

DIRECTORATE OF TREASURIES AND ACCOUNTS

A.P. : HYDERABAD

Memo.No. D2/10393/2008

Dt. 10.11.2009

Sub: Treasuries and Accounts - Pensions - CPS-(NPS) - Subscribers Registration - Instructions to all DDOs - Reg.

Ref : Govt. Lr.No. 16047-C/22/NPS/2009, of Finance (Pension.1) Dept., Dt. 26.10.2009, addressed to the Principal Secretaries / Secretaries concerned, AP.

The attention of the all Deputy Directors of District Treasuries in the State is invited to the reference cited, and they are requested to communicate the above Govt. Letter to all STOs under their jurisdiction and instruct the STOs to re-communicate the same to all the DDOs concerned and to take necessary steps for Subscriber Registrations at "War Foot Basis" by 31.12.2009 as the Salaries of the concerned DDOs for the month of January, 2010 shall have to be stopped.

Further the DDOs may be instructed to comply with the following guidelines:

1. The DDOs shall not submit more than (50) S1 forms with each covering letter i.e., with (S5) form directly to CRA-FC's to the addresses mentioned below.
2. The DDOs shall have to pursue the matter with the CRA-FC's until PRAN is received.
3. All the DDOs have to comply with all the instructions issued in the letter cited.

Detailed Address of Facility Centres (CRA-FC's) :

Hyderabad	Visakapatnam
Karvy Consultants Ltd., 8-2-60/K, Avenue H St.No. 1, Rd.No.10 Opp.Bank of Baroda Near HSBC, Banjara Hills Hyderabad. Ph. 040-2351 2454,Ext.393 Cont.Persons: Mr.Sandeep/ Mr. Karthik(Fron Office).	Karvy Consulatsn Ltd, 47-14-5/1, Eswar Paradise, Dwaraka Nagar,Main Road, 1 st Floor, Above SBI, Near RTC Complex, Ph. 0891-2717947 Cont.Persons: Mr.Raju/ Mr. S. Seetaram (Front Office).

Encl : Govt. Letter

Sd/- N.C. Nagarjuna Reddy
Director of Treasuries & Accounts

FINANCE (PENSION.I) DEPARTMENT

Lr.No. 16047-C/22/NPS/2009

Dated. 26.10.2009

From
Shamsher Singh Rawat., IAS
Secretary to Government (FP)

To
The Principal Secretaries /
Secretaries Concerned.A.P.
Secretariat, Hyderabad.

Sir,

Sub : Contributory Pension Scheme (NPS) – Subscribers Registration – Instructions to all Drawing and Disbursing Officers – Reg.

Ref : 1. Agreement entered with NSDL, Mumbai, by the DT.A.A.P. Hyderabad on 21.11.2008 vide his letter No. 16.12.2008.

2. Lr.No. D2/10393/2008, dated. 20.08.2009 and 24.09.2009 from the DT AAP Hyderabad.

In the reference 1st cited, the Director of Treasuries and Accounts, A.P. Hyderabad has entered into an agreement with National Securities Depository Limited (NSDL) as Central Record keeping Agency for providing of services i.e., opening and maintenance etc., of Pension Accounts of NPS employees. As per the agreement, the core entities in the NPS architecture such as DTA, Treasuries / PAOs, DDOs and Employees / Subscribers all need to be registered with the NSDL by submitting / Annexure N1,N2,N3 AND S1 respectively. Some of the DDOs have completed their registration.

2. In the reference 2nd cited, the Directory of Treasuries and Accounts, A.P. Hyderabad has request to issue instructions to all the remaining Drawing and Disbursing Officers to take immediate steps to register their subscribers information who were appointed under New Pension Scheme w.e.f. 1.09.2004. Therefore, the following stepwise instructions for the registration of subscriber's particulars are issued.

