

भारत सरकार
संचार मंत्रालय, डाक विभाग
डाक जीवन बीमा निदेशालय
चाणक्यपुरी डाक घर परिसर, चाणक्यपुरी, नई दिल्ली-110021
Government of India
Ministry of Communications, Department of Posts
DIRECTORATE OF POSTAL LIFE INSURANCE
Chanakyapuri Post Office Complex, Chanakyapuri, New Delhi-110021

F.No. 25-04/SOP/2020-LI

Dated:-27.05.2022

Office Memorandum

Sub : Roll out of PLI-IPPB (India Post Payments Bank) functionality

This is regarding roll out of PLI-IPPB functionality deployed from 27-05-22, which provides the facility of payment of PLI/RPLI renewal premia through following modes :-

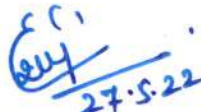
- (i) **IPPB Mobile App** – Customer can deposit their PLI/RPLI premium through mobile app.
- (ii) **IPPB Counters** – Customer can visit Post office IPPB Counter to deposit PLI/RPLI premium.
- (iii) **Micro ATM (Through Postman & GDS)** – In addition to other IPPB services, now postman will be able to facilitate customer to deposit their PLI/RPLI premium using micro ATM device.
- (iv) **Standing Instructions through IPPB Account** – Customer can register for Standing Instruction either by visiting IPPB counters or using IPPB mobile app every month, PLI/RPLI premium will be debited automatically from their IPPB account.

2 It is further informed that Standard Operating Procedure (SOP) for the above functionality will be circulated separately by IPPB team.

3 Standard Accounting Procedure (SAP) as received from PAF Division, Postal Directorate containing roles of different offices is being enclosed for reference & necessary action by the respective offices.

4 It is, therefore, requested that the above information may widely be disseminated among all administrative offices, operational staff & marketing staff for wide publicity & also for sensitizing our valuable customers about the functionality.

Encls: SAP


27.5.22
(Hariom Sharma)
Deputy Divisional Manager-II

Copy To :-

1. Sr. PPS to Secretary (Posts) / Sr.PPS to Director General Postal Services
2. PPS/PS to Addl. DG (Co-ordination) / Member (Banking) / Member

- (o)/ Member (P) / Member (Planning & HRD) / Member (PLI) /Member (Tech)
3. Sr. Dy. Director General (Vigilance) & CVO / Sr. Dy Director General(PAF)
 4. CGMs BD/Parcel Directorate
 5. All DDGs, Department of Posts, Dak Bhawan
 6. Director, RAKNPA Ghaziabad
 7. All CPMGs
 8. Addl DG, APS
 9. All Director, PTCs / Director, PLI (Kolkata)
 10. CGM/GM CEPT
 11. Senior Postmaster, Sansad Marg , HPO (Nodal office) with the request to ensure that the correct accounting for Pan India transactions is done on daily basis as per prescribed SAP.
 12. AAO O/o CPMG, Delhi Circle for keeping a close watch over the reconciliation of the said functionality by the Nodal office.

RD 113078465-15

PA/BK-1/PLI/ 2019-20 / 3827
Government of India
Ministry of Communication
Department of Posts, PAF Wing
CSI Section Dak Bhawan Sansad Marg
New Delhi - 110001

Dated: 22/02/ 2022

To

The CGM, PLI
PLI Directorate,
Chanakyapuri Post Office Building,
New Delhi-110021

Sub: Standard Accounting Procedure for PLI/RPLI Collections through IPPB - reg

The revised Standard Accounting Procedure for PLI/RPLI premium collections through IPPB is forwarded here with. SAP communicated vide this office letter of even no. dated 05-01-2022, stand cancelled.

1. **New Proposed Head of Account**

8661	- SUSPENSE ACCOUNT (POSTAL)
00	- SUSPENSE ACCOUNT (POSTAL)
140	- MISCELLANEOUS SUSPENSE
37	- Adjustments between PLI /RPLI & IPPB
00	- Adjustments between PLI /RPLI & IPPB
00	- DEFAULT

Standard Accounting Procedure for PLI/RPLI Collections through IPPB

Manual voucher posting to be made till PLI-IPPB Integration. Once integration in done, entries will flow automatically.

