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



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/IT & Tech/Master data/2017-18/14. Vol - 111 | 177

08.01.2018

Office Memorandum

Subject: Updation of Master data and submission of changed information in Format-F for E- scrolls.

Attention is invited to this Office OM No. CPAO/IT&Tech/Master data/2015-16/298 dated-25.05.2015 (copy enclosed) issued to all banks to update their master data once in a year by 31st January in the revised format of master data available at CPAO website www.cpao.nic.in at the link "Banks > Guidelines for Banks > Guidelines for Master data" followed by the report on "change of status of pension" in an electronic format-F alongwith regular monthly paid scrolls. It was also reiterated vide this office OM No. CPAO/IT&Tech/Master data/2015-16/1744 dated-28.01.2016 (copy enclosed).

In spite of above instructions banks are not updating their master data regularly and not giving the changed information in Format-F alongwith payment scrolls.

In view of above, CMDs/Chief Executive Officers of all Authorised banks are once again requested to direct their CPPCs to provide the update Pd master data of pensioners as on <u>01.01.2018</u> latest by 25.01.2018 for annual review. They may also be directed to furnish the changed information in Format-F (version 2.8 also including Life Certificate date) alongwith each and every payment scrolls in future so that any subsequent change, required in master data, may be incorporated by CPAO itself.

To facilitate the banks, the guidelines for electronic transmission of accounting data under the CPPC system by authorised banks alongwith changed/updated Format-F have been provided on CPAO's website www.cpao.nic.in.

This issues with the approval of Chief Controller (Pensions).

Encl:- As above

(Md. Shahid Kamal Ansari) (Asstt. Controller of Accounts)

To,

 All the Chairman & Managing Directors/Chief Executive Officers of Authorized Banks (As per List) भारत पारकार विता मन्त्रालय, व्यय विभाग केन्द्रीय पेंशन लेख कार्यालय त्रिकूट-॥ भीकाजी कामा प्लेस नई दिल्ली-110066 भोग: 26174596, 26174456, 26174438



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20

CPAO/Tech/Master data/2015-16/298

25.05.2015

Office Memorandum

Subject:- Reconciliation of Master Data

The reconciliation of master data of CPPC of any bank with the database of Central Pension Accounting Office has always been an important issue which has been highlighted from time to time. Even at the time of establishing CPPCs of the banks, it was cleared at para 6.5.3 of CPPC Guidelines that the smooth implementation of the CPPC and the reimbursement thereof depends upon a perfect match of data of both bank and CPAO.

Taking into consideration the importance of updation of master data by all the banks, necessity of providing updated master data in the latest format at least once in the month was highlighted in the OM No. CPAO/Tech/Masterdata/2013-14/288 dated-24.03.2014 issued to all Executive Directors of the authorized banks (copy enclosed).

In the Standing Committee meeting, almost all the banks mentioned that they are submitting the updated master data to CPAO regularly. But the "Bank-wise Master-data Processing" report provided by NIC Cell of CPAO is not very much encouraging. It reveals that during the current calendar year i.e. 2015 only three banks have submitted their updated master data so far. Moreover, it has been observed that either the data submitted by CPPCs have errors or not in proper / latest format resulting in non -processing of the data.

Therefore, it has been decided that the banks must send their updated master data once in a year by 31st January in the revised format only (23rd December, 2014 version) (copy enclosed). The same is also available on CPAO's website www.cpao.nic.in at the link "For Banks"-> Guidelines for Banks->Guidelines for Master Data.

Report on "change of status of pension" must also be sent regularly in an electronic Format "F" (copy enclosed) along with each and every Pension Payment Scroll in Format 'A'.

The Executive Directors of all authorized banks are hereby once again requested to instruct their GMs/DGMs supervising the CPPCs to be particular in sending the masterdata as per schedule stipulated above.

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The updated master data in the prescribed format from all banks must reach to CPAO at E-mail address i.e. cpao.coordination@gmail.com.

