

**DIRECTORATE OF TREASURIES AND ACCOUNTS  
TELANGANA :: HYDERABAD**

Memo No. D1/106/2014

Dt.19.05.2017

Sub.: NPS/CPS – Subscription Deductions of Employees – Certain clarifications  
Issued – Regarding.

Ref.: 1. Govt. Circular Memo No.6336-A/58/A2/Pen. I/2013, Dt.12.03.2013.

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Attention of all the Deputy Directors / District Treasury Officers are invited to the above subject and the reference cited. They are informed that, the Govt., have issued instructions vide reference cited to all the HODs in the erstwhile State of A.P., that shall ensure that all the employees who have joined on or after 01.09.2004 shall register the PRAN Number and shall comply with the instructions. The DDOs shall also be informed that the DTO/STO/PAO shall not be in a position to pass the salary bills of the new employees from the 2<sup>nd</sup> month salary bill, if they failed to submit their PRAN number details to the Treasury Officer concerned. Even though the Govt., have issued clear instructions in the matter, most of the Drawing Officers are being submitted the salary bills without PRAN Nos and invalid PRAN Nos, the Treasury Officers are also being allowed and Passing the bills. Therefore, huge amount of subscribers are crediting in to the miscellaneous account and it leads to huge missing credits to the subscribers.

Further it is to inform that, the Director has taken a decision to not to generate the salary bill of the subscriber, whose PRAN No is not entered/ invalid No entered or already entered in the column is provided in the system w.e.f. the salary bills for the month of June,2017 Payable in the month of July,2017.

Therefore, the following instructions are hereby issued regarding subscription of employees towards National Pension System / Contributory Pension System keeping in view the instructions issued vide 1<sup>st</sup> cited.

1. The DDOs shall be informed that the DTO / STO shall not be in a position to pass salary bill of the new employees from the 2<sup>nd</sup> month onwards if they have not submitted their PRAN Number details to the Treasury Officer.
2. The DDOs shall be informed that the monthly pay bill shall not be generated for the employee whose PRAN Number is not entered by the DDO in HRMS (DDO Request) portal.
3. The DDOs shall be informed, that they shall ensure that the PRAN No entered in the column specified to the PRAN No in the DDO pay bill preparation screen is valid by verifying the original PRAN card of employee.

Hence the Deputy Directors / District Treasury Officers in the state are requested to instruct the STOs working under their jurisdiction to follow the above instructions scrupulously and to take necessary action to inform the DDOs within their jurisdiction in this regard.

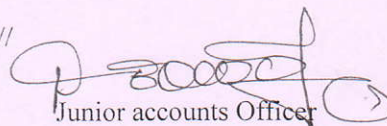
Sd/- K.SRC Murthy

Director of Treasuries and Accounts(FAC)

To  
The Deputy Directors/ District Treasury Officers in the State.

The ATO, J-Section is requested to take necessary modifications in the HRMS package to comply the instructions of the Government

//Forwarded :: By Order//

  
Junior accounts Officer  
