



**Government of India
Ministry of Railways
Railway Board**

RBA No. 79/2016

No. 2015/AC-II/21/11

New Delhi, dated 18.10.2016

FA&CAOs,

All Zonal Railways

Sub:- Minutes of Dy.CAO/Gs' Conference held in Railway Board on 07.10.2016.

Minutes of Dy.CAO/Gs' Conference held in Railway Board on 07.10.2016 are enclosed for necessary action. A feedback on the action taken may be sent within a month's time.

DA: As above


(Rohit Parmar)

**Director Finance/CCA
Railway Board**

Minutes of Dy. CAO/G's conference held on 7th October, 2016
at Railway Board, New Delhi.

A review meeting of Dy. CAOs/G of Zonal Railways was held in Conference Hall, Railway Board on 7th October, 2016. The list of participants is placed at Annexure-A.

1. Inaugural Session

1.1 Welcome Address by DF/CCA

Director Finance/CCA welcomed all the participants. He mentioned that this conference has been called specifically to discuss issues related to Pension, IPAS, New Pension System and other Housekeeping activities.

Adviser/Accounts then requested FC(Rlys) to address the participants.

1.2 Keynote address by Financial Commissioner/Railways

FC addressed the participants and highlighted the following issues for immediate redressal:-

- Stock taking of work should be done from time to time, so that all pending activities are cleared.
- Budgeting for Pension is often inaccurate, so pension management continues to be a cause of concern. Given the huge share of pension expenditure out of the Ordinary Working Expenditure (OWE), **pension post check becomes a vital performance in Accounts Department for containing OWE.**
- Drive for sanitizing the pensioner's data, *which will result in matching of pension debit*, should be intensified on war footing. Further, action should be accelerated to complete the process of seeding Aadhar numbers in pensioner's master data.
- Implementation of IPAS over all Railways Pan India should be completed as scheduled. Settlement of pension should be done in IPAS and the master data should be pushed into ARPAN database.
- For different modules in IPAS, nodal Railways have been nominated to address IPAS related issues to be done in consultation with CRIS/Railway Board.
- NPS mistakes pointed out by Trustee Banks and available in the portal should be addressed for rectification. Employees should not be made to suffer for non remittance of NPS subscription. Necessary steps may be taken to effect zero arrears in this issue.
- Half yearly arrear report (HYAR) is an important management tool for monitoring performance of units. Its submission to Railway Board on time may be ensured immediately.
- HYAR should be complete in all respect. Given the transfer of balances of different suspense items into IPAS, monitoring of various suspense balances assumes importance and therefore should be attached due importance.
- The whole system of reporting/reporting of arrears needs to be overhauled to ensure improvement not only in the activities selected for review, but also in achievement of zero arrears.
- Traffic suspense on Indian Railway has increased by Rs 1053.31 Cr in April 2016, vis a vis March 2016. Major increase has been on NR (Rs 563 cr), NFR (Rs. 72 cr), SER (Rs. 65 cr). Zonal railways may review and advise broad reasons for this increase. All Officers in Accounts Department should take proactive action in realization of old dues by visiting the customers and realize the dues.

- Clearance of AOB items should be taken up in right earnest as we have already reached the middle of financial year. Clearance of AOB dues should not be left to be carried out in March, 2017. It should be an ongoing activity.
- A review exercise of outstanding of paramilitary forces done in Boards office has revealed that an amount of Rs 76.95 cr remains unpaid by CRPF, CISF, BSF, CBI, SSB, ITBP. The vintage of these outstanding needs to be confirmed, before Board can take up this matter with the Ministry of Home Affairs. Age wise analysis of the outstanding on this account along with Traffic suspense to end of August, 2016 should be reported to Board's office immediately. Besides, all Zonal Railways may individually contact these Departments and arrange to get the payments immediately.

1.3 Address by Additional Member/Budget

- Digitisation of all Returns needs to be expedited.
- Internal Audit mechanism should be tightened.
- Submission of Returns to Board needs to be monitored and submitted on time.
- Monthly Progress Report and other Returns must be sent quickly through e-mails.
- Strict discipline should be ensured in all House-keeping activities.

