

No. EDP/58/CPP/2022
O/o the PCDA(P), Prayagraj
Dated: 25/08/2022

To

All HOOs / ROs / OROs / PAOs.....

Sub:- Reporting of Employment / Re-employment and Marriage / Re-marriage in SPARSH System regarding.

With reference to the subject mentioned above, it is intimated that the provision for reporting of Employment / Re-employment and Marriage / Re-marriage has been made in SPARSH system. Reporting of events for Employment / Re-employment and Marriage / Re-marriage can be done through Pensioner's Portal Account and Service Centres by Pensioners. Similarly, Service Initiator of Record Offices / HOOs / OROs can report Employment / Re-employment in respect of any pensioner through Tasks >> Service Request Management >> User Type - Registered.

User guides for reporting of Employment / Re-employment and Marriage / Re-marriage are enclosed herewith in "Annexure-A and Annexure - B" respectively.

(Himanshu Tripathi)
Dy. CDA

Copy to:-

1. The OI/C IT&S Wing
(Local)

For uploading the same on website please.

Sd/-
(Himanshu Tripathi)
Dy. CDA

Annexure-“A”

EMPLOYMENT & RE-EMPLOYMENT SERVICE REQUEST THROUGH BO

The screenshot shows the dashboard of the Principal Controller of Defence Accounts (Pension) system. The header includes the system name in Hindi and English, the user name RITESH PANDYA, and the role RO AMC LUCKNOW (OR...). Below the header, there are navigation tabs for Worklist, Dashboard, Management Info. System, and Tasks. The main content area displays a grid of service request management options:

Manage Claim	Cancellation Order	Track Support Request	Initiate Data Correction
Pensioner Search	Former Service Details	Track CA Service Desk Incident	Onboarding Of Public Key
Initiation Discrepancies	Track Claim	Transfer Of Document	Bulk Attachment
Download PDF	Initiate Lumpsum Compensation	Track Lumpsum Compensation	Discharge Order
Service Request Management			

The screenshot shows the 'Service Request & Grievance' form. The header is the same as the dashboard. Below the navigation tabs, the form title 'Service Request & Grievance' is displayed. A note states 'All fields marked with * are mandatory.' The form contains two dropdown menus: 'Channel Type *' with 'In Person' selected, and 'User Type *' with 'Please Select' selected.

Step 1: Service initiator < Go to TASK < Click on SERVICE REQUEST MANAGEMENT Node.

STEP 2: Select user Type as REGISTERED. After selecting user type 3 new fields will get appears SERVICE, UNIQUE IDENTIFIER & IDENTIFIER VALUE.

Select One of the option from options mentioned in dropdown in aforementioned fields.:

SERVICE: Army, Navy, AF , DC whatver applicable

UNIQUE IDENTIFIER: Regimental number, personal Number, Bank Account Number , PPO No. Whatever is available.

The screenshot shows the 'Service Request & Grievance' form with the following fields populated:

- Channel Type *: In Person
- User Type *: Registered
- Service *: ARMY
- Unique Identifier *: Regimental Number
- Identifier Value *: 94566549A

Buttons for 'Search' and 'Reset' are visible at the bottom of the form.

IDENTIFIER VALUE: Value of regimental, personal, Bank Acc. or PPO Number.

STEP 3: After filling all fields, click on SEARCH. Your case details like name will get displayed ,check below image for ref.

The screenshot shows the 'Service Request & Grievance' form. At the top, there are navigation tabs: 'Worklist', 'Dashboard', 'Management Info. System', and 'Tasks'. The form title is 'Service Request & Grievance'. A note states 'All fields marked with * are mandatory.' The form contains the following fields and values:

- Channel Type *: In Person
- User Type *: Registered
- Service *: ARMY
- Unique Identifier *: Regimental Number
- Identifier Value *: 94566549A

Buttons: Search, Reset

Sr No	Pensioner Name
1	HARISH

Authentication Type *: OTP Security Question

Button: Proceed

STEP 4: Generate OTP and Proceed.

STEP 5: Select SERIVE: EMPLOYEMENT/RE-EMPLOYMENT and then upload supporting documents, give remarks if required. click on PROCEED.

The screenshot shows the 'Service Request & Grievance' form with the search results from the previous step. The form title is 'Service Request & Grievance'. A note states 'All fields marked with * are mandatory.' The form contains the following fields and values:

- Channel Type *: In Person
- User Type *: Registered
- Service *: ARMY
- Unique Identifier *: Regimental Number
- Identifier Value *: 94566549A

Buttons: Search, Reset

Sr No	Pensioner Name
1	HARISH

Authentication Type *: OTP Security Question

Service *: Employment / Re-employment

Upload Supporting Document: Attach File(s) (Max: 1 Attachment of 50 MB)

Remarks: [sample.pdf](#) ✕

Text input: NA

Buttons: Proceed, Reset, End Channel

STEP 6: After Proceed this is how the dialog box appears with pensioner's complete details. Select one of the options in RE-EMPLOYMENT Field, whatever is applicable. Check below image for ref.

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

EMPLOYMENT / RE-EMPLOYMENT

RAINISH BHATT
RAJANG LUCKNOW/08

All fields marked with * are mandatory.

Basic Details

Pensioner: VIJAY Personnel No: 45278239X PPO NO: 203201600069

Service: ARMY Category: Personnel Below Officer Rank Rank: Sepoy

Date of Retirement: 31-Oct-2016

Re-employment

During PDV you have declared that you are not employed? Do you want to change the status of employment? *

Yes No

Save Close

On clicking Yes as status of employment, screen appears in which all the requisite details of reemployment to be filled.

Serv EMPLOYMENT / RE-EMPLOYMENT

Pensioner: HARISH Personnel No: 94566549A PPO NO: 203202102916

Service: ARMY Category: Personnel Below Officer Rank Rank: Sepoy

Date of Retirement: 31-Aug-2021

Re-employment

Employed with same employer
 Employed with different employer
 Not employed anymore

Office Type	Office Name	Payscale	Fixed Pay	From date	To Date	Pay Commission	Document
Autonomous Body	MRTC	25500-81100	37500	11-Oct-2021	-	-	MLC_CERTIFICATE_HARISH.pdf

Save Close

Proceed Reset End Channel

Step 7: Click on Save and proceed.
Click YES to confirm the employment and reemployment service request.

Serv EMPLOYMENT / RE-EMPLOYMENT

Channel: HARISH, ID: 94566549A, Date: 203202102916

Service: ARMY, Category: Personnel Below Officer Rank, Rank: Sepoy

Date of Retirement: 31-Aug-2021

Re-employment options:

- Employed with same employer
- Employed with different employer
- Not employed anymore

Office Type	Office Name	Pay Band	Pay Scale	To Date	Pay Commission	Document
Autonomous Body	MRTC	25500-81100	37500	11-Oct-2021	-	MLC_CERTIFICATE_HARISH.pdf

Buttons: Save, Close

Do you want to initiate employment service request?

Yes No

Serv EMPLOYMENT / RE-EMPLOYMENT

Channel: HARISH, ID: 94566549A, Date: 203202102916

Service: ARMY, Category: Personnel Below Officer Rank, Rank: Sepoy

Date of Retirement: 31-Aug-2021

Re-employment options:

- Employed with same employer
- Employed with different employer
- Not employed anymore

Office Type	Office Name	Pay Band	Pay Scale	To Date	Pay Commission	Document
Autonomous Body	MRTC	25500-81100	37500	11-Oct-2021	-	MLC_CERTIFICATE_HARISH.pdf

Buttons: Save, Close

Employment request initiated Successfully. Token No. 54081222.

