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**AJMER VIDYUT VITRAN NIGAM LTD;
HATHI BHATA, CITY POWER HOUSE, AJMER**

No. AVVNL / CAO / AAO (F & R) / F. 1() / D.236 / Dated 16.11.2004

ORDER-124

**Sub:- Adoption of New Contributory Pension Scheme
for the employees of AVVNL appointed on or
after 1.1.2004.**

The Board of Directors AVVNL, in its 63rd meeting held on 16th October - 2004, has decided to adopt the New Contributory Pension Scheme for the employees of Ajmer Vidyut Vitran Nigam Limited appointed on or after 01.01.2004 as per Memorandum No. F. 13 (1) FD/Rules / 2003 dated 27.03.2004 issued by the Finance Department (Rules Division) Government of Rajasthan (Copy enclosed) and decision vide item No. 74.10 of the meeting of Co-ordination Committee held on 16.08.2004.

It was also decided that till the final arrangements regarding record keeping and fund management of the scheme are decided, the interim arrangement be followed as follows:-

1. A separate common trust in the name of RRV New employees pension Trust be formed for the purpose of this scheme under RVPN and monthly employees and employer's contribution @ 10% of basic pay and D.A. be deposited in the above trust.
2. The employee immediately on joining service, shall be required to fill-up two prescribed forms, namely PS-1 and PS-2 (as per Annexure A & B) for allotment of Permanent Pension Account Number and nomination for the pension fund respectively, in quadruplicate.
3. The head of office concerned shall be responsible for obtaining the forms PS-1 and PS-2 from the all new employees covered under the scheme and send the same to the CAO (P&F), RVPN in triplicate by 7th of each month.
4. On receipt of the forms PS-1 and PS -2, the CAO (P&F), RVPN will allot a unique Alfa Numeric Pension Account Number to each such employee and accept the nomination. The format of the unique pension account number shall be as under: -

Calendar Yr.	Company Code RP for RRVNL, RU for RVUN, AJ for Ajmer Discom, JP for Jaipur Discom, JD for Jodhpur Discom.	Serial Number.

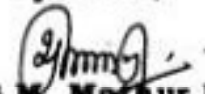
5. After allotment of Account Number and acceptance of nomination, two copies of forms PS-1 and PS-2 will be returned back to the head of office for delivering one copy to the employee and keeping the other copy in his office record.
6. The head of office shall prepare separate pay bill for the employees joining service on or after 1.1.2004 and attach a schedule of employee's contribution in the prescribed form PS-3 and employer's contribution in prescribed forms PS-4 (as per annexure "C" and "D" respectively) and maintain a separate pay bill register for such employees.

7. After passing the salary bill of such employees the circle Accounts Officer shall remit the amount of employee's contribution alongwith the Employer's Contribution to the CAO (P&F) RVPN by the 10th of following month through TT / Bank Draft. The circle Accounts Officer shall also send a schedule in prescribed form PS-3 and PS-4 for posting the credits of the contributions in the individual employees Pension Account alongwith the remittance of both contributions.
8. The AAO (P&F) RVPN will prepare an annual account statement in respect of each employee showing opening balance, monthly contribution (both shares), interest if any, and the closing balance and sent these statements to the heads of office for distribution to the respective employees.
9. After the close of each financial year, the AAO (P&F). RVPN shall reconcile the figures of contribution posted in the ledger account of the individual as per their ledger with balance in the new pension trust account.
10. No withdrawal of any amount shall be allowed during the interim arrangement i.e till such time as final arrangement for fund management and record keeping are made. Provisions regarding fund management and record keeping shall be notified in due course.
11. Detailed procedure for implementing the scheme will be issued in due course.

This order shall come into force w.e.f. 1st January-2004.

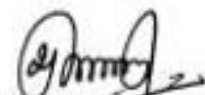
Encl. :- As above.

By order,


(S.M. Mathur)
CHIEF ACCOUNTS OFFICER
AVVNL, AJMER

Copy to the following for information & necessary action:-

1. The Chief Engineer/Zonal Chief Engineer (), AVVNL,_____.
2. The Financial Adviser, AVVNL, Ajmer.
3. The Chief Accounts Officer (P & F), RVPNL, Jaipur.
4. The Secretary (Admn.), AVVNL, Ajmer.
5. The Superintending Engineer (), AVVNL,_____.
6. The Company Secretary, AVVNL, Ajmer.
7. The Addl. Superintendent of Police (Vig.), AVVNL, Ajmer.
8. The Sr. Accounts Officer (), AVVNL,_____.
9. The Dy. Controller of Stores, AVVNL, Ajmer.
10. The Dy. Director of Personnel, (), AVVNL,_____.
11. The Accounts Officer (O&M/ IA/ EA), AVVNL,_____.
12. The Personnel Officer (), AVVNL,_____.
13. The Asstt. Secretary, AVVNL, Ajmer.
14. The Public Relation Officer, AVVNL, Ajmer.
15. The Asstt. Accounts Officer (O.E. & S.), AVVNL, Ajmer.
16. The P.A. to Managing Director, AVVNL, Ajmer.
17. Office order file / Master file.


CHIEF ACCOUNTS OFFICER