TA-3-102/1/2021-TA-III/CS-8004/319 Ministry of Finance Department of Expenditure Controller General of Accounts Mahalekha Niyantrak Bhawan 'E' Block, GPO Complex, INA New Delhi – 110022.

Subject: Online NPS Subscriber Registration Module for PRAN generation (NPS - SRM) for NPS employees - roll out on Pilot Basis-reg.

Office Memorandum

A reference is invited to PFMS Division, CGA's OM No. I-84001/1/2020-ITD-CGA dated 12.10.2021 and OM no. I-84001/1/2020-ITD-CGA/224-29 dated 24.11.2021 regarding the subject cited above.

2. On-line NPS Subscriber Registration Module for generation of PRAN for employees covered by NPS has been deployed by GIFMIS on PFMS. The NPS-SRM Module is available in PFMS home page (Menu-National pension System-PRAN Registration).

3 Presently the module will be deployed for pilot run in the selected Ministries/Departments as per enclosed list. A User Manual prepared by GIFMIS is also enclosed for reference. GIFMIS will provide hand holding for this application of new module.

4. Any further clarification/query, in this regard, may please be taken up with GIFMIS vertical of this office through EIS Helpdesk (pfms-eis@gov.in).

Encl: As above

low 16/a/2022

(Parul Gupta) Dy. Controller General of Accounts

То

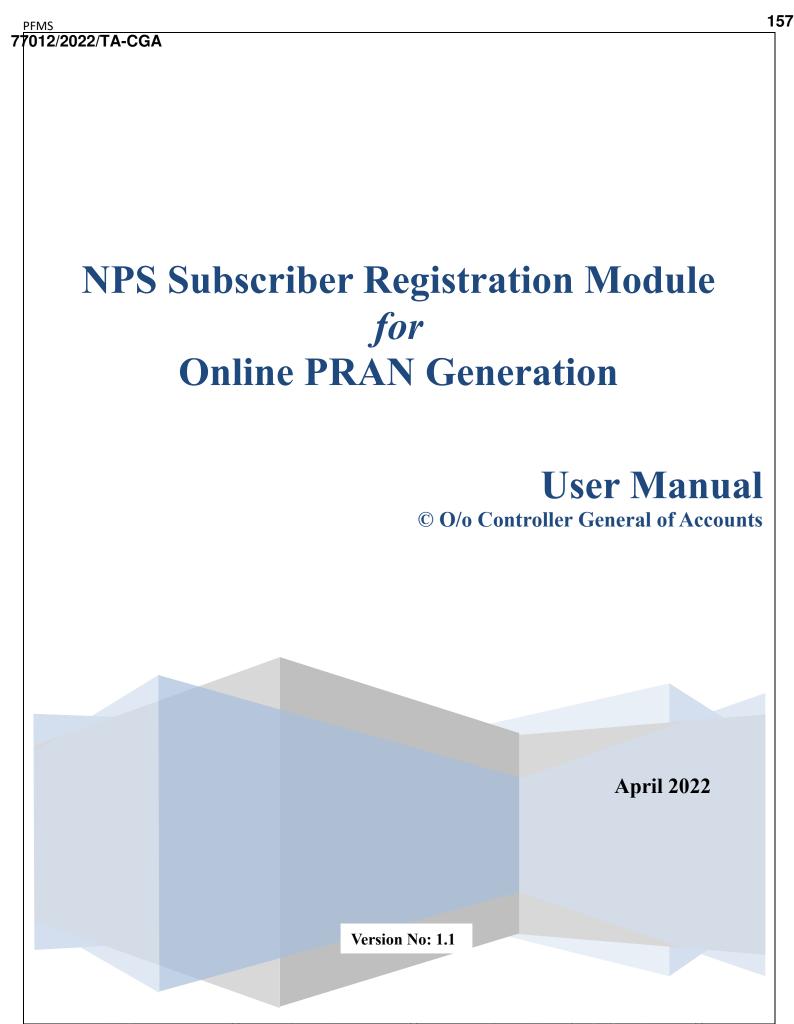
All Pr. CCAs/CCAs/CAs (IC) of the Ministries/ Deptts. concerned. Copy to: Sr. A. O. (ITD) for uploading this OM in CGA's website please.

198

List of Controller and PAO for pilot run of Subscriber Registration Module

S.No	Controller Code & Description	PAO Code & Description
1	013 - EXPENDITURE	008391 - Public financial Management System, New Delhi
2	013 - EXPENDITURE	016001 - PAO, O/O CGA, M/O Finance, D/O Exp.
3	013 - EXPENDITURE	016100 - PAO, INGAF, New Delhi.
4	032 - INFORMATION TECHNOLOGY	033195 - PAO, NIC, New Delhi.
5	035 - CBEC	050005 - PAO, CEX IV, Thane, Mumbai
6	035 - CBEC	050090 - PAO, CUSTOMS (PREV.), MUMBAI
7	035 - CBEC	050240 - PAO, CUSTOMS, AMRITSAR
8	035 - CBEC	050672 - PAO Hq. (CBEC), New Delhi
9	035 - CBEC	050725 - PAO(Collectorate of C&CE), Ahmedabad
10	035 - CBEC	050812 - PAO(Collec. of Central Excise),Allahabad
11	035 - CBEC	050896 - PAO(Collec. of Central Excise),Bangalore
12	035 - CBEC	050982 - PAO(Central Excise Collectorate), VADODRA
13	035 - CBEC	051151 - PAO(Collec. of Central Excise-I),Mumbai
14	035 - CBEC	051237 - PAO(Collec.of Central Excise-I),Kolkata
15	035 - CBEC	051493 - PAO(Collec. of Central Excise),New Delhi
16	035 - CBEC	051743 - PAO(Collec. of Central Excise),Hyderabad
17	035 - CBEC	052000 - PAO(Collec. of Central Excise), Kanpur
18	035 - CBEC	052084 - PAO(Collec. of Central Excise),Chennai
19	035 - CBEC	052598 - PAO(Collectorate of Customs), Mumbai
20	035 - CBEC	052679 - PAO(Collec.of Central ExciseII),Kolkata
21	035 - CBEC	052775 - PAO(Collectorate of Customs), Kolkata
22	035 - CBEC	052930 - PAO(Collectorate of customs), Chennai
23	035 - CBEC	053161 - PAO(Dirc.of Inspc. & Audit,C&CE),N.Delhi
24	035 - CBEC	053245 - PAO(Dirc.of Stat. & Intll.,C&CE),N.Delhi
25	035 - CBEC	053755 - PAO(Collec. of Central Excise-II),Mumbai
26	035 - CBEC	053844 - PAO(Collectorate of C&CE), Merrut
27	035 - CBEC	054263 - PAO(Collec.of Central Excise-III),Mumbai
28	035 - CBEC	054700 - PAO (Commissionerate of Customs) New Dehi
29	035 - CBEC	054725 - PAO,CEX & Customs, NOIDA
30	035 - CBEC	054775 - PAO,CEX & Customs,Rohtak
31	035 - CBEC	054800 - PAO,CEX & Customs,Ghaziabad
32	035 - CBEC	054851 - PAO CEX KOLKATA-III
33	035 - CBEC	054926 - PAO CBEC, TRIVANDRUM
34	035 - CBEC	054951 - PAO C.EX IV, KOLKATA
35	035 - CBEC	055005 - PAO, CEX & Customs CHANDIGARH
36	036 - CBDT	004168 - ZAO, CBDT, Chandigarh
37	036 - CBDT	004178 - ZAO, CBDT, Trivandrum
38	036 - CBDT	004180 - ZAO, CBDT, Nasik
39	036 - CBDT	004183 - ZAO, CBDT, Baroda
40	036 - CBDT	004188 - ZAO, CBDT, Guwahati
41	036 - CBDT	004190 - ZAO, CBDT, Ranchi
42	036 - CBDT	055542 - ZAO(CBDT), Bangalore
43	036 - CBDT	055623 - ZAO(CBDT), Patna
44	036 - CBDT	055703 - ZAO(CBDT), Bhopal

#206 3/202 2 5	XIND	Controller Code & Description	PAO Code & Description
	45	036 - CBDT	055862 - ZAO(CBDT), Nagpur
	46	036 - CBDT	055940 - ZAO(CBDT), Kanpur
	47	036 - CBDT	056017 - ZAO(CBDT), Ahmedabad
	48	036 - CBDT	056099 - ZAO(CBDT), Jaipur
	49	036 - CBDT	056180 - ZAO(CBDT), Bhubaneswar
	50	036 - CBDT	056260 - ZAO(CBDT), Lucknow
	51	036 - CBDT	056418 - ZAO(CBDT), Amritsar
	52	036 - CBDT	056496 - ZAO(CBDT), Meerut
	53	036 - CBDT	056576 - ZAO(CBDT), Hyderabad
	54	036 - CBDT	056892 - ZAO(CBDT), Rohtak (Haryana)
	55	036 - CBDT	056971 - ZAO(CBDT), Kolkata
	56	036 - CBDT	057050 - ZAO(CBDT), Mumbai
	57	036 - CBDT	057127 - ZAO(CBDT), Chennai
	58	036 - CBDT	057288 - ZAO(CBDT), New Delhi



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PFMS 77012/2022/TA-CGA

Purpose of the document

The aim of this document is to present a detailed guide to the step-by-step procedure to be performed to automate the process/work related to NPS subscriber online registration for obtaining the Permanent Retirement Account Number (PRAN) for the newly recruited employees of the Central Government of India.

