

No. I-95/4/2020-1TD-CGA (E 994)

87-93

Ministry of Finance
Department of Expenditure
Controller General of Accounts
PFMS Division (GIFMIS)

Mahalekha Niyantarak Bhawan
GPO Complex, INA, New Delhi
Dated: 17.05.2024

OFFICE MEMORANDUM

Subject: Standard Operating Procedure for online reverse process flow of revision pension cases at PAO level through reversion of revision in Pension Module of PFMS – reg.

The undersigned is directed to refer to the subject cited above and state the functionality for online return of revision cases at PAO level through Pension module at PFMS has been developed and deployed. Following operating procedure in this regard is issued for guidance of all stakeholders and users.

- a. **Current process:** Presently, Pension case is returned by CPAO for rectification in digitally signed e-PPO. The e-PPO and revision authorities gets nullified as and when CPAO returns the pension case electronically to PAO. Currently, the reversal of revision authority is an offline process. On receiving a request from PAO, PFMS office reverts revision authority to PAO login. PAO reverts revision case back to Head of Office and thereafter, DSC reversion on e-PPO for PAO is enabled. This process is being done in offline mode and takes time.
- b. **New Functionality of online reversion:** To obviate problems and reduce the time period, this office has developed an online reversal process flow of revision cases at PAO level through. As and when CPAO returns pension case electronically to PAO and revision of pension case has been passed by PAO, PAO will have to revert revision authorities first and the same will now be available in PAO Login in Pension Menu at **Pension =>e-PPO=> ePPO returned by CPAO**. A message will be displayed as "Please return the Revision first then proceed with DSC revert". After initiation by PAO, revision case will land at DH login for processing of reversion of revision with all validation. DH will check the case and forward the same to AAO, who will verify and forward the same to PAO for further processing. The reversion will then be available in **Utilities>Return to PAO login**. PAO then take action for returning of revision case back to HOO from Manage Pension case in Pension Module.

2. Important points to be considered before processing for Reversion of revision:

- (i) Initiation of Reversion of revision is to be initiated only after receipt of revised authority physically from CPAO.

(ii) Payment of Revised Gratuity should not be made through PAO in pension module of PFMS. If already made through sanction module (PD level), then details of the same i.e. Bill Number, Bill Date, Voucher Number and Voucher Date should be entered at DH level.

(iii) Recovery of paid amount (Revised Gratuity), must be entered at DH level with complete details i.e., Challan Number, Challan Date, Scroll Number and Scroll Date. Total amount must be recovered and partial recovered amount will not allow Reversion of revision at PAO login.

6. A User Manual detailing this process is enclosed for guidance of all stakeholders and users.

This issues with the approval of the Competent Authority.

Hemant
17/05/2024
(Hemant Gupta)
ACGA (GIFMIS)

To

1. All Pr. CCAs/CCAs/CAs (with independent charge) with a request to kindly circulate these instructions to Pension processing PAOs under their control.
2. Principal PAO, AG, Audit with a request to circulate these instructions to all the pension processing PAOs under their control.
3. Principal PAO, Department of Space with a request to circulate these instructions to all the pension processing PAOs under their control.
4. Principal PAO, Govt of NCT of Delhi with a request to circulate these instructions to all the pension processing PAOs under their control.

Copy to:

1. PPS to CGA.
2. Additional CGA (A & FR).
3. CC (Pensions).
4. Sr AO (GIFMIS) for uploading on CGA's website.

User Manual

For

“Reversion of Revision”

Version 1.0

**Controller General of Accounts
Department of Expenditure
Ministry of Finance**

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Document Revisions

Version Control					
Ver.	Date	Name	Prepared By	Reviewed By	Summary of Changes
1.0	09/04/2024	User Manual	Abhinav Anand		New Draft

1. Approvals

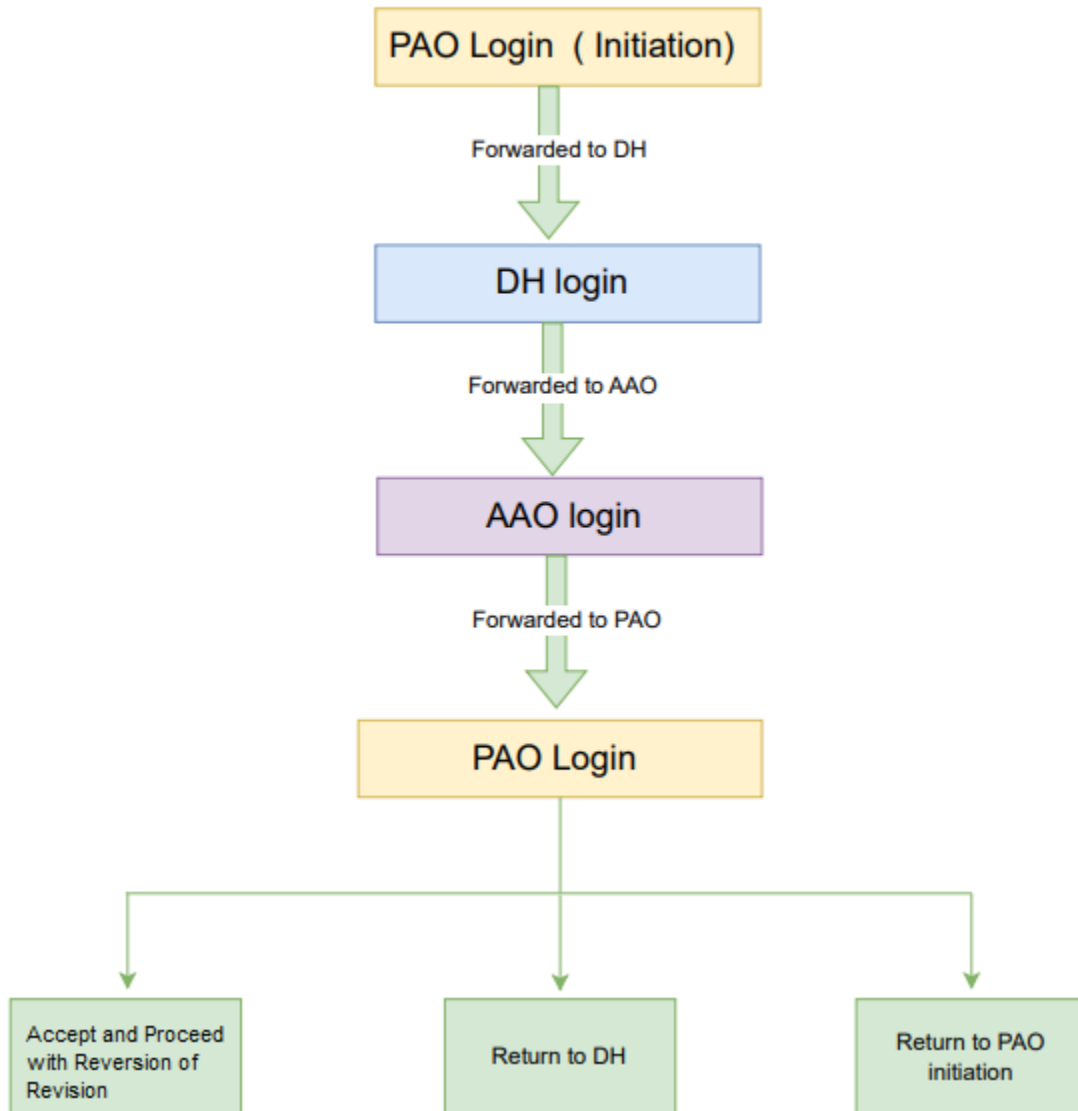
Role	Name	Title	Date
Project Owner			
Senior Project Manager			
Development Lead			
Team Lead			

