

कार्यालय रक्षा लेखा प्रधान नियंत्रक (पेंशन) द्रौपदी घाट इलाहाबाद -211014 O/o THE PR. CONTROLLER OF DEFENCE ACCOUNTS (PENSIONS) DRAUPADI GHAT, ALLAHABAD- 211014

# REGISTERED

Circular No. 530 To,

Dated: 05 .12.2014

The O I/C PAO (ORs)/ ROs

Subject: Forwarding of revised LPC-Cum-Data Sheets for Service Pension Module (PBORs) of the Pension Sanction Software by incorporating Aadhaar Number, Mobile No. and E-mail ID.

**Reference**: This office Circular No. 493 dated 14.02.2013, pertaining to LPC-Cum-Data sheet for Service pension.

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### (Available on this office website www.pcdapension.nic.in)

Please refer to this office above cited Circular under which PHP based LPC-cum-Data Sheet along with instruction for filling of Data Sheets for sanction of service pension in r/o JCOs/ ORs discharged/ invalided out from service have been circulated.

2. As you may be aware Aadhaar-Card Number based biometric verification system for pensioners as an additional option has been introduced by Govt. of India from Nov 2014. Accordingly this office issue Circular No. 176 dated 17.11.2014 and 177 dt 19.11.2014 (a copy of which is enclosed for information) to all PDAs for accepting Life Certificate issued online by a Govt. Agency as result of Aadhaar Biometric Authentication. It may be mentioned that <www. Jeevanpramaan.gov.in>, is an official portal of Govt. of India for all activities relating to issue of this Aadhaar based biometric authenticated Life Certificate.

3. In the backdrops of introduction of Aadhaar based life certificate, a need has been felt to capture Aadhaar No., Mobile No. and email ID in a PPO for facilitating improved services to pensioners. Accordingly PHP based LPC-cum-Data Sheets in respect of Service Pension circulated earlier have been replaced with new LPC-Cum-Data Sheets under which 03 new columns have been added for providing the details regarding Aadhaar Card Number, Mobile No. and E-mail-ID of the pensioners. Revised LPC-Cum-Data Sheets for sanction of Service Pension (original & corrigendum) are as follows and forwarded herewith for necessary action at your end.

- a) For original Service Pension claims- DS No. PHP-001/2014
- b) For corrigendum to Service Pension claims- DS No. PHP-002/2014

4. The method for filling of columns is also enclosed herewith. Method for filling of all other columns of LPC –Cum- Data Sheet will remain unchanged. It is requested that Service pension claims and corrigendum to Service Pension may be initiated on revised LPC-Cum-Data Sheet so that PPOs/ Corrigendum PPOs may be issued duly incorporating above information in PPOs/ Corrigendum PPOs. This additional information will be helpful for Aadhar-based biometric verification system for pensioners.

Please acknowledge receipt.

(Rankaj Prakash Singh) Asstt. Controller (Pensions)

No. Gts/Tech/0148/LII Dated: 05.12.2014

### Copy to:

- 1. The Dy. Secretary, Govt. of India, Ministry of PPG & P(Deptt. of P&PW), Lok Nayak Bhawan, New Delhi.
- Director (Pensions), Govt. of India, Ministry of Defence D (Pen/Sers), Sena Bhawan, Wing 'A' New Delhi.
- 3. Army HQrs AG's Branch, PS-4(b) DHQ, PO New Delhi 110011.
- 4. AHQ GS Branch, TA Directorate, DHQ PO New Delhi 110011.
- 5. Naval HQrs, PP & A, DHQ PO New Delhi.
- 6. DPA, Vayu Bhawan, New Delhi 11.
- 7. Air HQrs Ad PP & P 3, West Block-VI, R. K. Puram, New Delhi 110066.
- 8. Sr. Dy.CGDA(AT-II), O/O the CGDA, Ulan Batar Road, Palam Delhi Cantt- 110010.
- 9. PCDA (Navy) No.-1, Cooperage Road, Mumbai 400039.
- 10. PCDA (WC), Chandimandir, Chandigarh
- 11. CDA (AF), West Block-V, R. K. Puram, New Delhi 110066.
- 12. CDA, Chennai
- 13. CDA (PD), Meerut
- 14. JCDA (AF) Subroto Park, New Delhi 110010.
- **15.** Director of Audit, Defence Service, New Delhi
- 16. All Record Offices/Regiment Corp.
- 17. Bureau of Sailors, Cheetah Camp, Mumbai.
- 18. Air Force Record, Dhaula Kunwa, Delhi Cantt.
- Director MP8(I of R)Integrated HQ of MOD(Army)AG's Branch, Addl Dte Gen of MP/MP8(I of R) West Block-III, RK Puram, N-Delhi 110066
- 20. All Addl CsDA/ Jt. CsDA in Main Office.
- 21. All GOs in Main Office.
- 22. The OI/C, G-1(M), AT (ORs)-Tech. & G-1/Civil (Tech.)
- 23. All SAOs/AOs/AAOs in Gts/Ors Complex.
- 24. The OI/C, EDP Manual.
- 25. The OI/C, EDP Centre.
- 26. The OI/C, PHP Cell EDP Centre
- 27. All Sections in Main Office.
- 28. The OIC, G -2 Section
- 29. The OI/C, G-3 section
- 30. The OI/C, G 4 Section
- 31. The OI/C O & M Cell
- 32. The OI/C Complaint Cell
- 33. The OI/C, EDP Centre (Website) for putting this circular on the website.
- 34. Defence Pension Liaison Cell.
- 35. The OI/C Reception.
- 36. The OI/C, DPTI Cell.
- 37. Spare

