



भारत सरकार  
Government of India  
केन्द्रीय जल आयोग  
Central Water Commission  
ई-गवर्नेंस सेल  
e-Governance Cell

**Sub : Minutes of the video conferencing held on 17.07.2019 to review the status of Pending Pension cases under U.G.B.O. Organization in Central Water Commission.**

1<sup>st</sup> Video Conferencing to review the status of Pending Pension cases under Upper Ganga Basin Organisation of CWC under the Chairmanship of Member (RM), CWC was held on 17.07.2019 at 2<sup>nd</sup> Floor (South), O/o Member (RM), Central Water Commission, New Delhi .

The minutes of the meeting conducted through VC for reviewing of pending pension cases with Pay and Accounts Office, CWC, New Delhi as well as Divisions are enclosed herewith for necessary disposal and compliance in time bound manner.

This issues with the approval of Member (RM), CWC. **Signature valid**

Encl: A/a

Digitally signed by AKHIL  
AKHOURI  
Date: 2019.07.26 14:37:44 IST

(Akhil Akhouri)

Deputy Director

**To ( through email and website):**

1. Chief Engineer, UGBO, CWC, Lucknow.
2. Superintending Engineers (Cord) UGBO, CWC, Lucknow .
3. Pay and Accounts Officer, CWC, New Delhi.
4. Under Secretary, Estt. IV, CWC, New Delhi.

**Copy for kind information to :**

1. PPS to Member(RM), CWC, New Delhi.
2. PS to CE(HRM), CWC, New Delhi.
3. PS to Secretary, CWC, New Delhi.

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तीसरी मंज़िल (द॰), सेवा भवन / 3<sup>rd</sup> Floor (South), Sewa Bhawan

आर. के. पुरम, नई दिल्ली - 66 / R.K. Puram, New Delhi - 66

दूरभाष / Tel : 011-2958 3230; ईमेल / Email : [egovernance-cwc@gov.in](mailto:egovernance-cwc@gov.in)

## **Minutes of the 1<sup>st</sup> Video Conference (V.C.) held on 17.07.2019 to review status of Pending Pension cases under U.G.B.O. Organisation.**

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1<sup>st</sup> Video Conference (V.C.) under the Chairmanship of Member (RM), CWC was held on 17.07.2019 in his Chamber at 2<sup>nd</sup> Floor (South), Sewa Bhawan, O/o Member (RM), Central Water Commission, New Delhi to review the status of Pending Pension cases under U.G.B.O. Organisation.

The list of participants is at **Annexure- 1.**

At the outset, Member (RM) welcomed all the participants. He expressed his deep concern on the Pending Pension Cases in field offices of Central Water Commission. His main emphasis was related to resolving the pending pension cases in time bound manner and not to keep any cases pending either at Division level or at PAO level. Based on the deliberations held during the meeting the following decisions emerged:

### **Status of Pension Monitoring System**

- 1) Member (RM) emphasized that NO Pension Cases should be returned by Post and compliances may be sought by Estt IV or PAO in consultation with DDOs.
- 2) Secretary, CWC appraised summary of pension cases entered in the Pension Monitoring System by nodal officer for CWC UGBO and status of pension cases status received from DDOs in line with the instructions given by Member (RM).
- 3) It was observed that many cases of family pension (some as old as of 2014) were still pending. Member(RM) directed that such cases be treated as very urgent and given special attention to ensure complete resolution (i.e. issuing of PPO number and payment of terminal benefits) at the earliest.

**(Action: PAO / DDOs, UGBO, CWC)**

- 4) In case of pending pension cases (cases with no complications) pertaining to retirements on or before 30<sup>th</sup> June, 2019 PAO, CWC was directed to clear the same by 31<sup>st</sup> July, 2019.

**(Action: PAO, CWC)**

- 5) In MGD-I, 10 cases are pending due to non-payment of NPS part from NSDL. As per DDO, MGD-I, UGBO CWC the payment process from NSDL side are at the final stage. DDO MGD-I was directed to forward the cases in expeditious manner both physically and through Bhavishya Portal once the NPS payment is received from NSDL. It was also directed to keep Secretary, CWC informed about the status of the cases.