Intended Audience

- Employees of the Central Government of India
- DDO Maker
- DDO Checker
- PAO/ CDDO (Admin)

List of Abbreviations

Abbreviation	Expansion
CGA	Controller General of Accounts
CCA	Chief Controller of Accounts
DDO	Drawing & Disbursing Officer
PAO	Pay and Accounts Officer
NCDDO	Non-Cheque Drawing & Disbursing Officer
CDDO	Cheque Drawing & Disbursing Officer
DH	Dealing Hand
CRA	Central Recordkeeping Agency
NSDL	National Securities Depository Limited
NPS	National Pension System
PFMS	Public Financial Management System

Table of Contents 1. INTRODUCTION	2022/TA-CGA	1
2. STAKEHOLDERS 1 3. PROCESS OF PRAN REGISTRATION 1 4. PROCESS FLOW FOR SUBSCRIBER REGISTRATION MODULE (SRM) 2 5. PRAN REGISTRATION AND PRAN GENERATION SCREEN FLOW 3 A. Employee Login 3 B. DDO Maker Login 17 C. DDO Checker Login 23 D. PAO/CDDO (Admin) Login 29	Table of Contents	
3. PROCESS OF PRAN REGISTRATION 1 4. PROCESS FLOW FOR SUBSCRIBER REGISTRATION MODULE (SRM) 2 5. PRAN REGISTRATION AND PRAN GENERATION SCREEN FLOW 3 A. Employee Login 3 B. DDO Maker Login 17 C. DDO Checker Login 23 D. PAO/CDDO (Admin) Login 29	INTRODUCTION	
4. PROCESS FLOW FOR SUBSCRIBER REGISTRATION MODULE (SRM) 2 5. PRAN REGISTRATION AND PRAN GENERATION SCREEN FLOW 3 A. Employee Login 3 B. DDO Maker Login 17 C. DDO Checker Login 23 D. PAO/CDDO (Admin) Login 29	STAKEHOLDERS	
5. PRAN REGISTRATION AND PRAN GENERATION SCREEN FLOW	PROCESS OF PRAN REGISTRATION1	
A. Employee Login3B. DDO Maker Login17C. DDO Checker Login23D. PAO/CDDO (Admin) Login29	PROCESS FLOW FOR SUBSCRIBER REGISTRATION MODULE (SRM)	
B. DDO Maker Login	PRAN REGISTRATION AND PRAN GENERATION SCREEN FLOW	
C. DDO Checker Login	A. Employee Login	
D. PAO/CDDO (Admin) Login	B. DDO Maker Login	
	C. DDO Checker Login	
6. STEPS TO BE FOLLOWED BY PAO/CDDO (ADMIN) AFTER SUCCESSFUL REGISTRATION	D. PAO/CDDO (Admin) Login	
	STEPS TO BE FOLLOWED BY PAO/CDDO (ADMIN) AFTER SUCCESSFUL REGISTRATION	
		INTRODUCTION 1 STAKEHOLDERS 1 PROCESS OF PRAN REGISTRATION 1 PROCESS FLOW FOR SUBSCRIBER REGISTRATION MODULE (SRM) 2 PRAN REGISTRATION AND PRAN GENERATION SCREEN FLOW 3 A. Employee Login 3 B. DDO Maker Login 17 C. DDO Checker Login 23 D. PAO/CDDO (Admin) Login 29

1. Introduction

NPS is a contributory pension system where contributions from subscriber's salaries @10% (Employee Contribution) along with matching Government Contribution @14% (w.e.f 01.04.2019) from their respective government employers or such other percentage as may be notified from time to time, are collected in the pension account of the NPS employee. NPS is mandatory for all the employees who join services of Central Government (except Armed Forces) and Central Autonomous Bodies on or after 1st January 2004 subject to other conditions.

PRAN (Permanent Retirement Account Number) is the unique and portable number provided to each subscriber under NPS and remains with them throughout. On successful registration, PRAN is allotted to the subscriber.

2. Stakeholders

i. Employee ii. DDO Maker iii. DDO Checker iv. PAO v. CDDO (Admin) vi. CRA-NSDL

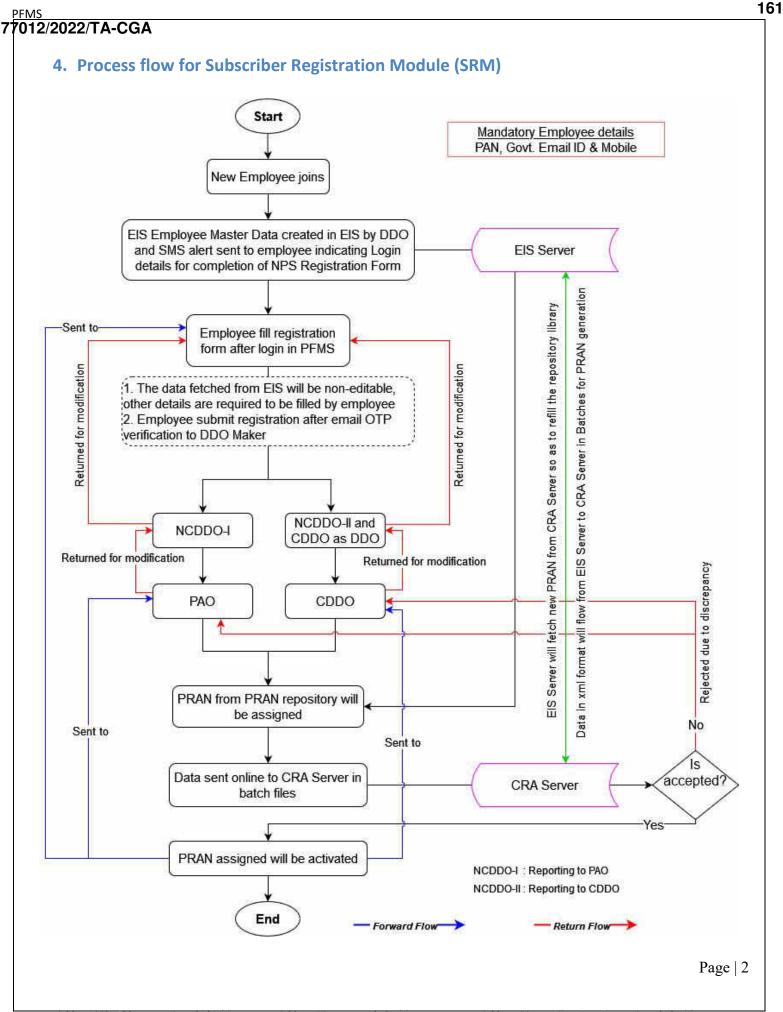
Process of PRAN Registration

The process of NPS registration starts after creation of employee data by DDO in EIS.

- The EIS master-data is created in DDO and an alert regarding the User ID & a default password is sent to the newly recruited employee of the Central Government as soon as they join.
 NOTE: In case the employee login details are not available, they need to connect with the respective DDO and share the PAN No, Govt. Email ID, and mobile number to get the necessary updation done in EIS.
- ii. The Employee shall log in to the PFMS, enters the NPS module, and fill the NPS Subscriber Registration Form for PRAN generation.

NOTE: In the form, some of the fields are auto-captured from EIS Data and are non-editable for the user while other fields are to be filled by the employee.

- iii. The duly filled-in form is submitted to DDO Maker.
- iv. The DDO Maker verifies the request and forwards it to DDO Checker.
- v. The DDO Checker cross-validates the request and forwards it to concerned PAO or CDDO (Admin), as the case may be
 - a. In case of Non-Cheque Drawing DDO (NCDDO-I), the DDO Checker will forward it to Pay & Accounts Officer (PAO Level).
 - b. In case of Non-Cheque Drawing DDO (NCDDO-II) attached to CDDO, DDO Checker will forward it to CDDO (DDO Admin in PFMS). The DDO Checker of CDDO (working as DDO) will also forward the details to CDDO (DDO Admin) for its employees.
- vi. PAO/CDDO (Admin) after necessary checks, submits the request to CRA-NSDL for PRAN generation. A PRAN from PRAN repository is assigned to the employee immediately on submission of the form and saved in the system. This data will be then sent to CRA-NSDL for activation of PRAN in batch files.
- vii. On receipt of batch files from EIS Server, CRA-NSDL checks and validates the data and activate the PRAN assigned to the employee and inform all stakeholders. However, in case of discrepancy in data, CRA-NSDL will intimate about the discrepancies to the stakeholder.



5. PRAN Registration and PRAN Generation Screen Flow A. Employee Login Online PRAN registration is available only for those employees whose country of birth is India. In case the country of birth is other than India PRAN registration is to be done offline (manually). Launch the URL 'https://pfms.nic.in' in the browser. 1. 2. Click 'Login'. 1 i pfms.nic.in/NewDefaultHome.as 4 \rightarrow × 습 🐅 😩 English 🗸 Public Financial Management System - PFMS Pe 2 0/o Controller General of Accounts, Ministry of Finance Login As the Nation celebrates Azadi Ka Amrit Mahotsav <u>iii</u> Let us 9 • A FY 2021 - 22 Transactions Todays Transactions Know your Payments Get Login Details If Agency is already registered Gount: 54,477 Count: 96,00,56,970 Track NSP Payments nt (Crores) 20 nt (Crores): 23,60,963 **PFMS Home Page** 3. The current financial year will be selected by default. a. Enter the credentials to login into the PFMS Portal. Public Financial Management System - PFMS Login 0/o Controller General of Accounts, Ministry of Finance Forgot Password? . · Activate User 2821-202 Register Agency New User Registration Form Usumani 1 Register MIS Reports Users = Get Password By Unique Agency Code Password Register State Govt. DDO . Register DBT Beneficiary Mgmt Checker 0 Register Treasury Users e. Logi • -**PFMS Login Page**

Page | 3

PFMS

77012/2022/TA-CGA

4. On the PFMS homepage, click 'National Pension System → PRAN Registration' to launch the NPS "PRAN Registration" homepage.

	nancial Management System-PFMS General of Accounts, Ministry of Finance	Welcomer Amarjeet Uwer Typer Englogwe Financial Yeari 2021-2022	10:29:33 AM	[B3CPA1906B] Logoul Change Pasavord Login History English V
Home		Amarjeet		
TA Claim				
National Pension System	RAN Desistration			
Employee Info: System	PRAN Registration The following table shows the summary of Agency according to status and type. To find out what details of Agency in a status. Click on the corresponding status. Agency Bank Account Vali		s. To find the	

Subscriber Home Page

5. On the NPS home page, subscriber is prompted to confirm if he / she already has been allotted a PRAN no. earlier.

NATIONAL PENSION SYSTEM	NPS Subscriber Registration Form	Amarjeet Exit — Multi Tasking Staff
PRAN Details		Instruction List
	Note :- Fields marked with * are mandatory. PRAN Details Do you already have a PRAN number ? Yes: No	

NPS Home Page

- 6. Case I: On clicking "Yes"
 - a. The subscriber will furnish the PRAN No. and upload a copy of the PRAN Card.
 - b. On **Submit**, the request will be forwarded to DDO Maker for verification.

