Principal Accounts Office Government of NCT of Delhi

A Block, VikasBhawan, I. P. Estate, New Delhi-110002

No.F.6(100)/GPF/P.Cell/2022-23/3695

Dated: 21/12/2023

To,

All the Addl. Chief Secretaries/Pr. Secretaries/ Secretaries/Heads of the Departments, Government of NCT of Delhi

Development of an online utility for applying of New GPF Subject: Account Number.

Sir/Madam,

Kindly refer to this office letter of even number dated 16.10.2023 (copy enclosed) vide which it was informed that Pr. Accounts Office, Government of NCT of Delhi through NIC Delhi State Unit has developed an online utility for applying of New GPF Account Number in respect of the employees of GNCTD, in the Login-id of Head of Office (HoO), in IFMS Portal.

- In the above-referred letter it was further informed that no manual/physical requests for allotment of GPF Account Number will be accepted by the Pr. Accounts Office, whereas wthe departments are still submitting the request for allotment of GPF Account Number in physical form.
- In view of the above, you are again requested to direct all the Head of Office(s) under your administrative control to submit the requests for allotment of GPF Account Number through online mode only as this office will not be in a position to allot GPF Account Number on the requests submitted in physical mode w.e.f. 01.01.2024 onwards.
- This issues with the prior approval of Controller of Accounts, Pr.AO. 4.

Encl: As above

Yours faithfully,

(Sanjeev Sharma) Dy. Controller of Accounts

Copy forwarded for information and necessary action to:

OSD to Chief Secretary, GNCTD. i.

PPS to Pr. Secretary (Finance), Finance Department, GNCTD. ii.

All the Pay & Accounts Officers, GNCTD with the direction to provide a copy of the above communication to all the Head of Office(s) under iii. your payment control.

Principal Accounts Office Government of NCT of Delhi

A Block, Vikas Bhawan, I. P. Estate, New Delhi-110002

No.F.6(100)/GPF/P.Cell/2022-23/1914

Dated: 16_/10/2023

To,

All the Addl. Chief Secretaries/Pr. Secretaries/ Secretaries/Heads of the Departments, Government of NCT of Delhi

Subject:

Development of an online utility for applying of New GPF Account Number.

Sir/Madam,

Pr. Accounts Office, Government of NCT of Delhi through NIC Delhi State Unit has developed an online utility for applying of New GPF Account Number in respect of the employees of GNCTD, in the Login-id of Head of Office (HoO), in IFMS Portal.

- 2. The User Manual of the above utility is attached at **Annexure-A** for reference and the URL to access the above utility is "https://delpay.delhi.gov.in/Login.aspx."
- 3. Henceforth, all the Head of Office(s) will require to submit the request for allotment of New GPF Account Number in respect of the employees under their administrative control through this utility. The Pr. Accounts Office will process the application through the said utility and the GPF Account Number allotment letter will also be received by the concerned Head of Office(s) through this utility only. Accordingly, no manual/physical requests for allotment of GPF Account Number will be accepted by the Pr. Accounts Office.
- 4. In view of the above, you are requested that the information regarding development of above utility may be brought to the notice of all the Head of Office(s) under your administrative control.

Encl: As above

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Yours faithfully,

Controller of Accounts

Copy forwarded for information and necessary action to:

i. OSD to Chief Secretary, GNCTD.

ii. PPS to Pr. Secretary (Finance), Finance Department, GNCTD.

iii. All the Pay & Accounts Officers, GNCTD with the direction to provide a copy of the above communication to all the Head of Office(s) under your payment control.

User Manual for utility developed for allotment of New GPF Account Number

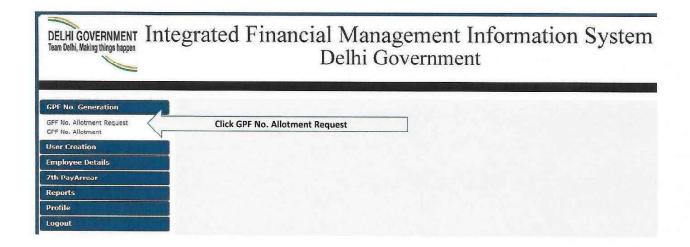
By Pr. Accounts Office Government of NCT of Delhi

How to Login

The URL to access
the above utility
is
"https://delpay.d
elhi.gov.in/Login.
aspx."

