

**GOVERNMENT OF TRIPURA
FINANCE DEPARTMENT**

No.F. 58(03)-FIN(B)/2013/

41766

Dated, the 31/12 2013.

Memorandum

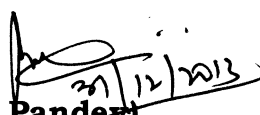
Subject : Guidelines for deduction of Government contribution and Employee contribution under National Pension Scheme (NPS) – **Clarification thereof.**

In reference to Finance Department Memo. No.F. 58(03)-FIN(B)/2013/36869-37068 dated 04-11-2013, some DDOs / Treasury Officers / Sub-Treasury Officers have sought clarification on the drawal and depositing the employees' contribution and matching State Government contribution under NPS. Accordingly, following clarification is being issued with reference to the said memorandum:

1. In reference to **Para 2** of the said Memo. it is clarified that while deducting the **Employee's Contribution under Tier-I** from the salary bill, one Treasury Challan indicating the Head of Account 8342-00-117-02-11-04 is to be attached with the salary bill as per sample copy of Challan enclosed (Annexure -I).
2. In reference to **Para 3** of the said Memo. it is clarified that while deducting the **Employee's Contribution under Tier-II** from the salary bill, another Treasury Challan indicating the Head of Account 8342-00-117-02-12-04 is to be attached with the salary bill as per sample copy of Challan enclosed (Annexure -II).
3. In reference to **Para 4** of the said Memo. it is clarified that the Bill Form enclosed at Annexure-III is to be used while preparing the **Book Transfer (BT) Bill**. It may also be noted that no further expenditure sanction Memo. will be required for this purpose. The Challan attached with the BT Bill will contain the Head of Account 8342-00-117-02-10-04 (Annexure-IV).
4. All the Challans mentioned above will contain the DDO Code of the concerned Treasury Officer and not the DDO Code of the DDO who is preparing bills.



5. In reference to **Para 6** of the said Memo., the Treasury / Sub-Treasury Officers will use the Form T.R.61 (enclosed at Annexure-V) while preparing bill for drawal of the employees' contribution and matching State Government contribution under NPS and transfer the amount to the State Nodal Officer (SNO) **Bank Account No.913020028376656 in Axis Bank, Agartala Branch, MICR Code: 799211002**. It may also be noted that no further expenditure sanction Memo. will be required for this purpose.
6. All the Treasury /Sub-Treasury Officers will take up the matter with the concerned Treasury Bank Branches for transfer of fund to the Bank Account of SNO through ECS. In case the TO/STO is not having the said facility, the same may be obtained from the concerned Treasury Bank.
7. For the purpose of accounting, necessary entry in the existing Cash Book, Challan Register, Deposit Register etc. is to be made for the above transactions similarly as it is done by the DDOs for other drawal and deposits.
8. Separate guidelines are being issued for drawal of arrears of contribution pending till date.


(B. Pandey)

Addl. Secretary, Finance
Government of Tripura.

To

1. All Heads of Departments/ PSUs, Tripura.
2. All Treasury/ Sub-Treasury Officers.

Copy to:-

1. The Chief Secretary, Government of Tripura.
2. The Addl. Chief Secretary, Government of Tripura.
3. All Principal Secretaries/Commissioner/ Secretaries, Government of Tripura
4. The PCCF, Tripura.
5. DGP, Tripura.
6. The A.G (A&E), Tripura.
7. The A.G. (Audit), Tripura.
8. All D.M. & Collectors.
9. The AS / JS, Finance Department, General Branch/ Budget Branch.
10. Finance Department (Treasury Cell) for uploading to Govt. website.

CHALLAN*(To be filled in by the tenderer)*

On whose behalf money is paid:	Treasury-Officer, _____ Treasury (DDO for NPS), _____
Particulars of the remittance:	Being the National Pension Scheme contribution (Government Servants Contribution under Tier-I) of Shri _____ _____ for the month of _____ 2013.
Amount:	Rs.: _____ (In words): Rupees _____ _____ only.

Signature of the Tenderer......
(To be filled in by the Departmental Officer)

Challan No. _____

Date: _____

Treasury Code :

T	P	A		
---	---	---	--	--

DDO Code:

--	--	--	--	--

Major Head				Sub-Major Head		Minor Head:			Sub-Head	Detailed- Head		Object Head		
8	3	4	2	0	0	1	1	7	0	2	1	1	0	4

Order to the Bank:

Correct. Receive and grant Receipt.

Signature of the officer ordering the money to be paid in.

(Seal with Name, Designation and DDO Code).....
*(For use in Bank)*Received payment for Rs.: _____ (In words): Rupees _____
_____ only.