OK

Your Emp & Re-emp Service request has been initiated successfully with a unique Token Number.

STEP 8: As It's a workflow process so file will go PCDAP_TASK HOLDER then Task holder will forward the file to PCDAP_SUPERVISOR. Check below image for ref.

रक्षा लेखा प्रधान नियंत्रक (पेंशन) Principal Controller of Defence Accounts (Pension)

RAJ SHARMA PCDAP SERVICE REQUE...

Worklist Management Info. System Tasks

To Do List Reminder List Missed Due Date List

Description	Subject	File No.	From	Received Date	Status	Priority
Employment Request for 203202102916	Employment Service Request	207250/PCDAP_PBOR_TASK HOLDER_1/PCDAP SERVICE REQUEST ARMY (PBOR)/2022		18-Aug-2022 11:50:42	Open	Normal
Identification for 203201907217	Identification	207060/PCDAP_PBOR_TASK HOLDER_1/PCDAP SERVICE REQUEST ARMY (PBOR)/2022		12-Aug-2022 15:33:07	Open	Normal
Initiate Family Pension Request For token no 53900222	Service Request Initiate Family...	206794/PCDAP_PBOR_TASK HOLDER_1/PCDAP SERVICE REQUEST ARMY (PBOR)/2022	SOHAN SINGH	05-Aug-2022 10:14:12	Open	Normal
Unregistered user Grievance Request for 04472457K	Un-Registered User Grievance	205737/PCDAP_PBOR_TASK HOLDER_1/PCDAP SERVICE REQUEST ARMY (PBOR)/2022		13-Jul-2022 14:55:13	Open	Normal
		205736/PCDAP_PBOR_TASK HOLDER_...		13-Jul-2022 14:...		

207250/PCDAP_PBOR_TASK HOLDER_1/PCDAP SERVICE REQUEST ARMY (PBOR)2022:Employment Request for 203202102916

Save Forward Return Close

File Details

Forward To

File No.	Subject	Recipient
207250/PCDAP_PBOR_TASK_HOLD SERVICE REQUEST ARMY (PBOR)2022	Employment Service Request	<input checked="" type="radio"/> DHRUV MISHRA(PCDAP_PBOR_SUPERVISOR_2)

Send Close

HARISH 94566549A 203202102916

Service Category Rank

ARMY Personnel Below Officer Rank Sepoy

Date of Retirement

31-Aug-2021

Re-employment

Office Type	Office Name	Payscale	Fixed Pay	From date	To Date	Pay Commission	Document
Autonomous Body	MRTC	25500-81100	37500	11-Oct-2021	-	-	MLC_CERTIFICATE_HARISH.pdf

Attach File(s) [Max: 50 MB]

STEP 9: Approve file from supervisor.

207250/PCDAP_PBOR_TASK HOLDER_1/PCDAP SERVICE REQUEST ARMY (PBOR)2022:Employment Request for 203202102916

Save Forward Return Approve Not Approve Close

File Details

Noting 1: RAJ SHARMA (SEPOY, PCDAP SERVICE REQUEST ARMY (PBOR)).

Basic Info Summary

Employment Case View

Basic Details

Pensioner HARISH PPO NO 203202102916

Service ARMY Rank Sepoy

Date of Retirement 31-Aug-2021

Re-employment

Office Type	Office Name	Payscale	Fixed Pay	From date	To Date	Pay Commission	Document
Autonomous Body	MRTC	25500-81100	37500	11-Oct-2021	-	-	MLC_CERTIFICATE_HARISH.pdf

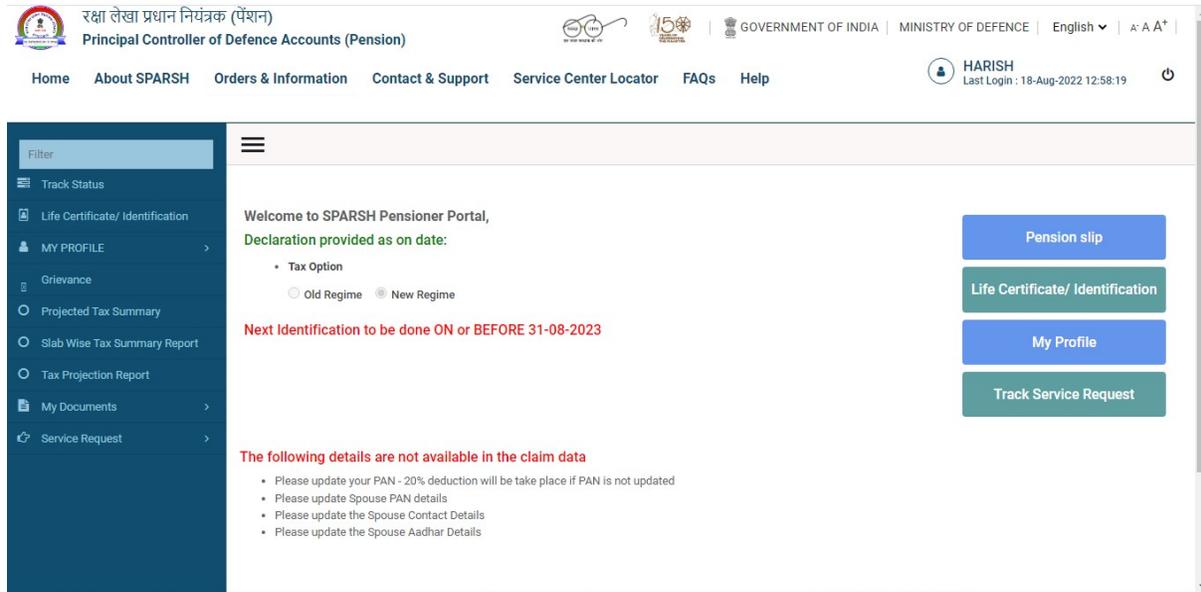
File is approved.

OK

NOT: File will get sanction after scheduler as if its Pensioner case then no corr will get generate.

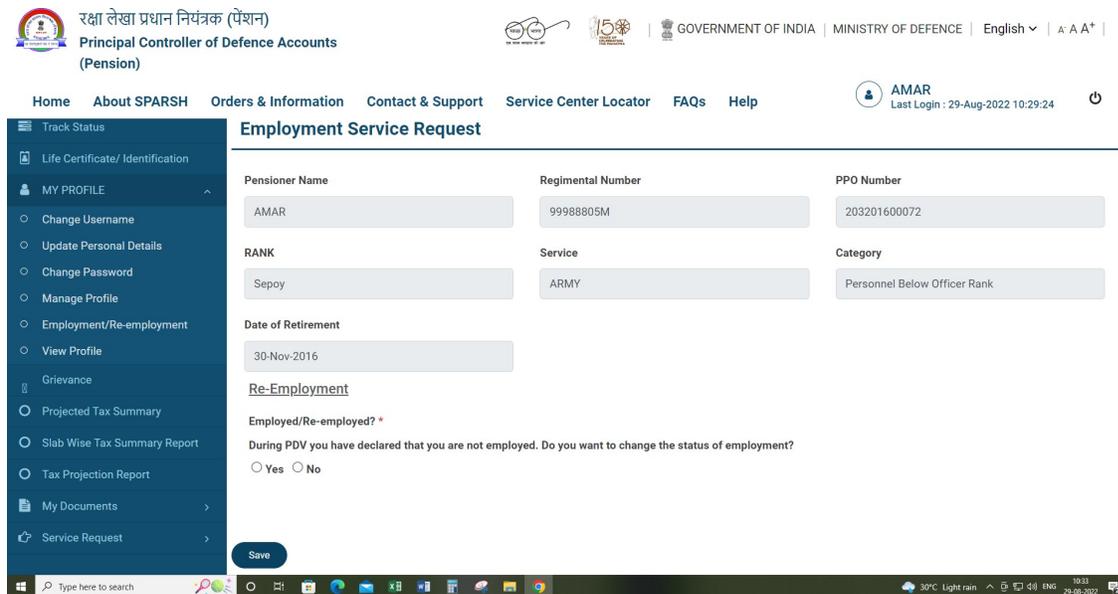
EMPLOYMENT RE-EMPLOYMENT SERVICE REQUEST THROUGH PORTAL.