The updated master data in prescribed format for the year 2015 must reach to CPAO by 15^{th} June, 2015.

This issues with the approval of competent authority.

(Vijay Singh) Sr. Accounts Officer (Tech)

To.

The Executive Directors of all authorized banks (As per list)

Copy to:

1 Heads of all the CPPCs of Authorized Banks (As per List)

Sr. Accounts Officer (Tech)

No. CPAO/Tech/Master Data/2013-14/ Central Pension Accounting Office Department of Expenditure Ministry of Finance Trikoot-II, Bhikaji Cama Place New Delhi-110066

Dated: 24/03/2014

OFFICE MEMORANDUM

Reconciliation has been a major concern since the approval of CPPCs of the respective banks as it is the only path through which CPAO can proceed further towards-completion of pending vital requirements like updation of CPAOs data-base and auto-reconciliation of expenditure on one to one basis with reference to the authorities issued by CPAO. Latest format of Master data has already been provided to all the banks for providing updated master data incorporating therein all the changed informations, if any, from time to time at least once in a month for updation.

This issue has been highlighted from different platforms from time to time. Even in the 14th Core Group meeting held in Coimbatore dated 30.08.2013 & it was decided to complete the reconciliation of master data of pending cases by 31.01.2013 failing which the RBI was to be approached to stop the reimbursement of the defaulting banks. Keeping in view the nil progress made by the banks CC(P) conveyed a meeting with concerned GMs/DGMs of all CPPC on 18-12-2013 to gear up the matter and representatives of the CPPCs were given the target dates for completion of the long pending reconciliation work.

But, as reported by NIC, CPAO the data received from several Banks (through Email or CD) are not appropriate and in the prescribed format resulting non-Reconciliation of Master Data.

Therefore, keeping in view the importance of the issue, all Executive Directors of the authorized banks are requested once again to direct their G.Ms/D.G.Ms, looking after the CPPCs, to send their updated Master Data in the prescribed format only, to NIC, CPAO with an endorsement to cpao.coordination@gmail.com by 10th of April, 2014, so that Reconciliation of Master Data can be done by 30th of April 2014 at any cost failing which the matter will be taken up with R.B.I through CGA for stopping the reimbursement to the defaulting banks.

Further, it is worthwhile to mention here that e-scroll was made mandatory to all the CPPCs w.e.f. 01.04.2013, but it has been observed that even after the lapse of 1 year the CPPCs are not providing all the required information within the time-schedule prescribed. Therefore all the CPPCs are here by directed to follow the instructions already issued on e-scroll scrupulously, and it must be ensured that no desired information is missed from the e-scroll from 01.04.2014 onward.

(Suman Bala) Chief Controller (Pension)

To:-

1) All Executive Directors to all CPPCs Authorised Banks (As per list attached)

Copy To:

- 1) To Incharge of All the CPPCs.
- 2) P.S. to C.A.
- 3) Sr. A.O. (Coord.) 4) Sr. A.O. (R&D)

