



(Through website)

Circular No.216

AT/Tech/30/ Vol-XX

Dated:21.06.2021

To

1. **Military and Air Attaché, Indian Embassy Kathmandu, Nepal.**
2. **The Chief Accountant, RBI Deptt. of Govt. Bank Accounts, Central office C-7, Second Floor, Bandre- Kurla Complex, P B No. 8143, Bandre East Mumbai-400051**
3. **The Director of Treasuries of all states**
4. **The Manger CPPC of Public Sector Banks including IDBI**
5. **The CDA (PD) Meerut**
6. **The CDA-Chennai**
7. **The Nodal Officers (ICICI/ AXIS/HDFC Bank)**
8. **The Pay & Accounts Officers**
9. **The DPDO**
- 10 **The Post Master Kathua**

Sub: Transfer of Pension Account in respect of Armed Forces/Defence Civilian pensioners from India to Nepal and vice versa.

Ref: Defence Pension Payment Instruction (DPPI)-2013 and this office Circular No. 206 dated 02.11.2018.

In continuation to this office Circular No.206 dated 02.11.2018, attention of all Pension Disbursing Authorities is invited towards the transfer of pension account from India to Nepal and vice versa in respect of Nepal domiciled pensioners. In this regard, all Pension Disbursing Authorities are well aware of the procedure to be adopted in the transfer of pension account of the pensioners and instructions have also been issued through DPPI-2013 as well as circulars from time to time.

2. Despite the above, various pensioners and Pensioner's Associations are frequently representing that Pension Disbursing Authorities are not taking prompt action in the transfer of pension account cases. Resulting in pensioners financial hardship. All concerned are well aware that after struck off the name from one Pension Disbursing Authority's pensioner's strength, a pensioner can get his pension only after taking the name of another Pension Disbursing Authority's pensioner's strength. Therefore, it is the responsibility of all concerned to take immediate action in all such cases, so that pensioners may get their pension from new transferee PDA without delay.

3. Special attention is drawn towards Nepal domiciled pensioners who wish to transfer their pension accounts from India to Nepal or Nepal to India. As per existing procedure, on receipt of application from the pensioners, transferor PDA (existing PDA) is required to forward all original documents to the new PDA routed through PCDA(Pensions). After the necessary check, the documents are required to be forwarded by this office to transferee PDA (New PDA) along with a corrigendum PPO as stipulated in Para-3 of Circular No. 206 dated 02.11.2018. It has been noticed that cases are being delayed in initiation at PDA's end, forwarding of LPC-cum-Data Sheet from concerned Record Offices/Head of Offices and pensioners are facing financial hardship due to delay in the process.

Keeping in view the problems of Nepal domiciled pensioners, it has been decided to handle such cases through a dedicated '**Nepal Cell' (Audit Section)' of this office. This Cell will monitor centrally the transfer of pension account cases of pensioners who wish to transfer their pension account from India to Nepal and vice versa. 'Nepal Cell (Audit Section) of this office will work as the nodal point where all documents related to transfer of pension account from India to Nepal and vice versa will be received from transferor PDA (Existing PDA) and transmitted to transferee PDA (New PDA) under intimation to concerned Record Offices/Head of Offices along with a copy of **Corrigendum PPO** reflecting details of changed PDA to enable the updation of the database of this office for a future revision of PPOs as well as issuance/dispatch of corrigendum PPOs to be issued at a later stage.**

Revised methodology for Transfer of Pension Accounts from India to Nepal & vice versa and action to be taken on the part of pensioner, PDA and this office is as under:

- (a)- Pensioner shall submit a simple application in duplicate in enclosed Format (**Annexure-A**) to the existing Pension Disbursing Authority for transfer of pension account. Original application will be received by the Pension Disbursing Authority and a Duplicate copy of the application will be returned to the pensioner duly acknowledged by the PDA.
- (b)- Existing Pension Disbursing Authority (Transferor PDA) will complete **Annexure-'B'** and **Form-I/IMP-5(A)/D-II** and forward all documents to the **OIC 'Nepal Cell (Audit section)'** of this office.
- (c)- '**Nepal Cell (Audit Section)'** of this office will scrutinize the documents and take necessary action for processing of Corrigendum PPO reflecting details of new PDA.
- (d)- After the generation of Corrigendum PPO, Nepal Cell(Audit Section) of this office will forward all original documents to transferee PDA (New PDA) through Insured Post.
- (e)- On receipt of all pension documents as mentioned in **Annexure-'B'** and Corrigendum PPO, transferee PDA (New PDA) will take the name of the pensioner on their pensioner's strength and commence the payment of pension immediately. Arrears, if any, will be payable from the next date of pension last paid by the transferor PDA.

