

## TANGEDCO

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CHIEF INTERNAL AUDIT OFFICER

AUDIT BRANCH,  
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Circular Lr.No.036314 / 340 / F 15 / F 151 / CPS / 2014, Dt. 17 .07 .14 .

To  
**The Chief Financial Controller / TANGEDCO,  
The Chief Financial Controller / TANTRANSCO,  
All the Chief Engineers,  
Deputy Secretary / Administration / Secretariat Branch,  
All the Superintending Engineer's.**

Sir,

Sub: Pension – Contributory Pension Scheme – Allotment of  
CPS numbers to the existing employees / newly joined  
Employees \ further Instructions - Regarding.

- Ref: 1. G.O.Ms.No.259/Finance (Pension) Department,  
dated 06.08.2003.  
2. Per B.P. (ch) No.264/dt.03.12.2003.  
3. Per B.P. (FB) No.6,dtd.31.01.2005.  
4. Finance (PGC),Sec.Lr.No.63734/FS/T/PGC/13,dtd.23.05.14.  
5. **TNEB Engineer'sSangam.Lr.No.GS/TNEBES/F.5/D.189/14,  
dt.16.4.2014.**  
6.Note Approved by Secretary Dated 14.07.2014

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In the reference 2<sup>nd</sup> cited, Tamil Nadu Electricity Board has introduced Contributory Pension Scheme to the Tamil Nadu Electricity Board employees with effect from 01.04.2003 on par with Tamil Nadu State Government employees.

2. The Chairman cum Managing Director / TANGEDCO has ordered to maintain proper Accounts for the Contributory Pension Scheme in reference 3<sup>rd</sup> cited. Accordingly, the New Software Phase-I has been developed and installed in Centralized Server and this can be accessed through "Intranet" via **URL:192.168.150.7/CPS.**

3. The Finance (PGC) Department Government of Tamil Nadu has given strict instruction in Lr.No.63734/FS/T/PGC/13,Dtd.23.05.14 that the CPS Index Number should be assigned before 31.08.2014 for all the employees appointed on or after 01.04.2003. Now, it is understood from the Audit reports and from the Union representations that many offices have not assigning CPS Index Numbers allotted by Audit Branch and not issuing Annual Account Statement to the individuals every year.

4. The above issue has been examined in detail in the light of the existing orders in force and the following further guidelines are issued for adherence:-

i. Employees recruited on or after 01.04.2003 should mandatorily be assigned the contribution Pension Scheme Index Numbers by the pay drawing authority within the span of Numbers allotted by Audit Branch to each Chief Engineer's/Superintending Engineer's and other offices.

ii. The Head of offices/Head of Departments/Drawing Officers shall be responsible for obtaining the Contributory Pension Scheme Index Numbers as in the case of GPF Numbers from Audit Branch.

iii. An employee appointed on or after 01.04.2003 who have not so far enrolled in the Contributory Pension Scheme shall fill up the prescribed form for enrolment in the Contributory Pension Scheme and furnish the same to the Head offices (i.e.) the concerned Chief Engineer's/Superintending Engineer's office for assigning Contributory Pension Scheme Index Number.

iv. The Drawing Officers concerned should ensure that the new recruits have applied for the Contributory Pension Scheme Index Numbers.

v. The concerned Chief Financial Controller's / Chief Engineer's / Superintending Engineer's on receipt of application forms from the employees shall assign the Contributory Pension Scheme Index Numbers and the same should be intimated to the Pay Drawing Officer concerned immediately. The particulars may be incorporated in the CPS Master Data without any delay.

vi. The employees to whom the Contributory Pension Scheme Number have not been assigned so far have to be assigned on or before 31.8.2014 without fail or otherwise pay bill will not be generated to the employee for whom CPS Index Number has not been assigned as per allotment from Audit Branch.

vii. No inconvenience should be caused to the employees in drawing their salary due to non – assignment of the Contributory Pension Scheme account numbers. The CPS number should be assigned to each employee within the allotted Numbers to each CE's / SE's. **The dummy number should not be operated in the pay bill after 31.08.2014 .**

5. All the Head of the Departments are requested to give necessary instructions to update in CPS Index Number in Pay Bill.

6. Suggestions for the improvement of CPS Software are invited.

7. The receipt of the communication shall be acknowledged

Sd/- 17.07.2014

**S.M.J. RAJAKUMAR**  
**Chief Internal Audit Officer**