timely uploading of SCF to the NPSCAN and remittance to Trustee Bank as per the timelines prescribed.
3. The Committee also felt the need to include more DDOs Rep & PAOs (AOGEs) Rep. as members of the Committee, preferably from major Units located at Secunderabad instead of limiting it to only one Unit DDO Rep and one PAO Rep. so as to reach out to the maximum DDOs/PAOs and make the meetings more effective. Rep. from DDO suggested to include a Representative from HQrs TASA for effective coordination with all the DDOs in Station.


Issues :

1. Delay in submission of NPS Pay Bills by DDOs (submitted later than 20th of every month which is contrary to the provisions of Rule 6 of CCS (Implementation of NPS) Rules 2021.
2. No recovery of NPS contribution is made by the DDOs till the receipt of the PRAN Kits from the CRA /PAO.
3. In NPS Legacy period cases, DDOs are unable to identify the whereabouts of the legacy period subscribers as no response is coming from the Individual. CDA/PAOs are unable to clear the amounts outstanding in the code heads 16/02 & 16/03. Guidelines from the HQrs need to be sought.

Chairman further advised all the DDOs/PAOs to regularly update themselves with the latest orders/guidelines issued by PFRDA through their website and to encourage the Subscribers to use the latest online features available in the NPS Portal for Registrations/Withdrawals etc and also advised PAOs/DDOs to ensure the timelines prescribed in CCS (Implementation of NPS) Rules 2021 are strictly followed by their respective Units/Offices for various activities viz., Registration, Remittances and Withdrawal processes in NPS System.

The meeting concluded with thanks to Chair and the members of the Committee.

CDA has approved.


(Y. Sobha, IDAS)
Dy. Controller