2. Quick Action Menu

Sr No.	Name of Screen	Menu	Login	Action
1	Return of Pension Revision Case from CPAO at PAO Login	Menu> Pension> ePPO> ePPO return by CPAO.	PAO	Initiation and forward of pension revision case to DH
2	Process at DH Login	Menu> Pension> ePPO> ePPO return by CPAO.	DH	Review, data entry and forward the revision case to AAO with/without remarks
3	Process at AAO Login	Menu> Pension> ePPO> ePPO return by CPAO.	AAO	Review and forward of revision case to PAO with/ without remarks
4	Process at PAO Login	Menu> Pension> ePPO> ePPO return by CPAO.	PAO	Review and pass/reject the revision case.

Process Flow Chart:

Flow of Reversion of Revision



Introduction

Pension case is processed in Pension Module of PFMS portal and forwarded the case to CPAO for processing and onward submission to Bank for payment. However, at the time of processing original case at CPAO, errors are found in original case either in physical booklet or ePPO or technical errors. CPAO returns the original case back to PAO office along with physical documents. Original case has been returned by CPAO and also the revision case has been created for the same case by PFMS. If Authority has been generated for Revision case, Reversion of Revision will be done by PAO.

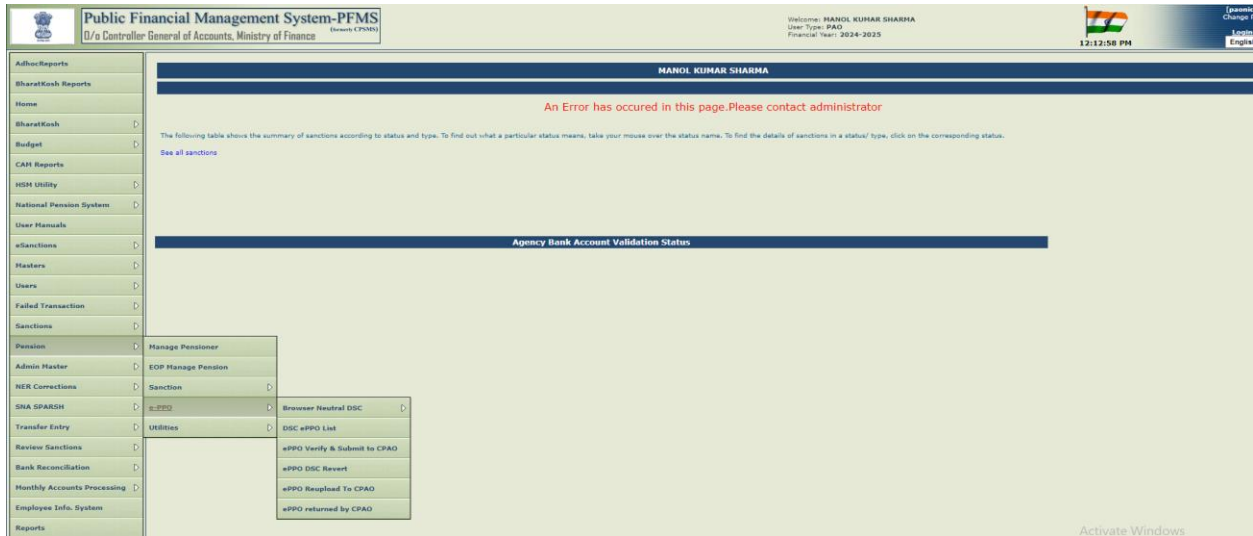
PAO will initiate the reversion of revision and forward the case to DH. DH will verify the details and forward the case to AAO along with Remarks. AAO will verify the details and forward the case to PAO along with Remarks. PAO has three options: A. Accept and proceed with Reversion of Revision B. Return to DH C. Return to PAO initiation.

Reversion of revision is being done by PAO if PAO has passed revision of pension case and generated authority of revised pension simultaneously but the original pension case needs to be returned to HoO i.e., Bhavishya due to mistake found in e-PPO for the purpose of DSC Reversion or may be mistake in e-PPO at PAO user in PFMS. Presently, Reversion of revision is being done at CGA office and for this purpose, a request is required to be forwarded by PAO to CGA office. The PAO generally proceeds for DSC Reversion as per CPAO revert flow after reversion of revision by this office. This process is being done in offline mode and takes time.

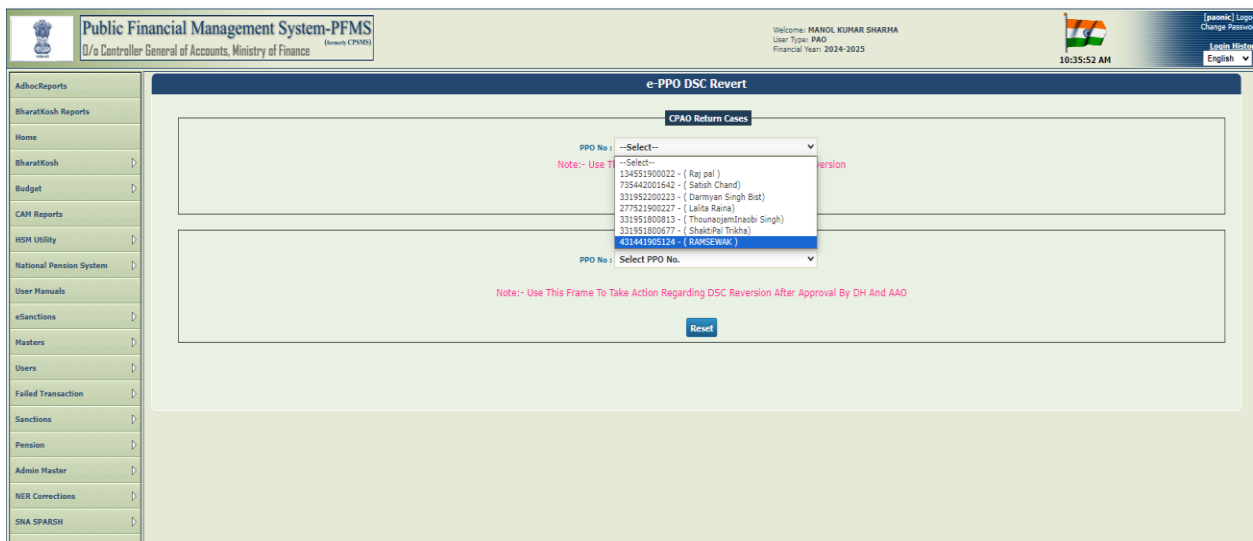
Now, new functionality has been developed for online revert process flow of revision cases at PAO level through Reversion of the Revision of Pension cases, if required, at PAO office itself. When revision of pension case is passed by PAO, the same will now be available in PAO Login in Pension Menu at Pension =>ePPO=> ePPO returned by CPAO. A message will be displayed as **“Please return the Revision first then proceed with DSC revert”**. Now, PAO has to select the revision case for reversion of revision.