FORMAT FOR MASTER DATA Dated: December 23, 2014

| Sr. | | Type | Width (Characters) | Start Positio | End n Positio | Mandatory(M)/ n Optional(O) | Remarks |
|-----|---|------|-----------------------|------------------|------------------|---|---------|
| 1. | CPPC Code | С | 7 | 1 | 7 | | |
| 2. | Paying Branch Code | С | 7 | 8 | 14 | M - M | |
| 3. | Title (Like "Mr./Ms./Dr/Late" etc.) | С | 5 | 15 | 19 | М | |
| 4. | First Name | С | 30 | 20 | 49 | M | - |
| 5. | Middle Name | С | 15 | 50 | 64 | 0 | |
| 6. | Last Name | С | 15 | 65 | 79 | 0 | |
| 7. | Gender | С | 1 | 80 | 80 | M | 1 |
| 8. | Pensioner Bank Account No. | С | 30 | 81 | 110 | M | M / F |
| 9. | New Pension Payment Order Number | С | 12 | 111 | 122 | М | |
| 10. | Old PPO Number | С | 30 | 123 | 152 | M for Pre 90 | |
| | Ministry/Departme nt Retired from | С | 50 | 153 | 202 | M if PAO Code is not Mentioned | |
| 12. | Retirement Office | С | 40 | 203 | 242 | M if PAO Code is not Mentioned | |
| 13. | PAO Code | С | 5 | 2,43 | 247 | M if Retirement Office and Ministry/Departm ent Retired from is not Mentioned | |
| 14. | Date of Birth of Pension | D | 8 | 248 | 255 | M except Pension Class is 'B', PPO is of 'F' or 'G' or 'H' | |
| 15. | Date of retirement | D | 8 | 256 | 263 | М | |
| 16. | Pensioner Address1 | · C· | 60 | 264 | 323 | М | |
| | Pensioner Address2 | С | 60 | 324 | 383 | 0 | |
| 18. | Pensioner District | С | 30 | 384 | 413 | М | |
| 9. | Pensioner State | С | 20 | 414 | 433 | M | |
| | Pensioner PIN Code | N | 6 | 434 | 439 | 0 | |
| 21. | Basic Pension /Family (Current Pension) | N | 6 | 440 | 444 | М | - |
| | Revised as per Annexure 4.1,4.2 or None | N | 1 | 445 | 445 | 0; Not Revised 1; Revis ed according to 4.1 2; Revis ed according to 4.2 | |
| | FP Title (Like 'Mr./Ms./Dr" etc.) | С | 5 | 446 | 450 | 0 | _ |

Sr. No. Field Name Dated: December 23, 2014 Type Width (Characters) Start End Mandatory(M)/ Optional(O) Position Position Remarks 24. FP First Name C 30 451 480 FP Middle Name C 15 481 495 0 26. FP Last Name C 15 496 510 0 27. Pension Class (Pension C 511 511 Category) M List Attached Date of Birth of Family 28. D 8 512 Pensioner 519 0 Family Pensioner's Date of Birth Date of Death of 29. D 8 520 527 Pensioner Mandatory when Date of Death Pension Class is Pensioner 'B' or 'E'. 30. Enhanced Rate (FP) N 6 528 532 0 Amount of Enhanced 31. Enhanced Rate (FP) Rate D 8 533 From 540 0 Enhanced Rate from Enhanced Rate (FP) 32. D 8 541 548 0 Enhanced Rate to date Normal Rate (FP) N 6 549 553 0 Amount of Normal Normal Rate (FP) From Rate D 8 554 561 0 Normal Rate from 35. Normal Rate (FP) To date D 8 562 569 0 Normal Rate to date Pay band 36. C 80 570 649 M; If Revised Pay band (6th CPC) according to 4.2 Grade Pay N 5 650 654 M; If Revised Grade Pay (6th CPC) according to 4.2 38. Last Pay Drawn N 6 655 659 M; If Revised Last Pay Drawn according to 4.2 39. Additional Pension N Family Additional Pension 5 660 664 O; M; If Revised Additional Pension according to 4.5 (6th CPC) M; If revised according to 40. Constant 4.5 N 4 665 Attendance 668 Mandatory when (6th CPC) If disability, Allowance Pensioner is then mandatory (Disability Pension) eligible for disability and getting disability 41. Death In Harness amount C 669 669 M Death In Harness(6th CPC) (Y/N) Medical Allowance 42. C 670 Allowed 670 M Medical Allowance Allowed (Y/N)