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(S.C. SAROJ) Accounts Officer (Pensions)



# Important Circular No.176

# Dated: 17.11.2014

To,

- The Chief Accountant, RBI, Deptt. Of Govt. Bank Accounts, Central office C-7, Second Floor, Bandre- Kurla Complex, P B No. 8143, Bandre East Mumbai- 400051
- 2. All CMDs, Public Sector Banks including IDBI Bank
- 3. Nodal Officers, ICICI/HDFC/AXIS/IDBI Banks
- 4. All Managers, CPPCs
- 5. Military and Air Attache, Indian Embassy, Kathmandu, Nepal
- 6. The PCDA (WC), Chandigarh
- 7. The CDA (PD), Meerut
- 8. The CDA, Chennai
- 9. The Director of Treasuries, All States...
- **10.** The Pay and Accounts Officer.....
- **11.** The Post Master Kathua (J&K)

# Subject: Payments on the basis of Life Certificate

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Provisions regarding payment of pension to defence pensioner/family pensioners on the basis of Life Certificates are provided in Defence Pension Payment Instructions 2013

2. As per the extant procedure, pensioner who does not appear in person for one or other reasons can produce a Life Certificate as in Form No. 5 of Appendix 11 to DPPI 2013 from one of the authorities mentioned at items I to XIX of para 69 of ibid Instructions during the month of November every year. Similar provisions are available in Scheme for payment of pensions of Defence Pensioners by Public Sector Banks. This causes hardship particularly to those who are aged and/or infirm Pensioners. Besides, the existing system is prone to misuse by way of fraudulent withdrawls causing loss to the exchequer.

3. To overcome above causes /situation, the Department of Electronics & IT, Ministry of Communications & IT, Government of India has developed "Jeevan Pramaan Digital Life Certificate" Portal (jeevanpramaan.gov.in).

4. In view of the above, it has been decided that with immediate effect a Life Certificate issued online by a Government Agency as a result of Aadhaar Biometric Authentication will also be accepted as a valid certificate. This document may be accessed through a website ( to be notified separately) by the Pension Disbursing Agency without insisting either on personal appearance of the pensioner or Life Certificate by the competent authority referred above.

No. AT/Tech/ 30/XVI Dated: 17.11.2014

 (B.Mukhopadhyay)

# ACDA (P)

## Copy to:

- 1. ACGDA(AT-II), O/O the CGDA, Ulan Batar Road, Palam Delhi Cantt– 110010.
- 2. PCDA (Navy) No.-1, Cooperage Road, Mumbai 400039.
- 3. DY.CDA (AF), Subrato Park, New Delhi 110066.
- 4. All Addl CsDA/Jt. CsDA in Main Office.
- 5. All GOs in Main Office.
- 6. The OI/C, G-1(M), AT (ORs)-Tech. & G-1/Civil (Tech.), DPTI
- 7. All SAOs/AOs/AAOs in Audit & Accounts Complex.
- 8. The OI/C, EDP Centre (Website) for putting this circular on the website.
- 9. Spare

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(S. Basumatary) Sr. Accounts Officer (P)



# Circular No.177

# Dated: 19.11.2014

To,

- The Chief Accountant, RBI, Deptt. Of Govt. Bank Accounts, Central office C-7, Second Floor, Bandre- Kurla Complex, P B No. 8143, Bandre East Mumbai- 400051
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- 7. The CDA (PD), Meerut
- 8. The CDA, Chennai
- 9. The Director of Treasuries, All States...
- **10.** The Pay and Accounts Officer.....
- **11.** The Post Master Kathua (J&K)

# Subject: Payments on the basis of Life Certificate Ref: In continuation to this office Imporatant cicular No.176 dated-17.11.14.

Please refer to para 4 of this office circular cited under reference wherein it was stated that valid life certificate may be accessed through a web site (to be notified separately). The e- life certificate portal with URL < www. jeevanpramaan.gov.in> has now become operational.

As regards process of getting digital e-life certificate issued for pensioners is provided in annexure-A to this circular.