STEP 1: Pensioner need to login with username and password on portal.



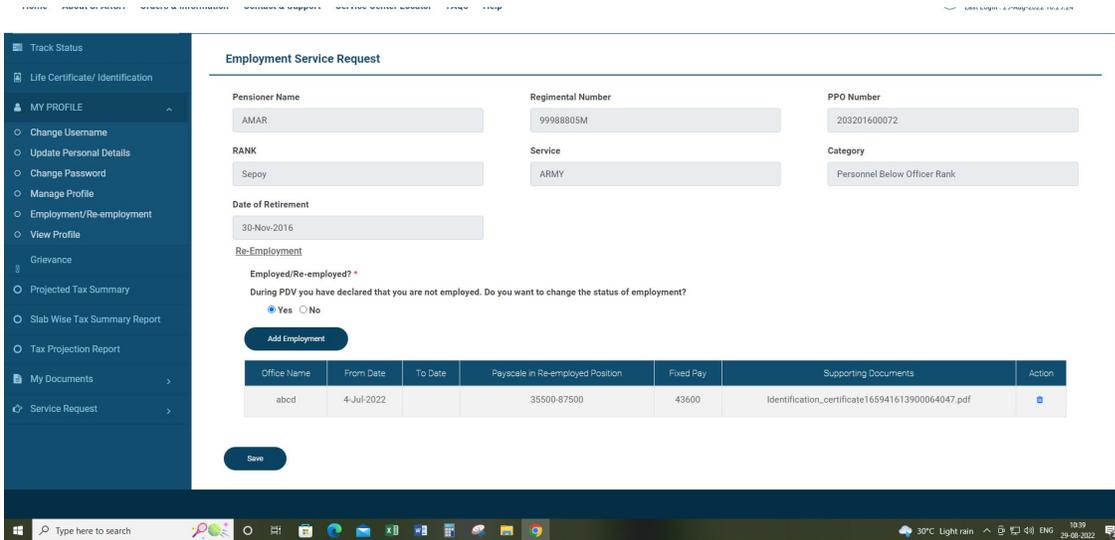
The screenshot shows the SPARSH Pensioner Portal. The header includes the logo of the Principal Controller of Defence Accounts (Pension), the text 'रक्षा लेखा प्रधान नियंत्रक (पेंशन)', and the Government of India logo. The user is logged in as HARISH, with a last login time of 18-Aug-2022 12:58:19. The main content area displays a welcome message: 'Welcome to SPARSH Pensioner Portal, Declaration provided as on date:'. Below this, there are radio buttons for 'Tax Option' with 'Old Regime' and 'New Regime' options. A red notice states: 'Next Identification to be done ON or BEFORE 31-08-2023'. A list of missing details is provided: 'The following details are not available in the claim data' including PAN, Spouse PAN, Spouse Contact, and Spouse Aadhar details. On the right, there are four buttons: 'Pension slip', 'Life Certificate/ Identification', 'My Profile', and 'Track Service Request'. A left sidebar contains a navigation menu with options like 'Track Status', 'Life Certificate/ Identification', 'MY PROFILE', 'Grievance', 'Projected Tax Summary', 'Slab Wise Tax Summary Report', 'Tax Projection Report', 'My Documents', and 'Service Request'.

STEP 2: Click on 3 line above left corner and go to My Profile < Employment & Re-Employment.