**(Action: DDO, MGD-I, UGBO CWC)**

- 6) It was observed that many such cases of NPS to old pension are pending due to non-payment of NPS part from NSDL. DDOs have been directed to pursue with NSDL for timely payment from their part so as to ensure that the cases are resolved quickly.

**(Action: DDOs, UGBO, CWC)**

- 7) It was noticed that in some cases, the employee has not submitted / submitted incomplete documents pertaining to pension case processing. Even after repeated requests in this regard, the requisite documents have not been submitted. DDOs were directed to issue periodic reminders in this regard informing them that any delay in processing of the case will be attributed to the employee and not the Department.

**(Action: DDOs, UGBO, CWC)**

- 8) It was found that some cases which were updated in PFMS were yet to be updated in the Pension Monitoring System Portal. CE, UGBO was requested to direct the concerned Nodal Officer to timely update the details in the Portal.

**(Action: Nodal Officer, PMS Portal, UGBO, CWC)**

- 9) PAO, CWC informed that details regarding Terminal Benefits i.e. Gratuity, Leave encashment, CGEGIS, DCRG, etc. can be checked in CAM report in Bhavishya Portal.

**(Action: DDOs, UGBO, CWC)**

- 10) PAO, CWC informed that after implementation of PFMS, the concerned section (HQ) and CDDO's in field offices can prepare bills pertaining to retirement, Gratuity and commutation based on the online sanction generated by PAO without waiting for the return of the service books to their office. It was suggested to bring this to the notice of all field offices and concerned section at CWC (HQ), New Delhi. Division offices were advised to get more clarity on this from the PAO, CWC HQ over phone.

**(Action: E-IV and PAO)**

- 11) Each and every case pertaining to all divisions of UGBO was discussed and deadline for their completion were finalized. PAO, CWC and the respective DDOs agreed to adhere to these deadlines. Case wise details of the same are enumerated in **Annexure-II** for compliance for the same.

**[Action: DDOs under UGBO CWC/ PAO, New Delhi]**

- 12) PAO, CWC submitted that they have prepared detailed checklist for submission of cases to PAO, CWC. They further observed that while some Divisions are following it, but some others are not submitting the cases as per checklist. It was discussed and decided that all Division offices will submit cases as per checklist enclosed at **Annexure-III** and in case of any doubt; the same may be clarified from PAO, CWC.

**[Action: DDOs under UGBO CWC/ PAO, New Delhi]**

- 13) The status of pending pension cases are to be discussed organization-wise periodically as per their pendency list in PMS portal through video conferencing in consultation with the Secretary, CWC, respective DDOs, and PAO.

**(Action: e-Gov Cell / E-IV / PAO)**

- 14) Secretary, CWC advised PAO, CWC and concerned DDOs to share their contact details for the purpose of smooth communication and timely resolution of pending pension cases.

**(Action: WPC)**

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## **Annexure – I**

### **List of participants who attended video conferencing held on 17.07.2019 to review the status of Pending Pension cases under U.G.B.O. Organisation in Central Water Commission**

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#### **Smt. /Shri**

- |   | <b>In the chair</b> |
|---|---------------------|
| 1. R K Sinha, Member (RM)                           |                     |
| 2. Bhopal Singh, CE (UGBO)                          |                     |
| 3. Anupam Prasad, CE (HRM)                          |                     |
| 4. A. K. Pal, SE (C), UGBO through (V. C.)          |                     |
| 5. Ashis Banerjee, Secretary, CWC                   |                     |
| 6. Sudhir Kumar, SE (HOC) through (V. C.)           |                     |
| 7. Akhil Akhouri, DD, S M Dte& DD, e-Gov Cell (I/c) |                     |
| 8. V. Rajesh, DD, WPC                               |                     |
| 9. R. K. Gautam, EE (MGD-I) through (V. C.)         |                     |
| 10.SFH Abidi, EE (MGD-II) through (V. C.)           |                     |
| 11.Asheesh Singhal, EE (HOC) through (V. C.)        |                     |
| 12.Shaswat Rai, EE (MGD-III) through (V. C.)        |                     |
| 13.Kamal K. Sharma, AAO (Pension), PAO, CWC         |                     |
| 14.Sumita Goswami, AAO (Pension), PAO, CWC          |                     |
| 15.K. Vysakh, AD, e-Gov Cell                        |                     |
| 16.Apoorva Raj, AD, RMC Dte, CWC                    |                     |
| 17.Satbir Singh, Consultant, E-IV                   |                     |
| 18.Vimlesh Yadav, AD-II, e-Gov Cell                 |                     |
| 19. Anu Chandran, AD-II, e-Gov Cell                 |                     |