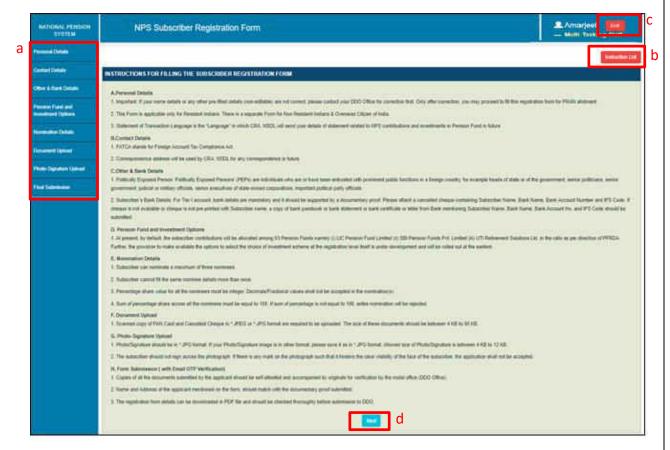
Note - Fiel	ds marked with * are mandatory	
PRAN	Details	
	Do you already have a PRAN number ?	
а	Yes No PRAN No.* Upload PRAN* Upload File No file chosen	
,	Intes - Document should be in "Jpog or "Jpg format. Size of the document should be between 4 KB to 50 KB. Existing PRAN Details Page	

163

- 7. **Case II**: On clicking "No", subscriber will be redirected to the NPS Subscriber Registration form.
- On the homepage of NPS Subscriber Registration form,
 - a) The left navigation pane lists the section-wise details to be filled.
 - b) The instructions for filling the form are provided. The same can again be viewed through the '**Instruction List**' button.

NOTE:

- The relevant section is highlighted in the instruction list that the subscriber is currently on.
- On all the pages, mandatory fields are marked with asterisk (*), subscriber will not be able to proceed further without providing information for such fields.
- c) The 'Exit' button log outs the subscriber from the NPS Subscriber Registration form page and takes back to the PFMS homepage.
- d) Click 'Next' to fill the details in the form.



Subscriber Registration Form: Home Page

NOTE:

It may be noted that, the details filled in the form, if not completed or completed but not submitted, shall be available even if the user has logged out. Provided the user shall select "NO" for confirmation message "Do you already have a PRAN?", prompted at the time of subsequent login. If the user selects "Yes" in confirmation message, all the details earlier filled

in by the user will be lost/deleted.

- **Personal Details**: The first section in the form is "Personal Details' that is further divided into three sub-sections— Personal Details, Proof Of Identity Details and Family Details.
 - Personal Details:
 - $\circ~$ Some of the fields are pre-populated and non-editable. The data is being fetched from EIS records.
 - $\circ\;$ Verify the pre-filled information and in case of any discrepancy contact DDO.
 - After filling and verifying the details, click the **Save & Next** button to save the details and proceed to '*Proof of Identity Details*' page.

NOTE:

- The option to fill the Middle and Last name in Hindi will be available only if the middle or last name in English is provided in EIS.
- Use google translator link, provided below the field, to translate the name in Hindi.
- In the Statement of Transaction Language filed, the subscriber is required to select the language in which they want to receive the transaction statement/Annual Statement from CRA-NSDL.

800475				Ins
ct Details	Note - Fields marked with * are mandatory	for registration		
å Bank Details	Subscriber Personal Details			
an Fund and ment Options	Personal Details Proof of Identify	Details Family Details		
ation Details				
ent Upload	I would like my PRAN to be printed in Hindi*	OYes ONo	Place(City Of Birth*	Place/City Of Birth
	Title*	Snt.	Country Of Birth*	India 🛩
ignature Upload	First Name*	Sushmita		(If your Birth Country is not India, please fill PRAN form offline)
bmession	Middle Name		Residential Status*	Indian. Y
	Last Name	Bairagi	Statement Of Transaction Language*	- Select Statement Of Transaction Language -
	Employee Code*	SB1017FB1001	Gender*	Female 🗸 🗸
	Date Of Birth*	15/06/1991	Marital Status*	Select Marital Statue
			Mobile*	9953060597
			Email ID*	seshmila cadhury@gmail.com
			Telephone(Residence No.)	Telephone(Residence Nr.)
				(Telephone No. should be in the formats 91- STD code Landline Number or 91-Mobile Number.)
			Telephone(Office No.)	-Telophone(Office No.)
				(Telephone No. should be in the formate 91- STD code- Landline Number or 91-Mobile Number.)
			Fax Number.	Fax Number

Personal Details Section: Personal Details Page

Proof Of Identity Details:

- The PAN details of the subscriber will be pre-populated.
- Upload a document evidencing orphan, in case 'Yes' is selected for Orphan field.
- Click the Save & Next button to proceed to the next page, i.e., Family Details.
- Click the **Back** button to go back to the previous page, i.e., Personal Details.

sonal Details	Proof of Identity Details	Family Details			
PAN*	AMMPC485	5W			
Identity Proof*	PAN CARD		~		
Date Of Birth Pr	PAN CARD		*		
Orphan*	⊖Yes [©] No				
Note: For identity	and date of birth proof,	PAN is being conside	ered.		

Personal Details Page: Proof Of Identity Details

• Family Details:

- Select the name of the parent to be printed on PRAN.
- Furnish the father and mother name.
- Click the Save & Next button to save the data of the Personal Details section.
- Click "OK" on the confirmation popup to proceed to the next section, i.e., Contact Details or click "Cancel" to stay on the Family Details page.
- Clicking 'Back' button will take the subscriber to 'Proof Of Identity' page.

NOTE:

 Name of the father/mother needs to be entered in Hindi in case the subscriber has selected the option to print PRAN in Hindi on the '*Personal Details*' page. (Note that in the case of an orphan, father's /mother's name is not applicable.)

riber Personal Details	Details Family Details				
ubscriber's Maiden Name	Subscriber's Maiden Name				
arent's Name to be Printed on	PRAN Card* CF/	ATHER OMOTHER			
ather's Title*	Select Father's Title	.*	Mother's Title*	- Select Mother's Title	~
ather's First Name*	Father's First Name		Mother's First Name*	Mother's First Name	
ather's Middle Name	Falher's Middle Name		Mother's Middle Name	Mother's Middle Name	
ather's Last Name	Falher's Last Name		Mother's Last Name	Mother's Last Name	

Personal Details Section: Family Details Page

PFMS 77012/2022/TA-CGA

- Contact Details Section: In this section, •
 - Provide the FATCA details.
 - Certify the FATCA declaration.
 - Furnish the correspondence address.
 - Click 'Save & Next' button to save the details and proceed to 'Permanent Address Details' tab.

Porsonal Details								1	Instruction List
Contact Details	Note Fields marked with * are	e mandatory for registration							30
Other & Bank Details	Foreign Account Tax Co	ompliance Act (FATCA) de	etails						
Pension Fund and Investment Options	US PERS	50N*	Yes ® No						
Nomination Defails	Country Of Tax Residency*	Address Of Tax Residency*	TIN Number Issuing Country*	Tax Identification Number*	Validity	FATCA State*	FATCA City*	FATCA Zip Code*	
Document Upload	(india 🗸 🗸	Enter Residency Address	lindia 🗸 🗸	BXTPB7415D		Enter FATCA State	Enter City	Enter Zip Coc	+ 1
Photo-Signature Upload			*						
Final Submission	l certify that:		ply at all times with all relevant			~ ~			
	c) I permit? authorse the NPS transfer and disclosure betwee d) I undertake the responsibility provided by me or if any certifi- e) I also agree that in case of the putpose or fake any other f) I bereby accept and acknow g) I also agree to furnish such	Trust to collect, store, commu en them and to the authorities by to declare and disclose with loadion becomes incorrect and my failure to disclose any mat action a smay be desired appli- riedge that the NPS Trust shall information and/or documents	of the account as a Reportable micrate and process information in and / or coulds think of any in 30 days from the date of cha on a site of the set of the set of the enal fact known to me, never or 1 or the set of the set of the set of could be the set of the set of the have the sight and authority to a site KIPS Trust on account of pr	relating to the Account and confidential information for o inge, any changes that may in along with documentary e in Suture, the NPS Trust may a deficiency is not armedid carry out investigations from from time to time an account	compliance with any law r take place in the informa- vidence. report to any regulator a by me within the stipulate in the information available to f any change in law eli-	or regulation whether dome- tion provided in the Form, it nd / or any authority design id period. e in public domain for confir	slic or foreign. s supporting Annexure: aled by the Governmer ming the information p	s as well as in the docum at of India(GOI) / RBI / IR rovided by me to the NPS	entary evidence DA / PFRDA for
	Correspondence Address	Delaits Permanent Addre	as Defaits						
	Address Type* Landmark*	Select Addre	за Туро—		oom/Door/Block No.* ses/Building/Village*	Enter FielRoom/D			
	Road/Street/Lane	Enter Road/Site	etili, ane	Area/	Locality/Taluka	Emler Area/Locality	Tahuka		
	Pin Code *	Entar Pip. Gode		СпуЛ	own/District *	Enter City/Toyn/D	stnat.		
	Country*	India		State	U.T.*	- Select State/U.1	f.+-	~	
	Correspondence Addres Proof *	- Select Addre	ss Proof	♥ Save &	Next				

Contact Details Section: FATACA and Correspondence Address Page

 In the Permanent Address Details tab, subscriber can either select the same address as that of correspondence or can provide a different address as well. The 'Back' button will take the subscriber to the 'Correspondence Address Details' tab.

