

No. FS-10/27/2022-FS-DoP- Part (1)  
भारत सरकार/Government of India  
संचार मंत्रालय /Ministry of Communications  
डाक विभाग /Department of Posts  
वित्तीय सेवाएं प्रभाग / (Financial Services Division)  
डाक भवन, संसद मार्ग, नई दिल्ली / Dak Bhawan, Sansad Marg, New Delhi

Dated: 12-03.2025

To  
**The Chief Postmaster General**  
Delhi Circle,  
New Delhi -110001.

Subject: Regarding discharge of Non-migrated KVP-NSC Certificates in the absence of Account Opening Forms at the office of issue.

Reference: Your office letter no. CBS&FS/ND South/Misc.corr/2023 dated 30.09.2024.

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Madam/Sir,

Kindly refer to the above-mentioned subject and reference.

2. In this regard, it is intimated that as per PA Wing letter no. PA/Accounts/POSB/Misc/2024-25/260 (copy enclosed) dated 11.12.2024 addressed to all the Director of Accounts (Postal), the following measures may be adopted by PAOs for the timely disposal of cases.

(i). PAOS may provide the "No Discharge Certificate based on the available physical/electronic records.

(ii). If records are unavailable. PAOs may inform the same to the office of issue for further necessary action under intimation to the Head of the Circle.

(iii) Post offices may also be instructed to make payments of non-migrated certificates after due verification of available records by the designated officials at their end, if PAO fails to trace out records at their office.

3. It is therefore requested to instruct all concerned to take necessary action as per the instructions issued by PA Wing.

4. This issues with the approval of competent authority.

Digitally signed by

P.Ajit Kumar

Date: 12-03-2025

Yours faithfully

**(P. Ajit Kumar)**  
Assistant Director (SB-I)

Copy to: **All Heads of Circles.**

F.No. PA/Accounts/POSB/Misc/2024-25/  
Government of India  
Ministry of Communications  
Department of Posts  
Postal Account Wing,  
Dak Bhawan, New Delhi-110001

Dated: 11/12/2024

To

All the General Managers (F)  
All the Directors of Accounts (Postal)

Subject: Discharge of Non-Migrated KVP-NSC Certificates in the absence of Account Opening forms at the office of issue.

Sir/Madam,

In continuation of this office letter PA/Accounts/Misc/2024-25/2671 to 96 dated 09.07.2024, and taking into consideration PAOs inability to issue "No Discharge Certificate" amidst lack of availability of records, it is requested that the following measures may be adopted by PAOs for the timely disposal of cases:

- PAOs may provide the "No Discharge Certificate" based on the available physical/electronic records.
- If records are unavailable, PAOs may inform the same to the office of issue for further necessary action under intimation to the Head of the Circle.

This issues with the approval of the competent authority.

Signed by Shivani Sharma

Date: 11-12-2024 15:10:41

(Shivani Sharma)  
ADG (Accounts)