भारत सरकार
वित्त मन्त्रालय, व्यय विभाग
केन्द्रीय पेंशन लेखा कार्यालय
त्रिकूट-II भीकाजी कामा प्लेस
नई दिल्ली-110066
फोन : 26174596, 26174456, 26174438

GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF EXPENDITURE
CENTRAL PENSION ACCOUNTING OFFICE
TRIKOOT-II, BHIKAJI CAMA PLACE,
NEW DELHI-110066
PHONES : 26174596, 26174456, 26174438

CPAO/IT&Tech/Bank Performance/Commutation/90/20-21/146 18.11.2021

OFFICE MEMORANDUM

Sub: Processing of commutation of pension cases through e-Revision Utility- Reg.

The undersigned is directed to say that in line with the Government of India's Digital India Initiative to stop the movement of paper, CPAO has developed a utility to process cases of commutation through e-Revision Utility. Pay & Accounts Officers (PAOs) can now digitally sign the commutation authority and transfer the same to CPAO through e-mode (procedure at Annexure – I).

2. In view of the above, all Pr. CCAs / CCAs / CAs / AGs / Administrators of UTs without legislature are requested to issue necessary directions to the concerned Pay & Accounts Offices to use the utility developed by CPAO for processing commutation of pension cases.

18/11/2021

(Satish Kumar Garg)
(Sr. Accounts Officer)

To:

1. Pr. CCAs/CCAs/CAs/AGs/Administrators of UTs without legislation

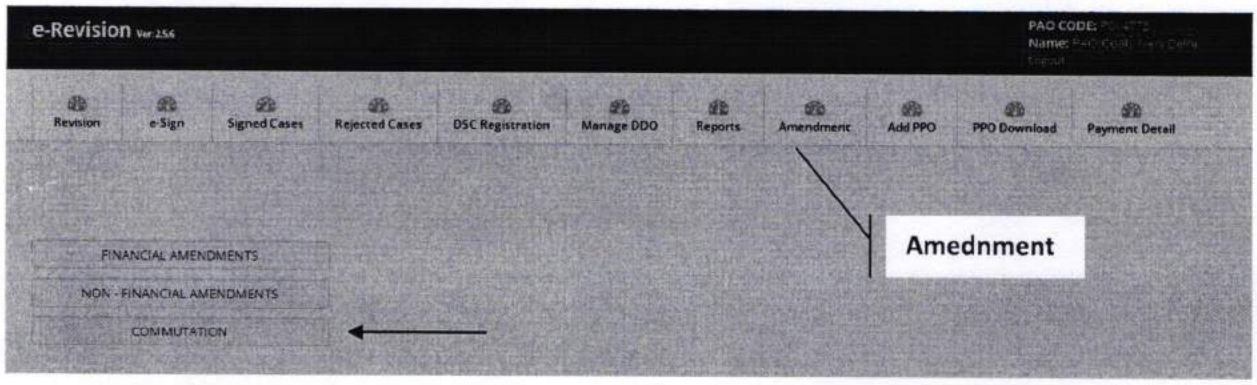
Copy to:

1. Sr. PPS to CGA, O/o the CGA, Mahalekha Niyantrak Bhawan, E-Block, General Pool Office (GPO) Complex, INA, New Delhi.
2. PS to Smt. T.C.A.Kalyani, Addl. CGA, Mahalekha Niyantrak Bhawan, E-Block, General Pool Office (GPO) Complex, INA, New Delhi.
3. PS to CC (P), CPAO, New Delhi
4. Sr.TD(NIC), CPAO, New Delhi