IATIONAL PENSION SYSTEM	NPS Subse	criber Registration	Form					Sushmita Bairag	
sonal Details									Instruct
itect Details	Note - Fields marked with * are	e mandatory for registration							
er & Bank Delaits	Foreign Account Tax Co	ompliance Act (FATCA) del	tails						
aion Fund and estment Options	US PERS	son* On	Yas ® No						
nination Details	Country Of Tax Residency*	Address Of Tax Residency*	TIN Number Issuing Country*	Tax Identification	Validity	FATCA State*	FATCA City*	FATCA Zip Code*	
ment Uplead	(India 💉)	Enter Residency Address	India 👻	BXTPB7415D		Enter FATGA State	Enter City	Enter Zip Gox	
o Signature Upload									
Submisaion	I certify that:								
	information that may affect the c) I permit/ authorise the NPS transfer and disclosure betwee d) I undertake the responsibilit	me in the Form, its supporting e assessment/categorization of Trust to collect, store, commun en them and to the authorities in the declare and clactose within	the account as a Reportable a licate and process information n and / or outside India of any n 30 days from the date of char	count or otherwise. relating to the Account and confidential information for o rge, any changes that may t	al transactions therein, t ompliance with any law lake place in the informa	vy the NPS Trust and any of t or regulation whether domest	VPS intermediaries wi bc or foreign	herever situated including) sharing
	Information that may affect the c) I permitf authorise the NPS transfer and disclosure between d) I undertake the reoponsition provided by me or if any certifi- e) I also agree that in case of the purpose or take any other f) I hereby accept and achow- g) I also agree to furnish such	e assessment/categorization of Trust to collect, store, commun en them and to the authorities is ity to declare and disclose with the to declare and disclose any male action as may be deemed apprived yieldge that the NPS Trust shall information and/or documents for any loss that may arise to the	the account as a Reportable a licitie and process information and for outside Initial ad any or is 30 days from the date of chain op provide fresh self-certification (rial fact known to me, now or in opticale by the NFS Trust if the have the right and authority to as the NFS Trust on account of pri-	ccount or otherwise. relating to the Account and contributed information for or rige, any changes that may in along with documentary et follow: the NFS Trust may deficiency is not remedied carry out investigations from from time to time on account	all fransactions therein, i compliance with any law take place in the informa vidence, report to any regulator a by me within the stipulat r the information availab t of any change in law e	by the NPS Trust and any of f or regulation whether domest tion provided in the Form. Its nd / or any authority designal ed period. e in public domain for confirm	NPS intermedianes wi bc or foreign supporting Annexurei fed by the Governmer ning the information p	nerover situated including s as well as in the docum It of India(GOI) / RBI / IRI rovided by me to the NPS) sharing entary e DA / PFI
	Information that may affect the c) I permit authorise the NPS transfer and disclasure below d) I undertake the responsibility provided by me or if any centif the purpose of take any other () I bereby accept and acknow g) I also agree to furnish such h) I shall indemnify NPS Trust Correspondence Address Same as Correspon	e assessment/categorization of Trust to collect, store, commun en them and to the authonities in life to decize and disclose within fostion becomes incorrect and 1 my failure to disclose within dedge that the NES Trust shall information and/or documents I for any loss that may arise to the stolation Details Permanent Address Indence Address	the account as a Reportable a licite and process information in and / or outside India of any - of J ob days from the deals of that to provide fresh self-certification indiffect harven to me, now of in coprise by the NPS Trust if the harve the right and authority to as the NPS Trust may require the NPS Trust on account of pro-	count or otherwise. relating to the Account and contidential information for co- ge, any changes that may in along with documentary et- future, the NPS Trust may deficiency is not remedied carry out investigations from from time to time on accoun- priding incorrect or incomple	al fransactions therein, in compliance with any law take place in the informa didence, in the information in the singulator of the only the singulator are single the information availab to if any change in law e de information.	y the NPS Trust and any of 1 or regulation whether domest tion provided in the Form, its and / or any authority designal ed period. I have a set of the set of the set of the history of the set of the set of the history of the set o	VPS Intermedianes wi be or foreign. supporting Annexuren fed by the Governmer ning the information p subject matter herein	nerover situated including s as well as in the docum It of India(GOI) / RBI / IRI rovided by me to the NPS) sharing entary e DA / PFI
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	Information that may affect the c) I permitt authorise the IVPS transfer and disclosure between d) I undertake the responsibility provided by me or if any certifi- e) I also agree that in case of the purpose or take any other f) bereby accept and achow g) I also agree to furnish such h) I shall indemnify NPS Trust Correspondence Address Same as Correspon Address Type*	e assessment/categorization of Trust to collect, store, commun en them and to the authorities in tyto odcars and disclose within fostion becomes incorrect and 1 my failure to disclose within cation as may be deemed appre- vietige that the NPS Trust shall 1 information and/or documents for any loss that may arise to the s Details Permanent Audres indence Address Store Address	the account as a Reportable a licitie and process information and for outside holds of any in s0 days from the date of chain to provide fresh self-certification (ial fact known to me, now or in opticate by the NFS Trust Tittle have the right and authority to as the NFS Trust on account of pri- tes Detects b	count or otherwise. relating to the Account and, contribution for contribution for co- grage, any changes that may in along with documentary e future, the NPS Trust may in future, the NPS Trust may future, the NPS Trust may future, the INPS trust may future to time an account viding incorrect or incomple Flat/R Ptemi	all fransactions therein, i ompliance with any law take place in the informa didence. report to any regulator a type me within the signalat- the information available to f any change in law el se information.	y the NPS Trust and any of 1 or regulation whether domest bon provided in the Form, its and / or any authority designal d genicid. In public domain for confirm ther in India or abroad in the Enter FlatRoomtDo	VPS Intermediaries will be or foreign: supporting Annexure field by the Governmen ming the information p subject matter herein subject matter herein enr/Block Na.	nerover situated including s as well as in the docum It of India(GOI) / RBI / IRI rovided by me to the NPS) sharing entary e DA / PFF
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Contact Details Section: Permanent Address Details Page

Note:

The subscriber is required to submit the supporting Documents for Correspondence Address Proof and Permanent Address Proof a to the concerned DDO with a printed copy of Subscriber Registration Form.

Other Details & Bank Details Section:

• **Other Details**: Provide information regarding the occupation, education and income range details and if they are politically exposed.

NOTE: A politically exposed person is one who is or has been entrusted with prominent public functions in a foreign country, for example, heads of state or of the government, senior politicians, senior government, judicial or military officials, senior executives of state-owned corporations, important political party officials.

Click 'Save and Next' to proceed to 'Bank Details' tab.

Note - Fields marked with * are mandatory for registration		
Other Delails Bank Dotalto		
Occupation Details*	Gavernment Employee	~
Education Qualification	Select Education Qualification	~
Income Range(Per Annum)	- Select Income Range -	~
Is Politically Exposed Person *	Yes	~
Relative of Politically Exposed Person*	Politically Exposed Person	~
	Save & Next	Ĩ.
	Occupation Details* Education Qualification Income Range(Per Annum) Is Politically Exposed Person *	Colume Details Bank Details Occupation Details* Government Employee Education Qualification - Select Education Qualification Income Range(Her Annum) - Select Income Range Is Politically Exposed Person * Yes

Other and Bank Detail Section: Other Details Page

• Bank Details Section:

- Provide bank details; savings or current.
- Select either the bank details provided in the EIS salary module or a different bank account.
- Click 'Save and Next' to save the details and proceed to 'Pension Fund and Investment Options' section.

NOTE: The subscriber has to furnish the correct PIN code and state details in case the bank details are fetched from EIS and are not available.

Personal Details	8		
Contact Details	Note - Fields marked with * are mandatory for registration		
Other & Bank Details	Other Details		
Pension Fund and Investment Options	Select Bank details as per EIS Salary Module *	⊂Yes =No	
Nomination Details	Bank Account Type *	- Select Bank Account Type -	~
Document Uplead	Bank IFSC Code *	GO Se	rch Bank
Photo-Signature Upload	Bank Name *		
Final Submission	Branch Name *		
	Bank A/C Number *		
	Confirm Bank A/C Number *		
	Branch Address *		
	Pin Code *		
	Country *	ada	*
	State/U.T.*	- Select State/U T	~
	Bank A/C Linked To Aadhar *	OYes C No	
			Save & Next

Other and Bank Detail Section: Bank Details Page

Pension Fund and Investment Options Section: The section lists down the pension fund scheme options and their corresponding percentage share along with the effective date. At present the subscriber contributions will be allocated among these three Pension Funds—(i) LIC Pension Fund Limited (ii) SBI Pension Funds Pvt. Limited (iii) UTI Retirement Solutions Limited. Click the Next button to proceed to 'Nomination Details' section.

NATIONAL PENSION SYSTEM	NPS Subscriber Registration Form		L Sushmita Bairagi
Personal Details			Instruction List
Contact Details	Pension Fund and Investment Options		
Officer & Bank Defails		20	
Pession Fund and	Pension Fund Scheme Options	Investment Scheme Percentage Options (wet date '16/07/2021').	
Investment Options	1. LIC Pension Fund Limited	44 %	
Nomination Details	2 SBI Pension Funds Private Limited	39 %	
Document Upload	3 UTI Retirement Solutions Limited	17 %	
Photo-Signature Upload	Note: The selection of Pension Fund Scheme as per individual regainer	nent may be made only after this registration on the website www.cranedl.com	
Final Sobmission		Final	

Pension Fund and Investment Options Section

- Nomination Details Section:
 - Define the nominee(s).
 - Subscriber can nominate a maximum of three nominees.
 - \circ $\;$ Subscriber cannot fill the same nominee details more than once.
 - The percentage share value for all the nominees must be an integer. Decimals/Fractional values are not accepted.
 - \circ The Sum of percentage share across all the nominees must be equal to 100.
 - Click the **Submit Nomination Details** button to save the nominee record(s).

NATIONAL PENSION SYSTEM	NPS Subscriber	Registration Form				L Sushmita Bairagi Logod Poet Graduation - Ili
Personal Details						Instruction List
Contact Details	Nominee Details					
Other & Bank Details	Hommes Decess					
Pension Fund and Investment Options	Note - Fields marked with * are manifable Relationship*	ry for registration Select Relation	~	Nominee Address*	Same as Conespondence Address	
Nomination Details	First Name*				Other	
Document Upload	Middle Name			FlatRoom/Door/Block No.*		
Photo Signature Upload	Last Name			Premises/Building/Village*		
Final Submission	Major/Minor*	Select Major/Minor	~	Area/Locality/Taluka Road/Street/Lane		
	Date Of Birth(DD/MM/YYYY)*			Landmark*		
	Naminee Age*			City.		
	Percentage Share(%)*			Pin Code*		
				Country*	bida -	
				State/U.T.*	-Select-	
<u></u>			Submit H	lominise Details		

Nomination Details Section: Add Nominee Details Page

 Click the Edit button to modify the entered nominee details (except edit of % of share, if three nominee details have been captured, to change the % of share first delete the effected nominee details and re-enter again with correct value of % of share).

