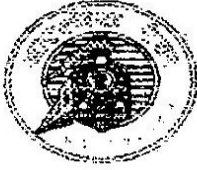


5 pages

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पूर्वोत्तर रेलवे



1/134/2017

कार्यालय
महाप्रबन्धक (कार्मिक)
गोरखपुर।

क्रमांक-134/2017

सं० ई/207/1/भाग-24/चार

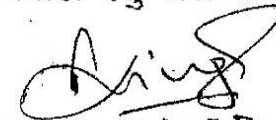
दिनांक 12-07-2017

सचिव/महाप्रबन्धक
सचिव/अपर महाप्रबन्धक
सभी विभागाध्यक्ष
सभी मण्डल रेल प्रबन्धक
सभी कार्मिक अधिकारी
सभी मुख्य कारखाना प्रबन्धक
सभी अतिरिक्त मण्डलाधिकारी/स्थापना
पूर्वोत्तर रेलवे।

विषय:- सातवें केन्द्रीय वेतन आयोग के अन्तर्गत 2016 से पूर्व के पेशन/
पारिवारिक पेशन का संशोधन।

उप मुख्य लेखा अधिकारी(सामान्य), पश्चिम रेलवे, चर्चगेट, मुम्बई के पत्र सं० पीईएन/05372/ई 789/एआरपीएन/प्री-2016 दिनांक 30.06.2017 (अनुलग्नकों सहित) की अंग्रेजी प्रतिलिपि सूचना, मार्गदर्शन एवं आवश्यक कार्यवाही हेतु संलग्न कर प्रेषित की जा रही है।

संलग्नक/यथोपरि


12.07.17

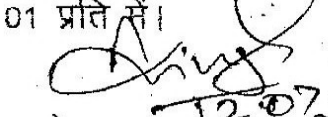
(ए० के० सिंह)

उपमुकाधि/अराज.

कृते महाप्रबन्धक/कार्मिक

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित :-

- 1- महामंत्री/एन.ई.रेलवे मजदूर यूनियन/गोरखपुर - 40 प्रतियों में।
- 2- महामंत्री/प्रमोटी अधिकारी संघ/पूउरे/गोरखपुर - 02 प्रतियों में।
- 3- महामंत्री/रेसुब एशोसियेशन/पूउरे/गोरखपुर - 02 प्रतियों में।
- 4- पूर्वोत्तर रेलवे प्रथम श्रेणी अधिकारी संघ/गोरखपुर - 01 प्रति में।
- 5- महामंत्री/एससी/एसटी एवं ओबीसी एशोसियेशन/गोरखपुर - 02 प्रतियों में।
- 6- मुकाय्याधी/एमपीपी को वेबसाइट पर अपलोड हेतु - 01 प्रति में।


12.07.17
कृते महाप्रबन्धक/कार्मिक

27

2
13/12/17

OFFICE OF THE FINANCIAL ADVISOR AD CHIEF ACCOUNTS OFFICER,
WESTERN RAILWAY HQ, CHURCHGATE, MUMBAI-40020

No. PEN/05372/E789/ARPAN/PRE-2016

GMs/ CPOs/ FA&CAOs

Zonal-Railways/PUs

APD/Bill
Ch-02/Kulling ✓
Pl. circulate
11/7

01.30-06-2017

05/07/17

मुकादम / प्रसा.

27-07-2017

Sub: Revision of pension/family Pension of Pre-2016 Pensioners as per 7th CPC

Ref: Railway Board's Letter No.2016/AC-II/21/8 dt.09-06-2017 (RBA No.-68/2017)

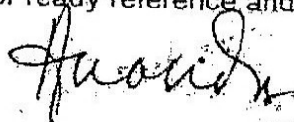
In terms of Railway Board's above referred letter for revision of Pre-2016 pension cases necessary Module in ARPAN has been developed and deployed (Go-Live) with effect from 30-06-2017. The users can now log into the Module with their user id and password and process the cases for revision for their respective unit.

