

GREATER HYDERABAD MUNICIPAL CORPORATION

Office of the Addl. Commissioner (Finance)

Greater Hyderabad Municipal Corporation

Cir No.14430/Pen.Contr/GHMC/2014-15

Dt. -06-2015

Sub:- GHMC – CPC – Instructions to all Drawing and Disbursing Officers to submit the S1 forms of the employees and also the list of CPC employees – Request – Regarding.

Ref:- Cir No.14430/Pen.Contr/GHMC/2014-15 Dt.30-08-2013, 23-11-2013, 31-05-14, 16-07-2014, 28-08-2014, 22-09-2014, 25-11-2014 & 10-04-2015.

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The attention of all DDOs of GHMC, is invited to the reference cited where in they were requested several times through the references to furnish S1 forms for the employees appointed on or after 1.9.2004.

It is to inform that, very less number of S1 forms have been submitted by the DDOs of GHMC, inspite of repeated reminders. As per the data provided by NSDL, Mumbai it is observed that only 309 PRANs have been allotted to GHMC employees who comes under Contributory Pension Scheme and also **noticed that no numbers were allotted to West Zone and one number only allotted to Central Zone.**

In order to stream line the data of the employees of all zones and for convenience of uploading the amounts to NSDL, all DDOs are requested to furnish the list of the employees who were appointed on or after 1-9-2004 and who comes under Contributory Pension Scheme, in the proforma given below immediately or can be mailed to npcsghmc@gmail.com.

Emp. No.	PRAN No. (if allotted)	Employee Name	Section	Date of Appointment

The issue of obtaining the PRAN numbers is the most important thing for the welfare of employees of GHMC. Hence, all the DDOs of GHMC are requested

to take immediate action in this matter.



Further, it is requested the Zonal Financial Advisors (PAO) to pursue with the DDOs to take necessary steps.

All the DDOs of GHMC are once again requested to treat this matter as **MOST IMPORTANT** and **URGENT**.

Addl. Commissioner (Finance)

Greater Hyderabad Municipal Corporation

To

All the DDOs of GHMC (Head Office and Zonal Office)

To all the Examiners of Accounts

To the Zonal Financial Advisors (PAO)

To the table of the Commissioner & Spl.Officer, GHMC.

Copy to all the Zonal Commissioners of GHMC.

Copy to all the Deputy Commissioners of GHMC.

Signature valid

Digitally signed by D. JAYARAJ
KENNEDY
Date: 2015.06.22 11:05:11 IST
Reason: Approved