

TO ALL STAFF

26 Sept, 2018

NON-REMITTANCE OF PENSION CONTRIBUTIONS/PARTIALLY FUNDED AND OTHER ASSOCIATED PROBLEMS WITH RETIREMENT SAVINGS ACCOUNT (RSAs) OF STAFF: WAY FORWARD

The Pension and Insurance Section, AHR RSHQ, Abuja is in receipt of incessant complaints on non-remittance of pension contributions, partially funded and other associated problems with **Retirement Savings Account (RSAs)** of staff.

2. The problem, which is not peculiar to staff of FRSC alone has been effectively addressed with the assistance of the **Pension Funds Administrators (PFAs)** and staff of other government institutions with similar problems.
3. In line with this and to address the issue associated with RSAs of staff, the Pension and Insurance section after meeting with representatives of PFAs came up with a viable solution to the problem.
4. As a fall out of the meeting, staff are directed as follows:
 - a. Staff are to make photocopy of their **welcome/registration certificate** with their chosen PFAs for onward transmission to Pension and Insurance Section, AHR, RSHQ Abuja through their respective commands;
 - b. The following information should be boldly written on the registration certificate:
 - i. Service PIN
 - ii. IPPIS number
 - iii. Phone number
 - iv. Email address
 - c. The registration certificate with the information should be collated by Unit Admin, for Unit Commands and forwarded to the Sector command. The Sector Admin should collate for the Sector Command and forward to the Zonal Command.
 - d. The Zonal Admin should collate the RSA registration certificate with the information in para 4b (i-iv) for Commands under it as forwarded.

- e. In addition, the Zonal Admin should burn the information from commands into a rewriteable CD in an Ms Excel format in a tabular form as stated below:

S/NO	Name	Rank	Service PIN	CMD	IPPIS NO	RSA PIN	PFA Name	GSM NO	Email address

- f. Departments, Corps Offices and Special units in RSHQ are to collate registration certificates for their staff and forward as stated for field commands above.
5. Collated registration certificate with the information and soft copy in a CD should reach Pension and Insurance Section, AHR, RSHQ Abuja on or before **12 October, 2018**.
6. Please note that staff who could not get their registration certificate can liaise with their chosen PFA offices in their location for a fresh one.
7. Please treat with utmost urgency.
8. Thank you.


CC Chukwuma N Njoku
Corps Commander
CC (Admin)-AHR
For: Corps Marshal