



सत्यमेव जयते

भारत सरकार
रेल मंत्रालय, (रेलवे बोर्ड)
नई दिल्ली-११० ००९
GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)
NEW DELHI-110001
RBA No.25 /2005

Shobhna Jain
Additional Member/ Finance

D.O.No 2004/ ACII/25/11

New Delhi, Dated 17.5.2005

My dear / Dear Sh (FA&CAOs),

Sub: Streamlining the procedure of issue of PPO and check of pension debits.

Please refer to Board's letter of even no. dated 5.11.04 wherein modus operandi of fraudulent payments made against fake PPOs noticed on one of the Railways, along with guidelines to streamline the procedures was circulated to the Railways for issue of suitable instructions /JPO to the staff concerned. In order to streamline the system further, it is desired that in addition to the guidelines issued earlier the following measures may also be taken immediately:

1. Pension Payment Orders may be issued on pre-printed stationery with printed serial number (rubber stamp may be used for serial numbering until the pre-printed stationery is received);
2. The PPOs may be treated at par with the money-value documents and the system should also capture the PPO stationery serial number in the database;
3. The agency that prints the PPO, either the Accounts office or the EDPM may furnish a list of cancelled PPOs along with the stationery to the Accounts Officer in charge of Pension in Headquarters Office. Further directions to their disposal may be issued by FA&CAO;
4. The corrections, if any, may be properly attested and the number of corrections made indicated in figures and words prominently at the bottom of the PPO. The signatures of the issuing authority and also the corrections may be covered by transparent tape to make it tamper proof; and
5. Pension debits may not be accepted without requisite certificates from the pension disbursing authorities.

Kindly ensure immediate action accordingly under advise to Board. Incidentally the feedback received from the Railway on results of internal check of pension debits during 2003-04 called for vide Board's letter No. 2001/AC-II/21/20 dated 16/9/04 has revealed that most of the Railways have not carried out these checks as per extant instructions. It is desired that

arrears in internal check may be pulled up immediately in a time-bound manner while ensuring implementation of the laid instructions scrupulously. For this purpose Pension section may be strengthened by drawing surplus staff identified based on benchmark and introduction of AFRES.

It is also proposed to highlight the irregularities noticed during internal check of pension debits to RBI at apex level for which details of such irregularities & quantum thereof, may be sent to Board's office in enclosed format at the earliest.

Kindly acknowledge receipt and confirm appropriate action being taken personally.

This issues with the approval of FC/ Rlys.

DA: As above.

Yours sincerely


(Shobhna Jain)

FA&CAOs

All Zonal Railways & PUs etc.

(As per list attached .

9c.

Irregularities noticed in the check of pension debits

Nature of Irregularities	No. of cases involved	Defaulting Bank	Overpayments (Amount in Rs)	Remarks