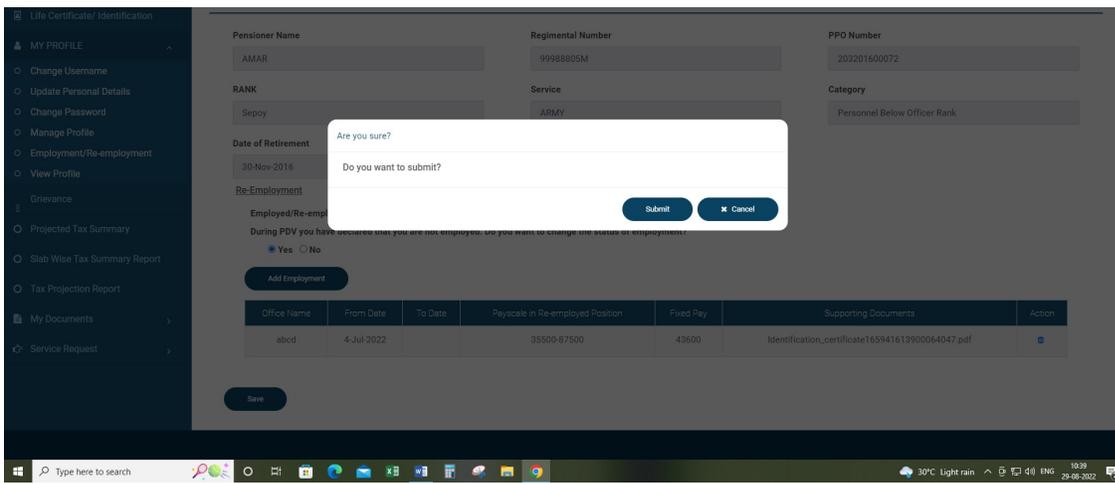


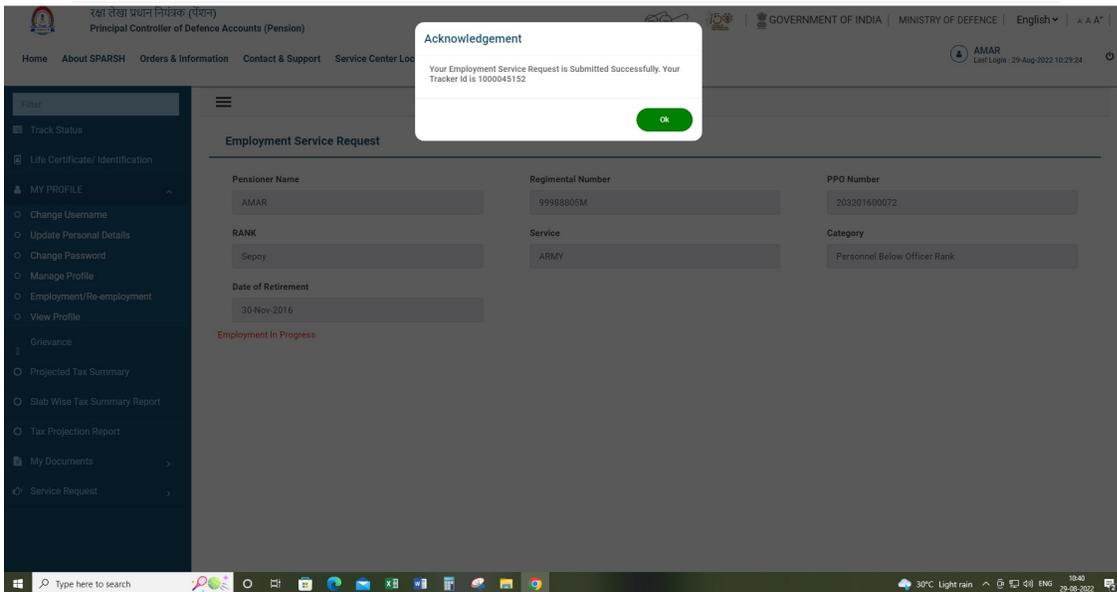
The screenshot shows the 'My Profile' page in the SPARSH Pensioner Portal. The user is logged in as AMAR, with a last login time of 29-Aug-2022 10:29:24. The page title is 'Employment Service Request'. The form contains the following fields: 'Pensioner Name' (AMAR), 'Regimental Number' (99988805M), 'PPO Number' (203201600072), 'RANK' (Sepoy), 'Service' (ARMY), and 'Category' (Personnel Below Officer Rank). The 'Date of Retirement' is 30-Nov-2016. Under the 'Re-Employment' section, there is a question: 'Employed/Re-employed? *' with a sub-question: 'During PDV you have declared that you are not employed. Do you want to change the status of employment?' and radio buttons for 'Yes' and 'No'. A 'Save' button is located at the bottom left of the form. The left sidebar is expanded to show 'MY PROFILE' with sub-options: 'Change Username', 'Update Personal Details', 'Change Password', 'Manage Profile', 'Employment/Re-employment', and 'View Profile'.

Step 3: Select one of the options in RE-EMPLOYMENT Field, whatever is applicable. Check below image for ref.



**Step 4: Click on Save and proceed.
Click Submit to confirm the employment and reemployment service request.**

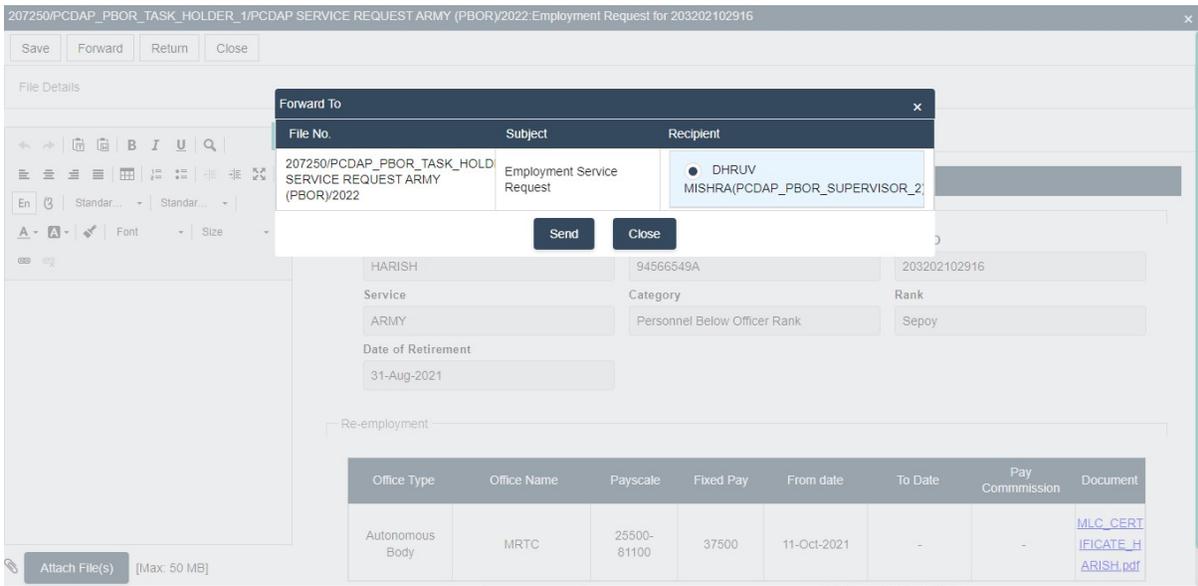




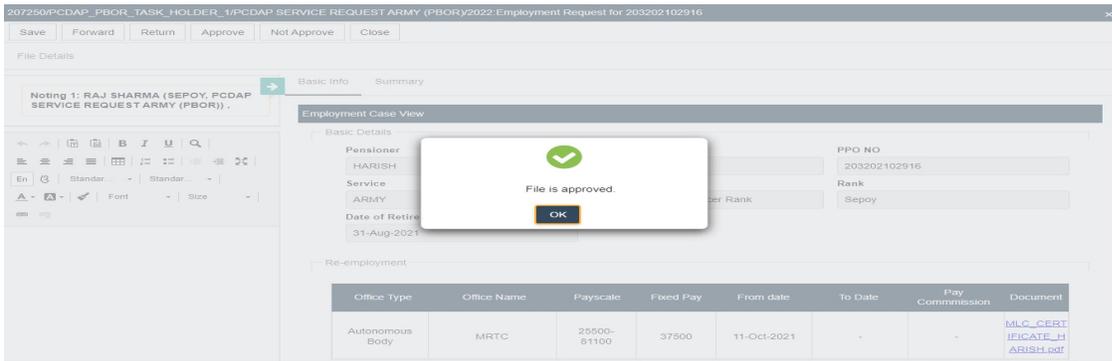
Step 5: As It's a workflow process so file will go PCDAP_TASK HOLDER then Task holder will forward the file to PCDAP_SUPERVISOR. Check below image for ref.

The screenshot shows the "Tasks" section of the Principal Controller of Defence Accounts (Pension) portal. The user is logged in as "RAJ SHARMA" with the role "PCDAP SERVICE REQUE...". The interface includes a "Worklist" button, "Management Info. System", and "Tasks" buttons. There are filters for "To Do List", "Reminder List", and "Missed Due Date List". The task list is displayed in a table with columns for Description, Subject, File No., From, Received Date, Status, and Priority. The table shows four tasks, with the first one being an "Employment Request for 2032021 02916" with a status of "Open" and a priority of "Normal".

Description	Subject	File No.	From	Received Date	Status	Priority
Employment Request for 2032021 02916	Employment Service Request	207250/PCDAP_PBOR_TASK HOLDER_1/PCDAP SERVICE REQUEST ARMY (PBOR)/2022		18-Aug-2022 11:50:42	Open	Normal
Identification for 203201907217	Identification	207060/PCDAP_PBOR_TASK HOLDER_1/PCDAP SERVICE REQUEST ARMY (PBOR)/2022		12-Aug-2022 15:33:07	Open	Normal
Initiate Family Pension Request For token no 53900222	Service Request Initiate Family...	206794/PCDAP_PBOR_TASK HOLDER_1/PCDAP SERVICE REQUEST ARMY (PBOR)/2022	SOHAN SINGH	05-Aug-2022 10:14:12	Open	Normal
Unregistered user Grievance Request for 04472457K	Un-Registered User Grievance	205737/PCDAP_PBOR_TASK HOLDER_1/PCDAP SERVICE REQUEST ARMY (PBOR)/2022		13-Jul-2022 14:55:13	Open	Normal
		205736/PCDAP_PBOR_TASK HOLDER_...		13-Jul-2022 14:...		



