

Treasuries and Accounts Department

From

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Commissioner of Treasuries and
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To

1. District Collectors in Chennai,
Vellore, Tiruchirappalli and
Tirunelveli Regions.
2. All PAOs/SPAOs.

R.C.No.8295/IFMS/2021 dated:29-05-2024

Sir/Madam,

Sub: Kalanjiam(IFHRMS2.0) - Online Pension, Provident Fund
Authorization System (OPPAS) – Submission of Online Pension
Proposal – statewide roll out– reg.

Ref: 1. This Office letter Rc.no.8295/IFMS/2021, dated: 20.12.2022.
2. This office letter Rc.no. 8295/IFMS/2021, dated:01.08.2023

It is informed that the Online Pension and Provident Fund Authorisation System (OPPAS) has been developed for submitting online pension proposal and PF proposal to AG. The proposal preparation is made easier with the generation of draft pre-filled form (with the data available in IFHRMS database & e-SR). The (OPPAS) aims to enhance the transparency in the process, accuracy in the workings, efficiency in service delivery and timely payment of retirement benefits to the pensioners. It also facilitates AG to authorize the Pensionary benefits online and to share the authorization e-data with IFHRMS. By consuming this AG e-authorization data, bills are automatically generated in IFHRMS for making timely and accurate payment to the pensioners.

OPPAS enables creation of

- i. Combined proposal for Pension and GPF Final authorization.
- ii. GPF Final Settlement authorization proposal.
- iii. Pension proposal.

Initially, the OPPAS has been implemented in Coimbatore and Madurai Regions and pension proposals of the employees belongs to these Regions are being forwarded through online. The Pensionary benefits are being paid to the employees based on the authorizations issued by the Accountant General (A&E). Now it has been proposed to implement the OPPAS in remaining Regions with effect from **01.06.2024**.

In this regard, all DDOs/ Pension proposal forwarding authorities in the PAOs/ District Treasuries may be suitably instructed for sending the pension proposal of the ensuing retiring Government employees digitally through IFHRMS

portal for sanction of pension by the Accountant General by adhering the following steps.

1. First, to generate draft form-5 and verify the details are correct and other matching with physical SR details.
2. To make required corrections in e-SR, the employees can initiate request in ESR updating tool and DDOs to approve the same in workflow. Alternatively, DDOs can also update the details directly on behalf of employees.
3. Re-generate the form-5 and confirm the correctness.
4. If found correct, sign-scan-upload and submit the proposal along with required supporting documents (in online).
5. Upon submission to AG (i.e approved by concerned authority), acknowledge label/slip will be generated. The same needs to be mandatorily AFFIXED ON the cover of **PHYSICAL SR** along with system generated & signed form- 5 and other enclosures while sending the proposal (hard copy) while sending to AG.
6. The physical SR and forms should contain with **employee ID & GPF number without fail**, even while sending offline proposal as a special exceptional cases.
7. Further, they may be instructed that pensioner proposal approval group has to be created according to the existing approval hierarchy in the concerned departments.
8. The retirement entries, NOC and no dues/ dues if any details are to be recorded by the DDOs on the date of retirement itself without fail to facilitate generation of DCRG, GPF final settlement bills.

This apart they may also be informed that upon receipt of AG's e-authorization data:

1. The Pensioners ID will be automatically generated.
2. The SMS notification will be sent to the pensioners.
3. Notification will be sent to DDO for providing retirement / NOC entry in IFHRMS.
4. Notification will be sent to Treasury Officers to initiate bills payment process.

Hence, the DDOs/Pension forwarding authorities may be sensitized to take due care in sending the proposal without any flaws. It is reiterated that the Accountant General has informed that all the physical proposal should invariably contain the **employee ID (IFHRMS) in the forwarding letter and in the 1st page of physical SR** without fail.

Further, district wise point of contact is also appended to enable the DDO

users to get required clarification during the process. A detailed SOP is enclosed herewith to facilitate the users of OPPAS.

Therefore, it is also requested to sensitize the DDOs/ Pension forwarding authorities to send all pension and GPF proposal through OPPAS from **01.06.2024** onwards without fail. Further, till online system gets completely stabilized, the practice of sending hardcopy proposals (System generated Form 5, Physical SR and enclosures) may also be sent to AG in parallel.

VIJAYENDRA PANDIAN K
Commissioner of Treasuries and Accounts.

Signed by

K Vijayendra Pandian

Date: 29-05-2024 10:43:50

Copy to:

1. M/s Wipro Ltd.
2. All PAOs/SPAOs and
RJD's Chennai, Vellore,
Tiruchirappalli and Tirunelveli

//Forwarded by order//


Accounts Officer(e-Team)


29/5/24