No. AT/Tech/ 30/XVI Dated: 19.11.2014

( B.Mukhopadhyay) ACDA (P)

## Copy to:

- 1. ACGDA(AT-II), O/O the CGDA, Ulan Batar Road, Palam Delhi Cantt- 110010.
- 2. PCDA (Navy) No.-1, Cooperage Road, Mumbai 400039.
- 3. DY.CDA (AF), Subrato Park, New Delhi 110066.
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- 5. All GOs in Main Office.
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- 7. All SAOs/AOs/AAOs in Audit & Accounts Complex.
- 8. The OI/C, EDP Centre (Website) for putting this circular on the website.
- 9. Spare

(S. Basumatary) Sr. Accounts Officer (P)

# <u> ANNEXURE - A</u>

# Process of getting digital life certificate issued for Pensioners

- Step 1: Pensioner needs to have an Aadhaar number for getting digital Life Certificate issued.
- Step 2: Pensioner needs to enroll and biometrically authenticate himself/herself using one of the following methods.
  - (a) Download application prepared for generating digital life Certificate from jeevanpramaan.gov.in on any Android Tablel/Smart phone or Windows PC. Procure a low cost finger print scanner/iris scanner from the market an plug it on USB port of the Tablet/Smartphone/PC.using the above application,Pensioner will be able to enroll and bio-metrically authenticate in real time from the comfort of their homes by giving his/her Aadhaar number and other details related to their pension bank account.
  - (b) Pensioner can visit a nearby CSC centre, Bank Branch or any Govt. office whose details are provided under "locate center"On jeevanpramaan.gov.in and bio-metrically authenticate in real time by giving his/her Aadhaar number and other pension details related to their pension bank account.
  - (c) If the pensioner is already enrolled on the system, next time he gives his Aadhaar number, he would only be required to authenticate his biometric for updating date of his digital life certificate.
- Step 3: After successful submission of digital life certificate, pensioner will be sent a SMS on his/her mobile giving the transaction id. Pensioner will be able to download computer generated life certificate from jeevanpramaan.gov.in using this transaction id for their records.

- Step 4: Bank Branch can be informed about submission of your digital life Certificate in one of the following ways:-
  - (a) Bank can login on jeevanparmaan.gov.in and can search manually for Pensioner's life certificate either by giving Aadhaar number, Bank Account number or Transaction id

(b) Core Banking Systems of Banks will be able to automatically download life certificate details from the digital Life registration repository and update life status in Pensioner's Bank account.

(c) Pensioner's digital Life Certificate can be sent to respective Branch of the Bank by sending an email or forwarding the Link through sms to download life certificate from the Website.

Reminders through SMS will be sent to the pensioners enrolled on Jeevanpramaan.gov.in for timely submission of their digital life certificates.