Step 6: STEP 9: Approve file from supervisor.



NOT: File will get sanction after scheduler as if its Pensioner case then no corr will get generate.
 <<END>>

Annexure-“B”

REPORT REMARRAIGE USER MANUAL

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

RITESH PANDYA
RO AMC LUCKNOW (OR...)

Worklist Dashboard Management Info. System Tasks

Manage Claim	Cancellation Order	Track Support Request	Initiate Data Correction
Pensioner Search	Former Service Details	Track CA Service Desk Incident	Onboarding Of Public Key
Initiation Discrepancies	Track Claim	Transfer Of Document	Bulk Attachment
Download PDF	Initiate Lumpsum Compensation	Track Lumpsum Compensation	Discharge Order
Service Request Management			

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

RITESH PANDYA
RO AMC LUCKNOW (OR...)

Tasks > Service Request Management

Worklist Dashboard Management Info. System Tasks

Service Request & Grievance

All fields marked with * are mandatory.

Channel Type * User Type *

In Person Please Select

1. REPORT REMARRAIGE THROUGH USER LOGIN :

STEP 1 : Login to User account with credentials.

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

RITESH PANDYA
RO AMC LUCKNOW (OR...)

Tasks > Service Request Management

Worklist Dashboard Management Info. System Tasks

Service Request & Grievance

All fields marked with * are mandatory.

Channel Type * User Type *

In Person Registered

Service * Unique Identifier * Identifier Value *

ARMY Regimental Number 94566549A

Search Reset

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

GOVERNMENT OF INDIA | MINISTRY OF DEFENCE | English | A A A

Digital Seva | Login

IMPORTANT: To Download latest Release Notes and User Manuals. [Click Here](#) Pensioners who have not received login ID unable to login please register your grievance or

Home About SPARSH Services Orders & Information Contact & Support Service Center Locator Links FAQs Help Update Mobile

USER LOGIN



रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller Of Defence Accounts

"Please login using the credentials sent to your registered mobile number"

Show Password

✓ I'm not a robot



LOGIN

Forgot Password? Unlock Account?

About SPARSH

28 ORGANISATIONS | 562 OFFICES

SPARSH

System for Pension Administration - RAKSHA

Taskbar: SPARSH - Google C... *new 12 - Notepad++ UAT_Migrated_22_04... Untitled 1 - OpenOff... SPARSH_Business Va... 28... 6:31 PM

STEP 2 : Click on My Profile menu.

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

GOVERNMENT OF INDIA | MINISTRY OF DEFENCE | English | A A A

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MINA
Last Login : 23-Aug-2022 18:30:24

Filter

- [Track Status](#)
- [Life Certificate/ Identification](#)
- [My Profile](#)
- [Grievance](#)
- [My Documents](#)
- [Service Request](#)

Welcome to SPARSH Pensioner Portal,

Next Identification to be done ON or BEFORE 30-06-2023

Pension slip

Life Certificate/ Identification

My Profile

Track Service Request

The following details are not available in the claim data

- Please update your Aadhar Details
- Please update your PAN details

Taskbar: SPARSH - Google C... *new 12 - Notepad++ UAT_Migrated_22_04... REPORT REMARRAI... SPARSH_Business Va... 28... 6:32 PM

STEP 3 : Click on Manage Profile in My Profile.

STEP 4 : Now click on Personal details option in Manage Profile.

The screenshot shows the SPARSH Pensioner Portal interface. The header includes the logo of the Principal Controller of Defence Accounts (Pension), the text 'रक्षा लेखा प्रधान नियंत्रक (पेंशन)', and the government and ministry logos. The user is logged in as MINA. The left sidebar menu is expanded to 'My Profile', which includes options like 'Change Username', 'Change Password', 'Manage Profile', 'Division of Gallantry Award', 'Employment/Re-employment', 'Grievance', 'My Documents', and 'Service Request'. The 'Manage Profile' option is highlighted. The main content area displays a welcome message and a notification: 'Next Identification to be done ON or BEFORE 30-06-2023'. Below this, a message states: 'The following details are not available in the claim data' with a list of items to update: 'Please update your Aadhar Details' and 'Please update your PAN details'. On the right side, there are four buttons: 'Pension slip', 'Life Certificate/ Identification', 'My Profile', and 'Track Service Request'.

This screenshot is similar to the previous one, but the 'Manage Profile' option in the left sidebar is expanded to show sub-options: 'Bank Details', 'Family Details', and 'Personal Details'. The 'Personal Details' option is highlighted. The rest of the interface, including the header, notification, and buttons, remains the same as in the previous screenshot.

STEP 5 : Click on Edit icon and change marital status to Remarried.

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

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MINA
Last Login : 23-Aug-2022 18:30:24

- Change Username
- Change Password
- Manage Profile
 - Bank Details
 - Family Details
 - Personal Details
- Division of Gallantry Award
- Employment/Re-employment
- Grievance
- My Documents
- Service Request

MINA

Relation With Pensioner *
Spouse

Date of Birth
04-May-1978

Is Spouse Alive *
 Yes No

Marital Status *
Remarried

Nationality *
Indian

Eligible for Family Pension *
 Yes No

Support Children
 Yes No

Reason for Non-Eligibility *
--Select--
Re-marriage

Date of Re-Marriage

Supported By *
--Select--

Aadhaar Number

PAN

Mobile Number *
7028281248

Email ID

Upload Documents

Validation: VALIDATION

Taskbar: SPARSH - Google C..., *new 12 - Notepad+, UAT_Migrated_22_04..., REPORT REMARRAI..., SPARSH_Business Va..., 28..., 6:36 PM

STEP 6 : Select value for Eligible for Family Pension. If selected no Then select option for Reason for Non Eligibility.

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

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MINA
Last Login : 23-Aug-2022 18:30:24

- Change Username
- Change Password
- Manage Profile
 - Bank Details
 - Family Details
 - Personal Details
- Division of Gallantry Award
- Employment/Re-employment
- Grievance
- My Documents
- Service Request

MINA

Relation With Pensioner *
Spouse

Date of Birth
04-May-1978

Is Spouse Alive *
 Yes No

Marital Status *
Remarried

Nationality *
Indian

Eligible for Family Pension *
 Yes No

Support Children
 Yes No

Date of Re-Marriage

Supported By *
--Select--

Aadhaar Number

PAN

Mobile Number *
7028281248

Email ID
aishshinde9999@gmail.com

Validation: VALIDATION

Taskbar: SPARSH - Google C..., *new 12 - Notepad+, UAT_Migrated_22_04..., REPORT REMARRAI..., SPARSH_Business Va..., 28..., 6:37 PM

STEP 7 : Select value for Support Children.

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

GOVERNMENT OF INDIA | MINISTRY OF DEFENCE | English | A A A

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MINA
Last Login : 23-Aug-2022 18:30:24

- Change Username
- Change Password
- Manage Profile
 - Bank Details
 - Family Details
 - Personal Details
- Division of Gallantry Award
- Employment/Re-employment
- Grievance
- My Documents
- Service Request

MINA

Relation With Pensioner *
Spouse

Date of Birth
04-May-1978

Is Spouse Alive *
 Yes No

Marital Status *
Remarried

Nationality *
Indian

Eligible for Family Pension *
 Yes No

Support Children
 Yes No

Date of Re-Marriage

Supported By *
--Select--

Aadhaar Number

PAN

Mobile Number *
7028281248

Email ID
aishshinde9999@gmail.com

VALIDATION SPARSH - Google C... *new 12 - Notepad++ UAT_Migrated_22_04... REPORT REMARRAL... SPARSH_Business Va... 28... 6:37 PM

STEP 8 : Select date of Remarriage.

