



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**

**Dated: 05 .12.2014**

To,

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](http://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/ invalidated 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.

- For original Service Pension claims- DS No. PHP-001/2014
- 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.

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

**(Rankaj Prakash Singh)**  
**Asstt. Controller (Pensions)**

**Copy to:**

1. The Dy. Secretary, Govt. of India, Ministry of PPG & P (Deptt. of P&PW), Lok Nayak Bhawan, New Delhi.
2. 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.
19. 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



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



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

Important Circular No.176

Dated: 17.11.2014

To,

1. 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

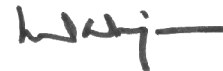
2. As per the extant procedure, pensioner who does not appear in person for one or other reasons can produce a Life Certificate as in Form No. 5 of Appendix 11 to DPPI 2013 from one of the authorities mentioned at items I to XIX of para 69 of ibid Instructions during the month of November every year. 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 withdrawals 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](http://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



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



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

Circular No.177

Dated: 19.11.2014

To,

1. 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**

**Ref: In continuation to this office Important circular No.176 dated-17.11.14.**

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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](http://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.

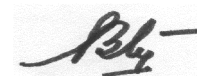
No. AT/Tech/ 30/XVI

Dated: 19.11.2014

( B.Mukhopadhyay)  
ACDA (P)

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7. All SAOs/AOs/AAOs in Audit & Accounts Complex.
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9. Spare



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

## ANNEXURE - A

### **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](http://jeevanpramaan.gov.in) on any Android Tablet/Smart phone or Windows PC. Procure a low cost finger print scanner/iris scanner from the market and 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](http://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 bio-metric 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](http://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](http://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](http://Jeevanpramaan.gov.in) for timely submission of their digital life certificates.





**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
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
				TOTAL
				<input type="text"/>

**Record Office**

**PCDA (P)**

Clk/Aud/SA

SO/AAO

AO/SAO

Clk/Aud/SA

SO/AAO

AO/SAO

**CERTIFICATE**

1. Certified that Col. Nos. 1 to 73 of LPC- Cum- Data Sheet in respect of Regt. No.----- Rank-----Name ----- have been properly checked with reference to the entries in the Enrolment Form, Discharge Roll, (Original) etc. and found correct.
2. Certified that qualifying service has been checked with reference to the Sheet Roll (Original).

Auditor

SO(A)/AAO

AO/SAO PAO(Ors)

Claim Notified Vide

PPO No. / /20

Adr/Sr.Adr. SO(A)/AAO AO/SAO (P)



**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
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
				TOTAL
				<input type="text"/>

**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  
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have been properly checked with reference to the entries in the Enrolment Form, Discharge Roll,  
(Original) etc. and found correct.
2. Certified that qualifying service has been checked with reference to the Sheet Roll  
(Original).

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	N	RO CODE as per code list
2	Initial Rank	1	X	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	X	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	A	Filled with 'X' or 'Y'
6	Nationality	1	A	"I" "N" 'B" as the case may be
7	Regimental no.	9	X	Current Regimental No.
8	Old Regimental No.	9	X	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 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	N	This Field is to be filled as "YYMMDD" if any.
15	Service condoned	4	N	This Field is to be filled as "MMDD" and Maximum Limit is "1200".
16	Clause of Discharge	1	X	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	'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	N	Maximum limit is 50%
21	Loading in Age	2	N	"YY"
22	Extension of SERVICE	1	A	'Y' OR 'N' TO BE FILLED
23	Medical Allowance	1	A	'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 corr. 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	N	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	X	
35	Pensioner's Address	60	X	
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	'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 'U' for Disputed cases & Blank for Provisional Pen. Cases
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 List
46	PDA STATE CODE	2	N	
47	PDA STATION	25	X	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	X	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	BSR Code Paying Branch	7	N	The code allotted by RBI to each bank branch/CPPC
53	LINK BANK BSR CODE/ CPPC BSR CODE	7	N	
54	PAY-Band code	1	N	According to 6 <sup>th</sup> CPC i.e 1/2/3
55	Pay in Pay Band	5	N	Fixed under 6 <sup>th</sup> CPC
56	Grade Pay	4	N	According to 6 <sup>th</sup> CPC

57	MS Pay	4	N	According to 6 <sup>th</sup> CPC
58	Group Pay	4	N	According to 6 <sup>th</sup> 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 filled on the reverse of data sheets/enclosed duly Authenticated .
61	GALLANTRY AWARD1	2	X	First character pertain to award code & second character pertain no. of bars. Annexure - 4
62	GALLANTRY AWARD2	2		
63	GALLANTRY AWARD3	2		
64	RDR DEMAND	6	N	
65	OTR DEMAND	6	N	
66	Absolute Date of Commutation	8	N	
67	Previous PPO No if any	16	X	Previous PPO No. for cate-2,3 and 5 pensioner
68	Category Of pension	1	N	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 Commuted from 1st Pension(For Cat-3 only)	5	N	
71	CDR No.	12	X	
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	U
Widowed Daughter	V
Mother	M
Father	F
Brother	B
Sister	T

**Aadhaar No.**

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

FIELD CHARACTER

A = Alphabet

N = Numeric

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
A.	Original PPO No.	10	X	Original PPO No. of the individual
B.	Pensioner's ID	15	X	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	N	RO CODE as per code list
2	Initial Rank	1	X	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	X	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	A	Filled with 'X' or 'Y'
6	Nationality	1	A	"I" "N" "B" as the case may be
7	Regimental no.	9	X	Current Regimental NO.
8	Old Regimental No.	9	X	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.
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16	Clause of Discharge	1	X	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	'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	N	Maximum limit is 50%
21	Loading in Age	2	N	"YY"
22	Extension of SERVICE	1	A	'Y'OR 'N' TO BE FILLED
23	Medical Allowance	1	A	'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 corr. 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	N	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	X	
35	Pensioner's Address	60	X	
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	'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 'U' for Disputed cases & Blank for Provisional Pen. Cases
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	X	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	X	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	BSR Code Paying Branch	7	N	The code allotted by RBI to each bank branch/CPPC
53	LINK BANK BSR CODE/	7	N	

	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	N	Fixed under 6 <sup>th</sup> CPC
56	Grade Pay	4	N	According to 6 <sup>th</sup> CPC
57	MS Pay	4	N	According to 6 <sup>th</sup> CPC
58	Group Pay	4	N	According to 6 <sup>th</sup> 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 filled on the reverse of data sheets/enclosed duly Authenticated .
61	GALLANTRY AWARD1	2	X	First character pertain to award code & second character pertain no. of bars. Annexure - 4
62	GALLANTRY AWARD2	2		
63	GALLANTRY AWARD3	2		
64	RDR DEMAND	6	N	
65	OTR DEMAND	6	N	
66	Absolute Date of Commutation	8	N	
67	Previous PPO No if any	16	X	Previous PPO No. for cate-2,3 and 5 pensioner
68	Category Of pension	1	N	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 Commuted from 1st Pension(For Cat-3 only)	5	N	
71	CDR No.	12	X	
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	U
Widowed Daughter	V
Mother	M
Father	F
Brother	B
Sister	T

**Aadhaar No.**

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

FIELD CHARACTER

A = Alphabet

N = Numeric

X = Alpha-Numeric

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