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10/11/22

Office of the Principal Controller of Defence Accounts

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**IMPORTANT CIRCULAR
(THROUGH WEBSITE)**

No. AN/PAY/I/Gen/Corr.

Dated - 09-11-2022

To,

The All Sections in Main Office
All Sub Offices.

Sub : Registration for New Pension Scheme (NPS).

Refer to CGDA Office Circular AT-II/NPS/Corr/Vol-XV dated 05/04/2019 & NPS/Gen Corr/Urg-XVII/E-997 dated 09.06.2021.

It has been observed that NPS Registration applications of newly joined staffs are not being submitted on time, leading to unnecessary delay in NPS Subscriptions/recovery.

A Government servant to whom NPS rules apply shall immediately on joining service submits an online application. The submitted copy print along with uploaded documents are to be forwarded to ANPAY I section PCDA Bangalore Main Office at earliest for online approval and further process.

An individual can open a Pension account under NPS through eNPS using following steps.

For Registration login to the portal (<https://enps.nsdl.com/eNPS/OnlineSubscriberRegistration.html>) follows the instruction for filling online application.

Important instruction as follows:

- (a) Individual must have an Aadhaar number with registered mobile number for KYC using OTP.
- (b) Scanned copy of PAN Card, I Card, Offer Letter/Joining Letter, Bank Details (Cancelled Cheque/Passbook first page) & Signature in *jpeg/jpg format having file size between 4kb-12kb.
- (c) DDO details AS follows:

Associated Drawing & Disbursing Office (DDO) - CGV003107G -CDA
BANGALORE
DDO Name - CDA Bangalore
PAO/DTO Name - AN PAY Section CDA
Bangalore
PRO/DTA Name - CDA Bangalore
Ministry - Govt Of India Defence

(Facing any difficulties in online registration can contract AN PAY 1 Section Main office)

Recovery /contribution payable by the Govt. servant under the scheme (Tier I) will be started from the month following in which the Govt. servant has joined the service. Therefore, no recovery shall come into effect for the month of joining.

Recovery will be made from pay bill after receiving PRAN Kit from NSDL. The Monthly contribution will be 10 percent of Basic and DA of that particular month pay along with 14percent Government contribution.

It may be ensured by the Officer In charge of the sections / Offices that the contents of this circular have been disseminated to all concerned for strict compliance please.

This issues with the approval of GO (AN PAY).

Senior Accounts Officer (AN PAY)

Distribution: To all through Website.

EDP Section (Local) For uploading on website of PCDA, Bangalore.