रक्षा लेखा प्रधान नियंत्रक (पेंशन) Principal Controller of Defence Accounts (Pension)

Home About SPARSH Orders & Information Contact & Support Service Center Locator FAQs Help

MINA Last Login : 23-Aug-2022 18:30:24

- Change Username
- Change Password
- Manage Profile
 - Bank Details
 - Family Details
 - Personal Details
- Division of Gallantry Award
- Employment/Re-employment
- Grievance
- My Documents
- Service Request

MINA

Relation With Pensioner * Spouse

Date of Birth 04-May-1978

Is Spouse Alive * Yes No

Marital Status * Remarried

Nationality * Indian

Eligible for Family Pension * Yes No

Support Children Yes No

Date of Re-Marriage 31-Jul-2022

Supported By * --Select--

Aadhaar Number

PAN

Mobile Number * 7028281248

Email ID aishshinde9999@gmail.com

VALIDATION SPARSH - Google C... *new 12 - Notepad++ UAT_Migrated_22_04... REPORT REMARRAL... SPARSH_Business Va... 28... 6:41 PM

STEP 9 : Select value of Supported by. (Applicable only when Supporting Children is No).

रक्षा लेखा प्रधान नियंत्रक (पेंशन) Principal Controller of Defence Accounts (Pension)

Home About SPARSH Orders & Information Contact & Support Service Center Locator FAQs Help

MINA Last Login : 23-Aug-2022 18:30:24

- Change Username
- Change Password
- Manage Profile
 - Bank Details
 - Family Details
 - Personal Details
- Division of Gallantry Award
- Employment/Re-employment
- Grievance
- My Documents
- Service Request

MINA

Relation With Pensioner * Spouse

Date of Birth 04-May-1978

Is Spouse Alive * Yes No

Marital Status * Remarried

Nationality * Indian

Eligible for Family Pension * Yes No

Support Children Yes No

Date of Re-Marriage 31-Jul-2022

Supported By * --Select--

Aadhaar Numt --Select--

Mobile Number Grandparents 7028281248

PAN

Email ID aishshinde9999@gmail.com

VALIDATION SPARSH - Google C... *new 12 - Notepad++ UAT_Migrated_22_04... REPORT REMARRAL... SPARSH_Business Va... 28... 6:41 PM

STEP 10 : Click on Upload Documents button and attach Remarriage document.

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

Home About SPARSH Orders & Information Contact & Support Service Center Locator FAQs Help

MINA
Last Login : 23-Aug-2022 18:30:24

Yes No
 Eligible for Family Pension *

Yes No
 Supported By *

7028281248
 aishshinde9999@gmail.com

31-Jul-2022

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STEP 11 : Click on Submit button.

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

Home About SPARSH Orders & Information Contact & Support Service Center Locator FAQs Help

MINA
Last Login : 23-Aug-2022 18:30:24

7028281248
 aishshinde9999@gmail.com

Upload Necessary Documents*
 PROCESS WI...PORT AF.pdf

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STEP 12 : Click on Yes in Acknowledgment pop up.

The screenshot shows the SPARSH Pensioner Portal interface. At the top, the header includes the Government of India logo, the text 'रक्षा लेखा प्रधान नियंत्रक (पेंशन) Principal Controller of Defence Accounts (Pension)', and navigation links for 'Home', 'About SPARSH', 'Orders & Information', 'Contact & Support', 'Service Center Locator', 'FAQs', and 'Help'. The user 'MINA' is logged in, with a last login time of 23-Aug-2022 18:30:24.

A white 'Acknowledgement' pop-up box is centered on the screen, displaying the message: 'Your request is submitted successfully. Your Tracker Id is 1000010668'. A green 'Ok' button is located at the bottom right of the pop-up.

Below the pop-up, the 'Personal Details' form is visible. The form fields include:

- First Name: MINA
- Middle Name: (empty)
- Last Name: (empty)
- Relation With Pensioner: Spouse
- Date of Birth: 04-May-1978
- Is Spouse Alive: Yes (selected), No
- Marital Status: Married
- Nationality: Indian
- Eligible for Family Pension: Yes (selected), No
- Support Children: Yes (selected), No
- Aadhaar Number: (empty)
- PAN: (empty)

The bottom of the page contains a footer with the text: 'Website Content Managed by Ministry of Defence, Government of India. Designed and Developed by TATA Consultancy Services Limited. Best viewed in Browser Google Chrome 70+. Site Map. Copyright @ 2020 Ministry of Defence. Version - 1.0.0'.

2. REPORT REMARRAIGE THROUGH SERVICE CENTER :

STEP 1 : Click on Service Request & Grievance option.

This screenshot shows the SPARSH Pensioner Portal with the 'Service Request & Grievance' option selected in the left-hand navigation menu. The header is identical to the previous screenshot, but the user is now logged in as 'Service Center' with a last login time of 23-Aug-2022 16:47:14.

The main content area displays a welcome message: 'Welcome to SPARSH Pensioner Portal,' followed by a link: 'To access SPARSH videos for pensioners [Click Here](#)'.

The left-hand navigation menu is expanded, showing the following options:

- Track Status
- Service Request & Grievance (selected)
- My Profile
 - Check Migration Status
 - Initiate Family Pension
 - Pendency Report
 - Report Death
 - Request Type and its details
- Service Center MIS Report
- Successful Requests and its details
- Update Mobile Number

The footer remains the same as in the previous screenshot.

STEP 2 : Select SPARSH Pensioner – Self/Relative/Other in User Type drop down.

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

Home About SPARSH Orders & Information Contact & Support Service Center Locator FAQs Help

Service Center
Last Login : 23-Aug-2022 16:47:14

Service Request And Grievance

Channel Type

Channel Type *
In-Person

User Type *
Select an Option
Select an Option
SPARSH Pensioner - Self/Relatives/Others
Non SPARSH Pensioner

STEP 3 : Select option for Service from drop down.

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

Home About SPARSH Orders & Information Contact & Support Service Center Locator FAQs Help

Service Center
Last Login : 23-Aug-2022 16:47:14

Service Request And Grievance

Channel Type

Channel Type *
In-Person

User Type *
SPARSH Pensioner - Self/Relatives/Others

Service *
Select an Option
Select an Option
ARMY
Navy
Air Force
CIVILIANS

Unique Identifier *
Select an Option

Personal Number *
[Empty Field]

STEP 4 : Select value for Unique Identifier from drop down.

The screenshot shows the SPARSH portal interface. At the top, there is a header with the logo of the Principal Controller of Defence Accounts (Pension) and navigation links. The main content area is titled 'Service Request And Grievance'. Under the 'Channel Type' section, there are several dropdown menus: 'Channel Type' (set to 'In-Person'), 'User Type' (set to 'SPARSH Pensioner - Self/Relatives/Others'), 'Service' (set to 'Navy'), and 'Unique Identifier' (set to 'Select an Option'). A dropdown menu is open for 'Unique Identifier', showing a list of options: 'Select an Option', 'Regimental Number', 'Cadet Number', 'Bank Account No.', 'Personal No.', and 'PPO No.'. There is also a 'Personal Number' text box. At the bottom of the form, there are 'Search', 'Reset', and 'Cancel' buttons. The taskbar at the bottom shows various open applications and the system clock.

