



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

**Sub: Minutes of the 2<sup>nd</sup> video conferencing held on 01.08.2019 to review the status of Pending Pension cases under B&BBO & M&ERO, CWC – reg.**

2<sup>nd</sup> Video Conferencing under the Chairmanship of Member (RM), CWC to review the status of Pending Pension cases under B&BBO & M&ERO, CWC was held on 01.08.2019 at 2<sup>nd</sup> Floor (South), O/o Member (RM), Central Water Commission, New Delhi.

The minutes of the meeting is enclosed herewith.

This issues with approval of Member (RM), CWC.

Encl: A/a

(Akhil Akhouri)  
Deputy Director

To (Through email and website):

1. Chief Engineer, B&BBO, CWC, Shillong.
2. Chief Engineer, M&ERO, CWC, Bhubaneswar.
3. Superintending Engineer(C), B&BBO, CWC, Shillong.
4. Superintending Engineer(C), M&ERO, CWC, Bhubaneswar.
5. Ex. Engineer, NEID-I / NEID-II / NEID-III / MBD/UBD/MID/MD, B&BBO, CWC, Shillong.
6. Ex. Engineer, ERD/Mahanadi Division, Burla, M&ERO, CWC, Bhubaneswar.
7. Sh. Upendra Malhotra Sr.AO, PAO, CWC, New Delhi.
8. Under Secretary, Estt. IV, CWC, New Delhi.
9. DD (WPC), 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.
4. All Executive Engineer/ DDOs of CWC.
5. DD (SMD), CWC, New Delhi with a request to upload the same in CWC website.

Signature valid

Digitally signed by AKHIL  
AKHOURI

Date: 2019.08.09 13:35:05 Tel: 011-2958 3230; ईमेल /Email: [egovernance-cwc@gov.in](mailto:egovernance-cwc@gov.in)

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

**Minutes of the 2<sup>nd</sup> Video Conference (V.C.) held on 01.08.2019 to review status of Pending Pension cases under B&BBO & M&ERO Organisation.**

2<sup>nd</sup> Video Conference (V.C.) under the Chairmanship of Member (RM), CWC was held on 01.08.2019 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 B&BBO & M&ERO, CWC.

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 CWC and PAO, CWC. 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 through electronic mode as far as practicable.

**(Action: PAO / DDOs, B&BBO and M&ERO, CWC)**

- 2) Secretary, CWC appraised summary of pension cases entered in the Pension Monitoring System by nodal officers for B&BBO & M&ERO, CWC 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 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, B&BBO and M&ERO, CWC)**

- 4) It was observed that many cases pertaining to less than 10 years service are pending due to lack of option for entry in Bhavishya Portal. PAO, CWC, advised DDOs to send such cases through Hard Copy only and not through Bhavishya Portal.

**(Action: DDOs, B&BBO and M&ERO, CWC/ PAO)**

- 5) 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. Further, it has been observed that in some cases, the Bank Account Details of DDOs are not updated in PFMS. PAO agreed that this issue was being faced by PAO itself. In such cases, DDOs were advised to obtain a certificate from the Bank Branch concerned authenticating the account details and send the same to PAO by Email and by Speed Post for further action.

**(Action: PAO / DDOs, B&BBO and M&ERO, CWC)**

- 6) It was noticed that in some cases, the employee has not submitted / submitted incomplete documents pertaining to pension case processing. DDOs were directed to issue periodic reminders to the employee 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, B&BBO and M&ERO, CWC)**

- 7) In view of high number of pending cases in respect of MBD, B&BBO, CWC, Secretary, CWC directed the DDO to meet PAO, CWC on 05-08-2019 along with the requisite documents with full preparation for resolving the cases. Secretary, CWC directed DDO to apprise him about the progress of the same.

**(Action: DDO, MBD, B&BBO, CWC)**

- 8) In the Old Pension Scheme (Family Pension) Case of Late Jan Ahmed, SWA, NEID-I, B&BBO, Silchar, it was informed that the employee died (date: 04<sup>th</sup> November 2017) after availing Voluntary Retirement (date: 01<sup>st</sup> June 2017). The case was sent to PAO in April, 2018. Due to the complicated nature of the case, PAO advised DDO to send the case through Hard Copy only and not through Bhavishya Portal. Further, it was informed that the case will be treated as normal pension case for the period before death and Family Pension Case for the period after death of the employee.

**(Action: DDO, NEID-I, B&BBO, CWC / PAO, CWC)**

- 9) It was found that some cases which were updated in PFMS were yet to be updated in the Pension Monitoring System (PMS) Portal. CE, B&BBO and SE (C), M&ERO were requested to direct the concerned Nodal Officers to timely update the details in the Portal.