- (f)- Simultaneously, Transferee (new) PDA will complete **Annexure-'C'** and forward the same to Transferor PDA and OIC Audit-Nepal Cell of this office along with **Form-II/IMP-5/D-I** and **Annexure-'D'**.
- (g)- In case, transferee PDA is Bank, an **Annexure-'D'** will be given by the bank to the pensioner in token of their acceptance for payment of pension. On receipt of said **Annexure-'D'**, the pensioner will submit the same to his/her existing Pension Disbursing Authority where he/she has applied for transfer of his/her pension account.
- (h)- Nepal domiciled pensioners who are desirous to transfer their pension accounts from India to Nepal or Nepal to India may also send a copy of their transfer application to the **OIC Audit Nepal Cell, O/o the PCDA (Pensions), Draupadi Ghat, Allahabad-211014** through Registered Post or this office mail ID cda-albd@nic.in to enable this office to expedite their transfer of pension account and issue necessary instruction to the concern Pension Disbursing Authority.

This circular is available on this office website www.pcdapension.nic.in.

Encls: Annexure-'A' to 'D'



(Abhishek Singh)
Deputy Controller (Pensions)

Copy to:-

1. Director, Govt. of India, Min. of PPG&P(DP&PW), 8th Floor, Janpath Bhavan, Janpath, New Delhi
 2. Dy. Secretary, Govt. of India, Min. of Defence, New Delhi
 3. Army HQrs, AG's Branch, PAPS4(6), DHQ, PO - New Delhi
 4. Navlal HQrs, Dte. Of Supply, Pension Section, DHQ
 5. Air HQrs, DP&PR, DHQ, PO - New Delhi-11
 6. The CGDA, Ulan Batar Road, Palam Delhi Cantt-110 010
 7. Officer-in-Charge, Pension Grievance Cell, Ministry of Defence, New Delhi
 8. Dy. Director of Audit (Defence Services) PCDA (P) Campus, Allahabad – 211 014
 9. Secretary, Kendriya Sainik Board, Min. of Defence, West Block-IV, Wing – V, New Delhi
 10. The Pr.CDA (Navy), Cooperage Road Mumbai
 11. The Jt. CDA (AF), Subroto Park, New Delhi
 12. Ashray Wing, O/o the CGDA, Ulan Batar Road, Palam Delhi Cantt-110 010
- } For information.

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13. CPDA, Allahabad – 211 014
14. Defence Pension Training Institute,
Allahabad – 211 014
15. Dy. CDA, IT&S, CPP Wing,
O/o the PCDA (P), Allahabad– 14
16. PA to PCDA (P), Allahabad
17. PA to CDA (P), O/o the PCDA (P), Allahabad
18. PA to Jt. CDA (P), O/o the PCDA (P), Allahabad
19. PA to all Dy. CDAs (P), O/o the PCDA (P), Allahabad
20. All Officer-in-Charge, O/o the PCDA (P), Allahabad
21. Officer-in-Charge, EDP Centre,
22. Guard File

For information.

For information & uploading
the circular on office website.



(S.C. Saroj)

Sr. Accounts Officer (Pensions)

APPLICATION FOR TRANSFER OF PDA
(To be submitted in QUINTUPLICATE to the present PDA)

To

The
.....
.....

(Name and address of current PDA from where pensioner is drawing his/her pension)

Sir,

I opt to draw my pension through
(Name of Pension Disbursement Authority). Therefore, you are requested to make necessary arrangement for transfer of my pension documents to the new Pension Disbursing Authority (PDA) whose details are as below:

Particulars of the new PDA:

Name of the new PDA
Address of the new PDA
Bank Account No. to which pension is to be credited.....

My particulars are as below:

Name in Block letters:.....
PPO No.....
H.O./PS/TS No. (allotted by PDA).....
My present address:

Three specimen signatures of pensioner:

Following documents in original are also enclosed herewith for forwarding the same to the Pr. CDA (pensions):

- (i) A consent from the new PDA that after receipt of documents from the existing PDA, his/her pension will be paid after taking on the payment strength of the new PDA.
- (ii) A leaf of cheque issued by the new PDA duly cancelled in the case of new PDA is Bank.

