

RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LTD.

NO. RVPN/AS/GAD/F&R/F. /D.1168.

JAIPUR, DT. 5/11/04.

ORDER

Sub:-Adoption of New Contributory Pension Scheme for the employees of RVPN appointed on or after 01.01.2004.

The Board of Directors RVPN, in its 91st meeting held on 21.09.2004, has decided to adopt the New Contributory Pension Scheme for the employees of Rajasthan Rajya Vidyut Prasaran Nigam Ltd. appointed on or after 1.1.2004 as per memorandum No. F.13(1)FD/Rules/2003 dt.27.3.2004 issued by the Finance Department (Rules Division) Government of Rajasthan (copy enclosed) and decision vide item No. 74.10 of the 74th 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 & 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 the prescribed forms 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 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 Year	Company code	Serial Number
	RP for RRVPNL,	
	RU for RVUN	
	AJ for Ajmer Discom,	
	JP for Jaipur Discom,	
	JD for Jodhpur Discom.	

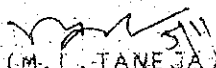
5. After allotment of Account number and acceptance of nomination, two copies of forms PS-1 and PS-2 will be returned back to the Head of Office for delivering one copy to the employee and keeping the other copy in office record.
6. The Head of Office shall prepare separate pay bill for the employees joining service on or after 01.01.2004 and attach a schedule of employee's contribution in the prescribed form PS-3 and employer's contribution in the prescribed form 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 T.T./Bank Draft. The Circle Accounts Officer shall also send a schedule in the prescribed forms PS-3 & PS-4 for posting the credits of contributions in the individual employees Pension Account alongwith the remittance of both contributions.
8. The AAO(P&F), RVPN shall prepare an annual account statement in respect of each employee showing opening balance, monthly contributions(both shares), interest if any, and the closing balance and send these statements to the Head 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 & record keeping are made. Provisions regarding fund management and record keeping shall be notified in due course.
11. One Jr. Accountant from each Discom be sought to be placed on deputation to PF Department RVPN for maintenance of record and other works (under the scheme) under control of AAO(P&F).
12. Detailed procedure for implementing the scheme will be issued in due course.

This order shall come into force w.e.f. 1st Jan., 2004.

(SHRI RAM CHORNIA)
SECRETARY (ADMN.)

Copy to the following for information and necessary action:-

1. The Chairman & Managing Director, RVUN, Jaipur.
2. The Managing Director, Jaipur/Ajmer/Jodhpur Discom, _____
3. The Director(), RVPN, Jaipur.
4. The Chief Engineer(), _____, _____
5. The Addl.Chief Engineer(), RVPN, Jaipur.
6. The Dy.Chief Engineer(), RVPN, Jaipur.
7. The Chief Controller of Accounts, RVPN, Jaipur
8. The Commissioner Eng.(I/III), RVPN, Jaipur.
9. The Superintending Engineer(), RVPN, _____
10. The Sr.Resident Officer, Guest House, 59 Ring Road, Lajpat Nagar-III, New Delhi-110024
11. The Company Secretary, RVPN, Jaipur.
12. The C.A.O./Dy.COA(), RVPN, Jaipur.
13. The Jt.Director Personnel, RVPN, Jaipur.
14. The Dy.Secy./Asstt.Secy./E.O.(), RVPN, Jaipur.
15. The Sr.A.O./A.O.(), RVPN, _____
16. The Dy.Director(), RVPN, Jaipur/Jodhpur.
17. The Asstt.Accounts Officer (Admn.-Store), RVPN, Jaipur.
18. The Executive Engineer(R&T/PTCC), RVPN, Jaipur.
19. PS to CMD, RVPN, Jaipur.
20. The PS to Director(F&CA), RVPN, Jaipur.
21. PA to Secretary(Admn.), RVPN, Jaipur.
22. The Sr. Resident Officer(RAP/EC-I), H.Q., RVPN, Jaipur.
23. The Addl.S.E., PFH Division, BBMB(PW), Talwara-144215.
24. Office order/Master File.


(M. L. TANUJA)
ASSTT. SECRETARY (GAD)

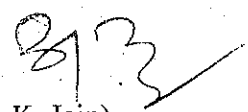
JPD/Rules-154

JAIPUR VIDYUT VITRAN NIGAM LIMITED

No.JPD/CAO/Rules/F.123/D. 1901 Jaipur, dated 20-11-2004

Copy forwarded to the following for information and necessary action:-

1. The Chief Engineer(), Jaipur Discom, Jaipur.
2. The Financial Advisor & Controller of Accounts, JPD, Jaipur.
3. The Chief Personnel Officer, Jaipur Discom, Jaipur.
4. The Secretary, Jaipur Discom, Jaipur
5. The Addl. Superintendent of Police (Vig.), Jaipur Discom, Jaipur.
6. The Dy. Chief Engineer (), Jaipur Discom, Jaipur.
7. The Superintending Engineer (), Jaipur Discom, _____
8. The Company Secretary, Jaipur Discom, Jaipur
9. The Sr. Accounts Officer (), Jaipur Discom, _____
10. The Dy. Director Personnel, Jaipur Discom, _____
11. The Executive Engineer(), Jaipur Discom, _____
12. The Dy. Secretary (GAD), JPD, Jaipur.
13. The Public Relation Officer, Jaipur Discom, Jaipur.
14. The Accounts Officer/Asstt. Accounts Officer (), JPD, Jaipur
15. The Asstt. Secretary/Estt. Officer (), Jaipur Discom, Jaipur
16. P.A. to the MD, Jaipur Discom, Jaipur.