## Organisation Name: Upper Ganga Basin Organization, CWC,Lucknow

A) Status Of Pending old Pension Scheme(Except Family Pension)					
Sl No	Name of the Employee/Pensioner	Date of Retirement	Division dealing the pension case	Remarks	Deadline
1	Mast Ram	31-01-19	MGD I, Lucknow	Pension paper pending with employee's family. DDO has been advised to pursue the case with periodic reminders. Offline processing of the case may also be explored in consultation with PAO.	Pending with employee's family
2	Nand Kishor Singh	31-01-19	MGD I, Lucknow	NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case
3	Shiv Kumar Singh	31-03-19	MGD I, Lucknow	NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case
4	Dhan Singh	30-06-19	MGD I, Lucknow	Pension Papers sent to PAO on 13.03.2019. PAO told that case has been through Bhavisya portal. DDO office told case has not been received through e-Bhavisya. So that it is directed to PAO login to PFMS and again checking.	31-07-2019
5	Ishwar Chand Ram	30-06-19	MGD- III, Varanasi	Pension papers sent to PAO on 02.05.2019,	31-07-2019
6	Salil Kumar Vajpai	31-07-19	MGD I, Lucknow	Pension Papers sent to PAO on 11.04.2019, NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case
7	Samar Singh	31-08-19	MGD I, Lucknow	NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case
8	Anand	31-07-19	MGD- II, Lucknow	Pension papers sent to PAO on 13.12.2019,	26-07-2019
9	Sewak Ram	30-04-19	MGD- II, Lucknow	PPO not issued till date 01-12-2019	31-07-2019
10	Kameshwar Singh	30-06-19	MGD- II, Lucknow	Pension Paper sent PAO on 15.12.2018, NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case
11	Bhagwan Sewak Dixit	31-08-14	MGD- I, Lucknow	Paper sent to PAO on 06.07.2018, NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case
12	Ramesh Chandra Pandey	31-07-17	MGD- I, Lucknow	Pension Paper sent to PAO on 05.09.2018, NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case
13	Nanak	31-10-17	MGD I, Lucknow	NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case
14	Vishram	31-12-17	MGD I, Lucknow	Paper sent to PAO on 22.11.2018, As per PAO they have been returned through e- Bhavishya, but as per MGD-I record it is not received	26-07-2019
15	Ramayan Yadav	31-08-18	MGD I, Lucknow	Pension Paper sent to on 05.09.2018, NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case

