

कार्यालय रक्षा लेखा महानियंत्रक, उलन बटार रोड, पालम, दिल्ली छवनी-10  
Office of the CGDA, Ulan Batar Road, Palam, Delhi Cantt.-10

No. AN/III/3012/Circular/Vol-VII


Dated 28.8.2015

All PCsDA/PCA (Fys)/PIFAs  
CsDA/CsFA (Fys)/IFAs/RTCs

**(Through CGDA Website)**

Subject: 1. Enrolment for Aadhaar numbers and seeding in service records of all employees-regarding.  
2. Carrying Aadhaar Number on pay slip.

Please find enclosed Govt. of India, Department of Personnel, PG & Pensions (DOP & PW) letter No. 1/19/2014-P&PW (E)(i) dated 16.3.2015 and DO letter No. 1/19/2014-P&PW(E) dated 13.3.2015 received under MoD (Fin.) ID Note No. 10(3)/C/2015 dated 19.8.2015 for information and necessary action.

  
(R K Gandhi)  
For CGDA


Copy to:-

AN-IV Section (Local)

For similar action please.

EDP Section (Local)

With a request to upload on CGDA Website.

  
(R K Gandhi)  
SAO (AN)

No. 1/19/2014-P&PW (E)(i)  
Government of India  
Ministry of Personnel, P.G. & Pensions  
Department of Pension & Pensioners' Welfare

3<sup>rd</sup> Floor, Lok Nayak Bhavan,  
Khan Market, New Delhi,  
16<sup>th</sup> March, 2015

Office Memorandum

Sub: Enrolment for Aadhaar numbers and seeding in service records of all employees -- regarding.

In November, 2014, the Prime Minister has launched an Aadhaar-based biometric verification system "Jeevan Pramaan" to enable pensioners to submit a digital Life Certificate on-line. This is an important step in realising the vision of Digital India. This facility has been provided in addition to the other existing methods of submitting Life Certificate.

2. "Jeevan Pramaan" aims at sparing the pensioners and family pensioners the trouble of visiting the bank branch for submission of Life Certificates. It is possible to submit the Life Certificate from personal computers and laptops or by visiting a conveniently located Common Service Centre. Further, banks by linking Aadhaar number with bank accounts and PPO numbers will ensure authenticity of pension and other payments. This will also expedite commencement of family pension in the event of death of pensioner.

3. In view of the obvious advantages of using Aadhaar numbers, all employees are advised to get themselves and their family members registered and obtain Aadhaar numbers immediately and not later than 30<sup>th</sup> June, 2015. Administrative Heads are requested simultaneously to seed all service books and employee databases so that this information can be transferred to the Pension Payment Order (PPO) at the time of retirement or death during service.

4. All the Ministries/Departments are requested to launch special drives for Aadhaar enrolment in collaboration with UIDAI and advise all employees, especially those who are retiring in the next two years and those posted in remote areas, to get the Aadhaar numbers for themselves and their family members issued and submit the same to the Head of Office under proper acknowledgement.

  
16.3.20  
(Alok Rawat)

Secretary to the Government of India

Secretaries,  
All Ministries/Departments.

भालोक रावत  
LOK RAWAT, IAS  
SECRETARY



4/4  
भारत सरकार  
कार्मिक, लोक शिकायत तथा पेंशन विभाग  
पेंशन एवं पेंशनभोगी कल्याण विभाग  
लोकनायक भवन, खान भोली  
नई दिल्ली-110003

GOVERNMENT OF INDIA  
MINISTRY OF PERSONNEL PUBLIC GRIEVANCES & PENSIONS  
DEPARTMENT OF PENSION AND PENSIONERS WELFARE  
LOK NAYAK BHAVAN, KHAN MARKET  
NEW DELHI-110003

D.O. No. 1/19/2014-P&PW(E)

Dated : 13<sup>th</sup> March, 2015

Dear Secretary,

As a part of eGovernance, the Digital Life Certificate (Jeevan Pramaan) has been operationalised in the Central Government. The system of biometric attendance which is functional in all the Ministries and Departments predicates the existence of a unique Aathaar Number for all Central Government employees, atleast those located in Delhi.

2. The salary payment to Central Government employees is done through the COMP DDO software. It was felt that the employee's pay slip ought to carry the unique Aadhaar number on the pay slip for which changes in this software have been done. The next step forward is for the individual ministries/departments to send Aadhaar number in the salary details, so that the same could be reflected in the pay slip.
3. I am sure that necessary action would have already been initiated by your ministry / department.
4. Would be grateful for a line in confirmation.

Yours sincerely,

(Alok Rawat)

All Ministries/Departments of Government of India

Copy(NO0) for Information to : Principal Secretary to Hon.ble Prime Minister, South Block, New Delhi.

कार्मिक और प्रशिक्षण विभाग, लोक-नायक भवन Dept. of Personnel & Trg., L. N. Bhawan प्राप्त और निर्गम अनुभाग Receipt & Issued Section
16 MAR 2015
उत्तर किया/ISSUED

(Alok Rawat)

