Government of India
Ministry of Railways
(Railway Board)

RBA No. 54 /2009

No. 2009/ACII/21/9 New Delhi, dated 23.12.2009

FA&CAOs
All Zonal Railways & PUs etc.

Sub: Implementation of Defined Contribution Pension Scheme-Streamlining of procedure for remittance of contribution to Trustee Bank by PAOs.

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Please refer to Board's letter no. 2004/AC-II/21/1 (Vol.II) dated 31.10.2008 and 12.01.2009 wherein instructions were issued for concurrent direct upload of SCF data on to NPSCRA website and transfer of contribution (both employees and Government) to the Trustee Bank. In this regard the subsequent accounting procedure for accountal of Payment to Trustee Bank was under examination in consultation with Controller General of Accounts, Ministry of Finance. The matter has since been finalized and following instructions are issued for strict compliance: -

- The salary bills will be passed by PAO (Accounts Officers) after exercising the necessary internal checks and the amount of employees' contribution recovered from the bill will be initially credited under the Head "0071- Contributions and Recoveries towards Pension and Other Retirement Benefits-500-Receipts Awaiting Transfer to other Minor Heads".
- Government's contribution bills duly supported by schedules will also be prepared by drawing officers and the amount thereof will be debited to the head Abstract 'O'- Government contributions for Defined Contribution Pension Scheme/Relevant estimate/Workshop Manufacturing Suspense, as the case may be, with contra credit to "0071-Contributions and Recoveries towards Pension and other Retirement Benefits-500-Receipts Awaiting Transfer to other Minor Heads".
- After the bills are passed, the PAO will upload the data relating to contributions (both of Employees' and Government's Contribution) into NPSCAN and also tally the figures uploaded with that booked under the Head 'Receipts Awaiting Transfer'. After uploading is completed, PAO will get Transaction ID and draw the total amount by minus crediting the accounts head mentioned above either by cheque in favour of the Trustee Bank or remit the amount through RTGS/NEFT.
- PAO will ensure the amount of contributions booked under Receipts Awaiting Transfer is duly tallied with the Subscriber's Contribution File (SCF) being uploaded in the NPSCAN and the same amount is drawn in the cheque/RTGS and passed on to the Trustee Bank.
- There should be no balance under the Head "0071- Contributions and Recoveries towards Pension and Other Retirement Benefits-500-Receipts Awaiting Transfer to other Minor Heads" at the end of each month.

- The contributions will not be accounted for under the head of Account "8342-Other Deposits-117-Defined Contribution Pension Scheme" even as a temporary measure for making payment to the Trustee Bank. Therefore, no balance on this account shall appear in this head.
- These instructions shall be applicable w.e.f. 01.04.2009.
- Necessary action may be taken accordingly.

Kindly acknowledge receipt and ensure compliance.

(S.N.Mathur)
Director Finance/CCA
Railway Board

Copy to FA&CAO/SCR with request to introduce the aforesaid civil head of account namely Major Head "0071-Contributions and Recoveries towards Pension and other Retirement Benefits, Minor head-500-Receipts Awaiting Transfer to other Minor Heads" under the Accounts Current Format and circulate the ACS to all Railways/PUs etc., immediately.

(S.N.Mathur)
Director Finance/CCA
Railway Board