



वैज्ञानिक एवं औद्योगिक अनुसंधान परिषद्
Council of Scientific & Industrial Research
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Fax No. 011-23711117, 011-23711321

No. 34-2(5)/CSIR-NPS/2010-11

Dated: April 13, 2010

From

The Financial Adviser,
Council of Scientific & Industrial Research,
New Delhi.

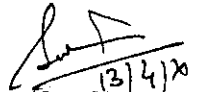
To

The Controller of Finance & Accounts / Finance and Accounts Officer
and Drawing and Disbursing Officers of all National Lab/Instt.,

Sir,

I am directed to enclose herewith a copy of Letter No.AS/KV/JJ/MN/20108223, dated 20-03-2010 on the subject "Unitisation of Pooled investments for New Pension System (NPS)" received from the National Securities Depository Ltd., Central Recordkeeping Agency, Mumbai 400 013 for your information, guidance and compliance. This letter may also be downloaded from website of CSIR (w.w.w.csir.res.in).

Yours faithfully,


(S.P. Singh)

Encl: As above

Finance & Accounts Officer

Copy to:-

1. Sr.COAs/COAs/AOs of all National Labs/Instts.
2. Administrative Officer, Unit for Research and Department of Information Products
Japasana, 851 Paud Road, Kothrud, Pune-411029.
3. HRDC, Ghaziabad.
4. CSIR Complex (Admn./Audit).
5. MERADO, Ludhiana.
6. PS to J.S.(Admn.), PS to FA, PS to CVO, Legal Adviser, CSIR Hqtrs.,
7. PS to Sr.Dy.Secretary, PS to Sr.DFAs, PS to DFA, CSIR Hqtrs.
- ✓ 8. Head IT Division, CSIR Hqtrs., with a request to make this letter available on the CSIR Web site (csir.res.in).



National Securities Depository Ltd. Central Recordkeeping Agency

4th Floor, 'A' Wing, Trade World, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel, Mumbai - 400 013.

Tel: 91-22-2499 4200, Fax : 91-22-2499 4974 / 2495 2594, e-mail : info.cra@nsdl.co.in

Ref: AS/KV/JJ/MN/20108223

March 20, 2010

The Deputy Financial Adviser
Council of Scientific & Industrial Research,
New Delhi
2, Rafi Marg
Anusandhan Bhawan
New Delhi - 110001

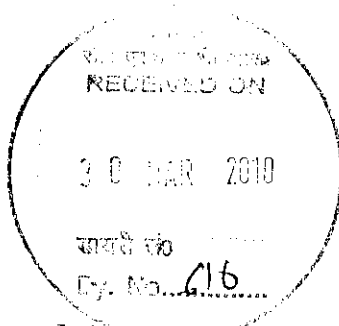
Dear Sir/Madam,

Subject: Unitisation of Pooled investments for New Pension System (NPS)

As you are aware, PFRDA has appointed three Pension Fund Managers (PFMs), namely SBI Pension Funds Pvt. Ltd., UTI Retirement Solutions Ltd. and LIC Pension Fund Ltd. to invest the funds contributed by the employees of Central Government. The investments in the schemes are currently held in a pooled basis i.e., the investments are quoted in rupee terms i.e., at the rate of Re.1/- Net Asset Value (NAV).

PFRDA has mentioned that the process of pooled basis investment has to be discontinued and the investment should be made only on the basis of 'NAV of the schemes'. This process is termed as 'unitisation'. PFRDA has decided to commence the process of unitisation with effect from April 01, 2010. Once this process is implemented, investments will be done on the basis of the NAV of the schemes and accordingly, the subscribers will get credit of the units in their accounts. The NAV will be declared on a daily basis and will vary based on the day the money is invested. In case of any delay in remitting subscriber's contribution, the units credited to subscriber's account will increase/decrease depending on the NAV of the day of investment. This is explained below with an example:

If a subscriber's contribution is Rs. 1,00,000 in a scheme and the NAV for the scheme is Rs.10, the subscriber's account will be credited with (Rs.1,00,000/Rs.10) 10,000 units. If the contribution is delayed by five days and if the NAV increases to Rs.10.10, only 9900.9901 units (Rs.1,00,000/Rs.10.10) instead of 10,000 units will be credited in the subscriber's account.



