



भारत सरकार  
रेल मंत्रालय  
रेलवे बोर्ड

संख्या: 2017/AC-II/21/6(Part-II)

RBA NO:- 134/2017

No. 2012/AC-II/21/6(Part-II)

New Delhi, Dated 26 Sept, 2017

**General Managers,  
All Zonal Railways and Production Units**

**Sub: Spot check of pension payments by Pension Disbursing Bank**

Expenditure on Pension accounts for a substantial portion of Indian Railway's working expenses. The expenditure in 2017-18 is higher due to impact of 7<sup>th</sup> CPC recommendations. It is thus imperative that no effort be spared in ensuring that Pension Debits received from Banks are carefully monitored and Pension Liability is reviewed from time to time to ensure that debits are received from Banks only for bona fide Railway Pensioners.

A step in this direction has been taken through development of the portal ARPAN – (Advanced Railway Pension Access Network), which, *inter alia*, enables reconciliation of Pension Debits received from Banks with the Pension Master.

Besides reconciliation through ARPAN, a physical verification drive of pensioners is also to be launched in the month of November, each year, to coincide with submission of 'Life Certificate' by pensioners to the Banks. This drive is conducted by a team of Accounts and Personal department supervisors/staff drawn from Divisions/Workshops/field units of the Railway and Production Units. This team is detailed to visit the banks in the nearby locality and carry out inspections and verifications of the Life Certificate of the pensioner who visit the bank or submit it digitally through 'Jeevan Praman' portal. **This year too, this check may be conducted during the month of November, 2017.** An indicative checklist for the verification to be carried out is enclosed. A brief report on the results of spot checks, in undernoted format may be sent to Railway Board by 15<sup>th</sup> December 2017.

**Results of Spot Check**

S.No.	Bank Visited	No. of Records Verified	Nature of Pensioner	Discrepancy Detected	Remarks

Similarly, periodic reports on reconciliation of Pension Debits received from Banks, in the undernoted format may be submitted to Board's office by 15<sup>th</sup> of the following month after each quarter.

**Results of Check of Pension Debits**

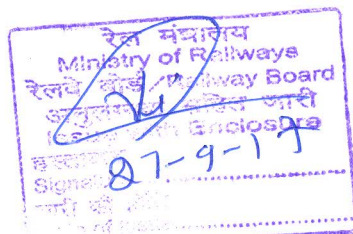
Items	III Quarter (1.10.2017 to 31.12.2017)	IV Quarter (1.1.2018 to 31.3.2018)	Total
Overpayment Detected			
Recoveries from Banks			

DA: As above

(Anjali Goyal)  
Pr. Exe. Director/Accounts  
Railway Board

Copy to:

- PFA, All Zonal Railways/PUs
- CPO, All Zonal Railways/PU



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**SUGGESTED CHECKLIST FOR GUIDANCE OF STAFF NOMINATED FOR  
VERIFICATION OF PENSION AT THE BANKS**

1. The employees deputed to the particular branch should carry the latest debit scroll with the names of the pensioners to verify its correctness with bank records.
2. 100% matching of pensioners' names and amount with that of the bank.
3. Physical verification of the pensioner will be checked w.r.t.:-
  - i) Life certificate.
  - ii) PPO details- confirm the personal details and details of his/her dependants
  - iii) Proof/Authenticity of the certificate of dependency in case of dependants drawing family pension.
4. Correctness of revised pension from ready reckoner, etc.
5. After conclusion of this exercise, the nominated railway official will jointly sign certificate with the bank that \_\_\_\_\_ number of pensioners/family pensioners are drawing pension from the branch and the debit for the month of November, 2015 is ₹ \_\_\_\_\_.
6. Any other item which the FA&CAO/CPO may consider fit.