Instructions :

- i) Each DDO, who is registered with NSDL, shall download the subscribers' application form i.e. Annexure S1 Form along with covering letter of DDOs i.e. Annexure S5 from the NSDL website "www.npscra.nsdl.co.in <Download> <Forms S1 Application for Allotment of PRAN>.
- ii) The Form consists of 4 pages, wherein the applicant has to fill up pages 1 to 3 and page 4 consists of instructions. The form consists of 3 sections of information in which 'A' & 'C' sections is to be filled up by the Subscriber (i.e., Govt. employee) and section 'B' has to be filled and attested by the concerned Drawing & Disbursing Officer (DDO).
- iii) The PPAN Number at section 'B' shall be filled by the Employee Code given by the treasury as per the G.O. 80, Finance (IOC & IT) Dept., Dt. 19.03.2008.
- iv) The DDO shall verify the correctness of the information

and if necessary the DDO shall guide the subscriber in filling up the details prescribed in the form.

- v) The DDO shall sign the form at page 2 and forward the Annexure S1 to the NSDL authorities directly to the CRA-FC (Central Record Keeping Agency – Facility Centre) i.e. facilitation centers opened by CRA or to the address provided in the form itself along with covering letter prescribed (annexure S5). On acceptance of Subscriber application forms, CRA-FC shall issue a DDO wise Provisional Receipt containing the Provisional Receipt number (PRN), details of number of forms submitted by DDO, number of forms accepted by the CRA-FC and number of forms rejected by CRA-FC. The PRAN will be issued for each batch of application forms submitted (i.e. each DDO covering letter). The Provisional Receipt (PR) will be handed over to the Treasuries / PAOs along with the duplicate copy of Subscriber application forms containing the acknowledgment (address of the facility Centers of NSDL is annexed this letter).
- vi) After completion of Registration of Individual Subscribers the amounts recovered from him since 01.09.2004 or date of appointment have to be intimated to the Treasury concerned to upload the information and effect payment to NSDL. The information shall be provided by the DDO in the proforma enclosed. The DDOs shall be personally held responsible for wrong reporting in the given proforma. This work shall be taken up after the concerned individual is registered with NSDL. This shall be completed by the DDOs on or before 28.02.2010 failing which the treasury shall stop the salary bill of the DDO concerned.
- vii) DDO have to recover 10% of Pay & DA every month in the pay bill as deduction towards NPS. This shall be recovered even for arrear bills also. Necessary deduction schedules shall be enclosed to the salary bill.

3. Therefore, all the Departments in Secretariat are hereby requested to instruction all the Drawing and Disbursing Officers order their administrative control to take steps to register their subscribers by 31.12.2009 under intimation to the Treasury.

4. They are further informed that the Director of Treasuries and Accounts, A.P. Hyderabad will not be in a position to process the salary bills of January 2010, if the above task is not completed.

Yours faithfully

Sd/-

Secretary to Government (FP)

GOVERNMENT OF ANDHRA PRADESH
EDUCATION DEPARTMENT

From
Poonam Malakondaiah, I.A.s.,
Com & Director of School Edn,
Saifabad,
Hyderabad.

To
The Secretary to Govt.,
School Education Dept,
Secretariat,
Hyderabad.

Lr.Rc.No.729/VE-1/09 Dt.13-11-2009.

Sir,

Sub:- Upgradation and creation of certain posts sanctioned in Success Schools-Allotment of Surplus posts of Teachers to Municipal Department – Permission – Requested – Reg.

