CPAO/Tech/e-PPO/2015-16/1736

dated 22.01.2016

Office Memorandum

Subject:- Ensuring safety & security in sending digitally signed online-e-Revision Authority to CPPCs of banks from CPAO.

Movement of paperless Pension Payment Orders of revision of pension has been implemented in State Bank of India, Punjab National Bank, Bank of Baroda and Canara Bank and only digitally signed e-revision Authorities are being sent to these banks online.
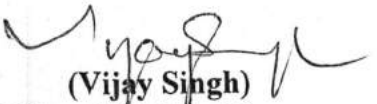
2.   In remaining 25 banks, this project will be implemented from 01.02.2016. Initially, till 15.02.2016 physical authorities to these banks will be continued along with digitally signed e-Revision Authorities. With effect from 16.02.2016, physical authorities will be stopped.

3.   For smooth, safe and secure functioning of e-PPO system for sending on line digitally signed revision authorities to banks from CPAO, all the banks are advised to ensure that:-

i)   A provision is available in the banks to automatically incorporate the data (XML file) received through e-Revision Authority in their Data Base. It will reduce the time and likelihood of errors in data entry and ensure the correctness of data.

ii) A system of acknowledgement by CPPCs of the daily receipts of the revision authorities sent by CPAO has already been developed and the format of acknowledgement has been prescribed and also put on the website http://eppo.nic.in for the CPPCs (attached for ready reference). Banks are to ensure that acknowledgement are provided by them on daily basis through SFTP. This will enable both CPAO and CPPCs to monitor timely processing of e- authorities.

iii) Daily downloading of updated directory of digital signatures from the CPAO website to ensure the authenticity of officers of CPAO who are digitally signing the revision authorities before processing of cases.

iv) The provision of archival and time stamping of digitally signed revision authorities/digital signatures of officers of CPAO, because the validity of these digital signatures is two years, so that if any digital signature becomes time barred, the authenticity and genuineness of e- authority previously signed and sent by the officers of CPAO can be verified.

4. CPPCs may send their compliance report on 3(i) & 3(iv) above to CPAO latest by 15th February, 2016.

Encl:- As above

(Vijay Singh)
Sr. Accounts Officer (IT &Tech)

To,

1) **All the Heads of Govt. Business Departments of Authorized Banks (As per List)**
2) **All the Heads of CPPCs of Authorized Banks (As per List)**

Copy to :-

i) PPS to CGA, O/o the CGA, 7th Floor, Lok Nayak Bhawan, Khan Market, New Delhi – 110 003
ii) PS to Addl. CGA (GPG), O/o the CGA, 7th Floor, Lok Nayak Bhawan, Khan Market, New Delhi – 110 003
iii) PS to Chief Controller (Pensions), CPAO, New Delhi
iv) PA to Controller of Accounts, CPAO, New Delhi.
v) Sr. TD (NIC) and TD (NIC), CPAO New Delhi.
vi) PA to Dy. Controller of Accounts, CPAO, New Delhi
vii) Sr. AOs of Authorisation section (I, II & III)
viii) Sr. AOs of Coordination/AIS, Internal Audit Wing and RBD Section

Sr. Accounts Officer (IT &Tech)

1. **File Name (Nomenclature)**   : **ACK-<SAME as of ePPO (Revision) Data file>.xml**

   The Name of file should be same as what file name was received from CPAO but with a prefix 'ACK-'

   E.g. ACK-1724046-20150601.xml

2. **File Structure**   :

```
<ACK>
      <PPO_NO></PPO_NO>
      <DIARY_NO></DIARY_NO>
      <SSA_NO></SSA_NO>
      <PROCESSED_DATE></PROCESSED_DATE>
      <PROCESSING_STATUS></PROCESSING_STATUS>
      <PROCESSING_REMARKS></PROCESSING_REMARKS>
</ACK>
```

2.1. **TAG Description** :

   2.1.1. **<PPO_NO>:** PPO Number of Case Processed.

   2.1.2. **<DIARY_NO>:** Diary Number Associated with PPO number (Already provided by CPAO in ePPO (Revision) Data file).

   2.1.3. **<SSA_NO>:** SSA Number Associated with PPO number (Already provided by CPAO in ePPO (Revision) Data file).

   2.1.4. **<PROCESSED_DATE>:** Date when case was processed by BANK (CPPC).

   2.1.5. **<PROCESSING_STATUS>: This Tag will only have either of two Value**

       2.1.5.1.   **ACCEPTED:** in case of successful processing.
       2.1.5.2.   **REJECTED:** in case of discrepancy or error.

       2.1.6.   **<PROCESSING_REMARKS>:** This is mandatory in case when processing status is 'REJECTED' and description should be given about the error/discrepancy.

Note: The acknowledgment file should be generated individually for all cases received and processed i.e. a file will contain record for only one PPO case, **if acknowledgment is not received within 3 days it will be treated as accepted.**