SI No	Name of the Employee/Pensioner	Date of Retirement	Division dealing the pension case	Remarks	Deadline
16	Ganesh Prasad	31-12-18	MGD I, Lucknow	Paper sent to PAO on 04.09.2018, NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case
17	Kameshwar Prasad	31-01-17	MGD I, Lucknow	Pension papers sent to PAO on 16.02.2019, NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case
18	Kushal Singh	31-10-19	HGD, Dehradun	Pension Paper has been submitted to PAO , But not updated in Pension Monitoring System by Nodal Officer, It is directed to Nodal Officer to update status in PMS Portal urgently .	15-09-2019
19	Shankar Singh	30-06-19	HGD, Dehradun	Pension Paper has been submitted to PAO , But not updated in Pension Monitoring System by Nodal Officer, It is directed to Nodal Officer to update status in PMS Portal urgently .	31-07-2019
20	Dhanni Singh	31-08-19	HGD, Dehradun	Pension Paper has been submitted to PAO , But not updated in Pension Monitoring System by Nodal Officer, It is directed to Nodal Officer to update status in PMS Portal urgently .	15-08-2019
21	Bijender Singh	30-09-19	HGD, Dehradun	Pension Paper has been submitted to PAO , But not updated in Pension Monitoring System by Nodal Officer, It is directed to Nodal Officer to update status in PMS Portal urgently .	15-09-2019
22	Survesh Singh	30-09-19	HGD, Dehradun	Pension Paper has been submitted to PAO , But not updated in Pension Monitoring System by Nodal Officer, It is directed to Nodal Officer to update status in PMS Portal urgently .	15-09-2019
23	Karan Das	28-02-19	HGD, Dehradun	PPO no. issued.	PPO Issued
24	Yesh Pal Singh,	31-12-18	HGD, Dehradun	NPS to GPF case. It was not returned. The same needs to be submitted again through Bhavishya Portal. Action to be taken by EE HOC	31-07-2019
25	Mrinal Kanti Ghosh	31-10-19	MGD- I, Lucknow	Follow up to be done with the employee. DDO has been advised to pursue the case with periodic reminders.	
26	Girija Prasad	31-10-18	HGD, Dehradun	Compliance sent to E IV on 12-06-2019.	27-07-2019
27	K. K. Pandey	30-06-19	MGD- II, Lucknow	PPO no. issued.	
28	Mata Prasad Singh	31-08-19	MGD- II, Lucknow	Compliance sent to E IV on 01-07-2019.	15-08-2019
29	Deo Nath Singh	31-08-19	HGD, Dehradun	Compliance sent to E IV on 03-05-2019.	15-08-2019
30	Shokat Ali	31-07-19	HGD, Dehradun	Pension Papers sent to PAO on 29-04-2019.	31-07-2019
31	Ram Naresh Baheliya	31-10-17	MGD- III, Varanasi	13 years suspension Case. PAO has committed to resolve the case by 26-07-2019.	26-07-2019
32	Harinath Singh Yadav	30-09-18	MGD- III, Varanasi	MGD-III will hand over the hard copy on 24-07-2019	05-08-2017

SI No	Name of the Employee/Pensioner	Date of Retirement	Division dealing the pension case	Remarks	Deadline
33	Babban Singh	31-10-18	MGD- III, Varanasi	As per MGD II case has been sent through Bhavishya. However, PAO informed that it is yet to be reflected at their end. Bhavishya to PFMS migration issue. Case needs to be checked in PFMS by PAO.	31-07-2019
34	Sharada Prasad Yadav	31-10-18	MGD- III, Varanasi	As per MGD II case has been sent through Bhavishya. However, PAO informed that it is yet to be reflected at their end. Bhavishya to PFMS migration issue. Case needs to be checked in PFMS by PAO.	31-07-2019
35	Baliram	31-01-19	MGD- II, Lucknow	NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case
36	Heerendra Prasad	31-01-19	MGD- II, Lucknow	NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case
37	Aditya Asthana	28-02-19	MGD- II, Lucknow	Family dispute case. Pensioner not willing to add wife's name as beneficiary. As per PAO, joint account is not mandatory for Pension case. MGD II has been advised to forward the case stating the facts of the case immediately to PAO so that they may take further actions from their end.	Pending with employee.
38	Govind Singh	31-03-19	MGD- II, Lucknow	Pension Papers sent to PAO on 03-10-2018.	31-07-2019
39	Preetam Singh	30-05-19	MGD- II, Lucknow	NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	NPS Case
40	Arjun Singh	30-06-19	MGD- II, Lucknow	Family dispute is leading to delay. DDO has been advised to pursue the case with periodic reminders.	
41	Umesh Kumar Dixit	30-12-19	MGD- II, Lucknow	Pension Papers sent to PAO on 25-05-2019. Date of retirement reflected as 30th June 2019 in the Portal. Action to be taken by Nodal Officer to update the same.	15-12-2019
42	Amrit Lal	31-07-19	MGD- II, Lucknow	Pension Papers sent to PAO on 27-02-2019.	31-07-2019
43	Urmila Devi	31-07-19	MGD- II, Lucknow	Pension Papers sent to PAO on 02-03-2019.	31-07-2019
44	Braj Kumar Prasad	31-07-19	MGD- II, Lucknow	Pension Papers sent to PAO on 29-03-2019.	31-07-2019
45	Jaman Singh Negi	31-08-19	MGD- II, Lucknow	Pension Papers sent to PAO on 27-02-2019.	15-08-2019
46	Raghubar Prasad	31-08-19	MGD- II, Lucknow	Pension Papers sent to PAO on 27-02-2019.	15-08-2019
47	Bachau Ram	31-05-19	MGD- III, Varanasi	As per MGD II case has been sent through Bhavishya. However, PAO informed that it is yet to be reflected at their end. Bhavishya to PFMS migration issue. Case needs to be checked in PFMS by PAO.	31-07-2019



