



Office of the Principal Controller of Defence Accounts(Pension),

Draupadi Ghat, Allahabad – 211014

Email : pcdapcpp.dad@hub.nic.in

Circular No. : SPARSH-01

No. PCDAP/SPARSH/CIV/2021/VOL-1

Dated: 21st June 2021

To,

(As per Annexure-“X”)

(All Head of Department under Min. of Defence)

Sub:- Roll Out of all Defence Civilian Organization on the web based comprehensive pension package system for Defence Civilian i.e **SPARSH** (System for Pension Administration (Raksha)).

Ref:- HQrs. Office D.O. letters of Shri Kanwaldeep Singh, IDAS, Jt CGDA, HQRs Office Delhi Cantt bearing no. . 5702/AT-P/PPP/Vol-IX dated 26.11.2018 & PENS /5702/3/2020-PENS dated 25.02.2021.

Ministry of Defence has directed that all defence civilian organizations should be rolled out on the web based comprehensive pension package system for Defence Civilian i.e **SPARSH** (System for Pension Administration (Raksha)) latest by **01.08.2021**, hence competent authority has decided to **stop sanction of pension through Legacy system after 31.07.2021**.

2. To achieved the target following information/data in prescribed format may be forwarded through email to this office mail i.d pcdapcpp.dad@hub.nic.in with subject caption “CIVIL SPARSH/ ____ (HODs Name) latest by 30.06.2021. It may be ensured that all information should be completed and be only in prescribed format. In case of any query HODs (as per Annexure –X) may only contact to this office Nodal Officer Shri **S.J.C. SINGH**, Mob no. 09451260600 email i.d. sjyotishsingh.dad@hub.nic.in

- i. Details of Nodal officer of HOD (Annexure-A)
- ii. Organogram/ rank hierarchy/ pay structure (Annexure-B)
- iii. Details of HOO(s) and their mapping with respective PAO (Annexure-C).
- iv. Registration of users for NIC VPN by following the procedure mentioned in the instructions attached as (Annexure – F).
- v. The present status of notification of pension for the retirees in your organization in format attached as (Annexure – E).
- vi. User details of all your HOOs in the excel file attached as (Annexure – F). It may be ensured that all users should have NIC or Government ID only to work on SPARSH.

- vii. Procurement of Class 3 DSC (Digital Signature) for Order, Service and Medical (for EOP cases) Approvers (individual DSC for signature only), if the identified approver do not already have the same.
3. Ministry of Defence is monitoring rollout of SPARSH as per a strict deadline. Please ensure that the requisite information mentioned above is submitted positively by 30.06.2021. **Nodal Officer Detail at your end as mentioned in point 2 (i) is submitted latest by 23.06.2021 by return email to nodal officer of this office Shri S.J.C.Singh.**



(Abhishek Singh)
Dy. CDA (P)

No: PCDAP/SPARSH/CIV/2021/VOL.-01

Dated:- 21/06/2021

Copy to:-

The CGDA, Ulan Batar Road Palam, Delhi Cantt-10

(Alok Srivastava)
AO (P)

ANNEXURE-X

SI No.	HODs
1	DGQA
2	PIONEER DTE.
3	DG AFMS
4	DG ARTILLERY-10
5	DG INFANTRY-6
6	MILY INT.-20
7	DG AAD
8	DG NCC
9	PROVOST MARSHAL
10	DG SIGNALS
11	DG ORD. SER.
13	E-IN-C/E1A
14	DG EME
15	MILITARY FARMS
16	DG ARMY AIR DEFENCE
17	NAVAL HQrs-DoCP
18	AIR HQrs
19	BRO
20	IHQ ARMY(CAMP)
21	APS
22	E-IN -C/E-COORD-1
23	GS/MOV-D
24	AG/DGMS-3B
25	DG MECH FORCES
26	DG RECRUITING
27	DG RVS
28	DG STAFF DUTIES
29	E-IN-C 1C(MES)
30	QMG/Q-1C
31	GS/TA-3
32	AG/MP-8(I OF R)
33	MGO/S&C
34	QMG/ST-12
35	GS/DSC-2
36	GS/MT-7
37	AG/JAG'S DEPTT