Return of Revision Case at PAO Login:

- User needs to login PFMS-Pension using path: Login> Menu >Pension> e-PPO> ePPO Returned by CPAO.



- PPO No. dropdown will show under CPAO Return Cases and Accept/Reject DSC Revert Process on the screen. PAO has to select the PPO No. from dropdown under “CPAO return cases”.



- Reset button is available below the PPO No. If user clicks on Reset button it will clear the PPO No selection.
- After the user selects PPO No following information will be displayed such as Controller Code, PAO Code and DDO Code.

- Pensioner/Family Pensioner Details consists of the following information as Pensioner Name, Pensioner Class, File No, PAN and Date of Retirement.
- Verify details of Pensioner and click on Return Revision.

e-PPO DSC Revert

CPAO Return Cases

PPO No : 431441905124 - (RAMSEWJ)

Reset

Controller Code :032 PAO Code :033195 DDO Code :233212

Pensioner/Family Pensioner Details

Pensioner Name :RAM SEWJAK File No :54 PAN :AUNPS3713K
 Pension Class :Superannuation Pension Date of Retirement :31/08/2019

CPAO Return Reasons

S.No. 1. Arians of pension/family pension/provisional pension paid or to be paid by PAO, case to be processed manually

Payment Details

Bill Type	Gross Amount	Net Amount	Recovery Amount	Bill Status	Sanction No	Sanction Date	Bill No	Bill Date	Voucher No	Voucher Date
Gratuity	768768	768768	0	Paid	PENIG/2020/043144/143191/54	23/09/2019	CP00001179	23/09/2019	V3966	22/10/2019
Commutation	818089	818089	0	Paid	PENIC/2020/043144/143191/54	23/09/2019	CP00001180	23/09/2019	V3967	22/10/2019

Revision Case

Pensioner Name	Created Date	Revision Status	Revision No	Description
RAM SEWJAK	01/07/2020	Revision Case Passed By PAO	1	Authority Generated

Return Revision

training.pfms.gov.in says
Do you want to return the revision case?

OK Cancel

e-PPO DSC Revert

CPAO Return Cases

PPO No : 431441905124 - (RAMSEWJ)

Reset

Controller Code :032 PAO Code :033195 DDO Code :233212

Pensioner/Family Pensioner Details

Pensioner Name :RAM SEWJAK File No :54 PAN :AUNPS3713K
 Pension Class :Superannuation Pension Date of Retirement :31/08/2019

CPAO Return Reasons

S.No. 1. Arians of pension/family pension/provisional pension paid or to be paid by PAO, case to be processed manually

Payment Details


Bill Type	Gross Amount	Net Amount	Recovery Amount	Bill Status	Sanction No	Sanction Date	Bill No	Bill Date	Voucher No	Voucher Date
Gratuity	768768	768768	0	Paid	PENIG/2020/043144/143191/54	23/09/2019	CP00001179	23/09/2019	V3966	22/10/2019
Commutation	818089	818089	0	Paid	PENIC/2020/043144/143191/54	23/09/2019	CP00001180	23/09/2019	V3967	22/10/2019

Revision Case

Pensioner Name	Created Date	Revision Status	Revision No	Description
RAM SEWJAK	01/07/2020	Revision Case Passed By PAO	1	Authority Generated


Return Revision

- If description shows “Authority generated” then select revision checkbox will be auto ticked.



Public Financial Management System-PFMS
(Formerly CPMS)
D/o Controller General of Accounts, Ministry of Finance

Welcome: MANOJ KUMAR SHARMA
User Type: PAO
Financial Year: 2024-2025



10:48:02 AM

Language: English

e-PPO DSC Revert

CPAO Return Cases

PPO No: 431441905124 - (RAMSEWJ)

[Reset](#)

Controller Code :032 PAO Code :033195 DDO Code :232212

Pensioner/Family Pensioner Details

Pensioner Name :RAM SEWAK File No :54 PAN :AIUP53713K
Pension Class :Superannuation Pension Date of Retirement :31/08/2019

CPAO Return Reasons

S.No.	CPAO Return Reasons
1.	Ariears of pension/family pension/provisional pension paid or to be paid by PAO, case to be processed manually

Return Revision


Pensioner Name	Created Date	Revision Status	Revision No	Description	Select Revision
RAM SEWAK	02/07/2020	Revision Case Passed By PAO	1	Authority Generated	<input checked="" type="checkbox"/>

Revision Remarks:

Note:-Only One Revision will be returned in 24Hrs.


[Return Revision](#)

Note → If description shows “Case Pending at DH” then message will show “Please return the revision of Pension case through Manage Pensioner”.



Public Financial Management System-PFMS
(Formerly CPMS)
D/o Controller General of Accounts, Ministry of Finance

Welcome: MANOJ KUMAR SHARMA
User Type: PAO
Financial Year: 2024-2025



10:48:02 AM

Language: English

e-PPO DSC Revert

CPAO Return Cases

PPO No: 735442001642 - (Satish Chu)

[Reset](#)

Controller Code :032 PAO Code :033195 DDO Code :232212

Pensioner/Family Pensioner Details

Pensioner Name :Satish Chand File No :542 PAN :AIWUPP3744N
Pension Class :Family Pension Date of Death :07/12/2020

CPAO Return Reasons

S.No.	CPAO Return Reasons
1.	Name spelling differs in pension papers and bank account
2.	Joint photograph, signature of the pensioner, family pensioner details missing or blank ePPO generated

Family Pensioner Name	Family Pensioner PAN	Marital Status	Relationship	Birth Date	Co-Auth-No(Bhavishya)	FamilyPensioner
Ms Suman Pathak	CEXP22808	Married	Wife	10/07/1967	0	Y

Payment Details

Bill Type	Gross Amount	Net Amount	Recovery Amount	Bill Status	Sanction No	Sanction Date	Bill No	Bill Date	Voucher No	Voucher Date
Gratuity	756756	756756	0	Paid	PEN/2020/043951/143953/1	01/05/2019	CP00000051	01/05/2019	V368	10/05/2019
Withheld	84084	84084	0	Paid	PEN/2020/043951/143955/1	12/02/2020	CP00000601	12/02/2020	V2662	17/02/2020
Commutation	908551	908551	0	Paid	PEN/2020/043951/143955/1	01/05/2019	CP00000052	01/05/2019	V369	10/05/2019

Revision Case

Pensioner Name	Created Date	Revision Status	Revision No	Description
Satish Chand	23/11/2021	Revision of reversion under Process	1	Case Pending at DH

Please return the revision of Pension case through Manage Pensioner.

Activate Windows
Go to Settings to activate Windows.