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10: Dirt Code         Try Code         50. Bank         50. Bank         Ac. No.         51. Bank Branch         Station         52. BSR code         Paying Branch         53. BSR code         PART - D PAY DETAILS         54. Pay Band*       55. Pay in         Pay Band*       56. Grade Pay*         59. Class Allowance*       60. Average Pay*         61. Gal. Award 1       62. Gal. Award 2         63. Gal. Award3       64. RDR         Demand       65. Other         Demand       66. Absolute Date         67. Previous PPO No. if Any       65. Other         Demand       68. Category of Pension         69. Total period including weightage If any for which       70. Amount of Pension Commuted from         69. Total period including weightage If any for which       71. CDR No.         71. CDR No.       72. Date of Receipt	44. PDA Code * 45. DPDO 46. PDA State* 47. PDA Station*
30. Bditk       Acc. No.       Station       Station         52. BSR code	
Station       Station         52. BSR code Paying Branch       53. BSR code Link Bank         PART - D PAY DETAILS         54. Pay Band*       55. Pay in Pay Band         55. Pay in Pay Band*       56. Grade Pay*         57. MS Pay*       58. Group Pay         (X only)         59. Class Allowance*       60. Average Pay*         61. Gal. Award 1       62. Gal. Award 2         63. Gal. Award3       64. RDR Demand         64. RDR       65. Other Demand         65. Other Demand       66. Absolute Date of Commutation         67. Previous PPO No. if Any       65. Other Demand         68. Category of Pension       69. Total period including weightage If any for which Gratuity paid with 1st Pension (For Cat-2 & 6 only)         70. Amount of Pension Commuted from 1st Pension(For Cat-3 Only)         71. CDR No.       72. Date of Receipt	A/c No
Paying Branch       Link Bank         PART - D PAY DETAILS         54. Pay Band*       55. Pay in Pay Band         59. Class Allowance*       60. Average Pay*         61. Gal. Award 1       62. Gal. Award 2         63. Gal. Award3         64. RDR         Demand         65. Other         Demand         66. Absolute Date         of Commutation         67. Previous PPO No. if Any         68. Category of Pension         69. Total period including weightage If any for which         Gratuity paid with 1st Pension (For Cat-2 & 6 only)         71. CDR No.	
54. Pay Band*       55. Pay in Pay Band       56. Grade Pay*       57. MS Pay*       58. Group Pay         59. Class Allowance*       60. Average Pay*       61. Gal. Award 1       62. Gal. Award 2       63. Gal. Award3         64. RDR Demand       65. Other Demand       66. Absolute Date of Commutation       66. Absolute Date of Commutation         67. Previous PPO No. if Any       67. Previous PPO No. if Any       68. Category of Pension         69. Total period including weightage If any for which Gratuity paid with 1st Pension (For Cat-2 & 6 only)       70. Amount of Pension Commuted from Ist Pension(For Cat-3 Only)         71. CDR No.       72. Date of Receipt       11. CDR No.	Paying Branch
59. Class Allowance*       60. Average Pay*       61. Gal. Award 1       62. Gal. Award 2       63. Gal. Award3         64. RDR Demand       65. Other Demand       66. Absolute Date of Commutation       66. Absolute Date of Commutation         67. Previous PPO No. if Any       68. Category of Pension         69. Total period including weightage If any for which Gratuity paid with 1st Pension (For Cat-2 & 6 only)       70. Amount of Pension Commuted from 1st Pension(For Cat-3 Only)         71. CDR No.       72. Date of Receipt       72. Date of Receipt	PART - D PAY DETAILS
64. RDR Demand       65. Other Demand       66. Absolute Date of Commutation         PART-E (FOR DSC/TA PERSONNEL ONLY)         67. Previous PPO No. if Any       68. Category of Pension         69. Total period including weightage If any for which Gratuity paid with 1st Pension (For Cat-2 & 6 only)       70. Amount of Pension Commuted from 1st Pension(For Cat-3 Only)         71. CDR No.       72. Date of Receipt	
Of Next Demand       Demand       of Commutation         PART-E (FOR DSC/TA PERSONNEL ONLY)         67. Previous PPO No. if Any       68. Category of Pension         69. Total period including weightage If any for which Gratuity paid with 1st Pension (For Cat-2 & 6 only)       70. Amount of Pension Commuted from 1st Pension(For Cat-3 Only)         71. CDR No.       72. Date of Receipt	59. Class Allowance* 60. Average Pay* 61. Gal. Award 1 62. Gal. Award 2 63. Gal. Award 3
67. Previous PPO No. if Any       68. Category of Pension         69. Total period including weightage If any for which Gratuity paid with 1st Pension (For Cat-2 & 6 only)       70. Amount of Pension Commuted from 1st Pension(For Cat-3 Only)         71. CDR No.       72. Date of Receipt	
69. Total period including weightage If any for which Gratuity paid with 1st Pension (For Cat-2 & 6 only)       70. Amount of Pension Commuted from 1st Pension(For Cat-3 Only)         71. CDR No.       72. Date of Receipt	PART-E (FOR DSC/TA PERSONNEL ONLY)
Gratuity paid with 1st Pension (For Cat-2 & 6 only)     1st Pension(For Cat-3 Only)       71. CDR No.     72. Date of Receipt	

	PART-F (DETAILS OF DEPENDENTS)
73(I). Name	
Whether Handicapped Relation with Ind.	Date of Birth Aadhaar No.
73(II). Name	
Whether Handicapped Relation with Ind	Date of Birth Aadhaar No.
73(III). Name	
Whether Handicapped Relation with Ind.	Date of Birth Aadhaar No.
73(VI). Name	
Whether Handicapped Relation with Ind. [	Date of Birth Aadhaar No
73(V). Name	
Whether Handicapped Relation with Ind. [	Date of Birth Aadhaar No
	Details of Non-Qualifying Service
Date From	Date Upto Period YY MM DD
	TOTAL
Record Office	PCDA (P)
	Cik/Aud/SA SO/AAO AO/SAO Cik/Aud/SA SO/AAO AO/SAO
	CERTIFICATE
1. Certified	that Col. Nos. 1 to 73 of LPC- Cum- Data Sheet in respect of
-	Rank Name Name Rank
(Original) etc. and	found correct.
<b>2.</b> Certified (Original).	that qualifying service has been checked with reference to the Sheet Roll
Auditor	SO(A)/AAO AO/SAO PAO(Ors)
	Claim Notified Vide
	PPO No. / /20
	Adr/Sr.Adr. SO(A)/AAO AO/SAO (P)