Personal Octalia								Instruction Lis
Contact Details								
Other & Bank Details	Nomine	e Submitted Detai	5					
Pension Fund and Investment Options	Sr.No.	Nomines Name	Nominee Major/Minor	Nominee DOB	Nominee Relation	Nominee Percentage Share(%)	Nominee Guardian Name	
Nomination Details	-1	X2x	Major	16/02/2000	Mother	30		Edd Delete
Document Upload	2	NEN ENE ENE	Minor	07/12/2021	Daughter	10	amar	East Delete
Photo-Signature Upload	з	X2X 2X2 2X2	Major	16/02/2000	Father	60		Edit Delete
Final Submission	Showing 1	to 3 of 3 entries			Long Long	6 Next		

Nomination Submitted Details Section

- Click the **Update Nominee Details** button to update the modified nominee details.
- Click the **Cancel** button to go to the *Nominee Submitted Details* section.

Personal Details						Instruction List
Contact Details	Nominee Details					
Other & Bank Details	Nonnee Details					
Pension Fund and Investment Options	Note - Fields marked with * are manda Relationship*			Nominee Address*	Same as Correspondence Address	
Nomination Defails		Mother	~		Same as Permanent Address	
	First Name*	Хля		Flat/Room/Door/Block No.*	5544	
Document Upload	Middle Name			Premises/Building/Village*	1212	
Photo-Signature Upload	Last Name			Area/Locality/Taluka		
Final Submission	Major/Minor*	Major	~	Road/Street/Lane		
	Date Of Birth(DD/MM/YYYY)*	16/02/20/00		Landmark*	daada	_
	Nominee Age*	21		City/Town/District*	NaviDellti	
	Percentage Share(%)*	30		Pin Code*	110023	
				Country*	India	
				State/U.T.*	Manipur	~
			Update Nomit	ee Oetalis Cancel		

Nomination Details Section: Edit Nominee Details Page

Click the **Delete** button to delete the entered nominee detail.

Other & Bank Detail Nominee Submitted Details Nominee DOE Nominee Relation ee Percentage Share(%) ee Name Non XZN. Major 16/02/2000 Mother 30 XZX ZXZ ZXX Minor 07/12/2021 Daughter 10 XZX ZXZ ZXZ Major 16/02/2000 Father 60 iatura Uploai howing 1 to 3 of 3 entries

Nomination Submitted Details Section

Page | 12

171

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On the confirmation box,

PFMS

012/2022/TA-CGA

- Click the **Yes** button to delete the record.
- Click the **NO** button to go to the *Nominee Submitted Details* section.

r Na	 Nominee Name 	Nominee Major/Minor	Nominee DOB	Nominee Relation	Nominee Percentage Share(%)	Nominee Guardian Name	
	XZx	Major	16/02/2000	Mother	30		Edit Delete
	X2X 2X2 DIZ	Minor	nfirmation		×	/ amate	Eai Dekte
	Abe	Major Art	e you sure you want to c	leiete the record?			Eal Dekda

Nomination Submitted Details Section: Delete Record

• Document Upload Section:

- Upload a copy of **PAN card** and **Cancelled Cheque** in jpg/jpeg formats.
- \circ $\,$ The size of these documents should be between 4 KB to 50 KB.
- Thumbnail of the uploaded document is shown after upload.
- Click the **Save & Next** button to save the details and proceed to '*Photo-Signature Upload*' section.

NOTE: If Cheque is not available or Cheque is not pre-printed with Subscriber name, a copy of bank passbook, bank statement, bank certificate or letter from bank mentioning the Subscriber Name, Bank Name, Bank Account No. and IFS Code should be uploaded.

Personal Details		Instruction List
Contact Details	Note - Fields marked with 1 are mandatory for registration	
Other & Bank Details	Document Upload	
Pension Fund and Investment Options	Scanned PAN Card [®]	Scanned Cancelled Cheque [®]
Nomination Details	Upload File	Upload File
Document Upload	Upload File No file chosen	Upload File No file chosen
Photo-Signature Upload	Saw	å Next
Final Submission	Note - Document Should be in 1 jpeg. 1 jpg format Allow Size of document should be between 4 KB to 50 KB.	
	Document Upload Section	1

Photo-Signature Upload Section:

- Upload passport size photo and a specimen copy of signature in jpg/jpeg formats.
- The size of these documents should be between 4 KB to 12 KB.
- Thumbnail of the uploaded document is shown after upload.
- Click the Save & Next button to save the details and proceed to 'Final Submission' section.

NOTE: If there is any mark on the photograph such that it hinders the clear visibility of the face of the subscriber or there is a sign across the photograph the application might not be accepted.

Personal Details	retruction List
Contact Details	Note: - Fields marked with * are mandatory for neglistration
Other & Bank Details	Upload Photo & Signature
Pension Fund and Investment Options	Photo Signature:
Normation Details	Upload File Upload File
Document Upload	Lipicad File No Se dhasen
Photo Signature Upload	
Final Submission	
	Save & Hard
	Note:- Document abouid be in * jpg format, R in another format, please save it in * jpg format. Size of file abouid be between 4KB and 12KB.

Photo-Signature Upload Section

• Final Submission Section:

1. In this link all details filled by the subscriber is shown. It may be crossed-checked again, and in case of any change/updation required, may be done through clicking on corresponding section in the registration form.

The user can download the registration form in PDF format for printing and submit it to DDO Maker along with uploaded documents & Other Documents (proof for addresses).

- 2. Accept the declaration.
- 3. Enter the place (name of the city of DDO or duty place).
- 4. Click the Generate OTP button to generate an OTP.
 - On the confirmation alert
 - Click **Yes** to generate OTP.
 - o Click No to stay off the 'Final Submission' section.
 - OTP is sent to the registered Govt. Email ID.
 - Enter the generated OTP in the Enter OTP here field.
- Click the Submit button to forward the request to the DDO Maker.
 NOTE: The OTP once generated is valid for 10 minutes. The subscriber can request again for the same OTP after 3 minutes by clicking the Resend OTP button

173

Coded Distain Busic Distain Cher & Bank Distain Precision Fund and minister Distain Nomination Distain Nomination Distain Document Uploted Find Submission Fhood: Signatures Uploted State Good: Find Submission Central Good: 's State Go	
Instrument Liphood Norme: Amorige: Designation: Multi Tasking Staff Designation: Multi Tasking Sta	
Fine Name* (bit Mare Made Name (bit Name List Name (bit Name Subscribe Mader Name (if any) (bit Name Faiter Name* (bit Name Webs Name* (bit Name Mode Name* (bit Name Mode Name* (bit Name Mode Name* (bit Name* Data Data* (bit Name* Option* (bit Name*	
Declaration by Subscriber Declaration & Authorization by all subscribers I have read and understood the terms and conditions of the National Pension System and hereby agree to the same along with the PFRUA.Act, regulation me are true and correct, to the best of my knowledge and belef. Fundertake to inform immediately the Central Record Keeping Agency/ National Pension	System Trust, of any change in the above information furnished by me. I do not
hold any pre-existing account under NPS. I understand that I shall be fully liable for submission of any false or incorrect information or documents. Furth from time to time and any amendment thereof as approved by PFRDA, whether complete or partial without any new declaration being furnished by me I s websile and view details, 8.7-PM. Declaration under the Prevention of Money Laundering Act, 2002 I hereby declare that the contribution paid by mellon my behalf has been derived from legally declared and assessed sources of income I understand that other government authorities. I further agree that NPS Trust has the right to close my PRAN in case I am found violating the provisions of any law relating 3 Place 1* Noide. 4 Cemerate OTP here : Enter OTP here :	hall be bound by the terms and conditions for the usage of LPIN(to access CRA NPS Trust has the right to peruse my financial profile or share the information, with

- Status Screen (After submission of registration form): Once the form is submitted, the subscriber can view the current status of the registration form through NPS homepage. Following are the various examples of status shown at the subscriber end:
 - Form is under process at XXX (where xxx is the role) level. This will be shown untill the form is finally submitted to PAO level.
 - Form is submitted to CRA-NSDL and provisional PRAN No. is NN...N.
 - PRAN is generated successfully and PRAN No. is NN...N.
 - Form is rejected by XXX (where XXX is role) level due to "reason for rejection" on "date".

On clicking the **Show Filled Form** button, the subscriber can view the filled form. In case the form gets rejected by the DDO Maker, the subscriber can edit and resubmit the form.

Registration Status	
	Employee Registration Status
	Status : Form is under process at DDO M4KER level
	Show Filled Form

175

B. DDO Maker Login

DDO Maker verifies the details filled in the form submitted by the subscriber and forwards it to the DDO Checker or in case of any discrepancy, rejects the form to the subscriber for resubmission after necessary correction.

- 1. Launch the URL 'https://pfms.nic.in' in the browser.
- 2. Click 'Login'.



PFMS Home Page

- 3. The current financial year will be selected by default.
 - Enter the login credentials.
 - Click Log In to login into the PFMS account.

Forgot Password?	LogIn	
Activate User Register Agency	2021-2022	*
New User Registration Form	Usamame	
Register MIS Reports Users	Contraction of the second seco	
Get Password By Unique Agency Code	Password	
Register State Govt. DDO		ł.
Register DBT Beneficiary Mgmt Checker		
Register Treasury Users	Login	
PFMS Login Pag	_	

4. On the PFMS homepage, click 'National Pension System→ PRAN Registration' to launch the homepage of NPS Subscriber Registration form.

		nancial Management System-PFMS Beneral of Accounts, Ministry of Finance	Welcome: DHANANJAY HISHRA Usur Type: DDONaker Financial Year: 2021-2022	11:04:47 AM	[RD01] Logo Change Passwo Login Histo English
Hamie			DHANANJAY MISHRA		
Budget	Þ				
CAM Reports		and the second			
National Pension System	11	PRAN Residuation			
Ny Account	Ð	The following table shows the sur PRAN Registration ding to status and type. To find out what datals of Agency in a status. Click on the commonding status.	a particular status means, take your mouse over the status name. To fin	d the	
Users	D	ware of specy of a same, click of the conseponding status.			
Failed Transaction	Ŕ				
Sanctions	Þ				
Employee Info. System		Agency Bank Account Vali	dation Status		
Reports					
Hasters	Þ				
Download XHLs for eOffice					

DDO Maker Homepage

- 5. On the homepage, the following 3 options are available to a DDO Maker:
 - a. NPS Registration Form by Employee
 - b. Existing PRAN Employee
 - c. Subscriber PRAN Status

NATIONAL PENSION SYSTEM	NPS Subscriber Registration Form (PAO : 004710 DDO : 2047	1) & DHANANJAY MISHRA Exit — DDOMaker
NPS Registration Form by Employee	Field marked with * are mandatory	Instruction List
Existing PRAN Employee	List of NPS Subscriber Registration Form	
Subscriber PRAN Status		
	Employee List* - Select Employee - • GO	

DDO Maker NPS Homepage

- a. **NPS Registration Form by Employee:** DDO Maker can view and verify the new PRAN registration request of an employee., This screen is launched by default as and when DDO Maker logs in.
 - 1. From the Employee List dropdown, DDO Maker will select an employee.
 - 2. Click **GO** to open the details.