| | Gr. Field Name | Ту | pe Widt | h Sta | art End | Mandatami(M) | ated: December 23, 2 |
|------|--|----|---------|-------|--------------|---|---|
| | 43. Medical Allowance | | | | tion Positio | n Optional(O) | Remarks |
| | Amount | N | | 6 67 | 1 676 | М | Mandatory if sl. No. 42 is y |
| 4 | 4. Commutation Value of | N | + | 7 67 | 7 683 | | |
| | Pension | | | | 7 003 | Mandatory when Commutation is paid by Bank. | Commutation Value Paid by Bank |
| 4 | 5. AIS Service | С | | 684 | 686 | Mandatory for AIS | For All India Service (IAS/IPS/IFS) |
| 4 | 6. AIS State Code | С | 2 | 687 | 000 | | (- 5/1/5) |
| 4 | AIC V | | | 007 | 688 | Mandatory for AIS | See List Attached |
| | AIS Year of Joining | N | 4 | 689 | 692 | Mandatory for AIS | Year of Joining of All India Service |
| 48 | germing Service rears | N | 2 | 693 | 694 | 0 | No of Net Qualifying Service Years |
| 49 | Qualifying Service Months | N | 2 | 695 | 696 | 0 | No of Net Qualifying Service Months |
| 50. | Qualifying Service Days | N | 2 | 607 | - | sees = | Service Months |
| | Y. | | 2 | 697 | 698 | 0 | No of Net Qualifying Service Days |
| | Whether Pension /Family Pension discontinued | С | 1 | 699 | 699 | М | (Y/N) |
| | From when | D | 8 | 700 | 707 | O; M; If yes of 51 (Whether Pension / Family Pension discontinued) | |
| 3. | Pensioner Telephone Number | N | 15 | 708 | 722 | O | , it |
| 4. | Pensioner Mobile Number | N | 10 | 723 | 732 | | |
| 5. | Pensioner email | C | 70 | 733 | | 0 | 2 ⁴ |
| 150 | Address | | .0 | 133 | 802 | 0 | |
| D. | PAN Card Number | С | 10 | 803 | 812 | 0 | |
| 7. 1 | Pensioner Adhaar Card Number | N | 12 | 813 | 824 | 0 | |
| | Total Re | | | | | -1 | |

Data will be in ASCII fixed file format. The details of presenting data in text file are as under:-

Fields will be in the same order as described in the format above.





2. One record will be in one line only. This means that if there 100 records, then the text file

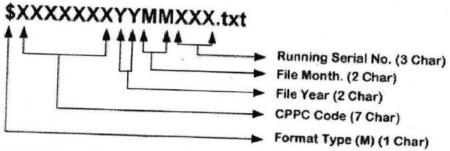
will contain exactly 100 lines. One record will not be continued in more than one line in

- 3. Date will be sending in character format (YYYYMMDD). For example 01/10/2001 will be send as
- 4. Type Description : N = Numeric, C=Character, D= Date

File Name Nomenclature

Files containing the required data in ASCII format should be sent to CPAO with following name

Example:



File sent by SBI CPPC for the month of January 2007 should be like this: M00000010701001.txt

Explanation: Here "M" stands for Master Data from Bank, "0000001" Is the CPPC code for SBI (State Bank of India), "01" is the file Month i.e. in which month the file is being sent, "07" is the file year i.e. in which year the file is being sent, "001" is running serial number i.e. should change with every file sent.

Note: Running Serial No should be restarted from 001 every new calendar year. Running serial number should be maintained separately for each format type i.e. every calendar year running serial number should start from 001 for each format type.

Fixed-Column ASCII Format

Fixed column format means that the values for a variable are always located in the same column. Let's consider a dataset with four variables. The codebook is shown in Table 1 and the data from five cases are shown in Table 2. The data are stored in the file called **fixed.dat**. Id is always located in columns 1-2, firstnam is always located in columns 3-12, age is always located in columns 15-16 and gender is always located in column 18. In this example the case with id = 03 is a 10 year old female whose first name is Rajni Sharma.