[Return Revision](#)

- User need to enter the Remarks in Revision Remarks field.
- Click on Return Revision Button to proceed.

e-PPO DSC Revert

CPAO Return Cases

PPO No : 431441905124 - (RAMSEWA)

Reset

Controller Code :032 PAO Code :033195 DDO Code :233212

Pensioner/Family Pensioner Details

Pensioner Name :RAM SEWAK File No :54 PAN :AURPS713K
 Pension Class :Superannuation Pension Date of Retirement :31/08/2019

CPAO Return Reasons

S.No.	Reasons of person/family pension/provisional pension paid or to be paid by PAO, case to be processed manually
1.	Arrears of person/family pension/provisional pension paid or to be paid by PAO, case to be processed manually

Return Revision

Pensioner Name	Created Date	Revision Status	Revision No	Description	Select Revision
RAM SEWAK	01/07/2020	Revision Case Passed By PAO	1	Authority Generated	<input checked="" type="checkbox"/>

Revision Remarks* details verified/ case initiated

Note:-Only One Revision will be returned in 24Hrs.

Return Revision

training.pfms.gov.in says

Do you want to return the revision case?

OK Cancel

Public Financial Management System-PFMS
 D/o Controller General of Accounts, Ministry of Finance

Welcome: MANOL KUMAR SHARMA
 User Type: PAO
 Financial Year: 2024-2025

02:29:06 PM

e-PPO DSC Revert

CPAO Return Cases

PPO No : 431441905124 - (RAMSEWA)

Reset

Controller Code :032 PAO Code :033195 DDO Code :233212

Pensioner/Family Pensioner Details

Pensioner Name :RAM SEWAK File No :54 PAN :AURPS713K
 Pension Class :Superannuation Pension Date of Retirement :31/08/2019

CPAO Return Reasons

S.No.	Reasons of person/family pension/provisional pension paid or to be paid by PAO, case to be processed manually
1.	Arrears of person/family pension/provisional pension paid or to be paid by PAO, case to be processed manually

Return Revision

Pensioner Name	Created Date	Revision Status	Revision No	Description	Select Revision
RAM SEWAK	01/07/2020	Revision Case Passed By PAO	1	Authority Generated	<input checked="" type="checkbox"/>

Revision Remarks* details verified/ case initiated

Note:-Only One Revision will be returned in 24Hrs.

Return Revision

- PAO will get the following message once pension case is forwarded to DH “Initiated and forwarded to DH user”.

Public Financial Management System-PFMS
D/s Controller General of Accounts, Ministry of Finance

Welcome: MANOJ KUMAR SHARMA
User Type: PAO
Financial Year: 2024-2025

02:28:33 PM

[paonec] Log
Change Password
Login Help
English

e-PPO DSC Revert

Initiated and Forwarded to DH User

CPAO Return Cases

PPO No:

Reset

Accept/Reject DSC Revert Process

PPO No:

Note:- Use This Frame To Take Action Regarding DSC Reversion After Approval By DH And AAO

Reset

Activate Windows
Go to Settings to activate Windows.

- ePPO Reports
- BharatKash Reports
- Home
- BharatKash
- Budget
- CAM Reports
- HSH Utility
- National Pension System
- User Manuals
- eSanctions
- Masters
- Users
- Failed Transaction
- Sanctions
- Pension
- Admin Master
- NER Corrections
- SNA SPARSH
- Transfer Entry
- Review Sanctions
- Bank Reconciliation
- Monthly Accounts Processing
- Employee Info. System
- Reports
- Masters

Process at DH Login

- DH user needs to Login using path: Login>>Menu>>Pension>>ePPO>>ePPO returned by CPAO.

The screenshot shows the PFMS dashboard for user LOKESH KASANA. The header includes the system name, user type (DealingHand), and financial year (2024-2025). A navigation menu on the left lists various reports and functions. The main content area displays an error message: "An Error has occurred in this page. Please contact administrator". Below the error message, there is a table titled "Agency Bank Account Validation Status" which is currently empty.

- e-PPO DSC Revert screen will be opened.
- PPO No. dropdown will be displayed on the screen. User need to select PPO No from the dropdown under Accept/Reject DSC Revert Process.
- Reset button is available on the screen. If user clicks on Reset button it will clear the PPO number selection.

The screenshot shows the "e-PPO DSC Revert" screen. A dropdown menu titled "Select PPO No." is open, displaying a list of PPO numbers and names. The list includes entries such as 065291900246 - (Nandgopal R.), 134551900013 - (BhujangMohan Mondal), and 431441905124 - (RAMSEWAK). The main content area of the screen is currently blank.

- After user selects PPO No then the following information will display such as Controller Code, PAO Code and DDO Code.
- Pensioner/Family Pensioner Details, Payment Details, Revision Case and DSC Revert History will show.
- Verify details of user and click on View ePPO.

- View ePPO button is available at the bottom of the screen, after user clicks on view ePPO button following checkbox will show “It is certified that the DSC reversion on above e-PPO is to be reverted”.
- User need to click on checkbox “It is certified that the DSC reversion on above ePPO is to be reverted”

- Bill details having validation question “Payment of Revised Pension made by PAO through PD” having Yes and No option will appear. User needs to choose option as per requirement. It is a mandatory field.
- If user clicks on ‘Yes’ then next screen will show the checkbox for Revised Gratuity and Revised Commutation.
- If user clicks on Revised Gratuity option then Gratuity Bill No, Gratuity Bill Date, Gratuity Voucher No, Gratuity Voucher Date and Gratuity Bill Amount field will appear. Gratuity bill amount will be prefilled.
- If user clicks on revised Commutation option then Commutation Bill No, Commutation Bill Date, Commutation Voucher No, Commutation Voucher Date and Commutation Bill Amount field will appear. Commutation bill amount will be prefilled.
- The fields having (*) option are mandatory.

Revision Case

Pensioner Name	Created Date	Revision Status	Revision No	Description
RAH SEWAK	01/07/2020	Revision of revision under Process	1	Case Pending at OH

DSC Revert History
No Records Available

Hide ePPO

It is certified that the DSC reversion on above e-PPO is to be reverted

Bill Details

Payment of revised pension made by PAO through PD: Yes No

Revised Gratuity Revised Commutation

Gratuity Bill No: Gratuity Bill Date: Gratuity Voucher No: Gratuity Voucher Date: Gratuity Bill Amount: 803085

Commutation Bill No: Commutation Bill Date: Commutation Voucher No: Commutation Voucher Date: Commutation Bill Amount: 018089

Recovered Challan Details

Recovery made by PAO: Yes No

Revised Pension Authorities is received back/available at PAO office: Yes No

Remarks:

PAO Initiated Remarks: *verified and proceed*
PAO Rejected Remarks:

- If Validation question “Recovery made by PAO through PD ” is ‘Yes’ then revised Gratuity and revised Commutation checkbox will appear.
- If user will click on revised Gratuity checkbox then Gratuity Challan No, Gratuity Challan Date, Gratuity Scroll No, Gratuity Scroll Date, Gratuity Amount Recovered and For Other Gratuity Challan Details fields will appear.
- If user will click on revised Commutation checkbox then commutation Challan No, Commutation Challan Date, Commutation Scroll No, Commutation Scroll Date, Commutation Amount Recovered and For Other Commutation Challan Details fields will appear.
- The fields having (*) option are mandatory.