Sl No	Name of the Employee/Pensioner	Date of Retirement	Division dealing the pension case	Remarks	Deadline
48	Munna Chaudhari	30-06-19	MGD- III, Varanasi	Pension Paper has been submitted to PAO , But not updated in Pension Monitoring System by Nodal Officer, It is directed to Nodal Officer to update status in PMS Portal urgently .	31-07-2019
49	Rohit Kumar Nishad	31-07-19	MGD- III, Varanasi	Pension Paper has been submitted to PAO , But not updated in Pension Monitoring System by Nodal Officer, It is directed to Nodal Officer to update status in PMS Portal urgently .	31-07-2019
50	Shyam Narayan Prasad	31-08-19	MGD- III, Varanasi	Pension Paper has been submitted to PAO on 20-05-2019.	15-08-2019
51	Bansh Narayan Singh	31-08-19	MGD- III, Varanasi	Pension Paper has been submitted to PAO on 01-05-2019.	15-08-2019
52	Rajnath Chauhan	31-07-19	MGD- III, Varanasi	Pension Paper has been submitted to PAO on 20-05-2019.	31-07-2019
53	Chhundand Ram	30-09-19	MGD- III, Varanasi	Employee is delaying submission of requisite details. DDO has been advised to pursue the case with periodic reminders.	15-09-2019
54	Panna Lal Nishad	30-09-19	MGD- I, Lucknow	Employee has submitted incomplete details. DDO has been advised to pursue the case with periodic reminders.	Pending with employee.
55	Ashish Kumar Ghosh	30-09-19	MGD- III, Varanasi	Service, Gratuity Case, Leave encashment can be checked in CAM report in eBhavishya Portal. (This is applicable for all cases)	Priority Case
56	Shiv Kumar	31-12-19	HGD, Dehradun	Pension Paper has been submitted to PAO , But not updated in Pension Monitoring System by Nodal Officer, It is directed to Nodal Officer to update status in PMS Portal urgently .	15-09-2019
57	Jagdish Kumar	31-10-19	MGD- II, Lucknow	Pension Paper has been submitted to PAO on 29-03-2019.	15-09-2019
58	Ram Swaroop	31-10-19	MGD- II, Lucknow	Pension Paper has been submitted to PAO on 02-05-2019.	15-09-2019

**B) Status Of Pending old Pension Scheme(Only Family Pension)**

59	Smt Meera Shukla W/o Late Shri Susheel Kumar Shukla	03-11-17	MGD- I, Lucknow	NPS to GPF CASE, Money yet to be received from NSDL, DDO"s may pursue this case from NSDL office.	Priority Case
60	Late Shri Devlal Chaudhary	20-02-18	MGD- III, Varanasi	Case is regarding submission of details in Form 14 & 20 in PFMS. Letter regarding reflection of cases prior to 01-12-2018 in PFMS needs to be written by PAO.	Priority Case
61	Late Shri Rajkishor Chaurdhary	20-07-18	MGD- III, Varanasi	Family Pension Case. Papers sent to PAO on 30-08-2018.	Priority Case
62	Late Shri Rajkumar	05-10-14	MGD- II, Lucknow	Family Pension Case. Arrear payment to be done.	Priority Case

Sl No	Name of the Employee/Pensioner	Date of Retirement	Division dealing the pension case	Remarks	Deadline
63	Late Shri Bhim Singh	31-12-17	HGD, Dehradun	As per PAO Arrear Bill has been paid. Bill to be made by the Division by 23-07-2019. Immediate Payment to be made in this regard by PAO.	Priority Case

**C) Status Of Pending New Pension Scheme(Except Family Pension)**

64	Hari Dutt	31-03-16	HGD, Dehradun	Purely NPS Case. PAO part pending for Gratuity payment.	Priority Case
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**D) Status Of Pending New Pension Scheme(Only Family Pension)**