Table 1. Codebook for a Fixed-Column, ASCII Data file

| Variable Name | Columns | Variable Type | Variable Labels/Value Labels | | | | |
|---------------|---------|---------------|---|--|--|--|--|
| Id | 1-2 | numeric2.0 | Variable Labels/ Value Labels | | | | |
| firstnam | 3-12 | | First name of respondent | | | | |
| Age | | | Age of respondent | | | | |
| Gender | 18 | numeric1.0 | Gender of Respondent/ 1 = "Female" 2 = "Male" 9 = "No Gender Information" | | | | |

Table2. Data for a Fixed-Column ASCII Data file

01Sujata######181 02Anil#Kumar####9 03Rajni#Sharma101

(Blank Space is represented by #, but while preparing file do not put#)

The values can be right next to each other (e.g., id and firstnam) or they can be separated by one or more spaces (e.g., age and gender). The basic rule for fixed-column ASCII files is that the values for a variable must always be located in the same column.

Note: The above mentioned data is not actual data it is just as an example.

Category of Pension

- A. Superannuation Pension (other that High Court and Supreme Court Judges). Earlier pensioners who were under voluntary retirement and invalid pension category should now be marked "V" and "I" respectively according the new revised categories of
- B. Family Pension (other then High Court and Supreme Court Judges). It should only be family pension for A, I, V categories.
- Pension to High court judges and their family pensions.
- D. Superannuation Pension of Supreme Court Judges.
- Family Pension for Supreme Court Judges.
- F. Pension to Ex-MPs.
- G. Swantrata Sainik samman Penioners (Freedom Fighters /Political Pensions) and their family pensions.
- H. Pensions and other amenities to the former President of India/Vice-president of India including Payment of Medical expenses and traveling expenses towards medical check up of the spouse of the retired/ deceased president/Vice-president.
- I. Invalid Pension.
- V. Voluntary Retirement: This is a new category added. All the earlier pensioners who are under category "A" (as per original category) and are voluntary retired should be made the category "V" according to new system.
- P. Prorata Pension.
- Q Other Pension.

AIS State Code & Description

| AIS State Code | ode & Description |
|----------------|-------------------|
| | AIS State Cadre |
| AP | ANDHRA PRADESH |
| AS | ASSAM |
| AT | AGMUT |
| BR | BIHAR |
| CG | CHATTISGARH |
| GU | GUJRAT |
| НР | HIMACHAL PRADESH |
| HR | HARYANA |
| JK | JAMMU AND KASHMIR |
| JR | JHARKHAND |
| KR | KERLA |
| KT | KARNATAKA |
| MH | MAHARASHTRA |
| ML | MEGHALAYA |
| MP | MADHYA PRADESH |
| MR | MANIPUR |
| NL 0.0 | NAGALAND |
| OR | ORISSA |
| PB | PUNJAB |
| RJ | RAJASTHAN |
| SK | SIKKIM |
| TN | TAMIL NADU |
| TP | TRIPURA |
| UP | UTTAR PRADESH |
| UR | UTTARANCHAL |
| WB | WEST BENGAL |

INSTRUCTIONS

Please give special importance to the following points:-

Note: Control Characters such as ** ** ** etc. should not be present in the master data file otherwise it will be treated as junk data. File naming convention should be strictly followed as per the mentioned guidelines i.e. [<Format Type suppose 'M'><CPPC Code suppose '004464'><Year suppose '09'><Month suppose '04'><Serial No. of file suppose it is first file then '001'><File Name Extension I.e. '.txt'>] will lead to generation of file name