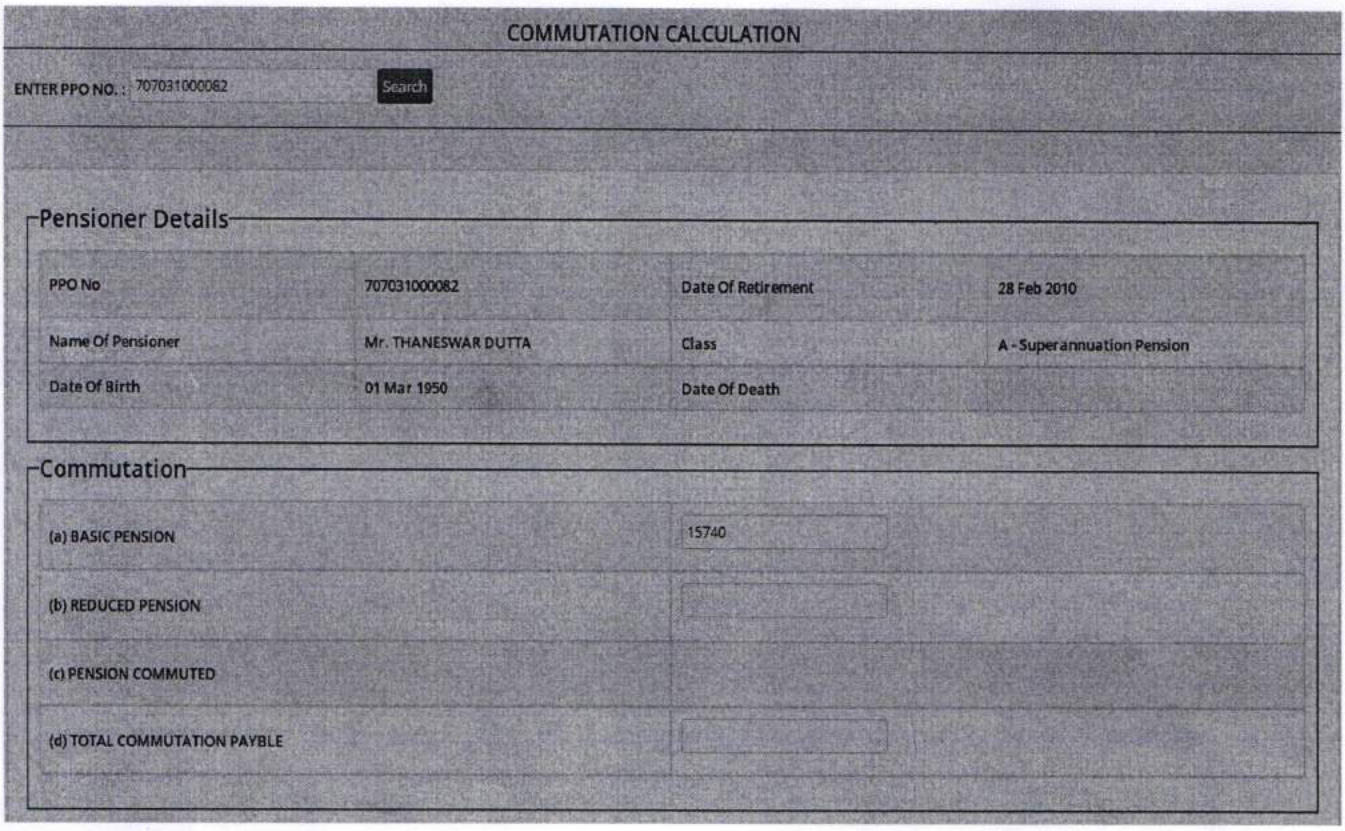
Commutation Entry Steps

Logon to **https://eppo.nic.in**

1. After login successful, Select **Amendment** menu, Then Click on **Commutation** Button.



2. Now enter PPO No in text area and click on Search Button, then all values will be shown in form along with pensioner details as below.
3. Now input (b) Reduced Pension, and (d) Total Commutation Payable in text area.



After input all above details, click on **Save** button.

IFSC Code	SBIN0003030
Name Of Bank	STATE BANK OF INDIA
Paying Branch	DISPUR GUWAHATI,
City	DISPUR (GUWAHATI)
District	KAMRUP METROPOLITAN
State	ASSAM
Pin Code	781006
Account No.	10821660131

Pensioner Contact Details

Address 1	KAILASH NAGAR BYE LANE 2 BELTOLA
Address 2	GUWAHATI
State	
Pin Code	781028

Cancel Save

After clicking on **Save** button, user has to Sign the PDF as doing in other seven CPC authorites.