



केन्द्रीय माध्यमिक शिक्षा बोर्ड

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Ministry of Education, Govt. of India)



File No. CBSE/Co-ord/IPS/2023

Dated: 21.12.2023

To

All Centre Superintendents/Principals/CNS

(Through CBSE Website)

Subject: Entering of correct name and bank accounts details of functionaries in Integrated Payment System (IPS) so that payment to them can be correctly done.

Madam/Sir,

As already informed by CBSE from time to time, the payment related data viz. name, date of duty, bank accounts details etc. with regard to duties performed by various functionaries during the examination processes is to be filled in IPS by the concerned Centre Superintendent/Principal/Chief Nodal Supervisor (CNS). This data will further be used for making payment to the concerned functionary through Integrated Payment System (IPS). Hence, correct entering of functionary details in IPS is absolutely mandatory for making payment to concerned beneficiary. Any mistake on this account may invite serious financial consequence.

2 It has come to notice that some payments pertaining to examination year 2023 were inadvertently made to the person other than the actual beneficiary due to wrong filling of bank accounts details filled the IPS. The actual beneficiary is requesting for his due amount. The mistake on part of Centre Superintendent/Principal/Chief Nodal Supervisor has been viewed seriously by the Competent Authority.

3 All Centre Superintendents/Principal/Chief Nodal Supervisor (CNS) are advised to meticulously ensure that payment related data of functionaries viz. (i)



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"SHIKSHA KENDRA" 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110092

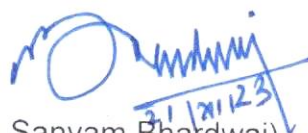
Phone (off.) : 011-22509256-59, 22041807-08, Website: www.cbse.gov.in, www.cbse.nic.in



Functionary Name, (ii) Bank Name, (iii) Bank Account Number, (iv) Bank IFSC Code are filled correctly in IPS.

4. In addition to above, all details of duty performed be also filled in correctly.

5. For any omission or commission on this account Centre Superintendent/Principal/(CNS) shall be responsible and any payment made to wrong person due to mistake in bank accounts details etc. shall be recovered from them.


(Dr. Sanyam Bhardwaj)
Controller of Examination

Copy for necessary compliance to:

1. All RDs/ROs
2. Webadmin with the request to upload on CBSE website

Copy for information to:

1. Deputy Secretary, O/o Chairman, CBSE.
2. Sr. PS to Controller of Examination, CBSE.
3. Internal Auditor & Financial Adviser CBSE.