



कार्यालय:रक्षालेखाप्रधाननियंत्रक

Office of the Principal Controller of Defence Accounts

सं. 107, लोअरअग्रमरोड, अग्रमपोस्ट, बंगलूर- 560 007

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No. PayTech/SPARSHCorr/2022

Dated 30-06-2022

To

All units/formations

Under the audit jurisdiction of PCDA Bangalore

Sub: Implementation of SPARSH for Defence Civilians

Consequent on implementation of SPARSH for processing of Pension claims for Defence Civilians, the pension claims of Non-Industrial staff (basic) are to be initiated by HOO for approving Pay Details and audit details by PCDA, Bangalore for sanction of Pension through SPARSH

2. For sanction of pension well in advance before the date of retirement, it is suggested to follow the under mentioned procedure.

i) Retirement Part-II order may be published 3 months in advance and may be uploaded in SPARSH.

ii) All Pension documents along with upto date audited Service books may be forwarded to this office after uploading service details in SPARSH.

iii) In case of any discrepancies in the pension documents and the data uploaded in SPARSH, the case will be returned to HOOs concerned with observation. The observations raised may be rectified immediately and may be re-submitted to this office for processing. The contact number and e-mail ID of the Officer who is designated as Service Verifier may be sent to this office for liaison and speedy processing of the pension claims.

3. Further, it also is requested to forward the details of Employees who have retired, expired from January-2021 and employee due for retirement till December-2022, under your Administrative control to this office for our record in the format enclosed herewith. The details employees who have not been granted Pension till date due to various reasons may also please be incorporated. The same may please be forwarded to this office to e-mail ID [pcdablrpaytech.dad@hub.nic.in](mailto:pcdablrpaytech.dad@hub.nic.in).

Assistant Controller of Defence Accounts(Civ Pay)

Encl: as above.

Copy to : OA Cell for uploading the same in PCDA Website.