NATIONAL PENSION SYSTEM	NPS Subscriber Registration Form	(PAO : 004710 DDO : 204711)	L DHANANJAY MISHRA Ext — DOOMaker
NPS Registration Form by Employee			Instruction List
Existing PRAN Employee	Field marked with " are mandatory		
Subscriber PRAN Status	List of NPS Subscriber Registration Form		
	Employee List* Select Employee	2	
	NPS Registration Fo	orm by Employee	
			Pag

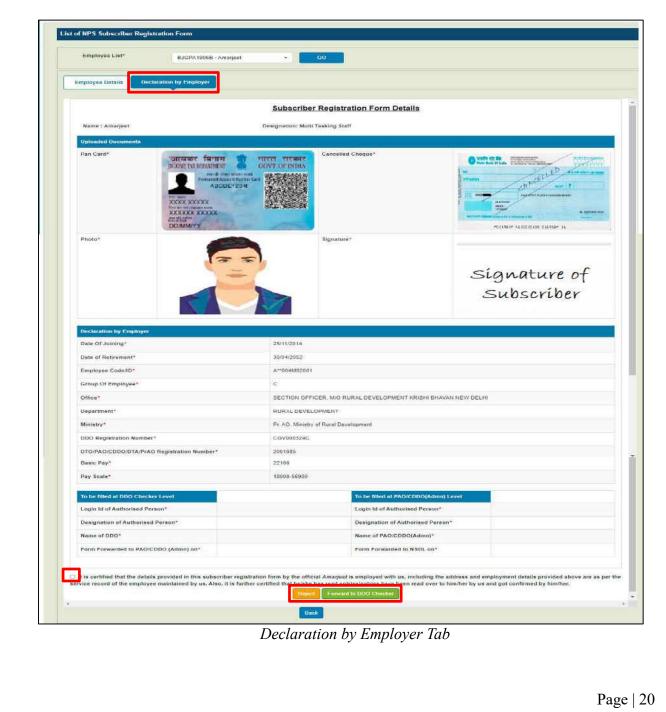
177

- 3. In the Employee Details tab,
 - The details filled by the employee are displayed here and can also be downloaded in a PDF.
 - a. Verify the details.
 - b. Click the NEXT button to go to the Declaration by Employer tab.
 Alternatively, DDO Maker can traverse to the **Declaration by Employer** tab by clicking on it.

Employee Details Declaration by Employer	
Subscriber PRAN Status List of NPS Subscriber Registration Form Employee List* EJGPA19068 - Amarjeet GO Employee Details Declaration by Employer I4 4 1 ef 25 b % Find I Next *	
Subscriber PRAN Status Employee List* EJGPA19068 - Amarjeet GO Employee Details Declaration by Employer H 4 1 of 25 b % Find I Next *	
Employee Details Declaration by Employer	
14: 4 1. of 2> > > > > > > > > > > > > > > > > > >	
Submitted Umy For Hodorit Purpose	
NATIONAL PENSION SYSTEM (NPS) – SUBSCRIBER REGISTRATION FORM Central Recordscepting Agency (CRA) - NSDL e Governance Intrastructure Limited	
Please select your category (Please tot(3) Central Autonomous Body State Govt. State Govt. State Autonomous Body State Autonomous	
All Citizen Model NPS Lite (GDS) Corporate Sector	
To National Pension System Trust Dear 8 ir / Nacion The System Trust Dear 8 ir / Nacion The System Trust Thereby request that an NPS account be opened in my name as pet the particulars given below Therebes management and the System in English and BLOCK latters with black link pan. (Refer general guidelines at Instructions 2 bed)	
WYC Number, Retrement Advisor Code and Spouse Name fields are not applicable for Government & NPS Lite Supprisors	
1. PERSONAL DETAILS: (Please refer to Sr. No. 1 of the instructions) Name or increase in Sub. Suff.	
Name of Appleant in Nal First Name* AUGUSISET	
Nidole Name	
Las Nore	
Subscriber Maiden Name (if any)	
Father Name* (Refer St. No.1 of instructions)	
Mother Name*	
(Refer Sr. No. 1 of instructions) Father's name will be printed on PRAN cerd. In case, incline's name to be printed instraid of father's name. YES	
Data of Birsh through by selectance, documentary proved	
City of Billion, Michael City	
Country of Bins* IND A	
Gence* MALE Netlensity* (MDNA)	
Martal Source United American Ameri American American A American American A	
Refer Sr. No. 1 of metructions) Residential Status* ND/AN	
Ownerwided through FPINS-EIS saviny module	
Next	

Employee Details Tab

- 4. On the **Declaration by Employer** tab,
 - a) Accept the declaration.
 - b) Click the Forward to DDO Checker button to forward the request to DDO Checker.
 - c) Reject the PRAN generation request of the employee in case of any discrepancy by clicking the **Reject** button and providing the remarks for rejection.
 - NOTE:
 - In case of rejection, accepting the declaration is not required.
 - The rejected request is redirected to the employee.
 - d) Click the **Back** button to go to the *Employee Details* tab.



- b. Existing PRAN Employee: DDO Maker verifies the existing PRAN request of an employee.
 - From the **Employee List** dropdown, select an employee.
 - Click **GO** to open the details.

NATIONAL PENSION SYSTEM	NPS Subscriber Registration Form	(PAO : 004710 DDO : 204711	L DHANANJAY MISHRA
NPS Registration Form by Employee			Instruction List
Esisting PRAN Employoe	Existing PRAN Employee		
Subscriber PRAM Status	1 Employee List* -Select Employee - 00 2		



- The details provided by the employee opens.
 - Verify the existing PRAN details.
 - \circ $\;$ Accept the declaration.
 - o Click the **Submit** button to forward the request to DDO Checker.
 - Reject the existing PRAN details provided by the employee in case of any discrepancy by clicking the **Reject** button and providing the remarks for rejection.

NOTE:

- In case of rejection, accepting the declaration is not required.
- The rejected request is redirected to the employee.

PRAN No.*	123467899921		
	125401005621		
PRAN Document*	Government of India write screen	Mational Pansion System Revert Grant Herari Photo	
Declaration by Employer	c.		
Date Of Joining*		29/03/2009	
Date of Retirement*		30/89/2043	
Employee Code/ID*		KM*094M83001	
Group Of Employee*		8	
Office!		SECTION OFFICER, M/O RURAL DEVELOPMENT KRISHI BHAVAN NEW DELHI	
Department'		RURAL DEVELOPMENT	
		Pr. AO, Ministry of Rural Development	
Ministry *		CGV000324C	
Ministry* DDO Registration Numbe	a.	CGAODB374C	
DDO Registration Numbe	or* O Registration Number*	2001985	
DDO Registration Numbe			

c. Subscriber PRAN Status

- . This option allows DDO Maker to view the current status of employees having submitted their NPS registration form.
- . The status can be viewed by selecting a particular employee or all employees available in the dropdown menu.

NATIONAL PENSION System	NPS Subscriber Registration Form	(PAO : 004710 DDO : 204711 L DHANANJAY MISHRA 🔤 — DDOMaker	
NPS Registration Form by Employee	Fields marked with " are mandatory		
Existing PRAN Employee	Subscriber PRAN Status		ľ
Subactibor PRAN Status	Employee* Select Employee	Status - Select Status -	

Subscriber PRAN Status

• Click the Export to Excel button to download the report in excel.

oloyee*	Jyoti Kat	aria - BYWPK9525f	N •		Status	Select Status	•	
					Go			
nployee	Status Details							
1.0.000							Search	-
Export to Sr No.		PAN No.	Provisional PRAN	FRN No.	Status	PRAN No.	Search: Reason for Rejection	Last Status Updated Date

Subscriber PRAN Status: Report

C. DDO Checker Login

DDO Checker verifies the details filled in the form forwarded by the DDO Maker and then, either forwards it to the PAO/CDDO (Admin) or can redirect the form to the DDO Maker in case of any discrepancy.

Note- The DDO Checker of NCDDO-I (DDO code starting with '2') being attached with PAO is bound to forward the registration form to PAO. In other cases, i.e. the DDO checker of NCDDO-II (DDO code starting with '3') and the DDO Checker of CDDO itself (DDO code staring with '1') are supposed to forward the registration form to CDDO (Admn).

- 1. Launch the URL 'https://pfms.nic.in' in the browser.
- 2. Click 'Login'.



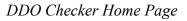
PFMS Home Page

- 3. The current financial year will be selected by default.
 - a. Enter the login credentials.
 - b. Click Log In to login into the PFMS account.

Forgot Password?	Log in	
Activals User Register Agency	2021-2022	*
New User Registration Form	Usomamo	
Register MIS Reports Users		
Get Password By Unique Agency Code Register State Gevt. DDO	Password	
Register DBT Beneficiary Ment Checker		
Register Treasury Usets		
	t ag in	D)

4. On the PFMS homepage, click 'National Pension System → PRAN Registration' to launch the homepage of the NPS Subscriber Registration form.

	Financial Management System-PFMS Iar General of Accounts, Ministry of Finance	Weissen, T. NTAL REARSON Liver Type: DB00Decker Financial Ysari 2021-2022	02:06:51 PM	[CASHO1] Log Change Patto Login Hist English
Home		T. NIALKHANSON		
Budget				
CAN Reports	An Erro	r has occured in this page.Please contact administrator		
National Pendion System	PRAN Reputching			
Users	The following table shows the supervision PRAN Registration to status and type. To find out what a particular status in corresponding status.	name, take your mouse over the status name. To find the details of Agency in a status, Club on the		
E-Payment.				
Failed Transaction	2			
Sanctions				
Employee Info. System	Agency Bank Account	Validation Status		



- 5. On the homepage, 3 options are available to a DDO Checker:
 - NPS Registration Form by Employee
 - Existing PRAN Employee
 - Subscriber PRAN Status

NATIONAL PENSION SYSTEM	NPS Subscriber Registration Form	(PAO : 004710 DDO : 204711)	LT. NIALKHANSON
NPS Registration Form by Employee			Instruction Link
Existing PRAN Employee	Field minked with " are mandatory		
Subscriber PRAN Status	List of Registration Form		
	Employee Liet* Select Employee + 00		

DDO Checker NPS Homepage

a. NPS Registration Form by Employee

DDO Checker verifies the new PRAN registration request of an employee received from DDO Maker. By default, this screen is launched.

