

EMPLOYEES STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN:C.I.G. MARG: NEW DELHI.

No. A-40/NPS/ A/cs -IV /2010

Dated: 08 -12-2011

To,

Al Ros/SROs/Hospitals/D(M)D/Noida

Subject:- New Pension Scheme- Subscribers contribution file pending for matching and booking- regarding.

Sir,

I am to forward herewith letter No. AS/KV/RG/RS/RP/201129929 dated 9th September, 2011 from the NSDL along with annexure -II thereof on the above mentioned subject. In this connection it is informed that the ROs/SROs/ Hospitals have been committing error in regard to uploading/matching of subscribers contribution file, as a result of which the banks are not able to match the contribution paid and are unable to accord credit to the subscribers concerned. Hence, it is requested that the guidance given by the NSDL to ensure proper uploading and matching of the subscribers contribution file takes place, may please be meticulously followed.

In case of any doubts Shri Deepak Mallik, Dy. Director (whose Mobile No. is 9818678340 may be contacted).

This issues with the approval of the AC (Fin.)

Yours faithfully,



(R. KESHAVADAS)
JT. DIRECTOR (FIN.)
PRAO

Copy to:

1. All Jt. Director (Fin.)/ Dy. Director (Fin.)/ PAO/DDO for information and necessary action.
2. Estt. Branch-III

3. WCM with the request upload the document/circular on CMC website.

वेबसाइट की विषय-सूची का प्रबंध.....

Website Contents Management

डाफ़री सं./ Diary No. 552

दिनांक / Date 8.12.2011

Serial 18 (K)



National Securities Depository Ltd. Central Recordkeeping Agency

4th Floor, 'A' Wing, Trade World, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel, Mumbai - 400 013.
Tel: 91-22-2499 4200, Fax : 91-22-2499 4974 / 2495 2594, e-mail : info.cra@nsdl.co.in

Ref: AS/KV/RG/RS/RP/201129929

September 9, 2011

The Joint Director (Finance)
Employees State Insurance Corporation(HQ), New Delhi
Room No-411
Panchdeep Bhawan
CIG Marg
New Delhi - 110002

Dear Sir/Madam,

Sub: Subscribers' Contribution File (SCF) pending for Matching & Booking

As you are aware, the most critical part in NPS is the transfer of subscriber contribution in to the CRA system. The PAO uploads the Subscriber Contribution File (SCF) in the CRA system for the associated Subscribers. Subsequent to the SCF upload, the PAO transfers the corresponding contribution to Trustee Bank. The Trustee Bank provides confirmation of the funds receipt to CRA and accordingly matching and booking of SCF is initiated in CRA system. As the process completes, subscriber's account is credited as per the SCF details.


We would like to inform you that 2 SCF(s) uploaded by the PAOs under your jurisdiction is/are pending for matching & booking. As informed by the Trustee Bank, it is not in a position to confirm the funds credited in the NPS Trust Account, as the PAO registration number and the Transaction ID have not been provided at the time of remittance of funds or due to discrepancy observed in the details of fund transfer provided in the Fund Transfer details window of NPSCAN. This has already been communicated through email to the concerned PAOs. You are required to take necessary steps to enable the Trustee Bank to confirm the receipt of funds. (Details of the pending SCFs are provided in the annexure (Annexure I)). A details procedure of fund transfer has been given in the annexure (Annexure II).

As you are aware, we send various correspondences through e-mail with PAOs and PrAOs. It reduces the time-lag and facilitates faster action at both CRA as well as at the PAO/PrAO offices. The e-mails are sent at their registered e-mail address with CRA. However, some of the mails remain undelivered. The list of such invalid e-mail addresses of the PAOs under your jurisdiction is enclosed in Annexure III. The PAOs concerned should be advised to check the status of their e-mail ids and get it updated with CRA, if required.

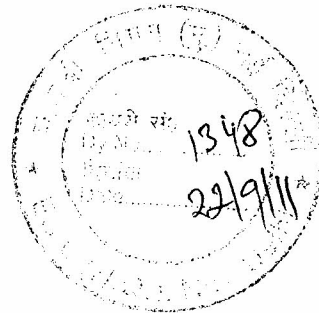
We would like to mention that along with the regular views and reports, 'Dashboard' is also made available in the CRA system to provide extensive and comprehensive information on status of SCFs uploaded, Subscribers' Credit analysis, Exceptional reports etc. You can login to CRA system site (www.cra-nsdl.com) using the Pr.AO User ID and Password and monitor the status of the SCFs uploaded.

For any further assistance or clarification, your office may contact Ms. Rashmi Sabbanwar (Tel. 022-24994887, email id – rashmis@nsdl.co.in) or Mr. Rahul Goyal (Tel. 022-24994851, email id – goyalr@nsdl.co.in).

Yours faithfully,


Kamalam Venkatesan
Senior Manager

Encl: a/a



Visit our website at www.npscra.nsdl.co.in

JD(F)

AO to Disam
8/11
ALC-IV



Process of submission of contribution and the most likely error

In case of Cheque/DD transfer

1. Take print out of Contribution Submission Form (CSF) after successful upload of Subscriber Contribution File (SCF).
2. Cheque should be Issued in favor of NPS Trust a/c, refer point number 2 of important note in the CSF.
3. Cheque amount and CSF amount should be the same.
4. Submit the cheque as well as CSF to nearest Bank of India (BoI) branch.
5. Instruct the Bank to remit the amount through specific transaction named as "PFRDA TR"
6. Ask for the acknowledgement.
7. Fund transfer details to be provided online through login facility available in NPSCAN

Important Point

1. CSF should be attached with the cheque while visiting BoI branch.
2. A/C no. mentioned in the cheque must be verified with the a/c number mentioned in the CSF.
3. Amount appearing on the cheque and CSF should be the same.
4. Insist for acknowledgement.
5. Fund remittance details must be provided online immediately after remittance.
6. Always check the status of transaction id on T+3 (except holiday).
7. Follow up with BoI branch as well as BoI Bandra Kurla Branch for the reason of pending transaction id.

In case of Electronic transfer

1. Take print out of Contribution Submission Form after successful upload of Subscriber Contribution File (SCF).
2. Cheque amount and CSF amount should be the same.
3. Instruct your bank to write PAOFIN+PAORegistration No.+Transaction id in the 7495 field of RTGS or in the field 7002 of NEFT.
4. Instruct your bank to remit the amount to the NPS Trust a/c as mentioned in the CSF at the important note.
5. Ask for the remittance details e.g. UTR/Ref no.
6. Fund details to be provided online through login facility available in NPSCAN.

Important Point

1. Ensure correct a/c number has been mentioned by your accredited bank.
2. Ensure there is no mismatch in the remittance and CSF amount.
3. Ensure PAOFIN+PAOReg(7 digit registration no., allotted by CRA+Transaction id(13 digit no. generated after successful upload of SCF) correctly entered by your accredited bank.
4. Insist for UTR/Ref no. and acknowledgement.
5. Fund remittance details must be provided online immediately after remittance.
6. Always check the status of transaction id on T+3 (except holiday).
7. Follow up with the remitting bank whether the remittance was successful as well as with the BoI BKC for the reason of mismatch.