Legacy data (Non-ARPAN and Non-IPAS PPOs) available in ARPAN since being ported and shared as-is-where-is basis, some of them have insufficient/ incorrect/ inadequate information which needs to be updated at the time of revision.

Further, since Notional Pay concordance table (4th-5th-6th-7th CPC) has not been issued by Railway Board, provision has been made for user entry of Notional Pay as certified by associate accounts into the system.

In order to streamline the process further, detailed guidelines explaining the *modus operandi* along with the roles of Accounts and Personnel branch (including Security, Audit, Accounts, Construction etc) is attached herewith for ready reference and necessary action.

Enc :a/a



(ANAND KUMAR)

Dy. Chief Account officer (G)

C/C : Director Finance (CCA), Rly Bd, New Delhi-110001 : For kind information

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0.7

3
13/4/2017

Sub: Revision of Pension for PRE-2016 Retirees as per 7th CPC

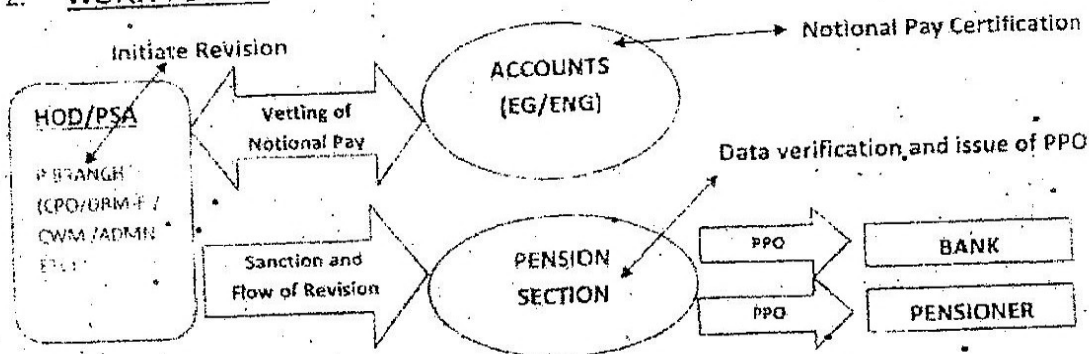
Ref: Railway Board's Letter No.2016/AC-II/21/8 dt 09-06-2017

DETAILED GUIDELINES WITH ROLES AND RESPONSIBILITIES FOR EXECUTION

1. ARPAN Team:

- i. A suitable programme will be developed and made available in ARPAN to users of both Personnel and Accounts associated with revision work.
- ii. User Names and Passwords to the users will be allotted (on formal request)
- iii. List of pre-2016 Pensioners falling under the purview of revision will be shared with zonal railways/PUs
- iv. Pensioners list (zone-wise/Unit-wise) will also be made available (populated) in ARPAN module and will be visible to bonafide users.
- v. User Manual containing screen-shots will be issued to the users.
- vi. Further modifications / customization as per fresh notification if any will be handled centrally by team ARPAN under intimation to zonal railways.

2. WORK-FLOW :



3. Role of Pension Sanctioning Authority (HOD/GM(E)/DRM(E)/CWM/ADMN etc)

- i. To initiate cases for revision in ARPAN either suo-moto or on application basis as deemed fit.
- ii. To nominate users for the revision work and to form special cell in each unit (HQ/Div/Work-shops) if necessary.
- iii. To obtain and validate USER credentials (user-id and pass-word) from ARPAN in favour of the concerned nominated staff (if already not available)
- iv. To connect Personal Files/ /Service records / Settlement Files /relevant valid documents for processing the cases for revision.
- v. To ensure correctness of data with reference to available documents/ information/ pensioners application
- vi. To enter NOTIONAL PAY against the each applicable Pay. Commissions with reference to available pay fixation table/formulas/concordance table.