No Records Available

Hide ePPO

It is certified that the DSC reversion on above e-PPO is to be reverted

Bill Details

Payment of revised pension made by PAO through PD : Yes No

Revised Gratuity Revised Commutation

Gratuity Bill No: Gratuity Bill Date: Gratuity Voucher No: Gratuity Voucher Date: Gratuity Bill Amount: 803088

Commutation Bill No: Commutation Bill Date: Commutation Voucher No: Commutation Voucher Date: Commutation Bill Amount: 818089

Recovered Challan Details

Recovery made by PAO: Yes No

Revised Gratuity Revised Commutation

Gratuity Challan No: Gratuity Challan Date: Gratuity Scroll No: Gratuity Scroll Date: Gratuity Amount Recovered: For Other Gratuity Challan Details:

Commutation Challan No: Commutation Challan Date: Commutation Scroll No: Commutation Scroll Date: Commutation Amount Recovered: For Other Commutation Challan Details:

Revised Pension Authorities is received back/available at PAO office: Yes No

Remarks:

PAO Initiated Remarks :verified and proceed
PAO Rejected Remarks :

Forward To AAO

Activate Windows
Activate Windows
Activate Windows

- If Bill details having validation question ““Payment of Revised Pension made by PAO through PD” is marked as Yes and “Recovery made by PAO” is marked as No. Then the message will show” Recovery made by PAO is mandatory “.

DSC Revert History

No Records Available

Hide ePPO

It is certified that the DSC reversion on above e-PPO is to be reverted

Bill Details

Payment of revised pension made by PAO through PD : Yes No

Revised Gratuity Revised Commutation

Gratuity Bill No: Gratuity Bill Date: Gratuity Voucher No: Gratuity Voucher Date: Gratuity Bill Amount: 803088

Commutation Bill No: Commutation Bill Date: Commutation Voucher No: Commutation Voucher Date: Commutation Bill Amount: 818089

Recovered Challan Details

Recovery made by PAO: Yes No

Recovery made by PAO is mandatory

Gratuity Challan No: Gratuity Challan Date: Gratuity Scroll No: Gratuity Scroll Date: Gratuity Amount Recovered: For Other Gratuity Challan Details:

Commutation Challan No: Commutation Challan Date: Commutation Scroll No: Commutation Scroll Date: Commutation Amount Recovered: For Other Commutation Challan Details:

Revised Pension Authorities is received back/available at PAO office: Yes No

Remarks:

PAO Initiated Remarks :verified and proceed
PAO Rejected Remarks :

Acti

- DH user needs to enter the details of the payment. DH will have to select “Revised Pension authority is received back/available at PAO office” as Yes or No. If selected “Yes” then DH will add remarks and forward the case to AAO.

Bill Details

Payment of revised pension made by PAO through PD : * Yes No

Revised Gratuity Revised Commutation

Gratuity Bill No : * 4567 Gratuity Bill Date : * 15/04/2024 Gratuity Voucher No : * 145 Gratuity Voucher Date : * 15/04/2024 Gratuity Bill Amount : 803088

Commutation Bill No : * 5478 Commutation Bill Date : * 15/04/2024 Commutation Voucher No : * 488 Commutation Voucher Date : * 15/04/2024 Commutation Bill Amount : 818089

Recovered Challan Details

Recovery made by PAO : * Yes No

Revised Gratuity Revised Commutation

Gratuity Challan No : * 5798 Gratuity Challan Date : * 15/04/2024 Gratuity Scroll No : * 897 Gratuity Scroll Date : * 15/04/2024 Gratuity Amount Recovered : * 803088 For Other Gratuity Challan Details : 2568

Commutation Challan No : * 2586 Commutation Challan Date : * 15/04/2024 Commutation Scroll No : * 589 Commutation Scroll Date : * 15/04/2024 Commutation Amount Recovered : * 818089 For Other Commutation Challan Details : 2589

Revised Pension Authorities is received back/available at PAO office : * Yes No

Remarks : * details filled and verified

PAO Initiated Remarks : verified and proceed
PAO Rejected Remarks :

Forward To AAO

Activate
Go to Sett

- If DH user selects “Revised pension authorities is received back/ available at PAO office “as No then Rejected by DH button will show and message will show as” Revised Pension Authorities is mandatory to be received back/ available at PAO office . DH will not be able to proceed further.

Bill Details

Payment of revised pension made by PAO through PD : * Yes No

Revised Gratuity Revised Commutation

Gratuity Bill No : * 4567 Gratuity Bill Date : * 15/04/2024 Gratuity Voucher No : * 145 Gratuity Voucher Date : * 15/04/2024 Gratuity Bill Amount : 803088

Commutation Bill No : * 5478 Commutation Bill Date : * 15/04/2024 Commutation Voucher No : * 488 Commutation Voucher Date : * 15/04/2024 Commutation Bill Amount : 818089

Recovered Challan Details

Recovery made by PAO : * Yes No

Revised Gratuity Revised Commutation

Gratuity Challan No : * 5798 Gratuity Challan Date : * 15/04/2024 Gratuity Scroll No : * 897 Gratuity Scroll Date : * 15/04/2024 Gratuity Amount Recovered : * 803088 For Other Gratuity Challan Details : 2568

Commutation Challan No : * 2586 Commutation Challan Date : * 15/04/2024 Commutation Scroll No : * 589 Commutation Scroll Date : * 15/04/2024 Commutation Amount Recovered : * 818089 For Other Commutation Challan Details : 2589

Revised Pension Authorities is received back/available at PAO office : * Yes No

Remarks : *

PAO Initiated Remarks : verified and proceed
PAO Rejected Remarks :

Rejected by DH

Activate

Public Financial Management System-PFMS
 (Formerly CPMS)

Director/Controller General of Accounts, Ministry of Finance

Welcome! LOKESH BABANA
 User Type: Dealing/land
 Financial Year: 2024-2025

05:18:21 PM

e-PPO DSC Revert

Revised Pension Authority is mandatory to be received back/available at PAO office

Accept/Reject DSC Revert Process

PPO No: 431441905124 - [RAMSEW7]

Reset

Controller Code (032) PAO Code (03195) DDO Code (23212)

Pensioner Name (RAM SEWAK) File No (54) PAN (ALRP92713K)
 Pension Class (Superannuation Pension) Date of Retirement (31/08/2019)

CPAO Return Reasons

S.No. 1. Arians of pension/family pension/provisional pension paid or to be paid by PAO, case to be processed manually

Payment Details

Bill Type	Gross Amount	Net Amount	Recovery Amount	Bill Status	Sanction No	Sanction Date	Bill No	Bill Date	Voucher No	Voucher Date
Gratuity	76768	76768	0	Paid	PENS/2020/042144/143191/54	23/09/2019	CP00001179	23/09/2019	V3966	22/10/2019
Commutation	818089	818089	0	Paid	PENC/2020/043144/143191/54	23/09/2019	CP00001180	23/09/2019	V3967	22/10/2019

Revision Case

Pensioner Name	Created Date	Revision Status	Revision No	Description
RAM SEWAK	01/07/2020	Revision of reversion under Process	1	Case Pending at Dtr

DSC Revert History

- DH user needs to enter the details of the payment and then click on “Forwarded to AAO” button.

training.pfms.gov.in says
 Do you want to return the revision case?
 OK Cancel

Bill Details

Payment of revised pension made by PAO through PD: Yes No

Revised Gratuity Revised Commutation

Gratuity Bill No: 4567 Gratuity Bill Date: 15/04/2024 Gratuity Voucher No: 145 Gratuity Voucher Date: 15/04/2024 Gratuity Bill Amount: 803088
 Commutation Bill No: 5478 Commutation Bill Date: 15/04/2024 Commutation Voucher No: 488 Commutation Voucher Date: 15/04/2024 Commutation Bill Amount: 818089

Recovered Challan Details

Recovery made by PAO: Yes No

Revised Gratuity Revised Commutation

Gratuity Challan No: 5798 Gratuity Challan Date: 15/04/2024 Gratuity Scroll No: 897 Gratuity Scroll Date: 15/04/2024 Gratuity Amount Recovered: 803088 For Other Gratuity Challan Details: 2568
 Commutation Challan No: 2586 Commutation Challan Date: 15/04/2024 Commutation Scroll No: 589 Commutation Scroll Date: 15/04/2024 Commutation Amount Recovered: 818089 For Other Commutation Challan Details: 2589

Revised Pension Authorities is received back/available at PAO office: Yes No

Remarks: details filled and verified

PAO Initiated Remarks: verified and proceed
 PAO Rejected Remarks:

Forward To AAO

training.pfms.gov.in says
 Do you want to return the revision case?