Jser Id		$\supseteq \checkmark$	Entre User ID
assword .ogin Type	Normal		Entre Password
C	UNAST.	C	
nter Captcha			Entre Captcha
orgot/Rese	LogIn t Password ?	Press	Login
lternate UR pf.delhi.gov	L for Payroll : <u>.in/payroll</u>		
		- 1	

How to Apply



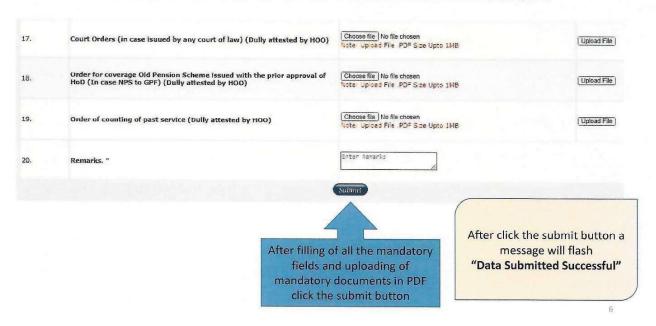
Form to fill Details for GPF No. Allotment

1.	Name of the Department*	Principal Accounts Office ~	
2.	Name of the Office/DDO **	016013 - PAY AND ACCOUNTS >	
3.	Name of the Employee "	Ms 🔻	
١.	Designation *	Secretary-cum-Commissioner	omotion from MCD to Directorate of Education
5.	PAO No. "	1 Co	urt Case/Suspension Case/Reinstament Case w Account as per DOP & PW GOI OM/Circula
i.	PAN No. *	Te. Tra	achnical Resignation(Counting of Past Service Inster from CPWD to PWD
,	Date Of Birth*	Cr	insfer from Health Dept. GOI to GNCTD oup D/Class IV Employees
3.	Whether GPF Number is issued previously by any Department/Authority		ailable under
).	Reasons/Catogery *	Promotion from MCD to Directo >	/Category
10.	GPF Application Form (To be filled by applicant and duly attested by HOO) *	Choose file No file chosen Note: Upload File .PDF Size Upto 1MB	Upload File
11.	GPF Nomination Form (To be filled by applicant and duly attested by HOO) *	Choose file No file chosen Note: Upload File .PDF Size Upto 1MD	Upload File

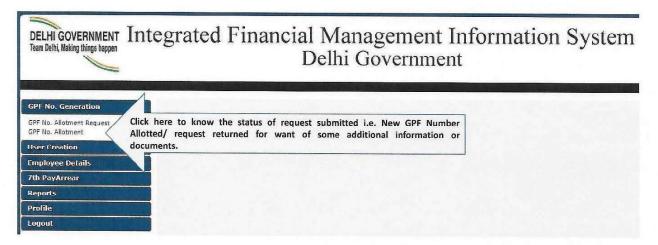
Form to fill Details for GPF No. Allotment contd.....

12 a.	Date Of Initial Joining in Gov Service*		
12 b.	Initial appointment order in Government Service (Dully attested by HOO) ≈	Choose file No file chosen Note: Upload File PDF Size Upto 1MB	Upload File
13,	Promotion/Selection order in GNCTD (Dully attested by HOO) *	Choose file No file chosen Note: Up and File PDF Size Upto 1MB	Upload File
14.	Relieving Order (In case issued by previous department/authority) (Dully attested by HOO)	Choose file No file chosen Note Up and File PDF Size Upto 1MB	Upload File
15.	Taken on strength Order in GNCTD (Dully attested by H00) $^{\times}$	Choose file No file chosen Note: Upload File PDF Size Upto 1MB	Upload File
16.	First page of Service Book of an Applicant (Duly attested by HOO) $^{\rm x}$	Choose file No file chosen Note: Up ced File PDF Size Upto IMB	Upload File

Form to fill Details for GPF No. Allotment contd.....



Downloading of GPF Number Allotment Letter



Thanks