



Government of India
Ministry of communications & IT
Department of Telecommunications
National Institute of Communication Finance
ALT Complex, Ghaziabad

No.1-21/DG/NICF/2012

Date: 11.04.2012

To,

All Heads of CCA Circles
All Circle IFA's of Postal Circles

Subject: In-service Course on "Pension and Terminal Benefits including NPS"

The next course on the subject is scheduled to be conducted as per the particulars given below:

Duration : 5 day(s)

Period : 07.05.2012 to 11.05.2012

Venue: O/o Director General, NICF, ALT Complex, Ghaziabad-201002.

Course Description :

The course intends to acquaint the officers with the Terminal Benefits paid to Government servants and Govt. officers absorbed in BSNL. It also covers the areas relating to Preparation & Processing of retirement benefits.

Learning Objectives:

After completion of the course, the participants will be able to understand: -

- (1) Pension and class of pension.
- (2) Preparation & Processing of Pension Papers.
- (3) Pay fixation and Calculation of Emoluments & Average Emoluments.
- (4) Calculation of pension.
- (5) Calculation of other Retirement benefits.
- (6) Role of CCA unit in Preparation & releasing the PPO.
- (7) New Pension Scheme - Salient features, Contributions, Various records to be maintained, Ambiguities/clarifications related to the scheme.

Target Population :

AAO, CAO, ACCA, Dy.CCA & Jt.CCA of CCA Units and JAO, AAO, AO,SAO,ACAO, Dy.Director and Director of Postal Account Offices. Group "C" Officials dealing with Pension cases may also be nominated.

Last Date for Receipt of Nominations : 01.05.2012

Course Director : Shri Kashi Nath Jha

Contact Phone Numbers.. : 0120-2709999(O) 09412220181(M)

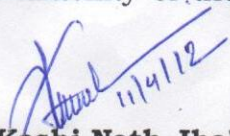
Course Coordinator : Shri Niranjana Kumar, 09968665776 (M)

Contact Phone Number & FAX..... : 0120-2702385(O), 0120-2708888(F)

Contact email id : nicf.gov@gmail.com

1. Head of CCA Circles/Postal units may kindly nominate suitable officers.
2. The contact telephone numbers of the officers nominated must be mentioned in the nomination form to enable this office to contact the officer directly to convey information on last minute cancellation and change of schedule of course.
3. The officers nominated against this circular may be allowed to book their journey.
4. Officers may be requested to bring their copy of relieving order/nomination letter for identification at the Hostel Reception at ALTTC, Ghaziabad.
5. **For inquiries related to vehicle arrangements/transport etc., Shri Niranjan Kumar, CAO of this office may be contacted on 09968665776 (M), 0120-2700519(O) 0120-2900502 (R).**
6. The good quality rooms in ALTTC hostel are limited. Hence participants may intimate in advance if they are keen on staying in hostel. Family is not allowed in hostels. Upon their arrival to ALTTC, officers of the Rank of STS and above are requested to contact the Reception of J.C. Bose Hostel and others are requested to contact the Reception of Bhabha Hostel. The officers may be intimated accordingly.
7. All related correspondence may be sent to the course coordinator at the address given above.
8. **The nominations may be confirmed from course coordinator on phone no. 0120-2701218 and 09968665776 before relieving.**

Note: - Mess & other charges would be billed by the ALTTC, BSNL from the trainee participants. ALTTC does dynamic allocation of room only after the trainee physically reports at the centre. In this situation there would always be a possibility that the NICF trainee may not get a room in ALTTC hostels as per his/ her entitlement. In case of the non availability of suitable rooms as per the entitlements of the trainees in ALTTC, the trainees may avail the option to stay in the nearby hostels in the vicinity of Ghaziabad as per their entitlements. The trainees may thereof be advised accordingly and the TA advance may be granted taking into account the possibility of Hotel stay. This would ensure that the trainee is not put to inconvenience due to last minute non availability of the hostels.


(Kashi Nath Jha)
Director

Copy for information to:

- Sr. PPS to Member (Finance), Telecom Commission, Sanchar Bhawan, New Delhi.
- PSO to Advisor (Finance), Telecom Commission, Sanchar Bhawan, New Delhi.
- DDG(FEB), DOT(HQ), Sanchar Bhawan, New Delhi for nominating suitable officers working in DOT (HQ) for training.
- DDG(PAF), Department of Posts, Dak Bhawan, New Delhi for nominating suitable officers working in Department of Posts for training.
- All CPMsG for kind information please.
- PS to Sr.DDG(WPF), DDG (A/Cs)/DDG(TPF), DDG(LF-I), DDG(LF-II), Jt.Admn.(F) - USO, Sanchar Bhawan, New Delhi.