- 1. CPPC Code is 7 Character long field of 'Character' data type, which is mandatory. This field denotes the Central Payment Processing Center Code (CPPC Code) given to Bank by Reserve Bank of India as BSR Code Part I. For example HDFC Bank's CPPC Code is
- 2. Paying Branch Code is also 7 Character long field of 'Character' data type, which is mandatory. This field denotes the Paying Branch Code of Bank given by Reserve Bank of India. For example HDFC Bank's Paying Branch Code (BSR Code) is '0510005'.
- 3. Title should never be prefixed with the name field.
- 4. Pensioner Bank Account No. is 30 Character long field of 'Character' data type, which is mandatory. For example suppose Pensioner's Bank A/C No. is 258963147, then only 'should be provided.
- 5. New Pension Payment Order Number (i.e. New PPO No.) is 12 Character long field, which is mandatory. It should be exactly 12 characters long for example: '173989200179'. In any case of Old PPO No not be placed in this field. This field should not be left blank
- 6. Old PPO Number is 30 Character long field of 'Character' data type, which is mandatory only for Pre 90 cases. In any case where pensioner is not allotted New PPO No. then Old PPO No.(such as IT/C/1084) should be provided in Old PPO No. Field. '. In case of Old PPO No.(such as IT/C/1084), New PPO No. given by CPAO should be attached, in cases there is no New PPO No. then it should be taken
- 7. Pension Class (Pension Category) is 1 Character long field of 'Character' data type, Which is mandatory. Current categories are A, B, C, D, E, F, G, H, I, V and P. Detailed description of Pension Category is attached with heading 'List of Category'.
- 8. Whether Pension discontinued is 1 Character long field, which is mandatory. Provide 'Y' for Yes and 'N' for No (to be used in cases of life certificate is not given).
- 9. From when is 8 Character long field of 'Date' data type in 'YYYYMMDD' format, which is optional. For example '20090401', but mandatory If 'Y' (i.e. yes) is provided in above 51st Instruction (i.e. Whether Pension discontinued).

Electronic Format - F

Electronic Format for Report on Change of Status of pension Change of status of pension

(To be prepared by CPPC)

| Sr | Field Name | be prepared | THE STREET, SHOULD BE SHOULD BE | |
|----|---|-------------|---------------------------------|--|
| | riena Name | Туре | Width (Characters) | Description |
| _1 | CPPC Code* | С | 7 | BSR Code of CPPC |
| 2 | SCROLL NO* | C | 5 | Same as provided in the corresponding Format A. |
| 3 | SCROLL DATE* | D | 8 | Scroll Date (YYYYMMDD) |
| 4 | PENSION ACCOUNT HOLDING BRANCH BSR CODE | С | 7 | Pay Branch Code (BSR Code). |
| 5 | BANK ACCOUNT NO. | С | 20 | Pensioner SB Account No. |
| 6 | PPO NUMBER* | С | 12 | POST 1990 PPO No. and in case of Pre- 1990 12 Digit New PPO no Issued by CPAO |
| 7 | OLD PPO NUMBER | С | 30 | Pre-1990 Old PPO No, not applicable for Post 1990 Cases |
| 8 | PENSIONER NAME* | С | 70 | Pensioner's Name |
| 9 | PENSIONER AC* | С | 20 | Pensioners Bank Account No |
| 10 | PENSIONER CAT OLD ### | С | 1 | Category of Pension Original |
| 11 | PRESENT CAT ### | С | 1 | Changed Status of Pension (Refer to Pension Categories, In Case of Discontinuation give present) |
| 12 | CHANGE TYPE * | С | 1 | Change Type '0' No Change. '1' IF Death of Pensioner and Discontinuation of pension. '2' IF Death of Pensioner and change of case to Family Pension. '3' IF New Pension Case. '4' IF Transfer IN from Other CPPC. '5' IF Transfer OUT from Current CPPC. '6' IF Suspension. **** '7' Payment of Arrear legal heir.\$\$ |
| 13 | DATE OF CHANGE * | D | 8 | Date of Change of Status(YYYYMMDD) |
| 14 | CHEQUE NO ## | N | 10 | Cheque No. |
| 15 | CHEQUE DATE ## | D | 8 | Date on Which Issued(YYYYMMDD) |
| 16 | CHEQUE AMT ## | N | 12 | Cheque Amount |
| 17 | COMM AMT | N | 12 | Total Commutation Amount |
| 18 | COMM DATE | D | 8 | Commutation Start Date(YYYYMMDD) |
| 19 | NEW CPPC*** | N | 7 | New CPPC Code |
| 20 | NEW PENSION ACCOUNT HOLDING BRANCH BSR CODE.*** | N | 7 | New Pay Branch Code |