Mr. SP Singh
For
Mrs. Shashi,
P. Put for circulation
to Lab/Enstt.
for circulation H.
3073



As explained above, delay in upload/remittance of contribution may result in variation in the units getting credited to the subscribers' accounts. This may lead to significant number of grievances/queries from the subscribers against the PAOs. Hence, to avoid such situations, it is advisable that the CABs complete upload of the legacy (arrears) contribution on a priority basis. Further, the uploading offices should also ensure that the funds related to NPS Regular Contribution are remitted on a priority basis along with the payment of salary.

We would like to mention that in order to operationalise NPS, a Central Autonomous Body (CAB) needs to follow certain steps as approved by PFRDA. Details of these steps are elaborated on our website (www.npscra.nsdl.co.in), which are reiterated in the Annexure I attached with this letter. You are requested to initiate the steps for operationalisation of NPS. In case, you have already commenced the process, kindly ignore the steps already adhered to and take into account the relevant points only.

For any further clarification, you may contact the undersigned (022-24994564, email id - kamalamv@nsdl.co.in.) or Mr. Mriganka Kumar Nath (022-24994224, email id- mrigankan@nsdl.co.in) or Ms. Reena Pokle (022-24994730, email id- reenap@nsdl.co.in).

Yours faithfully,

Kamalam Venkatesan
Senior Manager



Annexure I

Steps to be followed for operationalisation of New Pension System (NPS)

As per the Office Memorandum (OM) issued by Department of Expenditure, Ministry of Finance, OM No. 1(13)/EV/2008 dated November 28, 2008, all the new entrants recruited on or after January 01, 2004 in all Autonomous Bodies under various Central Ministries/Departments will be governed by the New Pension System (NPS).

In order to implement NPS, a Central Autonomous Body (CAB) needs to follow these steps:

1. The CAB has to send a Letter of Consent (LOC) to Pension Fund Regulatory and Development Authority (PFRDA) through the Financial Adviser of the administrative Ministry/Department. Copies of the LOC are also to be sent to Central Recordkeeping Agency (CRA) - National Securities Depository Limited (NSDL), Department of Economic Affairs, Department of Expenditure and The NPS Trust.
2. Once PFRDA intimates CRA about the receipt of the LOC, the subsequent processes can be initiated. The CAB is required to submit to CRA the following documents:
 - Master Creation Form (MCF)
 - Annexure N1- Principal Accounts Office (Pr.AO) Registration Form
 - Annexure N2 - Pay & Accounts Office (PAO) Registration Form
 - Annexure N3- Drawing & Disbursing Office (DDO) Registration Form
3. Once the registration of the administrative offices is completed based on the above mentioned documents, the registration numbers are communicated to the CABs by CRA. Upon registration of these offices, the process of registration of subscribers is to be initiated by submitting Annexure S1 Forms to CRA or the nearest CRA-Facilitation Centre (FC). The list of CRA-FCs is available on our website under the menu "Quick Links".
4. Once the subscribers are registered and PRAN are generated, the Subscribers' Contributions are to be uploaded in the CRA system. It may be mentioned that there can be two categories of subscribers' contribution:
 - Regular monthly contributions
 - Legacy contribution (contribution consisting of principal and accrued interest for the period between the dates of adoption of NPS and commencement of regular upload)

You may refer the Standard Operating Procedures (SOPs) and the Self-Running Demo for more detailed information on contribution file upload to CRA NPSCAN system. These SOPs, the presentation and the forms mentioned above are freely downloadable from our website: www.npscra.nsdl.co.in