Nodal PO: Sansad Marg HO

PLI/RPLI Collection are collected through IPPB through integration between IPPB & Mc. Camish. At the time of payment through IPPB app, the policy is updated instantly. The following accounting entries are posted on a daily basis by the nodal Post Office Sansad Marg HO, based on the Mc.Camish Reports and the amount received in Remittances to-Bank Account.

a) On receipt of amount from IPPB by Sansad Marg HO – Remittances Account

Debit		Credit		Profit enter
GL	Description	GL	Description	
4867700241- 86770010201000 0	Remittance to Bank Clg	(4-SeriesNew GL) 866100140370000	Adjustments between PLI /RPLI & IPPB	Sansad Marg HO

(2)

b) Accounting PLI/RPLI premium through IPPB based on Mc.Camish reports

i) PLI premium collection:

Debit		Credit		Profit Center
GL	Description	GL	Description	
(4-Series New GL) 866100140370000	Adjustments between PLI /RPLI & IPPB	8801400650	PLI-EA Premium receipts and recoveries	Sansad Marg HO
7801601070	Rebate on Premium-PLI	8801400510	PLI-WLA Premium receipts and recoveries	
7801601120	Rebate on Premium-RPLI	8801400580	PLI-CWLA Premium Receipts and Recoveries	
		8801400740	PLI-AEA Premium Receipts and Recoveries	
		8801400820	PLI-JEA Premium Receipts and Recoveries	
		8801400910	PLI-CP Premium Receipts and Recoveries	
		8866102720	CGST- Collection on PLI	
		8866102740	SGST- Collection on PLI	
		1800423501	Rounding-off of GST PLI	
		2801600790	Late Fee/Penalty/Default-PLI	

ii) RPLI Premium Collection:

Debit		Credit		Profit Centre
GL	Description	GL	Description	
New GL 866100140370000	Adjustments between PLI /RPLI & IPPB	8801401060	RPLI-EA Premium receipts and recoveries	Sansad Marg HO
7801601070	Rebate on Premium-PLI	8801401000	RPLI-WLA Premium receipts and recoveries	
7801601120	Rebate on Premium-RPLI	8801401030	RPLI-CWLA Premium Receipts and Recoveries	
		8801401110	RPLI-AEA Premium Receipts and Recoveries	
		8801401150	RPLI-CP Premium Receipts and Recoveries	
		8866102850	CGST- Collection on RPLI	
		8866102870	SGST- Collection on RPLI	
		2801600830	Late Fee/Penalty/Default-RPLI	

(3)

3. To Account the rounding of GST, if any, the following GL Codes shall be used

Debit	Description	Credit	Description	Remarks
1800423501	Rounding-off of GST PLI	8866102720	CGST- Collection on PLI	When GST collection is rounded off to the next higher rupee
		8866102740	SGST- Collection on PLI	
8866102720	CGST- Collection on PLI	1800423501	Rounding-off of GST PLI	When GST collection is rounded off to the below lower rupee
8866102740	SGST- Collection on PLI			
1800423509	Rounding-off of GST RPLI	8866102850	CGST- Collection on RPLI	When GST collection is rounded off to the next higher rupee
		8866102870	SGST- Collection on RPLI	
8866102850	CGST- Collection on RPLI	1800423509	Rounding-off of GST RPLI	When GST collection is rounded off to the below lower rupee
8866102870	SGST- Collection on RPLI			

Role of Nodal Post Office (Sansad Marg HO)

1. Amount received from IPPB towards PLI/RPLI premium collection to be verified with bank statements for the day.
2. PLI/RPLI premium collected through IPPB report is to be taken from Mc. Camish and the same should be tallied with bank credit by IPPB.
3. Posting of accounting entries as mentioned above.
4. Nullify the balance in the (New GL) -HOA-866100140370000 on daily basis.
5. Bank reconciliation to be carried out for the amount received from IPPB as per existing process.

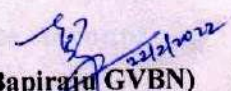
Role of Nodal PAO (PAO, Delhi)

1. Ensure that Nodal Post office(i.e., Sansad Marg HO) nullify the balance in the (New GL) & HOA-866100140370000

Role of Other PAOs than Nodal PAO(PAO, Delhi)

1. Ensure that no bookings found in the (New GL) HOA-866100140370000 in SAP
2. Ensure that no bookings found in the HOA-866100140370000

This issues with the approval of Sr. DDG (PAF)


(Bapiraju GVB)
Accounts Officer (CSI)