

**GOVERNMENT OF HARYANA**  
**OFFICE OF DIRECTOR, TREASURIES & ACCOUNTS**  
**DEPARTMENT, HARYANA**  
**(DATA MANAGEMENT CELL/DMC)**  
1st Floor, 30-Bays Building, Sector-17C, Chandigarh-160017 (U.T.).  
Phone Number:-0172-2991025.  
e-mail:-treasuries@hry.nic.in, website:-hrtreasuries.gov.in

Memo No. TA-HR (DMC)/NPS/ 2023/ 4855-4859

Dated: 28/08/2023

To

1. All Heads of the Departments
2. All Commissioners of Divisions
3. All Deputy Commissioners and Sub-Divisional Officers (Civil)
4. The Registrar, Punjab & Haryana High Court, Chandigarh
5. All District Treasury Officers/Sub-Treasury Officers

**Subject:- Coverage under Punjab Civil Services Rules (CSR) Vol.- II (Now Haryana Civil Services (Pension) Rules, 2016), in place of New Defined Contributory Pension Scheme, of those State Government employees who were recruited against the posts/vacancies advertised/notified for recruitment, on or before 28.10.2005.**

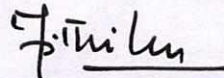
Please refer to Government instruction No. 1/1/2004-1 Pension (FD) dated 08.05.2023 on the subject cited above.

Following Standard Operating Procedure (SOP) has been devised for accounting of NPS Corpus of those employee(s) who covers under Govt. instruction under reference:-

- Step 1:** After getting approval of Competent Authority and opening of GPF Account, the Government employee(s) will submit complete Final NPS withdrawal form with relevant supporting documents to concerned Drawing and Disbursing Officer (DDO).
- Step 2:** Drawing and Disbursing Officer (DDO) after due verification of final withdrawal form will submit the same to concerned District Treasury Officer (DTO).
- Step 3:** On the basis of withdrawal form, District Treasury Officer (DTO) will capture the relevant information in Error Rectification Module (ERM) of CRA System. Thereafter, he will verify the withdrawal case online and submit request to Director, Treasuries & Accounts for further authorization.
- Step 4:** On receiving request from concerned Treasury Officer online, Director Treasuries & Accounts will authorize the withdrawal case after due verification and forward the same to Protean eGov Technologies Ltd. Mumbai for transfer of whole NPS corpus.
- Step 5:** NPS Trust (Trustee Bank), after getting the Non NPS withdrawal request through Protean eGov Technologies Ltd. Mumbai, will transfer the whole NPS Corpus of the subscriber (Employee Share & Employer Share alongwith accumulated Gain/Return on Investment) into the dedicated NPS Bank Account opened in the O/o Director, Treasuries & Accounts Department.
- Step 6:** After getting the NPS details from Protean eGov Technologies Ltd. Mumbai, and DTO concerned, the Employee Share alongwith gain will be deposited in his/her GPF Account through e-Gras challan under Head 8009-01-101-51-51 and Employer share alongwith gain will be deposited in Govt. receipt through e-Gras challan under Head 0071-01-800-99-51. Further, at the time of processing, if any Govt. employee is retired/expired then employee share will be deposited in his/her bank account.

In all other cases, where no option has been exercised by the Subscriber as per Govt. instruction No. 1/1/2004-1 Pension (FD) dated 08.05.2023, the claim of the Subscriber will be regulated in accordance with the Pension Fund Regulatory and Development Authority (Exits & Withdrawals under National Pension System) Regulations, 2015, as default option.

It is requested to bring the above instructions to the notice of employee working under your control. The above information can be downloaded from the website of Treasuries & Accounts Department <https://hrtreasuries.gov.in>.



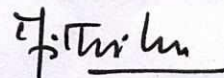
Joint Director (DMC)  
for Director , Treasuries & Accounts  
Department, Haryana, Chandigarh

Endst. No.TA/HR/DMS/NPS/2023/4880-4884

Dated: 28/08/2023

A copy of the above is forwarded to the following for information and further necessary action please:-

1. Additional Chief Secretary to Government Haryana, Finance Department (FA Branch/FR Branch/FG-1 Branch).
2. Principal Accountant General (A&E) Haryana.
3. Chief Accounts Officer, Finance Department (Pension Branch)
4. Manager, Protean eGov Technologies Ltd. Mumbai.
5. Programmer, Treasuries & Accounts Department with request to upload the same on Website of Treasuries & Accounts Department Haryana.



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