- 1. From the Employee List dropdown, select an employee.
- 2. Click **GO** to verify the details.

NATIONAL PENSION SYSTEM	NPS Subscriber Registration Form	(PAO : 004710 DDO : 204711)	LT NIALICHANSON
NPS Registration Form by Employee			Instruction List
Existing PRAN Employee	Field marked with* are mandatory		
Subscribe: PRAN Status	List of Registration Form		
	1 Employee Lint* -Select Employee - GO 2		

NPS Registration Form By Employee

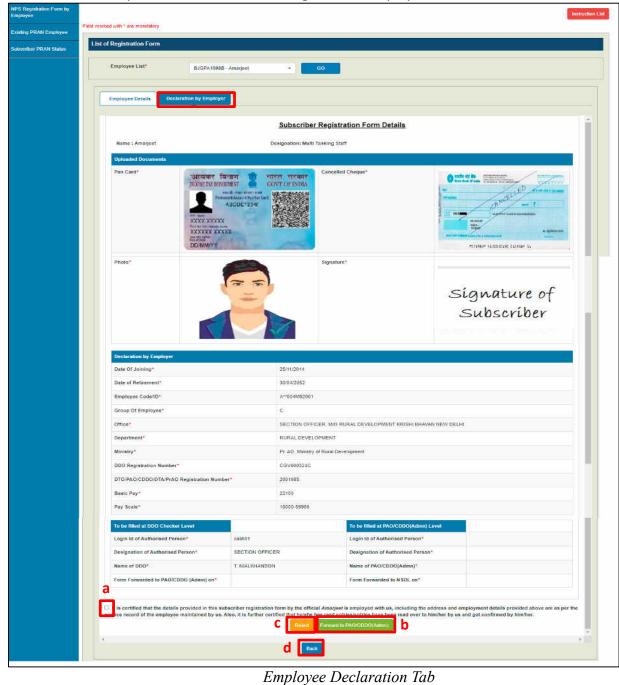
3. In the Employee Details tab,

- The details filled by the employee are displayed here and can also be downloaded in a PDF.
- \circ $\;$ Verify the details.
- Click the **NEXT** button to go to the *Declaration by Employer* tab.
 Alternatively, DDO Checker can traverse to the *Declaration by Employer* tab by clicking on it.

ployee	Sight made in with a segmentation	Instruc				
ting PRAN Employee	Field marked with " are mandatory					
scriber PRAN Status	List of NPS Subscriber Registration Form					
	Employee List* BJGPA1905B - Amarjeet - CO					
	Employee Details Declaration by Employer					
	14 4 1 of 27 5 54 0 Find Next 54,* (2)					
	Submitted Civity For Record Purprese					
	NATIONAL PENSION SYSTEM (NPS) - SUBSCRIEER REGISTRATION FORM Central Recordinguing Agency (CRA) -NSDL e-Oovernance infrastructure Limited					
	Central Govt. State Govt.					
	Please select your category [Please tick] All Citizen Model State Autonomous Body All Citizen Model					
	NPS Lite (GDS)					
	Interdy request that an NPS account be opened in my name as per the particulars given below Indicates mandatory fields. Please fill the form in English and BLOCK letters with black ink pen. (Refer general guidelines at instructions page) XTC Number, Retirement Adviser Code and Spouse Name fields are not applicable for Government & NPS Lta Subcorbers					
	1. PERSONAL DETAILS: (Please refer to Sr. No.1 of the instructions)					
	Name of Applicant in Sull					
	Forthome* AMAQUEET					
	Midde Name					
	LastNorme					
	LastName Subscriber Maiden Name (if any) Father Name*					
	LastNorme Subconter Marder Name (if any) Father Name* (if enty) Moher Name* XLALAS XZX					
	Last Name Subscriber Maiden Name (if any) Father Name* (Refer St. No. 1 of instructions) Moher Name* (Refer St. No. 1 of instructions)					
	Last Nome Subcorriter Maiden Name (if any) Father Name* (Refer S No. 1 of instructions) Moher Name* (Refer S No. 1 of instructions) Father's name and to printed on PRAN gard. In case, worther's name to be printed roleated of folder's name Tables's films* Date of films*					
	Last Name Subscriber Maider Name (if any) Father Name* (Refer St. No. 1 of instructions) Mohrer Name* (Refer St. No. 1 of instructions) Father's name will be ported on PRAV park. In case, wother's name to be primed instead of futher's name VES					
	Last Name Subscriber Malder Name (if any) Father Name* (Refer St: No. 1 of instructions) Mohler Name* (Refer St: No. 1 of instructions) Father's name and the primed on PRAV gaid. In case, wother's name to be primed instead of father's name Date of Bren* 44.0411002 (Date of Bren* 44.041100 (Date of Bren* 44.04110					
	Last Name Lust Name					
	Last Name Subscriber Maiden Name (if any) Father Name* (Refer St. No. 1 of instructions) Moher Name* (Refer St. No. 1 of instructions) Father's name all be ported on PSAN cards. In cises. mother's name to be primed instead of father's name Date of Briter Date of Briter Country of Briter Country of Briter NEMOELH Country of Briter Countr					
	Last Name					
	Last Nome Lust Nome Subscriber Malder Name (if any) Failler Name* Nohier Kame* Kithate XZX (Refor St. No. 1 of instructions) Nohier Kame* Stitulate XZX (Refor St. No. 1 of instructions) Faither's name will be printed on PRAN parts. In class, mother's name (be printed netses of faither's name Date of Brite* Date of Brite* Adversal@ Date of Brite* Malder 100 Genise* Marial Spana UNMARR.ED Spouse Name* Inclust					
	Last Name Subscriber Maiden Name (if any) Father Name* (Refer St. No. 1 of instructions) Moher Name* (Refer St. No. 1 of instructions) Father's name and to ported on PRAN park. In case, mother's name to be prime instead of father's name Date of Sinter Date of Sinter City of Stent* NBMOEL-H Cincurty of Sinte* NBMOEL-H Gender* MALE NEUA					
	Last Name Subscriber Maiden Name (if any) Father Name (ifeer St. No. 1 of instructions) Moher Name (ifeer St. No. 1 of instructions) Father's name and to ported on PRAN park. In case, mother's name to be prime instead of father's name Date or Bref* Date of Bref* City of Bief* City of Bief* NRUAE City of Bief* NRUE City of Bief* NR					
	Last Name					
	Last Name Subscriber Maiden Name (if any) Father Name (ifeer St. No. 1 of instructions) Mohrer Name (ifeer St. No. 1 of instructions) Father's name and to ported on PRAV park. In case, mother's name to be prime instead of father's name Date of Steff Date of Steff Date of Steff Oky of Steff NeXVELH Desurery of Stm* NEXE Geniser' MALE Netionally Inclust (ifeer St. No. 1 of instructions) Residential Statue* NEXVELE Desurersed through. PPINS-BS sately mobile	4				

- 4. On the **Declaration by Employer** tab,
 - a) Accept the declaration.

- b) Click the Forward to PAO/CDDO (Admin) button to forward the request to PAO/CDDO (Admin).
- c) Click the **Reject** button to reject the PRAN generation request of the employee in case of any discrepancy and provide the reason for rejection.
 NOTE:
 - The rejected request is redirected to DDO Maker.
 - In case of rejection, accepting the declaration is not required.
- d) Click the Back button to go to the 'Employee Details' tab.



b. Existing	PRAN Employee			
•	• •		st of an omnlovor	2
	ecker can view and verify the existing	-	• •	2.
• F	rom the Employee List dropdown, se	ect an emple	oyee.	
• 1				
	· · · ·			
	lick GO to fetch the details.			
	· · · ·		(PAO : 004710 DDO ; 204711)	L NIALKHANSON EX
• C	lick GO to fetch the details.		(PAO : 004710 DDO : 204711)	
ATHONAL PENSION SYSTEM	lick GO to fetch the details.		(PAO : 004710 DDO ; 204711)	— DDGChecker

- The details provided by the employee opens.
 - Verify the existing PRAN details.
 - Accept the declaration.
 - Click the **Submit** button and the PRAN details of the employee get updated in EIS.
 - o Click the Reject button to reject the PRAN generation request of the employee in case of any discrepancy and provide the remarks for rejection. NOTE:
 - The rejected request is redirected to DDO Maker.
 - In case of rejection, accepting the declaration is not required.

PRAN No.*	123467899021				
PRAN Documest*	Governmenent of India	Hational Pansion System aprese drawn fibrary Phone			
Declaration by Employer	Numerican Pagestore				
Date Of Joining*		29/03/2009			
Date of Retirement*		30/09/2043			
Employee Code/ID*		KM*094M83001			
Group Of Employée*		8			
Office'		SECTION OFFICER, M/O RURAL DEVELOPMENT KRISHI BHAVAN NEW DELHI			
Department'		RURAL DEVELOPMENT			
Ministry*		Pr. AQ, Ministry of Rural Development			
DDO Registration Numbe	r*	CGV000324C			
DTO/PAO/CDDO/DTA/Pra	O Registration Number*	2001985			
Basic Pay*		77700			
Pay Scale*		56100-177500			
etails of PRAN furnished	by the employee Kap//Meens are con	Existing PRAN Employee Details			

Existing PRAN Employee

c. Subscriber PRAN Status

- Reports related to employee registration's current status after it has been submitted by the employee can be viewed from here.
- The Employee dropdown is mandatory. You may choose to view the status of a specific employee or all in a go.