Bill Details

Payment of revised pension made by PAO through PD : Yes No

Revised Gratuity Revised Commutation

Gratuity Bill No: Gratuity Bill Date: Gratuity Voucher No: Gratuity Voucher Date: Gratuity Bill Amount:

Commutation Bill No: Commutation Bill Date: Commutation Voucher No: Commutation Voucher Date: Commutation Bill Amount:

Recovered Challan Details

Recovery made by PAO: Yes No

Revised Gratuity Revised Commutation

Gratuity Challan No: <input type="text" value="5798"/>	Gratuity Challan Date: <input type="text" value="15/04/2024"/>	Gratuity Scroll No: <input type="text" value="897"/>	Gratuity Scroll Date: <input type="text" value="15/04/2024"/>	Gratuity Amount Recovered: <input type="text" value="803088"/>	For Other Gratuity Challan Details: <input type="text" value="2568"/>
Commutation Challan No: <input type="text" value="2586"/>	Commutation Challan Date: <input type="text" value="15/04/2024"/>	Commutation Scroll No: <input type="text" value="589"/>	Commutation Scroll Date: <input type="text" value="15/04/2024"/>	Commutation Amount Recovered: <input type="text" value="818089"/>	For Other Commutation Challan Details: <input type="text" value="2589"/>

Revised Pension Authorities is received back/available at PAO office: Yes No

Remarks:

PAO Initiated Remarks : verified and proceed

PAO Rejected Remarks :

- DH user will get the following message once pension case is forwarded to AAO
 “Revision Case No-XX Forwarded to AAO user”.

Public Financial Management System-PFMS
(Under CPMS)
 D/o Controller General of Accounts, Ministry of Finance

Welcome: LOKESH KASANA
 User Type: DealingHead
 Financial Year: 2024-2025

05:17:48 PM
 Login History
 English

e-PPO DSC Revert

Revision Case No -1 Forwarded to AAO user
 Accept/Reject DSC Revert Process
 PPO No:

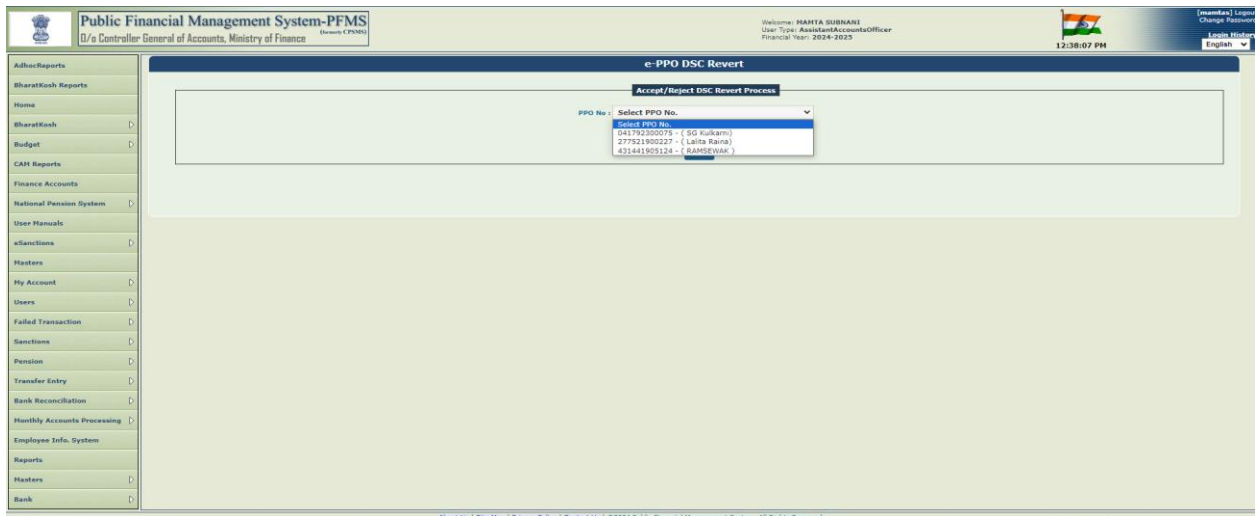
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Process at AAO Login

- AAO user needs to Login using path: Login>>Menu>>Pension>>ePPO>>ePPO returned by CPAO



- e-PPO DSC Revert screen will be opened.
- PPO No. dropdown is displayed on the screen. User need to select PPO No from the dropdown under Accept/Reject DSC Revert Process.
- Reset button will also be available on the screen. If user clicks on Reset button it will clear the PPO number selection.



- After user selects PPO No then the following information will display such as Controller Code, PAO Code and DDO Code.
- Pensioner/Family Pensioner Details, Payment Details, Revision Case and DSC Revert History will show.
- Verify details of user and click on View ePPO.

e-PPO DSC Revert

Accept/Reject DSC Revert Process

PPO No: 431441905124 - [RAMSEWJ ▼]

Reset

Controller Code :032 PAO Code :033195 DDO Code :23212

Pensioner/Family Pensioner Details

Pensioner Name :RAM SEWAK File No :54 PAN :AJUP93713X
 Pension Class :Superannuation Pension Date of Retirement :31/08/2019

CPAO Return Reasons

S.No.	Reason
1.	Areas of pension/family pension/provisional pension paid or to be paid by PAO, case to be processed manually

Payment Details

Bill Type	Gross Amount	Net Amount	Recovery Amount	Bill Status	Sanction No	Sanction Date	Bill No	Bill Date	Voucher No	Voucher Date
Gratuity	768768	768768	0	Paid	PENG/2020/043144/143191/54	23/09/2019	CP00001179	23/09/2019	V3966	22/10/2019
Commutation	818089	818089	0	Paid	PENC/2020/043144/143191/54	23/09/2019	CP00001180	23/09/2019	V3967	22/10/2019

Revision Case

Pensioner Name	Created Date	Revision Status	Revision No	Description
RAM SEWAK	01/07/2020	Revision of reversion under Process	1	Case Pending at AAO

DSC Revert History

No Records Available

View ePPO

- View ePPO button is available at the bottom of the screen, after user clicks on view ePPO button following checkbox will show “It is certified that the DSC reversion on above e-PPO is to be reverted”.
- User needs to click on checkbox “It is certified that the DSC reversion on above ePPO is to be reverted”

e-PPO DSC Revert

Accept/Reject DSC Revert Process

PPO No: 431441905124 - [RAMSEWJ ▼]