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- vii. To take printout of Pensioners data sheet and forward (offline) to Accounts (Establishment Gaz/NG/Pay Fixation Cell) for certification of Notional Pay
- viii. To sanction and transmit the data-sheet (on line in ARPAN) to Pension Section

4. Role of ACCOUNT (Establishment Gaz/ NG/ Pay Fixation Cell)

- i. To register the pensioners data-sheet being received from various authorities on daily basis
- ii. Verify the Last Pay drawn, Last Pay Scale and Notional Pay in each subsequent Pay Commissions with reference to pay fixation table/formulas/concordance table etc.as applicable.
- iii. To forward the certified copy (printout) of pensioners data-sheet to associate pension section for issue of revised PPO.

5. Role of Accounts (Pension Section)

- i. To ensure availability of pensioners data (initiated by P branch) in User's in box in ARPAN
- ii. To connect pension files/hard copies/soft copies and verify the correctness of data appearing in pensioners data sheet.
- iii. To reconcile the Notional Pay with that certified by Accounts(EG/ENG)
- iv. To generate Revised PPO
- v. To ensure that PPOs are preferably addressed to the Banks' CPPCs for quicker transmission and implementation.
- vi. To download and print Revised PPO(PDF) in standard stationery
- vii. To issue PPOs after signature/countersignature (one copy to Bank and another separately to pensioner on his/her residential address)

Note: Extra copies of PPOs can be printed in normal A4 size paper for Office Copy and for Executive/PSA)

- viii. To ensure timely despatch of PPOs to Banks as well as Pensioners without getting it piled up

6. EXCEPTIONS:

The cases of the following nature may be kept out of the purview of revision through the above module and may be dealt separately as per the extant rules

- i. Post-2016 pension cases
- ii. Ex-Gratia Payment Cases [SRPF-(c)]
- iii. PSU Absorbees -who had opted for lump-sum payment against 100% commutation with and presently drawing one third pension
- iv. RCT Pension
- v. Split Pension (Family pension being shared among dependant family members)
- vi. Pension/Family Pension Case governed under NPS

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PRECAUTIONS:

- a. In order to avoid incorrect fixation of Notional Pay, it may be ensured that the **LAST PAY** appearing in database/ PFO does not include the element of NPA or Running Allowance Railway Doctors/Running staff respectively. 50% D.P where cessation date is between 01-04-2004 and 31-12-2005
- ii. Charge allowance, dual charge allowance, teaching allowance etc for the specific category of staff.
- b. Merger of SBI Associate Bank. On account of merger of SBH,SBMY,SBBI,SBP,SBT with SBI all existing PPOs having SBI Associate Bank details will be addressed to SBI - CPPC only with modified IFSC but with same Account Number.

Common

- i. To chalk out action plan and strategies for speedy and correct revision of cases on a time bound manner
- ii. To have a proper monitoring of mechanism to assess the progress at each level of operation followed by timely feed back to Railway Board
- iii. Issue of JPO and further guidelines to the subordinates for better execution of revision work.

NOTE:

1. ARPAN data base has been created from the legacy data (Non-ARPAN / Non-IPAS PPOs), as provided by zonal railway, and ported in to the system as-is-where-is basis hence further validation of data is highly desirable for issue of revised PPO with correct information as well as building of reliable and robust database for all purposes.
2. Any sorts of grievance received from individual pensioner/Pensioners associations / federations/Trade Unions relating to revision pension will be addressed by the concerned Zonal Railway/(HQ/Div/Work-Shops) with due co-ordination between Personnel and Accounts and not by ARPAN.

9. WEBSITE AND E-MAIL

Module is being made available in ARPAN at www.arpam.railnet.gov.in [reachable through WR-IT Centre at <http://10.3.2.55> also]

E-mail: arpamportal.ir@gmail.com, pensionportal.ir@gmail.com

10. Contact details.

Niketan sahu, AFA/Pension/WR : 9004490132 (Auto: 090-22416)
Manoj Mankame AFA/Pension Portal/WR : 9004490141 (Auto: 090-23016)
Mr Shekhar / Mr Shibu, (Sr S.O) (090-23016)

[Signature]
1.34/2017