2. Address by Adviser/Accounts

Adviser/Accounts reviewed the agenda items as follows:-

2.1 Pension Management

- Pension expenditure forms a considerable component of OWE. Therefore, post check of pension payment assumes importance, to weed out extra payments or fraudulent payments.
- Challenges faced by Railways are mainly (i) ineffective reconciliation process, (ii) inaccurate budgeting, (iii) frequent revisions of PensionPayment order, (iv) delays in commencement of pension payment. Railways have to address these challenges.
- As on 5.10.2016 there are about 2.70 lakh pensioner's master data sent to all Zonal Railways that needs to be checked with the source pensioner's file and sanitized. Western Railway has uploaded these data in ARPAN portal. Sanitisation of pensioner's data must be completed by 31.10.2016 by all the Zonal Railways.
- Special check of pension payments made by Banks to 80+ pensioners must be carried out with strict vigil. In fact, while conducting the post check of pension payment, pensioner's age profile must be kept in view and pension post check must be done backwards i.e oldest pensioner must be checked first.
- Dy. CAO/G/WR mentioned that details of 80+ pensioners can be downloaded from ARPAN, so that post check of the pension payment to some extent can be done on ARPAN itself.
- E-PPO facility has been introduced in ARPAN for 9 Banks and in IPAS for 3 Banks. This needs to be gradually extended further. Northern Railway has been made nodal Railway for extending E-PPO on IPAS.
- Aadhar number of 3.75 lacs data seeded in Pension Master is being authenticated by WR.
- Pushing of Master data relating to pension from IPAS into ARPAN should be done concurrently, for which an utility has been created by CRIS. Some Railways reported delay in this regard. Western Railway may kindly ensure.

- It has been reported by Department of Pension that Jeevan Pramaan mode for submission of digital life certificate is being used by only 62540 pensioners of Railways. All staff should be motivated to get Aadhar No seeded with their data base. Pensioners should also be motivated to do so.

2.2 IPAS related issues

- Targets set for implementation of IPAS must be strictly adhered to.
- Pension module of IPAS yet to be implemented in some of the units of WR, ECR, NCR and SWR . This must be completed by 31.10.2016.
- For different modules in IPAS, nodal Railways have been nominated to address IPAS related issues to be done in consultation with CRIS/Railway Board. This may be closely monitored by FA&CAOs of all nodal Zonal Railways.

2.3 New Pension System

- There should be no delay in transmission of credits to Trustee Bank.
- A review of PRAO wise credit analysis and all Zonal Railways were directed to ensure that there should be no abnormal mistakes.
- A serious view was taken that PRAN are generated more than two months after the joining of the employees and in some of the Railways, there is huge pendency. This should not be allowed to happen. This may be examined and implemented early.
- Delay in uploading contribution results in financial loss and increases Subscriber's grievances. Therefore, this should be a target area for clearance of backlog.
- NSDL representative mentioned that online updation is also possible in the NSDL portal
- Provisional payment of pension under NPS to the beneficiaries who have opted for pension shall be done in-house by the Railways and not like old pension system. SCR has been advised to immediately discontinue the system of issuing Pension Payment Order to the NPS beneficiaries and resort to in-house payment after pre-check, as per Railway Board's order. Compliance must be reported to Board's office immediately.

2.4 House-Keeping Items

- Half Yearly Arrears Reports must be submitted to Board's office by the stipulated time. Arrears should be pulled up by having a system of clearance plan in place.
- Outstanding dues from Para Military Forces must be recovered by meeting the officials regularly.
- Billing of Dues and its recovery should be a concurrent process and must not be allowed to be done at the end of the year.

3. Meeting end with vote of thanks to the chair.

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LIST OF PARTICIPANTS

Railway Board			Zonal Railways/PUs		
Name	Designation	Railway	Name (S/SH/SMT/KUM)	Designation	
1 Sh. K.B. Nanda	F C (Rlys)	1 CR	Dhruv Jyoti Sen Gupta	Dy.CAO/G	
2 Sh.Shahzad Shah	AM(B)	2 ER	Ramesh Kumar	Dy.CAO/G	
3 Sh.B.B. Verma	Adv(A)	3 ECR	Md.Manzarul Hasan	Dy.CAO/G	
4 Sh. Amitesh Kumar Sinha	DF/CCA	4 ECoR	Nivedita Swain	Dy.CAO/G	
5 Sh. Tripuresh Dwivedi	DFA	5 NR	Sanjeet	Dy.FA	
6 Sh. Rohit Parmar	DF(X)-II	6 NCR	Amritanshu Maurya	Dy.CAO/G	
7 Sh. V.Prakash	JDA	7 NER	Vinod Kumar	Dy.CAO/G	
		8 NFR	Shruti Agnihotri	Dy.CAO/G	
		9 NWR	V.S.Meena	Dy.CAO/G	
		10 SR	S.Selvalakshmi	Dy.CAO/G	
		11 SCR	M.A.Masoom	AFA	
		12 SER	S C Mitra	Dy.CAO/G	
		13 SECR	N.Sunderrajan	Dy.FA&CAO/T	
		14 SWR	R.Manjunatha Rao	Dy.FA/Bks	
		15 WR	Anand Kumar	Dy.CAO/G	
		16 WCR	Abhiram Khare	Dy.CAO/G	
		17 SCR	K.Murali Krishna	AFA/PN&PF	
			CRIS		
		1	Sh. Sanjeev Kumar	GM/CRIS	
		2	Sh. Ajay Srivastava	PPE/CRIs	
			NSDL(e-Governance Infrastructure ltd)		
		1	Sh.Anup Agarwal	Sr.Manager	