

FINANCE DEPARTMENT
GOVT. OF NCT OF DELHI

By Post

No.F.3(03)/2015/T-I/Pr.AO/2017-2126

Office of the Secretary/SW/WCD
Deptt. of Social Welfare
Govt. of NCT of Delhi

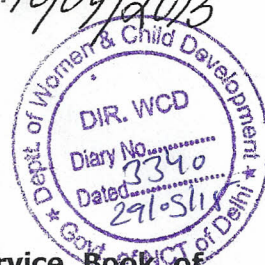
Date : 10/09/2015

To

All the Pr. Secretaries/Secretaries/
Heads of the Departments,
Govt. of NCT of Delhi,
Delhi/New Delhi

28 SEP 2015

2981



Sub : Inclusion of Aadhaar (Unique Identificaiton) number in Service Book of Government servants.

Diary No. 2853
Date 9/10/15
Addl. Director (WCD)

Sir/Madam,

The Director, Minister of Personnel, Public Grievances & Pensions, Department of Personnel & Training, Government of India vide OM No. Z-20025/9/2014-Estt. (AL) dated 03-11-2014 (copy enclosed) while referring to the provisions of SR 199, 202 of FRSR Part-I and Rule 32 of the CCS (Pension) Rules, 1972 has advised to all Ministries and Department of Govt. of India to issue instructions to attached and sub-ordinate officer under their control to ensure that the Service Books of all employees have an entry of the employees Aadhaar Number.

The Controller of Accounts, Central Pension Accounting Office, Ministry of Finance, Govt. of India, Trikot-II, Bhikaji Cama Place, New Delhi vide OM dated 02-06-2015 (copy enclosed) has issued instructions to Pr. CCAs/CCAs/CAs to instruct their PAOs to ensure that Aadhaar Number and other details are invariably mentioned in the Pension Payment Orders issued by them. The Form-5 of the Pension Form has also been modified with provision of providing the details of Aadhaar Number by the Head of Offices through Pay & Accounts Offices.

The rules and regulations to regulate the service conditions of the employees as applicable to the Central Government employees are followed in respect of the employees of Govt. of NCT of Delhi. Further the pension payment system in respect of the employees of Govt. of NCT of Delhi is through the Central Pension Accounting Office, Ministry of Finance, Govt. of India and instructions relating to pension payments are required to be followed by the Pay & Accounts Offices and the Heads of Offices of the Govt. of NCT of Delhi.

It is, therefore, advised to issue necessary instructions to the Heads of Offices under your payment control to ensure the entry of Aadhaar Number in the Service books of the employees. Instructions may also be issued to provide the detail of Aadhaar Number of employees in pension papers of the retirees to enable the Pay & Accounts Offices to mention the details of Aadhar number in Pension Payment Orders.

Yours faithfully,

(Signature)

(S.N. Sahai), IAS

Pr. Secretary (Finance)

Date :

No.F.3(03)/2015/T-I/Pr.AO/

Copy to :-

1. Controller of Accounts, Central Pension Accounting Office, Ministry of Finance, Govt. of India, Trikot-II, Bhikaji Cama Place, New Delhi
2. All Pay & Accounts Offices, Delhi/New Delhi with the advise to ensure the mentioning of Aadhaar number in the revised format of PPO in consultation with the Heads of Offices in future.

DCA (Admn./Tech.)

D.S.W. D.M.O.

A.S. 18.9.15

Addl. Dir. (Admn.) 29/09

2/10

D.D (Admn.)

D.D (Admn.)

S.H. Subhash

Asstt. Programmer for uploading on web site of WCD

29/9/15

No.Z-20025/9/2014-Estt.(AL)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

Block-IV, Old JNU Campus,
New Delhi, November 3rd, 2014

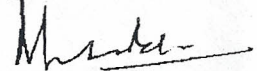
OFFICE MEMORANDUM

Subject: Inclusion of Aadhaar (Unique Identification) number in Service Book of Government servants –

The undersigned is directed to invite attention to the provisions of the Supplementary Rules which relate to maintaining records of service of a Government employee. As per provisions of SR 199 every step in a Government servants' official life must be recorded in his Service Book and each entry attested by the Head Of Office. As per SR 202, Heads of Offices are to obtain the signatures of the Government servants in token of their having inspected their Service Books annually. Further, Rule 32 of the CCS (Pension) Rules 1972 provides for issuing a communication on completion of 18 years of service, as part of preparatory work for sanctioning pensionary benefits. The Service Books at present contains details of bio data, posting details, qualifying service, security details, HBA, CGHS, CGEGIS, LTC, etc.

2. It has been decided to include the respective Aadhaar numbers also of all Government servants in their Service Books. The e-Service Book format already provides fields for Aadhaar number of the Government servant.

3. All Ministries/Departments of the Government of India are requested to ensure that the Service Books of all employees have an entry of the employees' Aadhaar number. The attached and subordinate offices under their control may also be suitably instructed for compliance.


(Mukul Ratra) 3.11.2014

Director

Tel: 26164314

e-mail: mukul.ratra@nic.in

To
All Ministries/Departments of Government of India.

भारत सरकार
वित्त मन्त्रालय, व्यय विभाग
केन्द्रीय पेंशन लेख कार्यालय
त्रिकूट-॥ भीकाजी कामा प्लेस
नई दिल्ली-110066
फोन : 26174596, 26174456, 26174438



5/1
GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF EXPENDITURE
CENTRAL PENSION ACCOUNTING OFFICE
TRIKOOT-II, BHIKAJI CAMA PLACE,
NEW DELHI-110066
PHONES : 26174596, 26174456, 26174438

CPAO/Tech/Jeevan Pramaan/2015-16/305

02.06.2015

Office Memorandum

Subject:- Incorporation of Aadhaar number in PPO Booklet.

As a part of Digital India Mission of the Government, Aadhaar number is playing an important role in identification and submission of biometric authentication of pensioners. Facility of Digital Life Certificate (Jeevan Pramaan) has also been provided to pensioners with effect from November, 2014. Further, provision has also been made in CAM-52 (PPO Booklet) through Correction Slip No.5 dated-30.12.2014 by adding the following columns after the existing column No.5:-

6. Permanent Account Number for Income Tax (PAN)
7. Aadhaar No. (if Available)
8. Mobile No. (if Available)
9. E-Mail ID (if Available)

In order to have smooth implementation of Digital India Mission and Jeevan Pramaan initiatives, it is imperative to mention the Aadhaar numbers in PPO Booklet.

It has been observed that the Aadhaar number is not being mentioned in most of the PPOs received from different Pay & Accounts Offices.

In view of the above, all Pr. CCAs/CCAs/CAs having independent charge are requested to instruct their PAOs to ensure that Aadhaar number and other details added through Correction Slip No.5 in CAM-52 are invariably mentioned in the PPOs issued by them.

Sanjai Singh

(Sanjai Singh)
Controller of Accounts

To:

All Pr. CCAs/CCAs/CAs (with independent charge)