STEP 5 : Enter value for Unique Identifier in text box and click on Search button.

The screenshot shows the SPARSH portal interface after the user has selected a value for the Unique Identifier. The 'Unique Identifier' dropdown menu is now set to 'Regimental Number'. The 'Regimental Number' text box now contains the value '190091Z'. The 'Search' button is highlighted, indicating it has been clicked. The taskbar at the bottom shows various open applications and the system clock.

STEP 6 : Select Family pensioner from the grid, Select Send OTP & click on Proceed button.

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

GOVERNMENT OF INDIA | MINISTRY OF DEFENCE | English | A A A+

Home About SPARSH Orders & Information Contact & Support Service Center Locator FAQs Help

Service Center
Last Login : 23-Aug-2022 16:47:14

Service Request And Grievance

Channel Type Pensioner Details

Select	Sr. No.	Pensioner Name	Account Status
<input type="radio"/>	1	MINA	Active
<input checked="" type="radio"/>	2	NAVIN	Active

Authentication Type *

Send OTP Aadhar Biometric

Proceed

STEP 7 : Click on OK button in OTP pop up, OTP will be received on Registered Mobile No also.

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

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Home About SPARSH Orders & Information Contact & Support Service Center Locator FAQs Help

Service Center
Last Login : 23-Aug-2022 16:47:14

Service Request And Grievance

Channel Type Pensioner Details

Select	Sr. No.	Pensioner Name	Account Status
<input type="radio"/>	1	MINA	Active
<input type="radio"/>	2	NAVIN	Active

Authentication Type *

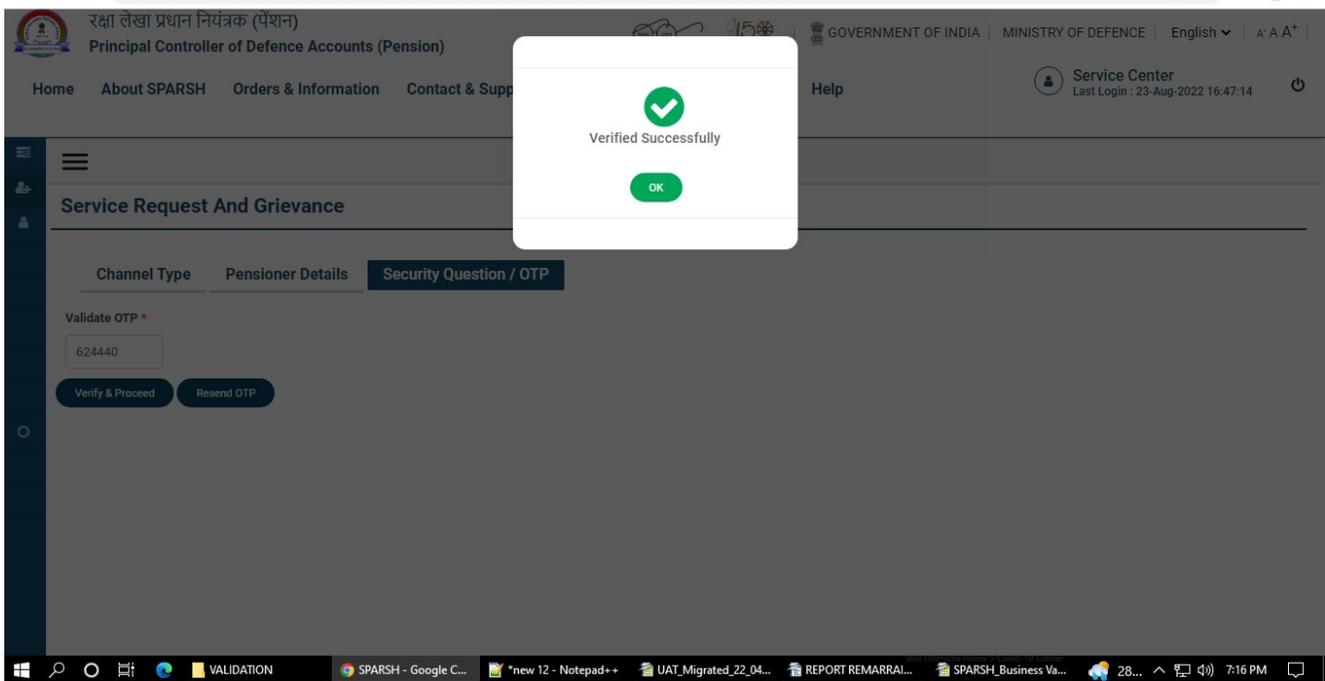
Send OTP Aadhar Biometric



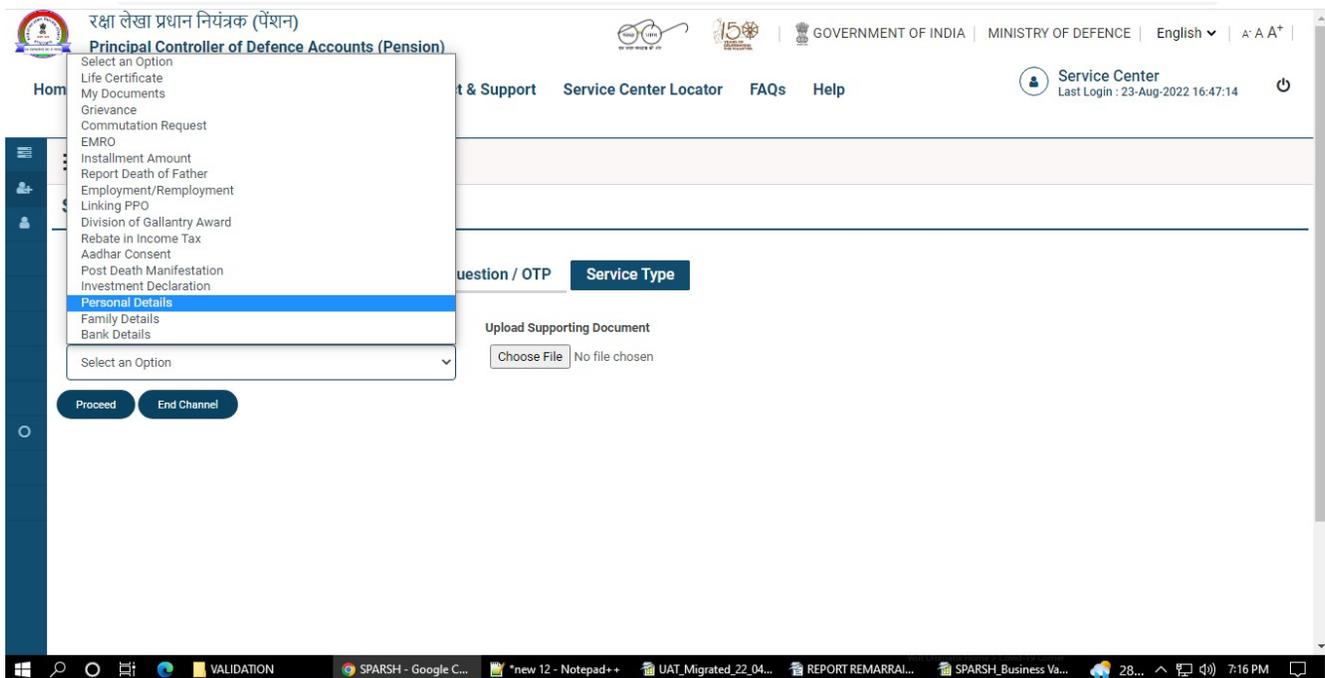
Generated OTP : 624440

One time password (OTP) has been sent to registered mobile no. Please enter the same here to proceed.