Signature of :

(Cashier/Head Cashier)

(Accountant)

(Branch Manager)

.....
(For use in Treasury)

TV No. _____

TV Date: _____

.....
(Accountant)

(Treasury Officer)

CHALLAN*(To be filled in by the tenderer)*

On whose behalf money is paid:	Treasury-Officer, _____ Treasury (DDO for NPS), _____
Particulars of the remittance:	Being the National Pension Scheme contribution (Government Servants Contribution under Tier-II) of Shri _____ _____ for the month of _____ 2013.
Amount:	Rs.: _____ (In words): Rupees _____ _____ only.

Signature of the Tenderer......
(To be filled in by the Departmental Officer)

Challan No. _____

Date: _____

Treasury Code :

T	P	A		
---	---	---	--	--

DDO Code:

--	--	--	--	--

Major Head				Sub-Major Head		Minor Head:			Sub-Head		Detailed- Head		Object Head	
8	3	4	2	0	0	1	1	7	0	2	1	2	0	4

Order to the Bank:

Correct. Receive and grant Receipt.

Signature of the officer ordering the money to be paid in.

(Seal with Name, Designation and DDO Code).....
*(For use in Bank)*Received payment for Rs.: _____ (In words): Rupees _____
_____ only.

Signature of :

(Cashier/Head Cashier)

(Accountant)

(Branch Manager)

.....
(For use in Treasury)

TV No. _____

TV Date: _____

.....
(Accountant)

(Treasury Officer)

BILL FORM FOR DRAWAL OF MATCHING GOVERNMENT CONTRIBUTION OF
AIS OFFICERS UNDER NATIONAL PENSION SYSTEM (NPS).

BOOK TRANSFER BILL

HEAD OF ACCOUNT : **2071** – Pensions and Other Retirement Benefits
01 – Civil
117 – Contribution for Defined Pension Scheme
02 – Pension
10 – Government Contribution for Defined Pension Scheme
04 – Pensionary Charges

Bill No. _____ Dated _____ District : West Tripura

Received the amount of Matching Government Contribution under National Pension System in respect of the AIS Officers as indicated below :

Sl. No.	Name & Designation of the Officers	Month & Year of Contribution	Amount (Rs.)

TOTAL: Rs. _____

Less Deductions for Book Transfer under the
Head of Account : (834-00-117 -02-10-04) : Rs. _____

TOTAL DEDUCTION : Rs. _____

NET AMOUNT PAYABLE : Rs. _____

Net Amount Payable in words (Rupees _____) only.

Signature of the D.D.O.

(FOR USE OF TREASURY)

(Accountant)

(Treasury Officer)

TV No. _____ Date _____

(FOR USE OF A.G. OFFICE)

Admitted : Rs. _____

Objected : Rs. _____

Auditor

Section Officer

CHALLAN*(To be filled in by the tenderer)*

On whose behalf money is paid:	Treasury-Officer, _____ Treasury (DDO for NPS), _____
Particulars of the remittance:	Being the National Pension Scheme contribution (Government Contribution for Defined Pension Scheme) for Shri _____ _____ for the month of _____ 2013.
Amount:	Rs.: _____ (In words): Rupees _____ _____ only.

Signature of the Tenderer......
(To be filled in by the Departmental Officer)

Challan No. _____

Date: _____

Treasury Code :

T	P	A		
---	---	---	--	--

DDO Code:

--	--	--	--	--

Major Head				Sub-Major Head		Minor Head:			Sub-Head		Detailed- Head		Object Head	
8	3	4	2	0	0	1	1	7	0	2	1	0	0	4

Order to the Bank:

Correct. Receive and grant Receipt.

Signature of the officer ordering the money to be paid in.

(Seal with Name, Designation and DDO Code).....
*(For use in Bank)*Received payment for Rs.: _____ (In words): Rupees _____
_____ only.

Signature of :

(Cashier/Head Cashier)

(Accountant)

(Branch Manager)

.....
(For use in Treasury)

TV No. _____

TV Date: _____

.....
(Accountant)

(Treasury Officer)

FORM T. R. 6r

[See Rule 629]

Deposit Repayment Order and Voucher

_____ Treasury, month of _____ 19 .

Head of Account _____ Deposits. Voucher No. _____ of _____ List of
_____ Payments.

Original } Number }	Date of } Deposit }	Name of } Depositor }	Amount originally } deposited Rupees }
------------------------	------------------------	--------------------------	---

In this space a translation of the receipt form into the current Indian language should be given.

Examined and entered.

Date _____

Accountant,

Treasury.

Pay (Rs. _____) Rupees _____

Treasury Officer.

Date _____

Received this _____ day of _____ 19 ,

the sum of Rupees _____

being the amount payable _____

on account of the deposit described above.

Claimant's Signature.

Passed for payment to _____

Rs. _____ Rupees _____

Judge, Magistrate or other Officer.

Date _____