- Ref:-** 1) G.O.Ms.No.363/Finance(SMPC) Deptt,dt10-11-2008.
2) G.O.Ms.No.5Edn/(SE-SER-III)Dept,dt.12.1.2009.
3) G.O.Ms.No.14/Education(SE-TRGA3) Dept, dt.25.1.2009.
4) G.O.Ms.No.80/Finance(SMPC) Dept., dt.2-3.-2009.
5) Govt.Memo.No.628.Ser.II(1)/2009,dt.13-3-2009.
6) DSE Proc.Rc.No.Spl/VE/09, dt.18-3-2009.
7) Proc..Rc.No.525/VE-1/2009, dt.16-7-2009 of this office]
8) DSE Proc.Rc.No.477/VE-1/09,dt.22-7-2009
9) C&DMC, A.P. Hyderabad Lr.Rc.No.4885/2006-J3, dt.5-12-2008. Addressed to Secretary to Government Municipal Administration and Urban Development Dept., copy extended to DSE, A.P., Hyderabad for Necessary action.
10)Lr.No.Nill,dt.12.8-2009 of Sri P.Rajanna Dora, MLA, Salur Constituency, Vijayanagaram District.
11)No.11/09,dt.10-8-2009 & 12-8-2009 of M. Balakrishnamma, Ex.MLC, Hyderabad.
12) Lr.No.STU Lr.No.235/2009-10, dt.10-9-2009 of STUP, Hyderabad.
13)Lr.No.34/UTF/2009, dt.19-9-2009 of A.P. UTF, Hyderabad.
14) Govt.Memo.No.14727/SE-Prog.I/09, dt.31-8-2009.

I submit that in the reference 1st cited Government have issued orders to strengthen the teaching staff in Government/Local Body schools and upgraded the 15584 posts of Secondary Grade Teachers to that of School Assistant and also created 17971 new posts of teachers (i.e., 12210 School Assistants, 2206 Physical Education Teachers and 3555 language pandits respectively).

In the reference 3rd cited government have issued orders to upgrade 3933 posts of Secondary Grade Teachers to that of Head Masters (Grade II) Posts for strengthening the success and non-success schools.

Further I am to state that in the reference 5th cited Government have issued orders according permission to Director of School Education, Hyderabad to issued necessary administrative orders school wise and district wise immediately in respect of promotions accorded in the newly created posts of Head Masters (Gr.II) and school Assistants duly

suppressing the SGT posts as indicated in the respective government orders duly obtaining the required particulars from the DEOs to enable the teachers working in the newly sanctioned/created posts to draw their salaries in the newly sanctioned posts.

In the reference 6th cited the DSE,A.P., Hyderabad orders issued administrative sanction orders to the newly sanctioned posts of Grade (II) Head Masters/Newly sanctioned school assistants/newly created school assistants by upgrading SGTs and requested the District Educational Officers of taken action accordingly duly informing the same to concerned MEOs and schools.

In the reference 10th to 13th the public representatives and Hon'ble MLC requested the Commissioner and Director of School Education, Hyderabad for sanction of teacher posts to all Municipal schools where success scheme is being implemented.

In the reference 9th cited the Commissioner and Director of Municipal Administration, A.P., Hyderabad addressed a letter to Secretary to Government, Municipal Administration and Urban Development Department and copy extended to Commissioner and Director of School Education and requested to sanction the following posts.

- a) HM Gr.II 92 Posts
- b) School Assistant 1127 posts
(non-languages)

In this regard I am furnishing the statement showing the number of posts sanctioned, no. of posts allotted to the Zilla Parishad and Government High Schools and the balance of posts left as follows:

Sl.No.	Description of the post	No.of posts Sanctioned	Sanctioned in G.O.Ms. No.& dt.	No.of posts allotted to DEOs	Balance of posts
1.	H.M.(Gr.II)by upgradation of SGTs	3933	14/Edn (SE-Trg-A3) Dept.,Dt.25.1.09	3794	139
2.	Newly Sanction School Asst.,posts	12210	363/Finance (SMPC) Dept., Dt. 10.11.2008	11381	829
3.	Newly Creation of School Asst. by upgrading SGTs	15584	-do-	15478	106

In view of the above I request the Government kindly to allot the posts ie., HM (Gr.II) 92 and School Assistants 935 from balance of posts available to the Commissioner and Director of Municipal Administration and Urban Deveopment, Hyderabad for being allotted to Municipal Schools under his jurisdiction for strengthening the Municipal Schools.

**Yours faithfully,
Sd/-**

for Commissioner & Director of School Education