Appendix-A PCDA(P) ALLAHABAD DS NO. PHP-002/2014
CORRIGENDUM DATA SHEET FOR SANCTION OF PENSIONARY AWARDS TO PBORS SERVICE Part-A Personal Details
A. Original PPO No.
C. Action Code D. Whether Hav. (ACP-I) Granted Hony. NB-SUB ?
1. Record Office*       2. Initial Rank       3. Rank Last Held*       4. Whether ACP granted ?*       5. Group*
6. Nationality* 7. Regimental No* 8. Old Regimental No.
9. Individual's Name*
10. Date of Birth 11. Date of Enrolment 11. Date of Discharge
13. Non-Qualifying Service       14. Former Service       15. Service Discharge       16.Clause of Discharge       17. Provisional Pension
18. Pension       19. Gratuity       20. Commutation       21. Loading       22. Extn. Service*         Recommended Code       Percentage       21. Loading       22. Extn. Service*
23. Medical 24. ECHS 25. Disability 26. Date of Medical Board 27. Composite % age of Pt. Disability (Assessed for life)
28. Composite % age of 29. Period of Assessment 30. Whether CAA is Payable? 31. Before Completion Discharge
32. Aadhaar No. 91
34. E-mail ID
35. Pensioner Address
36. State Code 37. Pin Code
PART - B FAMILY DETAILS
38. Whether Married ? 39. Spouse Alive 40. Spouse Nationality 41. Spouse Date of Birth
42. Spouse Name
43. Spouse Aadhaar No.
PART - C PDO DETAILS
44. PDA Code * 45. DPDO 46. PDA State* 47. PDA Station*
48. Bank/Sub 49. CPPC Bank 49. CPPC Bank 1000000000000000000000000000000000000
50. Bank A/c. No.
52. BSR code Paying Branch 53. BSR code Link Bank DADE TAILS
PART - D_PAY DETAILS           54. Pay Band*         55. Pay in         56. Grade Pay*         57. MS Pay*         58. Group Pay           54. Pay Band         56. Grade Pay*         57. MS Pay*         58. Group Pay         (X only)
59. Class Allowance*       60. Average Pay*       61. Gal. Award 1       62. Gal. Award 2       63. Gal. Award3
64. RDR 65. Other 66. Absolute Date of Commutation
PART-E (FOR DSC/TA PERSONNEL ONLY)
67. Previous PPO No. if Any
69. Total period including weightage If any for which Gratuity paid with 1st Pension (For Cat-2 & 6 only)
71. CDR No. 72. Date of Receipt P.T.O 2

	PART-F (DETAILS OF DEPENDENTS)
73(I). Name	
Whether Handicapped Relation with Ind.	Date of Birth Aadhaar No.
73(II). Name	
Whether Handicapped Relation with Ind	Date of Birth Aadhaar No.
73(III). Name	
Whether Handicapped Relation with Ind.	Date of Birth Aadhaar No.
73(VI). Name	
Whether Handicapped Relation with Ind. [	Date of Birth Aadhaar No
73(V). Name	
Whether Handicapped Relation with Ind. [	Date of Birth Aadhaar No
	Details of Non-Qualifying Service
Date From	Date Upto Period YY MM DD
	TOTAL
Record Office	PCDA (P)
	Cik/Aud/SA SO/AAO AO/SAO Cik/Aud/SA SO/AAO AO/SAO
	CERTIFICATE
1. Certified	that Col. Nos. 1 to 73 of LPC- Cum- Data Sheet in respect of
-	Rank Name Name Rank
(Original) etc. and	found correct.
<b>2.</b> Certified (Original).	that qualifying service has been checked with reference to the Sheet Roll
Auditor	SO(A)/AAO AO/SAO PAO(Ors)
	Claim Notified Vide
	PPO No. / /20
	Adr/Sr.Adr. SO(A)/AAO AO/SAO (P)

### For Data sheet PHP001/2014

Instructions for filling of Data sheet in r/o SERVICE PERSONNEL who discharge from service on or after 1/1/2006 (fresh PPO required to be issued )

