

IMPORTANT CIRCULAR

**PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS**

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NO.FC/CNPS/2180/CIR

Dated: 12<sup>th</sup> Dec, 2017.

To

All the sub offices

PAOs, AOGEs under the audit jurisdiction of this office

**Sub: Review of Implementation of National Pension System**

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It is regarding the actions to be taken by PAOs on the outstanding issues for smooth implementation of NPS. Following salient points to be noted for strict compliance:

- (a) **Registration of subscribers:** It is observed that subscribers delay the submission of PRAN registration forms which results in delay in allotment of PRAN numbers. All PAOs should ensure that new recruit is submitting the PRAN registration form before release of first salary.
- (b) **Subscriber coverage:** It is observed that the PAOs are not uploading the contribution by the last working day of the month. The ARREARS amount is to be uploaded as REGULAR for increasing the subscriber coverage . Ideally all subscribers should receive at least 12 credits in a year but it is observed that some subscribers have received one or two credits in a year. This is due to uploading of subscriber contribution in ARREARS as a single credit. Correct procedure of uploading the contribution is to upload as REGULAR contribution for every month.
- (c) **Update Contact details and Nominations:** As you are aware that frequent communications such as intimations of subscriber registration, circulars issued by CRA/PFRDA etc. are sent at the email addresses registered in CRA system. It is also found that many of the subscribers have not given nomination in their NPS account. You are requested to update the telephone numbers/email address and nominations by using annexure S2.

(d) **Superannuation cases pending withdrawal**: It has been observed that in many superannuation cases, the withdrawal request has not been initiated either by subscriber or by the respective nodal office. You are requested to initiate online withdrawal request for the subscriber who have superannuated.

(e) **Delay in uploading of SCF**: It is observed that the PAOs delay in uploading SCF and transferring the amount to the trustee bank. Delay in credit of NPS contribution to the subscriber's account may incur financial loss to the subscriber which may result into increasing grievances / complaints against PAO .

-Sd/-

Sr.Accounts Officer (FC)

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✓ The Officer in Charge,  
OA Cell(Local)

..... for uploading in the official website



Sr. Accounts Officer (FC)