

- 1 -

No.NPS/A-1/2021/ 357  
Government of Punjab  
Finance Department  
Principal Accounts Office (New Pension Scheme)  
Vit-te-Yojana Bhawan, Plot No.2-B, Sector 33-A, Chandigarh

Dated, Chandigarh, the 16<sup>th</sup> March, 2021

To

The Special Chief Secretary / All Additional Chief Secretaries, Financial Commissioners and Principal Secretaries to Government of Punjab,  
All Head of Departments,  
All Commissioner of Divisions,  
All Deputy Commissioners and District and Session Judges.  
Registrar, Punjab and Haryana High Court, Chandigarh.  
Secretary, Punjab Vidhan Sabha,

**Subject: Direct uploading of funds in PRAN (Permanent Retirement Account Number) Account of Subscribers of New Pension Scheme through Integrated Financial Management System (IFMS).**

Sir/Madam,

Kindly refer to Finance Department letter No.3/72/2003-3FPPC/639 dated 25-5-2011 read with this office letter No. NPS/CMM/2018/4891 dated 3-10-2018 and NPS/CMM/2018/5029 dated 16-10-2018 wherein the process of deposit of employee share and employer share (Government contribution) with NPS Trustee bank under New Pension Scheme had been prescribed.

2. The Department of Finance, Punjab has integrated its IFMS with NSDL for direct uploading of monthly deductions-both Employee Share and Employer Share under NPS in the PRAN Accounts of subscriber-employees of New Pension Scheme. The amount of Employee Contribution and Employer Contribution of NPS will be transferred directly from IFMS to NPS Trustee Bank online with effect from 1<sup>st</sup> April, 2021 and the amount of contribution will reflect within two days of the drawl of salary from Treasury in subscriber's PRAN Account.

3. The stepwise procedure of uploading of funds through IFMS shall be as follows:-

**DDO Level**

- i) DDO shall book the amount of "Employee Contribution" in the new detailed head "04 Employee and Government contribution for Defined Contribution Pension Scheme w.e.f. April, 2021" under Major Head "8342-Other Deposits-00-117 Defined Contribution Pension Scheme for Government Employees-01Government Servant Contribution under Tier-1" while making the NPS Salary Bill in IFMS.

**DTO Level**

- i) The home page of the IFMS website, amongst interalia, displays "SCF".
- ii) DTO shall select "**Generate SCF File**" under "SCF" at the end of the day or in the morning of next working day to generate SCF File. The SCF file, generated by the DTO, contains the Employee Contribution as well as the Government Contribution of the employees covered under NPS whose salary has been credited /drawn by the treasury on the particular day. A transaction ID will also be created by the system on generation of SCF File.
- iii) After generation of SCF File, IFMS will **automatically prepare the bill** and credit the amount of **Government Contribution** from Major Head "2071 Pensions and Other Retirement Benefits-01 Civil-117 Government Contribution for Defined Contribution Pension Scheme-01 Government Contribution-00-04 Pensionary Charges" to detailed head "04 Employee and Government contribution for Defined Contribution Pension Scheme w.e.f. April, 2021" under Major Head "8342-Other Deposits-00-117 Defined Contribution Pension Scheme for Government Employees-01 Government Servant Contribution under Tier-1" by book transfer at TO level.
- iv) IFMS will itself prepare a bill of **Employee and Government Contribution** from detailed head "04 Employee and Government contribution for Defined Contribution Pension Scheme w.e.f. April, 2021" under Major Head "8342-Other Deposits-00-117 Defined Contribution Pension Scheme for Government Employees-01 Government Servant Contribution under Tier-1" to transfer the amount to NPS Trustee Bank.
- v) DTO shall obtain a **printout** of both the bills generated by the IFMS-Bill of Government Contribution made from Major Head "2071 Pensions and Other Retirement Benefits-01 Civil-117 Government Contribution for Defined Contribution Pension Scheme-01 Government Contribution-00-04 Pensionary Charges" and the consolidated Bill of Employee and Employer share from Major Head "8342-Other Deposits-00-117 Defined Contribution Pension Scheme for Government Employees-01 Government Servant Contribution under Tier-1-04 Employee and Government contribution for Defined Contribution Pension Scheme w.e.f. April, 2021- 32 Contributions" and sign the bills along with sanction letter on next day of SCF file generation date.

4. The District Treasury Officer will transfer the amount of regular and arrear contribution of NPS directly from IFMS to NPS Trustee Bank as per the above guidelines. However, the amount of missing credits/ERM will be adjusted as per the existing guidelines issued by this office vide letter No.NPS/CMM/2018/5029 dated 16-10-2018 and such missing credits of NPS before 1<sup>st</sup> April,2021 will continue to be

adjusted by debiting the detailed head "01 Employee's Contribution under Tier I" under Major Head "8342-Other Deposits-00-117 Defined Contribution Pension Scheme for Government Employees-01 Government Servant Contribution under Tier-1".

5. These instructions shall come into force with effect from 1<sup>st</sup> April, 2021.

Yours faithfully,



(Dr. Abhinav Trikha) IAS  
Special Secretary Expenditure-cum-  
Director (T&A), Govt. of Punjab.

Endst. No.NPS/A-1/2021/ 358

Dated Chandigarh, the 16<sup>th</sup> March, 2021

A copy is forwarded to the Chief Secretary to Government of Punjab for information please.



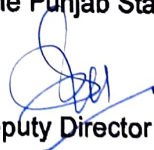
(Dr. Abhinav Trikha) IAS  
Special Secretary Expenditure-cum-  
Director (T&A), Govt. of Punjab.

Endst. No.NPS/A-1/2021/ 359-65

Dated Chandigarh, the 16<sup>th</sup> March, 2021

A copy is forwarded to the followings for information and necessary action:-

1. The Principal Accountant General, (A&E), Punjab.
2. The Chairman, Pension Fund Regulatory Development Authority, New Delhi.
3. Vice President, National Securities Depository Ltd., 4<sup>th</sup> Floor A Wing, Trade World, Kamala Mills, Compound, Lower Parel, Mumbai.
4. The Under Secretary, Government of Punjab, Department of Finance (Finance Pension Policy and Coordination Branch) Punjab Civil Secretariat, Chandigarh.
5. Sr. Technical Director, iHRMS, NIC, Punjab
6. Project Manager, IFMS, NIC, Punjab.
7. All the District Treasury Officers/Treasury Officer, in the Punjab State.



Deputy Director (Pension)