(A.K. Jain)
Chief Accounts Officer

Annexure- A
to item no 914 of Board Meeting held on 21-9-11
PS-1

FORM FOR ALLOTMENT OF CONTRIBUTORY PENSION ACCOUNT NUMBER

Name of Office:
Name of the Circle Accounts Office:
Name of the Company:

1. Name of Employee;
2. Father's/Husband's name;
3. Scale of pay;
4. Designation;
5. Basic Pay;
6. Date of Birth;
7. Date of joining Service;
8. Marital Status;
9. Address of Residence;

Signature of Employee

Forwarded in Triplicate to the Dy.CO.A (P&F) RVPN, Jaipur.

Head of Office,
Signature with Office Seal

FOR USE IN THE OFFICE OF THE DY.CO.A (P&F) RVPN

Contributory Pension Account
Number

2	0									
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Authorised Signatory
OFFICE OF THE Dy. COA (P&F)
RVPN, JAIPUR.

Annexure- B
to item no. 914 of Board Meeting held on 21-9-11
PS-2

DECLARATION AND NOMINATION FORM

Name of Office:
Name of the Circle Accounts Office:
Name of the Company:

Name of Employee:
Father's/Husband's name:
Sex:
Cast:
Designation:
Date of joining Service:
Marital Status:
Address of Residence:

Details of Nominee (s) for the accumulation under New Pension Scheme:

Name of Nominee (s)	Age	Relationship with Employee	Percentage of share	Remarks

Signature of Employee

Forwarded in Triplicate to the Dy.CO.A (P&F) RVPN, Jaipur

Head of Office,
Signature with Office Seal

FOR USE IN THE OFFICE OF THE DY.CO.A (P&F) RVPN

Contributory Pension Account
Number

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Nomination Accepted.

Authorised Signatory
OFFICE OF THE Dy. COA (P&F)
RVPN, JAIPUR.

to item no. 9/4 of Board Meeting held on 21.9.14
PS-3

Employee's Contributions towards New Contributory Pension Scheme.
(To be attached with the pay bill)

Name of Office:
Name of the Circle Accounts Office:
Name of the Company:

CPA No.	Name of the Employee	Designation	Basic Pay (Rs.)	DA (Rs.)	Amount of Contribution (Rs.)	Remarks

(Rs. _____)

Signature & Name of Head of office with Seal

to item no. 9/4 of Board Meeting held on 21.9.14
PS-4

Employer's contribution towards New Contributory Pension Scheme
(To be attached with the bill for drawal of Employer's Contribution)

Name of Head of Office:
Name of the Circle Accounts Office:
Name of the Company:

CPA No.	Name of the Employee	Designation	Basic Pay (Rs.)	DA (Rs.)	Employer's Contribution (Rs.)	Remarks

(Rs. _____)

Signature & Name of Head of office with Seal

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**GOVERNMENT OF RAJASTHAN
FINANCE DEPARTMENT
(RULES DIVISION)**

MEMORANDUM

No. F13(1)FD/Rules/2003

Jaipur, dated : 27.3.2004

Subject :- Introduction of new contributory pension scheme to State Government employees appointed in the Government on or after 1.1.2004.

The undersigned is directed to refer to Finance Department Memorandum of even number dated 28-1-2004 vide which new contributory pension scheme has been introduced for State Government employees appointed in the Government on or after 1.1.2004. In para 2 of the aforesaid memorandum it was mentioned that other details of the scheme will be notified in due course.

Accordingly, the details of the new contributory pension scheme are prescribed as under :

1. It would be mandatory for new recruits to become member of the scheme and the monthly contributions to their pension account shall be @10 percent of the basic pay and D.A. paid from the salary of the employee and a matching amount shall be contributed by the State Government. This matching contribution from the State Government shall be charged to the respective salary head of account.
2. The contributions would be deposited in a non-withdrawable pension account.
3. The amount of contributions towards the pension account shall be retained in an interest bearing P.D. A/c to be opened in each treasury for this purpose.
4. This order shall come into force w.e.f. 1st January, 2004.

*insurance
regulatory
authority*

5. A government servant can exit from the scheme on attaining the age of superannuation i.e. on or after the age of 58 or 60 years, as the case may be. At exit it would be mandatory for him to invest 40 percent of pension wealth to purchase an annuity (from an IRDA regulated Life Insurance Company), which will provide for pension for the lifetime of the employee and his dependent parents/spouse. Instructions will be issued later as to the operation of the fund, in the case of Government servant who leave the scheme before attaining the age of 58 or 60 years, as the case may be. In the event of untimely death of the employee immediate payment will be made to the lawful nominee (s).