**(Action: Nodal Officers, PMS Portal, B&BBO and M&ERO, CWC)**

- 10) In case of pending pension cases (cases with no complications) pertaining to retirements on or before 31<sup>st</sup> July, 2019 PAO, CWC was directed to clear the same by 10<sup>th</sup> August, 2019.

**(Action: PAO, CWC)**

- 11) PAO, CWC informed that details of PPO no. issued can be checked in PFMS portal by respective DDOs. Further, details regarding Terminal Benefits i.e. Gratuity, Leave encashment, CGEGIS, DCRG, etc. can be checked in CAM report in Bhavishya Portal.

**(Action: All DDOs under CWC)**

- 12) 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: All DDOs under CWC/ E-IV / PAO)**

- 13) Each and every case pertaining to all divisions of B&BBO and M&ERO were 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 (a) & II(b)** for compliance for the same.

**[Action: PAO / DDOs, B&BBO and M&ERO, CWC]**

- 14)** 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: All DDOs under CWC/ PAO, New Delhi]**

- 15)** 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)**

- 16)** 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 01.08.2019 to review the status of Pending Pension cases under B&BBO & M&ERO, Central Water Commission**

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**Smt. /Shri**

1. R.K. Sinha, Member (RM) **In the chair**
2. P.M. Scott, CE (B&BBO) through (V. C.)
3. Anupam Prasad, CE (HRM)
4. Ashis Banerjee, Secretary, CWC
5. S.K. Samal, SE(C), (M&ERO) through (V. C.)
6. Akhil Akhouri, DD, S M Dte& DD, e-Gov Cell (I/c)
7. Ashes Chakraborty, EE (MBD) through (V. C.)
8. B.P. Sonowal, EE (UBD) through (V. C.)
9. Dipanker Das, EE (MD) through (V. C.)
10. Ashis Tripathi, EE (MID) through (V. C.)
11. Ramavtar Verma, EE (NEID-I) through (V.C)
12. Shamsul Quamer, EE (NEID-II) through (V.C)
13. Prakash Chand, EE (NEID-III) through (V.C)
14. D.R. Mohanty, EE (ERD) through (V.C)
15. N Srinivasa Rao, EE Mahanadi Division, Burla, through (V.C)
16. Upendra Malhotra, Sr.AO, PAO, CWC
17. Sumita Goswami, AAO (Pension), PAO, CWC
18. K. Vysakh, AD, e-Gov Cell
19. Shailendra Kumar, AD-II, e-Gov Cell
20. Vimlesh Yadav, AD-II, e-Gov Cell
21. Anu Chandran, AD-II, e-Gov Cell

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Organisation Name: Brahmaputra and Barak Basin Organisation, Shilong :						
A) Status Of Pending old Pension Scheme(Except Family Pension)						
Sl.No	Name of the Employee	Designation	Date of Retirement	Division	Remarks	Deadline
1	Shri Bhogeswar Sarmah	SWA	31-Aug-18	UBD, Dibrugarh	PPO No. issued on 05th July 2019.	NA
2	Shri Arun Chandra Borah, LDC	LDC	03-Nov-18	UBD, Dibrugarh	Papers submitted to PAO, CWC. Action to be taken by PAO,CWC.	10-08-2019
3	Md. Imran Hussain, SWA	SWA	28-Feb-18	UBD, Dibrugarh	Papers submitted to PAO, CWC. Action to be taken by PAO,CWC.	10-08-2019
4	Shri Sadananda Bora, SWA	SWA	31-Dec-18	UBD, Dibrugarh	NPS Case. Payment from NSDL awaited.	31-08-2019
5	Shri Chandra Nath, SWA	SWA	31-Mar-18	UBD, Dibrugarh	NPS Case. Payment from NSDL awaited.	31-08-2019
6	Shri Arun Chandra Sarmah	SWA	31-Dec-18	UBD, Dibrugarh	The case was returned by PAO as there were corrections in Date of Birth in the service book of the employee. Further, the proof of Date of birth was only available in Duplicate. Secretary, CWC directed the DDO to issue a letter to the employee for submission of the requisite documents and to inform him that any delay in processing of the case will be attributed to the employee and not the Department	10-08-2019
7	Shri Dhani Ram Nath	SWA	31-Dec-18	UBD, Dibrugarh	NPS Case. Payment from NSDL awaited.	31-08-2019
8	Shri Kunja Mohan Das	SWA	28-Feb-18	MBD, Guwahati	Case sent to PAO on 15th June 2019. Action to be taken by PAO, CWC.	10-08-2019
9	Shri Jitendra Chandra Das, SWA	SWA	31-Oct-17	MBD, Guwahati	DDO and Dealing Hand will meet PAO, CWC alongwith the requisite documents with full preperation on 05-08-2019 for resolving the case. Secretary, CWC directed DDO to apprise him about the progress of the same.	05-08-2019
10	Md. Abdul Hakim, SWA	SWA	31-Oct-17	MBD, Guwahati	-do-	-do-
11	Shri Dilip Kumar Sarkar,SWA	SWA	31-Aug-18	MBD, Guwahati	-do-	-do-
12	Shri Sirish Chandra patowary, MTS	MTS	28-Feb-19	MBD, Guwahati	-do-	-do-
13	Shri Kshirod Chandra Das, SWA	SWA	31-May-19	MBD, Guwahati	-do-	-do-
14	Md. Azmal Ali laskar, W/S Grade-II	W/S Grade-II	30-Apr-19	MBD, Guwahati	-do-	-do-
15	Shri Harish Chandra Barman, SWA	SWA	30-Nov-17	MBD, Guwahati	-do-	-do-
16	Shri Dandi Ram Nath, SWA	SWA	30-Jun-19	MBD, Guwahati	-do-	-do-
17	Shri Pradip Kumar Dey, SWA	SWA	28-Feb-19	MBD, Guwahati	-do-	-do-
18	Shri Ranjit Kumar Baidya, W/S Gr. II	W/S Grade-II	28-Feb-19	MD, Silchar	PPO No. issued. Terminal Benefits also given.	NA
19	Smt Nira Das, SWA	SWA	31-Aug-19	MD, Silchar	Case sent to PAO on 28th March 2019 through Bhavishya and Hard Copy. Action to be taken by PAO, CWC.	10-08-2019
20	Shri Shyamal Kumar Das, Assistant	Assistant	31-Oct-19	MD, Silchar	Under Process in PAO. Action to be taken by PAO, CWC.	15-10-2019