NATIONAL PENSION SYSTEM	NPS Subscriber Registration Form	(PAO : 004710 DDO : 294711)
NPS Registration Form by Employee	Fields marked with " are mandatory	
Existing PRAN Employee	Subscriber PRAN Status	
Subscriber PRAN Status	Employee*	Select Status

Subscriber PRAN Status

• Click the **Export to Excel** button to download the report in excel.

loyee*	All				Status	Select Status		
					Go			
				-	<u></u>			
nploye	e Status Details							
Export to	Excel						Search	
Sr No.	Employee Name	PAN No.	Provisional PRAN	FRN No.	Status	PRAN No.	Reason for Rejection	Last Status Updated Date
1	Ankit Salni	DVEPS6956K	110066097437	1386	Accepted by NSDL	110066097437		12/11/2021
2	Goldi Kumari	DDEPK2933N	111006097435	1385	Accepted by NSDL	111006097435		12/11/2021
3	Md anwar Hussain	AMZPH4583L	110086097419	1380	Accepted by NSDL	110086097419		10/11/2021
4	Mukesh Kumar	ENSPK0109M	110016097434	1384	Accepted by NSDL	110016097434		12/11/2021
5	Premraj	CNSPP8995G	110056100250	1406	Accepted by NSDL	110056100250		10/12/2021
6	Rakesh Kumar	CDDPK5252L	110036097433	1383	Accepted by NSDL	110036097433		12/11/2021
7	Sumit Kumar Jha	BHLPJ5516M	110036100248	1405	Accepted by NSDL	110036100248		10/12/2021
8	Tejas Dilipbhai	BYYPP1279F	110036100265	1431	Accepted by NSDL	110036100265		13/12/2021

Subscriber PRAN Status: Report

D. PAO/CDDO (Admin) Login

PAO/CDDO (Admin) after verification of the PRAN registration request submits it to NSDL for PRAN generation. PRAN available in the PRAN repository will be assigned to the employee immediately and the data will be saved in the system. This data will then be sent to CRA-NSDL for activation of PRAN.

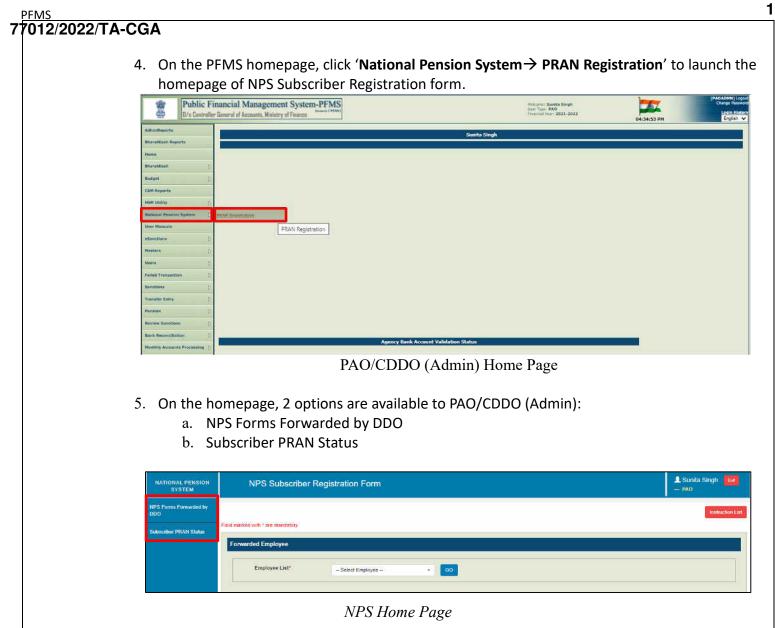
- 1. Launch the URL 'https://pfms.nic.in' in the browser.
- 2. Click 'Login'.



PFMS Home Page

- 3. The current financial year will be selected by default.
 - a. Enter the login credentials.
 - b. Click Log In to login into the PFMS account.

2024-2022	
	*
Usemamic	
Pasaword	
Ingle	



a. NPS Forms Forwarded by DDO

PAO/CDDO (Admin) cross-verifies the PRAN generation request of an employee received from DDO Maker. By default, this screen is launched.

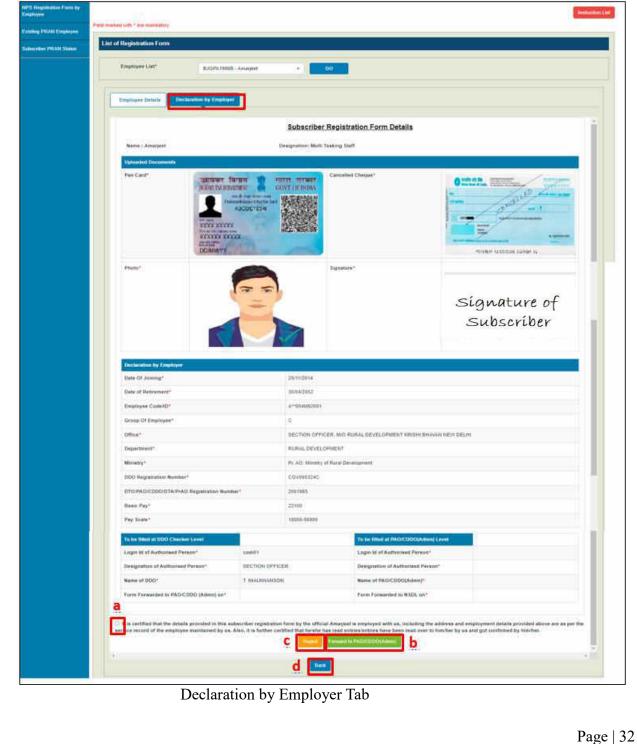
- 1. From the Employee List dropdown, select an employee.
- **2.** Click **GO** to fetch the details.

NATIONAL PERSION SYSTEM	NPS Subscriber Registration Form	L Sunita Singh Eat
NPS Forms Forwarded by DBO		listration Ltd
Subsciber PRAN Status	Ever marked with 1 am mandatory	
	Forwarded Employee	
	1 Employee List - Select Employee - CO 2	
	NPS Forms Forwarded by DDO	
		Page

- 3. In the Employee Details tab,
 - $\circ~$ The details filled by the employee are displayed here and can also be downloaded in a PDF.
 - PAO/CDDO (Admin) cross-verifies the details.
 - Click the NEXT button to go to the *Declaration by Employer* tab. Alternatively, PAO/CDDO (Admin) can traverse to the *Declaration by Employer* tab by clicking on it.

	BJGPA1906B - Amarjeet CO
Employee Details De	eclaration by Employer
14 4 1 of 2.7 >	Pind Next
	Submitted Only For Record Purpose
NATIONA	AL PENSION SYSTEM (NPS) – SUBSCRIBER REGISTRATION FORM
and the second	sordkeeping Agency (CRA) - NSDL e-Governance Infrastructure Limited
Please select your category [Please tick[]]	Central Govt. State Govt. Central Autonomous Body State Autonomous Body State Autonomous Body
	NPS Lite (GDS)
findicates mandatory fields. Please fi instructions page)	and be opened in my name as per the particulars given below. All the form in English and BLOCK letters with black ink pen. (Refer general guidelines at Code and Spouse Name fields are not applicable for Government & NPS Like Subscribers
	; (Please refer to Sr. No.1 of the instructions)
Name of Applicant in full	SMT.
First Name*	AMARJEET
Middle Name	
Last Name	
Subscriber Maiden Name	e`(if any)
Father Name* (Refer Sr. No. 1 of instruction Mother Name*	KUMAARI MZN
(Refer Sr. No. 1 of instruction Father's name will be printed o	on PRAN card. In case, mother's name to be printed instead of father's name YES
Date of Birth*	04/04/1992 (Date of Birth should be supported by relevant documentary proof)
City of Birth*	NEWDELHI
Country of Birth*	
Gender*	MALE Nationality* INDIAN
Marital Status Spouse Name*	UNMARRIED
Collecter and the	
(Refer St. No. 1 of instructions	
	INDIAN
Residential Status*	Generated through PFMS-EIS salary module
	Next

- 4. On the **Declaration by Employer** tab,
 - a) Accept the declaration.
 - b) Click the Forward to NSDL button to forward the request NSDL.
 - c) Click the **Reject** button to reject the PRAN generation request of the subscriber in case of any discrepancy and provide the reason for rejection. **NOTE:**
 - The rejected request is redirected to DDO Checker.
 - In case of rejection, accepting the declaration is not required.
 - d) Click the **Back** button to go to the '*Employee Details*' tab.



b. Subscriber PRAN Status

- Reports related to employee registration's current status after it has been submitted by the employee can be viewed from here.
- The DDO dropdown is mandatory.
- The employee list is populated on the basis of the selected DDO.
- You may choose to view the status of a specific employee or all in a go.

NATIONAL PENSION SYSTEM	NPS Subscriber Registration Form						
NPS Forms Forwarded by DDO	Field marked with * are mandstory						
Subacillor PRAN Statue	Subscriber PRAN Status DDO* 204711 - SECTION OFFICER, MO RUF + Employee						

Subscriber PRAN Status

• Click the Export to Excel button to download the report in excel.

xport to Excel Search:								
Sr No.	Employee Name	Pan No.	Provisional PRAN	FRN No.	Status	PRAN No.	Reason for Rejection	Last Status Updated Date
	Siddharth Jain	BFJPJ7252J	111006097418	1	Pending at DDO Maker			01/11/2021
	Rakesh Kumar	BHNPK2787B	110036100198		Pending at DDO Checker			26/11/2021
	Manik Chandra Pandit	ATBPP0844K	112233445566		Existing PRAN accepted by DDO Checker	112233445566		08/11/2021
	Jyoli Kataria	BYWPK9525N	112233444353		Existing PRAN pending at DDO Checker			
	Shanker Dayal Dubey	AHIPD7814Q	112233445566		Existing PRAN rejected by DDO Checker		rejected for testing	01/12/2021
	Ankit Sharma	CVNPS4886G	112233446556		Existing PRAN accepted by DDO Checker	112233446556		10/11/2021
	Md anwar Hussain	AMZPH4583L	110086097419	1380	Accepted by NSDL	110086097419		10/11/2021

Subscriber PRAN Status: Report

6. Steps to be followed by PAO/CDDO (Admin) after successful Registration

- 1. It is mandatory for PAO /CDDO(Admn) to forward the authenticated registration form along with all supporting documents (including uploaded documents) received physically from DDOs to CRA-NSDL, Mumbai within two months of the online generation of PRAN.
- 2. The above step is to be followed till further order is issued by the Competent Authority in this regard.

192