6. It has been decided that pending regular final arrangements, regarding record keeping, the Director of State Insurance and Provident Fund will maintain the records for the above scheme.

7. Immediately on joining Government service, the government servant shall be required to provide particulars such as his name, designation, scale of pay, date of birth, nominee(s) for the fund, relationship of the nominee etc. in the prescribed form (Annexure I). The Head of Office concerned shall be responsible for obtaining this information from all government servants covered under the new Pension Scheme. Consolidated information for all those who have joined service during the month shall be submitted by the Head of Office concerned in the prescribed format (Annexure II) to the Unit Office of State Insurance & Provident Fund Department by 7th of the following month.

8. On receipt of Annexure II from the Heads of Office, the Unit Office of State Insurance & Provident Fund will allot a unique 12 digit Permanent Pension Account Number-PPAN- to each employee appointed in the State Government on or after 1-1-2004. The first four digits of this number will indicate the calendar year of joining government service by the employees, the next digit "1" indicates that it is a Civil Pensioner, the next two digits would represent the Code for Unit Office of State Insurance and Provident Fund Department and the last five digits will be the running serial number of the individual government servant allotted by the Unit Office of State Insurance & Provident Fund. The list of codes allotted for each Unit Office/District Office of State Insurance and Provident Fund Department is appended at

Annexure III. The format of PPAN is as under :-

Calender Year				Civil	Code of Unit Office of State Insurance & P.F.	Serial Number				

9. The Heads of Office shall prepare separate pay bill in respect of the Government servants joining government service on or after 1-1-2004 and attach a schedule of government servants contribution in prescribed form (Annexure IV). The Heads of Office shall prepare a separate pay bill register in respect of such government servants.

10. Along-with the salary bill for the Government servants who join service on or after 1-1-2004, the Heads of Office shall also prepare a separate bill for drawal of matching contribution to be paid by the government for credit to respective Pension Account.

11. The bill for drawal of matching contribution should also be supported by schedules of recoveries in form (Annexure V).

12. On receipt of the salary bills in respect of government servants joining service on or after 1-1-2004, the Treasury Officer will exercise usual checks and pass the bills for payment. The schedules relating to Pension Contribution will be detached from the bills as done in the case of other schedules such as GPF. The schedules will then be furnished to the Unit Office of State Insurance and Provident Fund for posting the credits of contribution in the detailed ledger account of the individual employee.

13. The Unit Office of State Insurance and Provident Fund on receipt of schedules from the Treasury Officer will update its database and generate exception reports for missing credits, mismatches etc. which will be sent back to the Head of Office concerned for further action.

14. The District Office of State Insurance and Provident Fund shall send the compiled information of contribution recovered from the employee's salary towards Pension Fund as well as the matching contribution from government every month by 15th of

the next month to the Director, State Insurance and Provident Fund for maintaining record of all the employees appointed on or after 1-1-2004.

15. At the end of each financial year, the Director, State Insurance and Provident Fund shall prepare annual account statements for each employee showing the opening balance, details of monthly deductions and governments matching contributions, interest earned, if any, and the closing balance. The Director, State Insurance and Provident Fund shall send these statements to the Heads of Office through its Unit offices for distribution to the respective government servants and obtain receipt from them.


16. After the close of each financial year, the Director, State Insurance and Provident Fund will reconcile the figures of contribution posted in the ledger account of the individual as per their ledger with balance in the P.D. Account.

17. No withdrawal of any amount will be allowed during the interim arrangement i.e., till such time as final arrangement for fund management & record keeping are made. Provisions regarding fund management and record keeping shall be notified in due course.

18. Detailed instructions on the interest payable on P.D. Account balance shall be issued in due course.

19. After the availability of regular final arrangement regarding record keeping and Fund Managers, detailed instructions for transfer of balances shall be issued.

By order of the Governor,


(Dr. Govind Sharma)

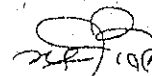
Secretary to the Government
Finance (W)

Copy forwarded to -

1. All Principal Secretaries/Secretaries/Special Secretaries to the Government.
2. All S.A. to Ministers/State Ministers.
3. All Sections of the Secretariat.
4. All Heads of the Departments.
5. All Treasury Officers.
6. Administrative Reforms (Gr.7) Department with 7 copies.
7. Accountant General Rajasthan, Jaipur (200 copies).
8. Vidhi Rachana Sanghathan for Hindi translation.
9. Director, Treasuries & Accounts, Rajasthan, Jaipur with 100 spare copies for sending to all Sub-Treasury Officers.
10. Director, Pension & Pensioners Welfare Department, Rajasthan, Jaipur.

Copy also to the -

1. Secretary, Rajasthan Legislative Assembly, Jaipur with 20 extra copies for Subordinate Legislative Committees.
2. Secretary, Rajasthan Public Service Commission, Ajmer.
3. Registrar, Rajasthan High Court, Jodhpur.
4. Secretary, Lokayukta Sachivalaya, Jaipur.



(M.P. Dixit)

Officer on Special Duty

(Pension -7 /2004)