Reset

Controller Code :032 PAO Code :033195 DDO Code :23212

Pensioner/Family Pensioner Details

Pensioner Name :RAM SEWAK File No :54 PAN :AJUP93713X
 Pension Class :Superannuation Pension Date of Retirement :31/08/2019

CPAO Return Reasons

S.No.	Reason
1.	Areas of pension/family pension/provisional pension paid or to be paid by PAO, case to be processed manually

Payment Details

Bill Type	Gross Amount	Net Amount	Recovery Amount	Bill Status	Sanction No	Sanction Date	Bill No	Bill Date	Voucher No	Voucher Date
Gratuity	768768	768768	0	Paid	PENG/2020/043144/143191/54	23/09/2019	CP00001179	23/09/2019	V3966	22/10/2019
Commutation	818089	818089	0	Paid	PENC/2020/043144/143191/54	23/09/2019	CP00001180	23/09/2019	V3967	22/10/2019

Revision Case

Pensioner Name	Created Date	Revision Status	Revision No	Description
RAM SEWAK	01/07/2020	Revision of reversion under Process	1	Case Pending at AAO

DSC Revert History

No Records Available

Hide ePPO

It is certified that the DSC reversion on above e-PPO is to be reverted

Activate Windows
Go to Settings to activate Windows.

- All the details will show as prefilled and will not be editable for AAO user. AAO user needs to review the details filled by DH user.
- AAO user can review the remarks - PAO initiated Remarks, DH remarks.
- Once ePPO details are reviewed, AAO user needs to add the remarks and forward the case to PAO by clicking on forward to PAO button.

It is certified that the DSC reversion on above e-PPO is to be reverted

Bill Details

Payment of revised pension made by PAO through PD : Yes No

Gratuity Bill No: 4567	Gratuity Bill Date: 15/04/2024	Gratuity Voucher No: 145	Gratuity Voucher Date: 15/04/2024	Gratuity Bill Amount: 803088.00
Commutation Bill No: 5478	Commutation Bill Date: 15/04/2024	Commutation Voucher No: 488	Commutation Voucher Date: 15/04/2024	Commutation Bill Amount: 818089.00

Recovered Challan Details

Recovery made by PAO: Yes No

Gratuity Challan No: 5798	Gratuity Challan Date: 15/04/2024	Gratuity Scroll No: 897	Gratuity Scroll Date: 15/04/2024	Gratuity Amount Recovered: 803088.00	For Other Gratuity Challan Details: 2568
Commutation Challan No: 2586	Commutation Challan Date: 15/04/2024	Commutation Scroll No: 589	Commutation Scroll Date: 15/04/2024	Commutation Amount Recovered: 818089.00	For Other Commutation Challan Details: 2589

Revised Pension Authorities is recieved back/available at PAO office Yes No

Remarks: verified and proceed

PAO Initiated Remarks: verified and proceed
DH Remarks: details filled and verified

Forward To PAO

training.pfms.gov.in says

Do you want to return the revision case?

Hide ePPO

It is certified that the DSC reversion on above e-PPO is to be reverted

Bill Details

Payment of revised pension made by PAO through PD : Yes No

Gratuity Bill No: 4567	Gratuity Bill Date: 15/04/2024	Gratuity Voucher No: 145	Gratuity Voucher Date: 15/04/2024	Gratuity Bill Amount: 803088.00
Commutation Bill No: 5478	Commutation Bill Date: 15/04/2024	Commutation Voucher No: 488	Commutation Voucher Date: 15/04/2024	Commutation Bill Amount: 818089.00

Recovered Challan Details

Recovery made by PAO: Yes No

Gratuity Challan No: 5798	Gratuity Challan Date: 15/04/2024	Gratuity Scroll No: 897	Gratuity Scroll Date: 15/04/2024	Gratuity Amount Recovered: 803088.00	For Other Gratuity Challan Details: 2568
Commutation Challan No: 2586	Commutation Challan Date: 15/04/2024	Commutation Scroll No: 589	Commutation Scroll Date: 15/04/2024	Commutation Amount Recovered: 818089.00	For Other Commutation Challan Details: 2589

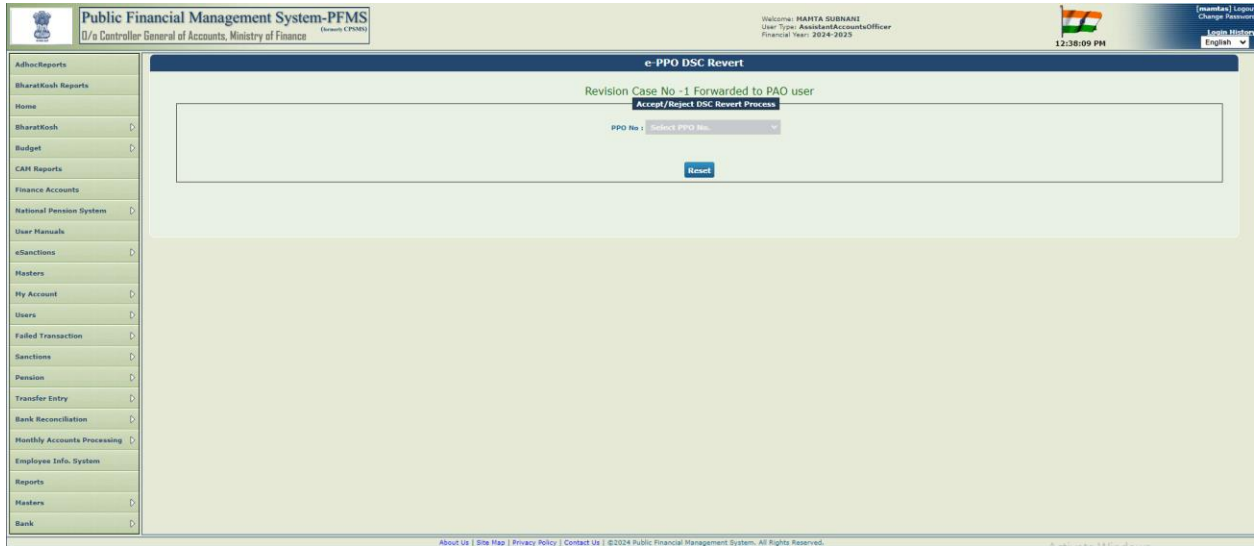
Revised Pension Authorities is recieved back/available at PAO office Yes No

Remarks: verified and proceed

PAO Initiated Remarks: verified and proceed
DH Remarks: details filled and verified