Field no	Field Name	Field length	Field* Character	Description
1	Record Office	2	Ν	RO CODE as per code list
2	Initial Rank	1	Х	As per rank code list . It will be filled in case of JCOs who were appointed direct in the rank of JCOs
3	Rank last Held	1	Х	As per rank code list
4	Whether ACP granted	1	А	A for 1 <sup>st</sup> ACP 'B' for 2 <sup>nd</sup> ACP & 'C' for 3 <sup>rd</sup> ACP & 'N" for NO ACP granted/applicable.
5	Group	1	A	Filled with 'X' or 'Y'
6	Nationality	1	A	"I" "N" 'B" as the case may be
7	Regimental no.	9	Х	Current Regimental No.
8	Old Regimental No.	9	Х	In case of JCOs who were appointed directly it will Not be filled.
9	Individual's Name	35	А	
10 11 12	DATE OF BIRTH, DATE OF Enrolment Date of Discharge	8 Each Field	N	These Fields are to be filled as "YYYYMMDD"
13	TOTAL Non-qual. Service	6	N	This Field is to be filled as "YYMMDD" and a detail showing all the spells of NQS should be filled in the col. given on the reverse side of Data sheet. If the spells are more than the space provided, separate sheet may be attached with the claim duly attested.
14	Total Former service to be counted	6	Ν	This Field is to be filled as "YYMMDD" if any.
15	Service condoned	4	Ν	This Field is to be filled as "MMDD" and Maximum Limit is "1200".
16	Clause of Discharge	1	Х	As per List
17	Provisional Pension	1	А	Y or N to be Filled
18 19	Pension recomm. Code Gratuity recomm. code	1 1	A A	'F' for full pension/gratuity,'T' for 2/3 <sup>rd</sup> ofl pension/gratuity, H' for Half pension/gratuity & 'P' for provisional pension Where gratuity and Family Pen. not to be sanctioned
20	Commutation Percentage	2	Ν	Maximum limit is 50%
21	Loading in Age	2	Ν	"ҮҮ"
22	Extension of SERVICE	1	A	'Y'OR 'N' TO BE FILLED
23	Medical Allowance	1	А	'Y' applicable only in the case of Nepalese pensioner Otherwise 'N' will be filled.
24	ECHS-Code	1	A	'Y' OR 'N' as the case may be. In case erroneously Recovered the same will be refunded through corr. PPO by filling 'R' in the DataSheet for corrg. PPO.
25	Disability Pension Type	1	А	'W' for War Injury element, 'D' for Disability element 'N' for No disability
26	Date of Medical Board	8	Ν	Filled as 'YYYYMMDD'

27	Composite %age of Pt. Disability(Assessed for Life)	3	N	Maximum limit is 100%
28	Composite %age of Disability(Including Pt. & Temp.)	3	N	Maximum limit is 100%
29	Period of Assessment	2	N	It should be filled between 1 to 10
30	Whether CAA is Payable	1	A	'Y' or 'N' as the case may be.
31	Before Completion Discharge	1	A	'Y' or 'N' as the case may be.
32	Aadhaar Number	12	N	
33	Mobile Number	11	N	
34	E-mail id	35	Х	
35	Pensioner's Address	60	Х	
36	State Code	2	A	
37	Pin Code	6	N	
38	Whether Married	1	A	"Y" or 'N" as the case may be.
39	Spouse Alive	1	A	<ul> <li>'Y' in the case of wife alive and extension of ser. is not granted. 'E' in the case of wife alive and extension of service is granted. 'N' in the case where wife is not Alive, 'D' for Divorced cases. 'P' for Plural Marriage Cases</li> <li>'U' for Disputed cases &amp; Blank for Provisional Pen. Cases</li> </ul>
40	Spouse Nationality	1	A	'I'/'N'/'B' In case field no. 39 is filled as 'Y' otherwise left blank.
41	Spouse Date of birth	8	N	IF Field no. 39 is filled as 'Y' or 'E' this Field is to be filled as "YYYYMMDD".
42	Spouse Name	36	A	IF Field no. 39 filled as 'Y' or 'E' this field will be filled. In Case name is having more than 36 character the same Will be abbreviated
43	Spouse Aadhaar Number	12	Ν	
44	PDA Code	1	N	1 to 9
45	DPDO Code	2	N	As per List
46	PDA STATE CODE	2	N	
47	PDA STATION	25	Х	DISTRICT NAME OF PDA
48	Bank/Sub Treasury Code	3	A	As per List. Code 'SUB' for treasury will be Filled if PDA Code is '3' and pensioner desire to Draw pension from sub treasury.
49	CPPC	40	Х	Address of CPPC
50	Bank A/C NO.	25	X	Filled from left side only. If the character is < 25 the Right hand boxes may be kept blank.
51	Bank Branch/Sub Treasury station	35	X	
52 53	BSR Code Paying Branch LINK BANK BSR CODE/ CPPC BSR CODE	7 7	N N	The code allotted by RBI to each bank branch/CPPC
54	PAY-Band code	1	Ν	According to 6 <sup>th</sup> CPC i.e 1/2/3
55	Pay in Pay Band	5	Ν	Fixed under 6 <sup>th</sup> CPC
56	Grade Pay	4	N	According to 6 <sup>th</sup> CPC