Sl.No	Name of the Employee	Designation	Date of Retirement	Division	Remarks	Deadline
21	Braja Kumar Singha	-	30-Jun-19	MD, Silchar	Case sent to PAO on 17th June 2019 through Bhavishya and Hard Copy. Action to be taken by PAO, CWC.	10-08-2019
22	Shri Montosh Debnath, SWA	SWA	31-Mar-18	MD, Silchar	Hard copy sent to PAO on 28.05.2019. Action to be taken by PAO, CWC.	31-08-2019
23	Shri Dilip Kumar Mitra	W/S Grade-II	31-Jan-19	MID, Shillong	PPO No. issued. Terminal Benefits also given.	NA
24	Shri M. Chinglen Singha	SWA	01-Sep-18	NEID-I, Silchar	His pension papers along with service book has been returned to DDO for amending the voluntary retirement order by modifying the date of ending service. Letter for amending the date of retirement of rservice as 31.08.2018 instead of 01.09.2018 has been sent by DDO to competent authority. After receiving of amended order the pension case shall be resubmitted to PAO by DDO after revising the pension papers	10-08-2019
25	Shri Prakash Choudhury, SWA	SWA	30-Apr-19	NEID-I, Silchar	His pension case along with service book was returned by PAO on 20.02.2019 with some observation regarding conferring of Temporary status and for furnishing of revised statement showing break up of Employee's NPS Subscription, Govt. NPS contribution and a total amount of return earned which is received from NSDL as well as the amount of GPF plus Interest thereon. His Pension case shall be resubmitted after attending to the observations. Action by DDO.	05-08-2019 (For DDO) 15-08-2019 (For PAO)

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

26	late Lakheswar Das	SWA	29-May-18	UBD, Dibrugarh	PAO, CWC has communicated observations in this regard (EOL Period not updated in Service Book) to DDO. Action to be taken by DDO.	08-08-2019
27	late Bipin Chandra Rabha	SWA	19-May-14	UBD, Dibrugarh	Case under process in PAO. Action to be taken by PAO, CWC.	05-08-2019
28	Late Sukumar Das, SWA	SWA	10-Feb-18	MBD, Guwahati	DDO and Dealing Hand will meet PAO, CWC alongwith the requisite documents with full preperation on 05-08-2019 for resolving the case. Secretary, CWC directed DDO to apprise him about the progress of the same.	05-08-2019
29	Late Sushil Chandra	SWA	21-Dec-18	MBD, Guwahati	-do-	-do-
30	late Sudip Choudhury, SWA	SWA	06-Feb-19	MBD, Guwahati	-do-	-do-
31	Late Harendra Chandra das	SWA	28-Apr-17	MBD, Guwahati	NPS issue. Action by DDO.	31-08-2019
32	Late Tek Chand, UDC	SWA	21-Jan-17	MD, Silchar	PPO number issued on 17.-12-2018. This is a staff of Meghna Circle.	NA
33	Late Sudipta Kumar Das	SWA	19-Sep-18	MID, Shillong	PPO number issued. Terminal benefits (except GPF) yet to be given. Action by DDO.	31-08-2019

