

No.33 -01/2014-SEA-II
Government of India
Ministry of Communication
Department of Telecommunications
Sanchar Bhawan, Ashoka Road
New Delhi-110001

Dated the, *08/6/18* June, 2018

CIRCULAR

As sought by Pay Bill section vide their letter No. Misc.01/2018/PBT dated 31st May, 2018 (copy enclosed) all the Group A & B officers of Accounts & Finance Wing are requested to provide the requisite information (Annexure enclosed) direct to Pay Bill section latest by 15/06/2018 to enable them to upload the Employees details in PFMS (EIS) system. It may also be noted that once data/information entered in PFMS (EIS), there is no provision for correcting the same by Pay Bill Section.

Encl:- As above

Singh
8/6/18
(Neha Singh)
Under Secretary (SEA-II)
Tele-23036213

To
All Group A & B officer of Account & Finance Wing, DoT (HQ)
(Through e-office notice board)

TIME BOUND

No. Misc. 01/2018/PBT
Government of India
Ministry of Communications
Department of Telecommunications
(Pay Bill Section)
Sanchar Bhawan, New Delhi

Dated: 31st May 2018

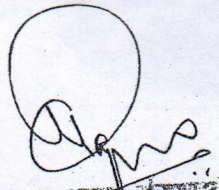
Subject: Regarding Submission of Employee Details to Pay Bill Section

As per the instructions contained in MoF/DoE, CGA OM No. MF-CGA/ITD/Supports/2017-18/3050 dated 23.03.2018 Salary Package Comprehensive DDO is now migrating to PFMS (EIS) shortly in DoT. So all DoT Establishment/ Admin Sections are requested to kindly provide the requisite information of DoT Employees (Annexure enclosed) to Pay Bill Section at the earliest positively by 15.06.2018 to update the employees detail in PFMS (EIS) System. Kindly provide correct information as once the data / information entered in PFMS (EIS) there is no provision for correcting the same by Pay Bill Section. ✓

Encl: Annexure

To

1. SO (Admn.I)/ SO (Admn.II)/ SO (Admn.III)
2. SO (STG-I)/ SO (STG-II)/ SO (STG-III)/ SO (SNG)
3. ✓ ACAO (SEA-I)/ ACAO (SEA-II)/ ACAO (SEA-III)
4. Director (Electrical)
5. SO (WPC)
6. Copy of the same for uploading in e-office, DoT.


ADG (A/Cs-II)
(R. S. MAHALINGAM)
Asst. Director General
Department of Telecommunications, Govt. of India

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01/06/2018
A-c AD SEA-I
A-c AD SEA-II
A-c AD SEA-III

ANNEXURE

S. No.	Particulars	Details	
1	Type of Employee	Pensionable Employee	NPS
2	Name of Employee		
3	Gender	Male	Female
4	Date of Birth		
5	Aadhar Number		
6	Date of Entry in Government Service		
7	Date of Entry in Present Office		
8	Date of Superannuation		
9	Employee's Controller (Admin.)		
10	Current Post holding in this office (Designation)		
11	Group (Attached Post)		
12	Date from which working in Present Post		
13	Pay Commision	7th CPC	
14	Pay Level	LEVEL	INDEX
15	Basic Pay		
16	Pay w.e.f Date		
17	Date of Next Increment		
18	Current CGEGIS Group	(Group A, B, C)	
19	Category	Gen/ OBC/ SC / ST	
20	Mobile Number		
21	Email ID		
22	Physically Disabled	YES	NO