Yours faithfully

(Signature of the pensioner/family pensioner)

Copy to:

(Through Registered Post or through PCDA(Pensions)Allahabad Mail ID cda-albd@nic.in)

**The Officer-in-Charge
Nepal Cell(Audit Section)
O/o the Pr. CDA (Pensions)
Draupadi Ghat, Allahabad-Uttar
Pradesh Pin– 211 014**

} :For information and necessary action.

Annexure - B

FOR USE IN TRANSFERER OFFICE

(Pension Disbursing Authority who is transferring Pension Account to another Pension Disbursing Authority)

No.

Date.....

To

The

.....

.....

(Name and address of the new Pension Disbursing Authority from where pensioner wishes to transfer his/her pension account)

(Through; Nepal Cell (Audit Section), O/o the Pr. The Pr. CDA (Pensions), Allahabad-211014)

The following pension documents in respect of Shri/Smt..... for payment of pension/family pension as sanctioned vide Pr. CDA (Pensions), Allahabad/Pr. CDA (NAVY), Mumbai/Dy. CDA (Air Force), New Delhi PPO No. are forwarded herewith:-

- Application of the pensioner for change of the PDA
- Pension Payment Order/PC (Original & Corr.) No.
.....
- Payment Authority (if any issued) No. & date
.....
- Descriptive Roll/Identification Documents with Photographs.
- Extract of Payment Register
- Last payment certificate indicating:
 - (I) Rate of Pension/family pension per month
 - (II) Amount of Dearness relief
 - (III) Other elements/allowances (if any paid)
 - (IV) Date upto and for which above rate of pension last paid.
 - (V) Amount of deduction of commuted portion of pension on the date last pension paid to the pensioner
 - (VI) No. of installment of commuted portion of pension already deducted on the date last pension paid to the pensioner.
 - (VII) Date of restoration of commuted portion of pension.
- Nomination made by the pensioner for payment of his/her life time arrears.
- Option & undertaking furnished by the pensioner for Fixed Medical Allowance
- Undertaking given by the pensioner/family pensioner to recover over payment pension/family pension.
- Personal file of the pensioner/family pensioner.
- A consent from the new PDA that after receipt of documents from the existing PDA, his/her pension will be paid after taking on the payment strength of the new PDA.
- A leaf of cheque issued by the new PDA duly cancelled in the case of new PDA is Bank.
- Form-I/IMP-5(A)/D-II
The pensioner has been identified on by this office.

Please acknowledge receipt.

Note: (One copy of the application may be retained by the transferor PDA and remaining 2 copies will be forwarded to the transferee PDA).

Signature of the PDA with seal

Annexure - C

FOR USE IN TRANSFEREE OFFICE (New Pension Disbursing Authority)

No.....

Date:.....

To

The

.....

.....

(Name and address of the Transferor PDA i.e. old Pension Disbursing Authority)

(Through; Nepal Cell, Audit Section, O/o the Pr The Pr. CDA (Pensions), Allahabad-211014)

[Attention: This Annexure is to be completed by New Pension Disbursing Authority and will be addressed to Old Pension Disbursing Authority, but forwarded to Nepal Cell (Audit Section of PCDA(Pensions) Allahabad who will forward this Annexure to Old Pension Disbursing Authority]

Pension documents in respect of Shri/Smt..... forwarded vide your letter No. dated has been received in this office. Accordingly, the pensioner/family pensioner has been taken on our pension strength. The pension of the pensioner/family pensioner has been commenced by this office from the month of.....(in words & figures both) in the Bank A/c No.....

2. One copy of the application of the pensioner regarding change of the PDA is forwarded herewith with Form-II/IMP-5/D-I for your necessary action please.

Signature of the PDA with seal

Annexure – D

CONSENT FOR PAYMENT OF PENSION ISSUED BY TRANSFeree PDA

It is certified that Shri/Smt..... whose PPO No. is holding Bank A/c No..... (in the case of transferee PDA is Bank) in our Bank. The above named pensioner/family pensioner has approached to this PDA for payment of pension on transfer of pension documents from the existing PDA. This PDA is agree for payment of pension to the above named pensioner/family pensioner after receipt of pension documents from the existing PDA after taking on the payment strength of this PDA.

Signature of the transferee PDA with seal