CPAO-NICe-Scroll GuidelinesIntern Documer

| 21 | ADHAAR NO. | N | 12 | Adhaar No. |
|----|-----------------------|---|----|---|
| 22 | PAN NO. | С | 10 | Pan No. |
| 23 | MOBILE NO. | N | 10 | Mobile No. |
| 24 | EMAIL ADDRESS | С | 50 | Email Address |
| 25 | LIFE CERTIFICATE DATE | D | 8 | Date of Life Certificate Received last time. YYYYMMDD) |
| 26 | MONTH YEAR* | N | 6 | Year and Month (YYYYMM). |
| 27 | PAY_COMMISSION | С | 4 | Pension revised under pay commission '5CPC'; '6CPC'; 7CPC; 'NA' |

Note:-

- 1. * Indicates mandatory fields.
- 2. ## Indicates Mandatory fields in case of over payments.
- 3. *** Indicates Mandatory fields in case of Transfer of Pensioner from one bank to another.
- 4. ### Indicates Mandatory fields in case of Pension Category Change.
- 5. All the date fields should be in YYYYMMDD format.
- 6. Type Description: N=Numeric, C=Character, D=DATE.
- In case of over payments the details of cheque for recovery has to be given (when Pension is discontinued).
- 8. **** Suspension here means temporary holding pension payment due to any valid reason (for ex. Life certificate not given)
- 9. \$\$ when this flag is used, then the details of legal heir i.e. Name and cheque details can be entered in format F itself while the claimed figure can be entered in the main e-scroll format 'A'.
- 10. There should be one to one correspondence between records of Format-A and Format-F. i.e., corresponding to every record in Format-A there should be a corresponding record in Format-F related with either account no. or PPO_No. No. of records in Format-F will be greater than or equal to no. of records in Format-A.

भारत सरकार वित्त मन्त्रालय, व्यय विभाग केन्द्रीय पंशन लेख कार्यालय त्रिक्टन। भीकाजी कामा प्लंस नई दिल्ली 110056 26174596, 26174456, 26174438



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/IT & Tech/Master data/2015-16/ 1744

28.01.2016

Office Memorandum

Urgent

Subject:-

Updation of Master data and submission of changed information in Format-F for E-scrolls.

Attention is invited to this Office OM No. CPAO/Tech/Master data/2015-16/298 dated-25.05.2015 followed by OM of even No. 1665 dated-16.10.2015 and even NO. 1696 dated 02.12.2015 issued to all banks to update their master data once in a year by 31st January in the revised format of master data available at CPAO website www.cpao.nic.in at the link "For Banks"→ Guidelines for Banks --> Guidelines for Master data followed by the report on "change of status of pension" in an electronic format-F alongwith regular monthly paid scrolls. Accordingly annual updation of master data has become due. Therefore, CMDs/Chief Executive Officers of all Authorised banks are requested to direct their CPPCs to provide the updated master data of pensioners as on 01.01.2016 latest by 31.01.2016. They may also be directed to furnish the changed information in Format-F (version 2.8 also including Life Certificate date) alongwith each and every payment scrolls in future so that any subsequent change, required in master data, may be incorporated by CPAO itself.

To facilitate the banks, the guidelines for electronic transmission of accounting data under the CPPC system by authorised banks alongwith changed/ updated Format-F have been provided on CPAO's website www.cpao.nic.in.

This issues with the approval of Competent Authority

Sr. Accounts Officer (IT & Tech) Ph. No.011-26166758

To,

All the CMDs/Chief Executive Directors of Authorized Banks, (As per List) 1)

Copy to:-

1) All the Heads of Govt. Business Departments of Authorized Banks, (As per List)

2) All the Heads of CPPCs of Authorized Banks, (As per List)