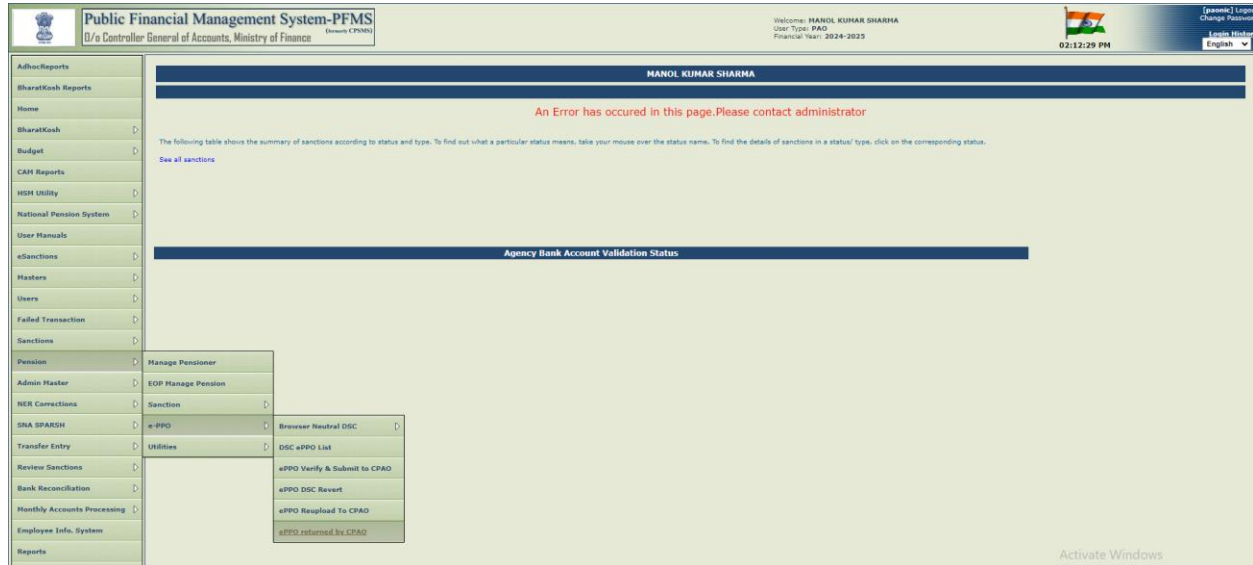
Forward To PAO

- AAO user will get the following message once pension case is forwarded to “Revision Case No-XX Forwarded to PAO user”.



Process at PAO Login

- PAO user will Login using path: Login>>Menu>>Pension>>ePPO>>ePPO returned by CPAO.



- e-PPO DSC Revert screen will be opened.
- PPO No dropdown is displayed on screen. User will select PPO No from the dropdown under Accept/Reject DSC revert Process.
- Reset button is also available on the screen. If user clicks on Reset button it will clear the PPO No selection.



- After user selects PPO No then the following information will display such as Controller Code, PAO Code and DDO Code.
- Pensioner/Family Pensioner Details, Payment Details, Revision Case and DSC Revert History will show.
- Verify details of user and click on View ePPO.

e-PPO DSC Revert

Accept/Reject DSC Revert Process

PPO No: K11441900124 - (SANSDEWF)

Reset

Controller Code: 032 PAO Code: 033195 DDO Code: 033212

Pensioner/Family Pensioner Details

Pensioner Name: RAM SEWAK File No: 54 PAN: AUNPS3713K
 Pension Class: Superannuation Pension Date of Retirement: 31/08/2019

CPAO Return Reasons

S.No.	Remarks of pension/family pension/provisional pension paid or to be paid by PAO, case to be processed manually
1.	Awards of pension/family pension/provisional pension paid or to be paid by PAO, case to be processed manually

Revision Case

Pensioner Name	Created Date	Revision Status	Revision No	Description
RAM SEWAK	01/07/2020	Revision of reversion under Process	1	Case Pending at PAO

DSC Revert History

No Records Available

View ePPO

- View ePPO button is available at the bottom of the screen, after user clicks on view ePPO button following checkbox will show “It is certified that the DSC reversion on above e-PPO is to be reverted”.
- User needs click on checkbox “It is certified that the DSC reversion on above ePPO is to be reverted”

e-PPO DSC Revert

Accept/Reject DSC Revert Process

PPO No: K11441900124 - (SANSDEWF)

Reset

Controller Code: 032 PAO Code: 033195 DDO Code: 033212

Pensioner/Family Pensioner Details

Pensioner Name: RAM SEWAK File No: 54 PAN: AUNPS3713K
 Pension Class: Superannuation Pension Date of Retirement: 31/08/2019

CPAO Return Reasons

S.No.	Remarks of pension/family pension/provisional pension paid or to be paid by PAO, case to be processed manually
1.	Awards of pension/family pension/provisional pension paid or to be paid by PAO, case to be processed manually

Revision Case

Pensioner Name	Created Date	Revision Status	Revision No	Description
RAM SEWAK	01/07/2020	Revision of reversion under Process	1	Case Pending at PAO

DSC Revert History

No Records Available

View ePPO

It is certified that the DSC reversion on above e-PPO is to be reverted

- All the details will show as prefilled and will not be editable for PAO user. PAO user needs to review the details filled by DH user.
- PAO user can review the remarks - PAO initiated Remarks, DH remarks and AAO remarks.
- Once ePPO details are reviewed, PAO user will add the remarks.
- PAO user has three options- 1. Accept and Proceed with Reversion of Revision. 2. Return to DH. 3. Return to PAO initiation.
- If PAO user clicks on “Returns to PAO Initiation” button then case will be sent at initiation and PAO will decide as per the case to initiate the DSC revert of the Case for 3 level passing.
- User will click on Return to DH the case will be returned to DH user.
- If user will click on “Accept and Proceed with Reversion of Revision” then the case will proceed and lands to manage pensioner.

The screenshot displays the ePPO system interface with the following sections:

- Navigation Menu (Left):**
 - Review Sanctions
 - Bank Reconciliation
 - Monthly Accounts Processing
 - Employee Info. System
 - Reports
 - History
 - Bank
 - Unspent Balance
 - UC-CBS
- Header:**
 - Hide ePPO
 - It is certified that the DSC reversion on above e-PPO is to be reverted
- Bill Details:**
 - Payment of revised pension made by PAO through PD: Yes No
 - Gratuity Bill No: 4567 | Gratuity Bill Date: 15/04/2024 | Gratuity Voucher No: 145 | Gratuity Voucher Date: 15/04/2024 | Gratuity Bill Amount: 803008.0000
 - Commutation Bill No: 5478 | Commutation Bill Date: 15/04/2024 | Commutation Voucher No: 488 | Commutation Voucher Date: 15/04/2024 | Commutation Bill Amount: 818089.0000
- Recovered Challan Details:**
 - Recovery made by PAO: Yes No
 - Gratuity Challan No: 5798 | Gratuity Challan Date: 15/04/2024 | Gratuity Scroll No: 897 | Gratuity Scroll Date: 15/04/2024 | Gratuity Amount Recovered: 803008.00 | For Other Gratuity Challan Details: 2568
 - Commutation Challan No: 2586 | Commutation Challan Date: 15/04/2024 | Commutation Scroll No: 509 | Commutation Scroll Date: 15/04/2024 | Commutation Amount Recovered: 818089.00 | For Other Commutation Challan Details: 2589
- Remarks:**
 - Revised Pension Authorities is received back/available at PAO office: Yes No
 - Remarks: verified and proceed
 - PAO Initiated Remarks: verified and proceed
 - DH Remarks: details filled and verified
 - AAO Remarks: verified and proceed
- Buttons:**
 - Accept and Proceed with Reversion of Revision
 - Return To DH
 - Return To PAO Initiation
- Footer:**
 - Activate Windows. Go to Settings to activate Windows.

-----**** End of Document****-----