65	Late Shri Meharvaan Singh	21-07-18	MGD- I, Lucknow	NPS to Old Pension Case. Death Gratuity.	Priority Case
66	Late Shri Bhagwan Singh	21-02-17	HGD, Dehradun	NPS to Old Pension Case (DCRG Bill sent to Pao on 11-08-2018)	26-07-2019

**Annexure-III****CHECK LIST- I : Status of the employee whether he is eligible for pensionary benefits under CCS Pension Rules 1972 i.e. old pension scheme or NPS.**

In case the employee is eligible for pensionary benefits under CCS Pension Rules 1972 i.e. old pension scheme following documents are required to be submitted: -

<b>S.No.</b>	<b>Description of documents to be enclosed</b>	<b>OM No. Date/ Service Book Vol No./Page No./ Supporting Document</b>
1	Copy of the order of the competent authority conferring Temporary Status to the employee in accordance with the provisions of DOPT's OM No.51016/2/90 Estt.(C) dated 10 <sup>th</sup> September, 1993 and CWC's Scheme of 1997	
2	Entry in respect of grant of Temporary Status to the employee in the Service Book	
3	Entry in Service Book of the appointment as Seasonal Khalasi/ Skilled Work Assistant under Temporary Status for every monsoon season with date of joining and relieving.	
4	Service verification entry for each spell of service rendered under Temporary Status as Seasonal Khalasi/ Skilled Work Assistant verified from PBR/Fixed Charged Register.	
5	Entry in Service Book of Grant of pro rata increments as per Scheme of 1997.	
6	Copy of the order of the competent authority granting appointment on regular basis and entry in the Service Book to this effect	
7	Copy of the order issued by the competent authority clearly identifying the employees by name who are eligible for granting the benefits of GPF and retirement benefits under old pension scheme as per provisions of DOPT's O.M. No. 490144/2/2014-Estt (C) dated 26 <sup>th</sup> February, 2016 and CWC's OM F. No.A-43011/7/2011/Estt.12-235-321 dated 10 <sup>th</sup> June' 2016.	
8	Entry regarding grant of benefits of GPF and retirement benefits under old pension scheme in the service book of the employee concerned.	
9	Statement of Qualifying Service for service rendered as Regular employee as well as under Temporary Status.	
10	Counting of 50% of service rendered under Temporary Status for pensionary benefits.	
11	Submission of Pension case through "Bhavishya" portal w.e.f. 01/12/2018 for mandatory processing through PFMS portal as per direction of Controller General of Accounts.	

**CHECK LIST- II : Remittance of Employee's NPS Subscription, Government's NPS Contribution and return/appreciation earned in government account, if not paid to Government employee or family pensioner.**

In order to grant benefits under old pension scheme to concerned employee DDO may request the NSDL to deposit the Employee's NPS Subscription, Govt. NPS Contribution plus Return/Appreciation thereon into the Govt. Account (Physical receipt Bank Account of the DDO) through Error Rectification Module of NSDL. Following documents are required to be submitted: -

<b>S.No.</b>	<b>Description of documents to be enclosed</b>	<b>OM No. Date /Service Book Vol No./Page No. /Supporting Document</b>
1	Certificate by the DDO that the NPS subscription, Govt. Contribution plus interest thereon in respect of the employee concerned has been received from NSDL through Error Rectification Module and deposited into government account.	
2	<p>Certificate by the DDO that Employee's NPS Subscription, Govt. NPS Contribution plus Return/appreciation thereon received from NSDL has been adjusted by preparing a Challan in PFMS as per following classification prescribed by the Controller General of Accounts and Central Pension Accounting Office: -</p> <p>(i) Employees' contribution is to be adjusted by credit to the individual's GPF Account and the account may be recast from back date permitting interest as applicable from time to time.</p> <p>(ii) Govt. contribution is to be accounted for as (-) Debit to object head 70 under MH-2071-Pension and Minor Head "911-Deduct Recoveries"</p> <p>(iii) Increased value of subscription on account of appreciation of investment may be accounted for by crediting the amount under MH-0071-Contribution and Recoveries towards Pension and Minor Head 800- Other Receipts</p>	
3	Copy of the statement of the employee's NPS Account showing last balance and withdrawal of total NPS amount.	
4	Copy of the DDO's Bank Account with UTR Number showing the receipt of the 100% NPS corpus.	
5	Statement showing breakup of the Employee's NPS Subscription, Govt. NPS Contribution and total amount of Return/appreciation earned thereon which is received from NSDL	
6	Certificate by the DDO that DCRG, Leave Encashment and CGEGIS under NPS has not been paid. If paid amount of DCRG, Leave Encashment and CGEGIS may be furnished.	
7	Certificate by the DDO that in case of death in service of an employee Provisional Family Pension has not been authorized under NPS. If yes, complete details along with PPPO Number may be furnished.	
8	Bhavishya Forms not signed by HoO	