STEP 8 : Enter OTP in Validate OTP text box and click on Validate & Proceed button.



STEP 9 : Select Personal Details in Service Type Drop down and click on Proceed button.



STEP 10 : Click on Edit icon and change Marital Status to Remarried.

The screenshot shows the SPARSH portal interface. At the top, there is a header with the logo of the Principal Controller of Defence Accounts (Pension) and the text 'रक्षा लेखा प्रधान नियंत्रक (पेंशन)'. Below this, there are navigation links: Home, About SPARSH, Orders & Information, Contact & Support, Service Center Locator, FAQs, and Help. On the right, there is a 'Service Center' section with 'Last Login : 23-Aug-2022 16:47:14'. The main content area is titled 'Personal Details' and contains several form fields: First Name (MINA), Middle Name (dropdown), Last Name, Relation With Pensioner (Spouse), Date of Birth (04-May-1978), Marital Status (dropdown menu open with 'Remarried' selected), Is Spouse Alive (radio buttons for Yes/No), Eligible for Family Pension (radio buttons for Yes/No), Aadhaar Number, and PAN. The Marital Status dropdown menu is open, showing options: --Select--, Remarried, Divorced, Eloped, Dispute, Married, and Married.

STEP 12 : Select value for Eligible for Family Pension & Supporting Children.

The screenshot shows the SPARSH portal interface. At the top, there is a header with the logo of the Principal Controller of Defence Accounts (Pension) and the text 'रक्षा लेखा प्रधान नियंत्रक (पेंशन)'. Below this, there are navigation links: Home, About SPARSH, Orders & Information, Contact & Support, Service Center Locator, FAQs, and Help. On the right, there is a 'Service Center' section with 'Last Login : 23-Aug-2022 16:47:14'. The main content area is titled 'Personal Details' and contains several form fields: First Name (MINA), Middle Name, Last Name, Relation With Pensioner (Spouse), Date of Birth (04-May-1978), Marital Status (dropdown menu open with 'Remarried' selected), Nationality (Indian), Is Spouse Alive (radio buttons for Yes/No), Eligible for Family Pension (radio buttons for Yes/No, with 'Yes' selected), Support Children (radio buttons for Yes/No, with 'Yes' selected), Aadhaar Number, PAN, and Date of Re-Marriage. The Marital Status dropdown menu is open, showing options: --Select--, Remarried, Divorced, Eloped, Dispute, Married, and Married.

STEP 12 : Select value Re-marriage in Reason for Non Eligibility drop down. (Applicable only when Eligible for Family Pension Selected as No.)

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

Home About SPARSH Orders & Information Contact & Support Service Center Locator FAQs Help

Service Center
Last Login : 23-Aug-2022 16:47:14

First Name * MINA Middle Name Last Name

Relation With Pensioner * Spouse Date of Birth 04-May-1978

Is Spouse Alive * Yes No

Eligible for Family Pension * Yes No

Date of Re-Marriage 16-Feb-2022

Supported By * --Select--

Aadhaar Number PAN

Marital Status * Remarried

Nationality * Indian

Reason for Non-Eligibility * Re-marriage

Support Children Yes No

Validation: VALIDATION

Taskbar: SPARSH - Google C... *new 12 - Notepad++ UAT_Migrated_22_04... REPORT REMARRAL... SPARSH_Business Va... 28... 7:22 PM

STEP 13 : Select Date of Re-marriage.

STEP 14 : Select Supported by Value. (Applicable only when Supporting Children selected NO)

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

Home About SPARSH Orders & Information Contact & Support Service Center Locator FAQs Help

Service Center
Last Login : 23-Aug-2022 16:47:14

First Name * MINA Middle Name Last Name

Relation With Pensioner * Spouse Date of Birth 04-May-1978

Is Spouse Alive * Yes No

Eligible for Family Pension * Yes No

Date of Re-Marriage --Select--

Supported By * Grandparents

Aadhaar Number PAN

Marital Status * Remarried

Nationality * Indian

Reason for Non-Eligibility * Re-marriage

Support Children Yes No

Validation: VALIDATION

Taskbar: SPARSH - Google C... *new 12 - Notepad++ UAT_Migrated_22_04... REPORT REMARRAL... SPARSH_Business Va... 28... 7:22 PM

STEP 15 : Click on Upload Documents button, add attachment for Remarriage document.

रक्षा लेखा प्रधान नियंत्रक (पेंशन)
Principal Controller of Defence Accounts (Pension)

Home About SPARSH Orders & Information Contact & Support Service Center Locator FAQs Help

MINA
Last Login : 23-Aug-2022 18:30:24

Personal details

Division of Gallantry Award

Employment/Re-employment

Grievance

My Documents

Service Request

Yes No

Remarried

Indian

Eligible for Family Pension *

Yes No

Support Children

Yes No

Date of Re-Marriage

31-Jul-2022

Supported By *

Grandparents

Aadhaar Number

PAN

Mobile Number *

7028281248

Email ID

aishshinde9999@gmail.com

Upload Documents

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Principal Controller of Defence Accounts (Pension)

Home About SPARSH Orders & Information Contact & Support Service Center Locator FAQs Help

MINA
Last Login : 23-Aug-2022 18:30:24

Supported By

Grandparents

Aadhaar Number

PAN

Mobile Number *

7028281248

Email ID

aishshinde9999@gmail.com

Upload Documents

Upload Necessary Documents*

Choose File PROCESS WI...PORT AF.pdf

Submit

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STEP 16 : Click on Submit button & Click Yes in acknowledgment Pop up.

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Principal Controller of Defence Accounts (Pension)

Home About SPARSH Orders & Information

Acknowledgement

Are you sure you want to submit the details ?

Yes No

Grandparent

Aadhaar Number PAN

Mobile Number * 7028281248 Email ID aishshinde9999@gmail.com

Upload Documents

Upload Necessary Documents*

Choose File PROCESS WI...PORT AF.pdf

Submit

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Principal Controller of Defence Accounts (Pension)

Home About SPARSH Orders & Information

Acknowledgement

Your request is submitted successfully. Your Tracker Id is 1000010668

Ok

MINA
Last Login : 23-Aug-2022 18:30:24

Personal Details

First Name * MINA Middle Name Last Name

Relation With Pensioner * Spouse Date of Birth 04-May-1978

Is Spouse Alive * Yes No Marital Status * Married Nationality * Indian

Eligible for Family Pension * Yes No Support Children Yes No

Aadhaar Number PAN

Filter

- Track Status
- Life Certificate/ Identification
- My Profile
 - Change Username
 - Change Password
 - Manage Profile
 - Bank Details
 - Family Details
 - Personal Details
 - Division of Gallantry Award
 - Employment/Re-employment
- Grievance
- My Documents
- Service Request

SPARSH - Google C... *new 12 - Notepad++ UAT_Migrated_22_04... REPORT REMARRAI... SPARSH_Business Va... Rain 6:46 PM