57	MS Pay	4	Ν	According to 6 <sup>th</sup> CPC
58	Group Pay	4	Ν	According to 6th CPC applicable to Group 'X' Only
59	Class Allowance	3	Ν	According to 6 <sup>th</sup> CPC
60	Average Pay	5	N	IN case where Last Pay Drawn < Average Pay it will be filled and statement showing detail of Pay, Grade Pay Classpay for last 10 months may be filleed on the reverse of data sheets/enclosed duly Authenticated.
61	GALLANTRY AWARD1	2	Х	First character pertain to award code & second character
62	GALLANTRY AWARD2	2		pertain no. of bars. Annexure - 4
63	GALLANTRY AWARD3	2		
64	RDR DEMAND	6	Ν	
65	OTR DEMAND	6	Ν	
66	Absolute Date of	8	Ν	
	Commutation			
67	Previous PPO No if any	16	Х	Previous PPO No. for cate-2,3 and 5 pensioner
68	Category Of pension	1	Ν	As pr Category List
69	Total period including Weightage if any for Which Gratuity Paid with 1st Pension(For Cat-2 & 6 Only)	6	N	Filled with YYMMDD
70	Amt. of Pension Commu- ted from 1st Pension(For Cat-3 only)	5	N	
71	CDR No.	12	Х	
72	Date Of Receipt	8	N	Filled with YYYYMMDD

#### Column 73(i) to 73(v) Name

The name of the dependant members of officer may be filled in these columns. One box may be left blank between first middle and surname etc.

### Whether Handicapped

This column may be filled with "Y" if the officer is having a handicapped child otherwise it should always be filled with "N" and in no case it should be left blank.

### **Relation with Individual**

This column may be filled as under.

RELATION	RELATIONSHIP CODE
Son	S
Daughter	D
Divorced Daughter	R
Unmarried Daughter	υ
Widowed Daughter	v
Mother	M
Father	F
Brother	В
Sister	Т

### Aadhaar No.

This column may be filled with 12 Digit Aadhaar No. of the Dependents.

# FIELD CHARACTER

- <u>A</u> = Alphabet
- $\underline{N} = Numeric$
- $\underline{X}$  = Alpha-Numeric

### For Data sheet PHP002/2014

Instructions for filling of Corrigendum Data sheet in r/o SERVICE PERSONNEL who discharge from service on or after 1/1/2006.

Field no	Field Name	Field length	Field* Character	Description
Α.	Original PPO No.	10	Х	Original PPO No. of the individual
В.	Pensioner's ID	15	Х	Pensioner ID of the individual allotted in the Original PPO
C.	Action Code	3	A	If Original PPO has to be cancelled, it will be filled as 'CAN', Otherwise left blank
D.	Whether HAV(ACP-I) granted Hony. NB-SUB	1	A	'Y' or 'N' as the case may be
1	Record Office	2	Ν	RO CODE as per code list
2	Initial Rank	1	Х	As per rank code list . It will be filled in case of JCOs who were appointed direct in the rank of JCOs
3	Rank last Held	1	Х	As per rank code list
4	Whether ACP granted	1	A	A for 1 <sup>st</sup> ACP 'B' for 2 <sup>nd</sup> ACP & 'C' for 3 <sup>rd</sup> ACP & 'N" for NO ACP granted/applicable.
5	Group	1	А	Filled with 'X' or 'Y'
6	Nationality	1	A	"I" "N" 'B" as the case may be
7	Regimental no.	9	Х	Current Regimental NO.
8	Old Regimental No.	9	Х	In case of JCOs who were appointed directly it will Not be filled.
9	Individual's Name	35	A	
10 11 12	DATE OF BIRTH, DATE OF Enrolment Date of Discharge	8 Each Field	N	These Fields are to be filled as "YYYYMMDD"
13	TOTAL Non-qual. Service	6	N	This Field is to be filled as "YYMMDD" and a detail showing all the spell of NQS should be filled in the col. given on the reverse side of Data sheet. If spells are more than the space provided, separate sheet may be attached with the claim duly attested.
14	Total Former service to be counted	6	N	This Field is to be filled as "YYMMDD" if any.
15	Service condoned	4	Ν	This Field is to be filled as "MMDD" and Maximum Limit is "1200".
16	Clause of Discharge	1	Х	As per List
17	Provisional Pension	1	A	Y or N to be Filled
18 19	Pension recomm. Code Gratuity recomm. code	1 1	A A	<ul> <li>'F' for full pension/gratuity,'T' for 2/3<sup>rd</sup> ofl pension/gratuity ,</li> <li>H' for Half pension/gratuity &amp; 'P' for provisional pension</li> <li>Where gratuity and Family Pen. not to be sanctioned</li> </ul>
20	Commutation Percentage	2	Ν	Maximum limit is 50%
21	Loading in Age	2	Ν	"YY"
22	Extension of SERVICE	1	A	'Y'OR 'N' TO BE FILLED
23	Medical Allowance	1	А	'Y' applicable only in the case of Nepalese pensioner Otherwise 'N' will be filled.
24	ECHS-Code	1	A	'Y' OR 'N' as the case may be. In case erroneously Recovered the same will be refunded through corr.

