

‘A’ Circular



Government of India
Ministry of Communications
Department of Telecommunications
National Institute of Communication Finance
Mehrauli Gurgaon Road, Ghitorni, New Delhi-110047

No: 7-24/SAMPANN/PROJECT/2022-23

To,

1. The CGCA, UID Building, New Delhi.
2. The Advisor (F), DoT HQ, New Delhi.
3. All CCA Units (Pr. CsCA / CsCA)

Sub: Hands on Training on SAMPANN at NICF on 18.07.2024 to 19.07.2024 - reg.

NICF, an Utkrisht level central government training institute under Ministry of Communications, is organizing a hands-on training on “SAMPANN” as per the particulars given below:

Course No.	SAMPANN/2024/01
Duration	2 Days
Period	18.07.2024 to 19.07.2024
Timing	10:00 Hrs to 17:30 Hrs
Venue	SAMPANN Lab on 2 nd Floor, Academic Block, NICF, New Delhi

Introduction & Objectives:

SAMPANN or “System for Accounting and Management of Pension” is the brandname for Comprehensive Pension Management System (CPMS). It is a seamless pension processing system through integrated software, which would bring the processing, sanctioning, authorization and payment units under a common platform.

Learning objective:

- Terminal benefits and pension rules, calculations, etc.
- User creation, Assigning Role Rights, Pensioner profile creation.
- Form-7, Personal and Family Detail, HoO Module, Family Pension Cases
- Pension Section, Calculation Sheet/ ePPO generation, Non-Pay Correction, DSC enrollment
- Revisions (Family, Commutation Payment, Withheld Release, Pay Revision etc.)
- PDA Section, LC Updation, Supplementary Bill, Monthly Bill Processing
- Account Updation, Deferred Gratuity payment, Jeevan Pramann, Bill Reprocess
- Bank Migration Module, BSNL VRS Module (Commutation revision/ Family

- conversion)
- Transfer Module, Pensioners Dashboard, Mobile App, Miscellaneous

Target Population: Group 'B' and 'C' Officers of DoT/CGCA/CCAs

Last date for sending the nominations: 12.07.2024 (Friday)

Maximum number of participants: 30 (1 nomination from each office/circle)

Course Director : Sh. Kunal Srivastava, Dy. Director (TSR & P)
Course : Sh. Santosh Kumar Singh, AAO (IT & Trg.)
Coordinator
Contact email-Id: nicf.moc@gov.in, aaoit.nicf@gov.in

- All the Head of Offices are requested to send the nominations (through email) for the said training program.
- It may please be ensured by Head of Office that the Officers nominated for the training program is not undergoing any other training during the dates of the current program, for which nomination is being sought.
- While sending the nominations, along with the name of Officer concerned, Designation, Mobile number and Email ID must be submitted by the concerned office for electronic communication with the participants accordingly.

S. No.	Name of Officers	Designation	Email	Mob. No.

- Training would be conducted at National Institute of Communication Finance (NICF), Opposite Pillar No.152, M G Road, New Delhi - 110030.
- The food and lodging would be provided at NICF Hostel to the officers/officials nominated for the training.
- All related correspondences may be sent to the following address:
 Sh. Kunal Srivastava, Dy, Director (TPR) (Mob. - 08800888898)
 E-mail- srivastava.kunal@gov.in

 Sh. Santosh Kumar Singh, AAO (IT & Trg.) (Mob.9523096341)
 E-mail- **aaoit.nicf@gov.in**

(Kunal Srivastava)
Dy. Directo(TPR)
NICF, Ghitorni

Copy to:

- PPS to Member (F), DCC, Sanchar Bhawan, New Delhi.

- PS to DG, NICF
- PS to DDG (E&TF), DoT, Sanchar Bhawan, New Delhi.
- PS to Jt. CGCA (BA & IT)
- Director (Trg. Fin.), Sanchar Bhawan, New Delhi
- AO, Coord, NICF, for necessary arrangements
- AO, Warden, Hostel for necessary arrangement.
- Office Copy/ Spare.