**CHECK LIST – III: Recovery of Employee's NPS subscription, Govt. NPS contribution plus return/appreciation thereon if already paid to government employee or family pensioner.**

If 100% of the NPS accumulation has already been paid to the employee or family pensioner, the employee or family pensioner may be asked to refund the entire amount in order to grant benefits under old pension scheme. Otherwise the entire amount may be recovered from the Gratuity and Leave Encashment payable to the employee under old pension scheme. Employee/family pensioner may be asked to deposit the balance amount, if any. Following documents are required to be submitted: -

<b>S.No.</b>	<b>Description of documents to be enclosed</b>	<b>OM No. Date/ Service Book Vol No./Page No./ Supporting Document</b>
1	Copy of the statement of the employee's NPS Account showing last balance and withdrawal of total NPS amount.	
2	Copy of the Employee's/Family Pensioner's Bank Account for verification of the fact that NPS accumulation has been paid to the employee or the family pensioner.	
3	Statement showing breakup of the Employee's NPS Subscription, Govt. NPS Contribution and total amount of appreciation earned thereon which is to be recovered from employee/family pensioner.	
4	Statement showing GPF Final Payment amount including interest payable to the employee/nominee calculated on the basis of amount deducted as Employee's NPS Subscription.	
5	Certificate by the DDO that DCRG, Leave Encashment and CGEGIS under NPS has not been paid. If paid amount of DCRG, Leave Encashment and CGEGIS may be furnished.	
6	Certificate by the DDO that in case of death in service of an employee Provisional Family Pension has not been authorized under NPS. If yes, complete details along with PPPO Number may be furnished.	
7	Refund of Full or balance amount of Employee's NPS Subscription, Govt. NPS Contribution plus appreciation thereon by the employee/family pensioner to be deposited in government account by preparing a Challan in PFMS as per following classification prescribed by the Controller General of Accounts and Central Pension Accounting Office: - <ul style="list-style-type: none"> <li>(i) Employees' contribution is to be adjusted by credit to the individual's GPF Account and the account may be recast from back date permitting interest as applicable from time to time.</li> <li>(ii) Govt. contribution is to be accounted for as (-) Debit to object head 70 under MH-2071-Pension and Minor Head "911-Deduct Recoveries"</li> <li>(iii) Increased value of subscription on account of appreciation of investment may be accounted for by crediting the amount under MH-0071-Contribution and Recoveries towards Pension and Minor Head 800-Other Receipts.</li> </ul>	
8	Copy of the Challan vide which the full or balance amount of NPS refunded by the employee/family pensioner is deposited in government account and Receipt Scroll or copy of the DDO's Bank Account for verification of the same may be furnished	

## **OTHER INFORMATIONS:**

1. Payment of GPF Final Withdrawal with interest thereon is to be made by the DDO.
2. DDO may furnish a Certificate that Employee's NPS Subscription, Govt. NPS Contribution plus appreciation thereon received from NSDL has been adjusted by preparing a Challan in PFMS as per following classification prescribed by the Controller General of Accounts and Central Pension Accounting Office: -
  - (i) Employees' contribution is to be adjusted by credit to the individual's GPF Account and the account may be recast from back date permitting interest as applicable from time to time.
  - (ii) Govt. contribution is to be accounted for as (-) Debit to object head 70 under MH-2071-Pension and Minor Head "911-Deduct Recoveries"
  - (iii) Increased value of subscription on account of appreciation of investment may be accounted for by crediting the amount under MH-0071-Contribution and Recoveries towards Pension and Minor Head 800- Other Receipts.

**Note:** -Date of Challan should be prior to the date of receipt of amount of NPS from NSDL.