Sl.No	Name of the Employee	Designation	Date of Retirement	Division	Remarks	Deadline
34	Late Jan Ahmed, SWA	SWA	04-Nov-17	NEID-I, Silchar	Case of death after Voluntary Retirement. PAO, CWC opined that the case may be sent in Hard Copy only and not through Bhavishya Portal. Action to be taken by DDO / PAO.	20-08-2019
35	Late Olek Lego	SWA	11-May-16	NEID-II, Aizawl	NPS case. Pending for 3 years. DDO was directed to pursue with NSDL for timely resolution of the case.	15-08-2019
36	Shri Debraj Murmu	SWA	03-Sep-18	NEID-III, Itanagar	DDO asked to submit Signed Photograph and Specimen signature by Email and by post. Case under process in PAO. Action to be taken by PAO.	10-08-2019
37	Shri Jogeshwar Gogoi	SWA	10-Jul-18	NEID-III, Itanagar	Case under process in PAO. Action to be taken by PAO.	10-08-2019



Organisation Name: Mahanadi and Eastern Rivers Organisation, Bhubaneswar :						
A) Status Of Pending old Pension Scheme(Except Family Pension)						
Sl.No	Name of the Employee	Designation	Date of Retirement	Division	Remarks	Deadline
1	Shri L.D.Tandan		30-Apr-16	Mahanadi Division, Burla	NPS case. Payment from NSDL awaited and will be done by next week. Case will be forwarded once payment is done. Action by DDO.	10-08-2019
2	SUBODH CHANDRA PATEL	OBSERVER GR.I	31-Jan-18	Mahanadi Division, Burla	PPO No. issued on 26-07-2019. Terminal benefits Bills submitted to PAO on 27-08.2019. Action to be taken by PAO.	15-08-2019
3	MADAN MOHAN JENA	WORK SARKAR GRADE II	31-Mar-19	ERD, Bhubaneswar	Date of joining on Temperory Status erroneously filled as Joining Date in Bhavishya Portal. DDO directed for sending Email (attaching the relevant scanned pages of Service Book) to NIC team (Bhavishya Portal) for correcting the same in the Portal. Once corrected, the case needs to be sent to PAO through Bhavishya portal. Action by DDO.	09-08-2019
4	DURJODHAN PANDA	OBSERVER GRADE II	31-May-19	ERD, Bhubaneswar	PPO No. issued. DDO directed to check the same fom PFMS Portal. Bills of Terminal Benefits to be submitted to PAO. Action by DDO.	10-08-2019
5	ASHOK KUMAR MISHRA	WORK SARKAR GRADE II	28-Feb-19	ERD, Bhubaneswar	Date of joining on Temperory Status erroneously filled as Joining Date in Bhavishya Portal. DDO directed for sending Email (attaching the relevant scanned pages of Service Book) to NIC team (Bhavishya Portal) for correcting the same in the Portal. Once corrected, the case needs to be sent to PAO through Bhavishya portal. Action by DDO.	09-08-2019
6	BIJAYA KUMAR RAULO	SWA	31-Jan-18	ERD, Bhubaneswar	NPS case. Payment from NSDL awaited. DDO advised to pursue with NSDL for the same. Action by DDO.	10-08-2019
7	Bodala Ramkrishna Rao	SWA	28-Feb-19	ERD, Bhubaneswar	-do-	-do-
8	JAMI JOGA RAO	SWA	28-Feb-18	ERD, Bhubaneswar	-do-	-do-
9	Jarmani Samal	swa	31-Mar-18	ERD, Bhubaneswar	-do-	-do-
10	PURNA CHANDRA RAUTARAY	SWA	31-May-19	ERD, Bhubaneswar	-do-	-do-
11	GAKA MADHABA BALI	SWA	30-Jun-18	ERD, Bhubaneswar	-do-	-do-
12	SRIKANTA MAHAPATRA	SWA	31-Mar-18	ERD, Bhubaneswar	NSDL payment received in this case. Proof of the same sent to PAO on 28-07-2019. Action to be taken by PAO,CWC.	15-08-2019
13	Bibhuti Bhusan Thamb	SWA	31-Mar-18	ERD, Bhubaneswar	Date of joining on Temperory Status erroneously filled as Joining Date in Bhavishya Portal. Action by DDO.	10-08-2019
14	YEZZALLA KRISHNA RAO	SWA	31-Aug-18	ERD, Bhubaneswar	-do-	-do-
15	MAHAPRASAD PANIGRAHI	SWA	31-Dec-18	ERD, Bhubaneswar	-do-	-do-
16	BODALA SITARAM	SWA	30-Nov-18	ERD, Bhubaneswar	-do-	-do-
17	JAYARAM SETHI	SWA	28-Feb-19	ERD, Bhubaneswar	-do-	-do-

**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./ Supportin g 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: -

S.No.	Description of documents to be enclosed	OM No. Date /Service Book Vol No./Page No. /Supporting Document
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.N o.</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.