				PPO by filling 'R' in the DataSheet for corrg. PPO.
25	Disability Pension Type	1	A	'W' for War Injury element, 'D' for Disability element 'N' for No disability
26	Date of Medical Board	8	Ν	Filled as 'YYYYMMDD'
27	Composite %age of Pt. Disability(Assessed for Life)	3	N	Maximum limit is 100%
28	Composite %age of Disability(Including Pt. & Temp.)	3	N	Maximum limit is 100%
29	Period of Assessment	2	Ν	It should be filled between 1 to 10
30	Whether CAA is Payable	1	A	'Y' or 'N' as the case may be.
31	Before Completion Discharge	1	A	'Y' or 'N' as the case may be.
32	Aadhaar Number	12	Ν	
33	Mobile Number	11	N	
34	E-mail id	35	Х	
35	Pensioner's Address	60	Х	
36	State Code	2	A	
37	Pin Code	6	N	
38	Whether Married	1	A	"Y" or 'N" as the case may be.
39	Spouse Alive	1	A	<ul> <li>'Y' in the case of wife alive and extension of ser. is not granted. 'E' in the case of wife alive and extension of service is granted. 'N' in the case where wife is not Alive, 'D' for Divorced cases. 'P' for Plural Marriage Cases</li> <li>'U' for Disputed cases &amp; Blank for Provisional Pen. Cases</li> </ul>
40	Spouse Nationality	1	A	'I'/'N'/'B' In case field no. 39 is filled as 'Y' otherwise left blank.
41	Spouse Date of birth	8	N	IF Field no. 39 is filled as 'Y' or 'E' this Field is to be filled as "YYYYMMDD".
42	Spouse Name	36	A	IF Field no. 39 filled as 'Y' or 'E' this field will be filled. In Case name is having more than 36 character the same Will be abbreviated
43	Spouse Aadhaar Number	12	N	
44	PDA Code	1	N	1 to 9
45	DPDO Code	2	N	As per DPDO List
46	PDA STATE CODE	2	N	
47	PDA STATION	25	Х	DISTRICT NAME OF PDA
48	Bank/Sub Treasury Code	3	A	As per List. Code 'SUB' for treasury will be Filled if PDA Code is '3' and pensioner desire to Draw pension from sub treasury.
49	CPPC	40	Х	Address of CPPC
50	Bank A/C NO.	25	X	Filled from left side only. If the character is < 25 the Right hand boxes may be kept blank.
51	Bank Branch/Sub Treasury station	35	Х	
52 53	BSR Code Paying Branch LINK BANK BSR CODE/	7 7	N N	The code allotted by RBI to each bank branch/CPPC

	CPPC BSR CODE			
54	PAY-Band code	1	N	According to 6 <sup>th</sup> CPC i.e 1/2/3
55	Pay in Pay Band	5	Ν	Fixed under 6 <sup>th</sup> CPC
56	Grade Pay	4	N	According to 6 <sup>th</sup> CPC
57 58	MS Pay Group Pay	4 4	N N	According to 6 <sup>th</sup> CPC According to 6th CPC applicable to Group 'X' Only
59	Class Allowance	3	N	According to 6 <sup>th</sup> CPC
60	Average Pay	5	N	IN case where Last Pay Drawn < Average Pay it will be filled and statement showing detail of Pay, Grade Pay Classpay for last 10 months may be filleed on the reverse of data sheets/enclosed duly Authenticated.
61	GALLANTRY AWARD1	2	Х	First character pertain to award code & second character
62	GALLANTRY AWARD2	2		pertain no. of bars. Annexure - 4
63	GALLANTRY AWARD3	2		
64	RDR DEMAND	6	Ν	
65	OTR DEMAND	6	N	
66	Absolute Date of Commutation	8	Ν	
67	Previous PPO No if any	16	X	Previous PPO No. for cate-2,3 and 5 pensioner
68	Category Of pension	1	Ν	As pr Category List
69	Total period including Weightage if any for Which Gratuity Paid with 1st Pension(For Cat-2 & 6 Only)		N	Filled with YYMMDD
70	Amt. of Pension Commu- ted from 1st Pension(For Cat-3 only)	5	N	
71	CDR No.	12	Х	
72	Date Of Receipt	8	N	Filled with YYYYMMDD

## Column 73(i) to 73(v) Name

The name of the dependant members of officer may be filled in these columns. One box may be left blank between first middle and surname etc.

### Whether Handicapped

This column may be filled with "Y" if the officer is having a handicapped child otherwise it should always be filled with "N" and in no case it should be left blank.

### **Relation with Individual**

This column may be filled as under.

RELATION	RELATIONSHIP CODE
Son	S
Daughter	D
Divorced Daughter	R
Unmarried Daughter	υ
Widowed Daughter	v
Mother	M
Father	F
Brother	В
Sister	Т

# Aadhaar No.

This column may be filled with 12 Digit Aadhaar No. of the Dependents.

# FIELD CHARACTER

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 $\begin{array}{ll} \underline{A} &= & \text{Alphabet} \\ \underline{N} &= & \text{Numeric} \\ \underline{X} &= & \text{Alpha-Numeric} \end{array}$