F.No.-I-84001/1/2020-ITD-CGA/cs-748/387 Ministry of Finance Department of Expenditure Controller General of Accounts MahalekhaNiyantrak Bhawan 'E'Block, GPO Complex, INA, New Delhi-110023

Dated:25/09/2023

Office Memorandum

Subject: Online NPS Subscriber Registration Module for PRAN generation -reg.

The undersigned is directed to refer to this office OM No. I-84001/1/2020-ITD-CGA/179-184 dated 12.10.2021 and OM of even No. 224-228 dated 24.11.2021, on the subject cited above.

2. Vide above said OM, it has been decided to pilot run of the employee information system (EIS)-salary module in PFMS with online Subscriber Registration of PRAN generation integration was carried out on select Ministries/Department. The said pilot run was successful.

3. It has, now been decided to complete rollout of NPS- Subscriber Registration Module in all DDOs under all Ministries/Departments (PAO/CDDOs). The user manual has been prepared and is enclosed. EIS help desk (pfms-eis@gov.in, Tel. No. 24665-404/405/666) shall handle the queries related to the pilot roll-out.

4. All Pr. CCAs/CCAs/CAs (IC) are hereby requested to direct their PAOs to follow up and actively participate in the complete rollout of NPS- Subscriber Registration Module.

This issues with the approval of competent authority.

Palulupto To Too

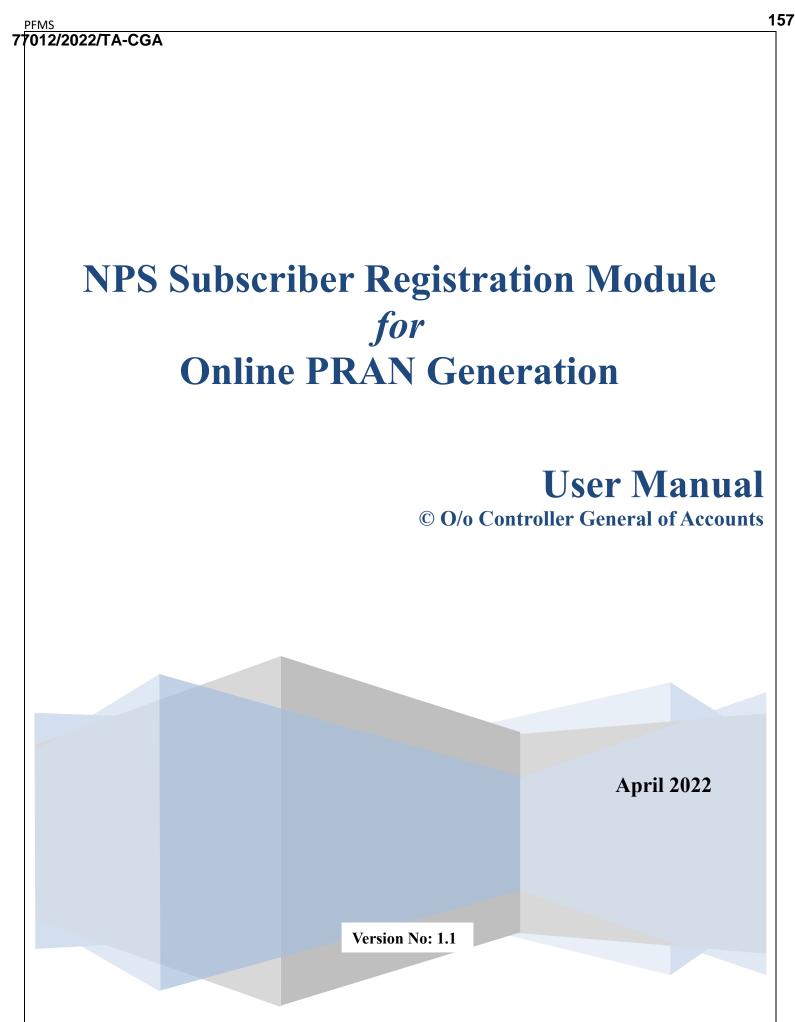
(Parul Gupta) Dy. Controller General of Accounts

То

Ĵ,

All Pr. CCAs/CCAs/CAs (IC) of the Ministries/Departments.

Copy to: Sr. AO (ITD) for uploading this OM on CGA's website please.



	httpail	henen	atoffna	un in	
•_•	nttps:/	/www	.staffnev	ws.in	•_•

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

	PFMS	1
1	(012/)	2022/TA-CGA
		Table of Contents
	1.	INTRODUCTION1
	2.	STAKEHOLDERS 1
	3.	PROCESS OF PRAN REGISTRATION1
	4.	PROCESS FLOW FOR SUBSCRIBER REGISTRATION MODULE (SRM)
	5.	PRAN REGISTRATION AND PRAN GENERATION SCREEN FLOW
		A. Employee Login
		B. DDO Maker Login
		C. DDO Checker Login
		D. PAO/CDDO (Admin) Login
	6.	STEPS TO BE FOLLOWED BY PAO/CDDO (ADMIN) AFTER SUCCESSFUL REGISTRATION

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

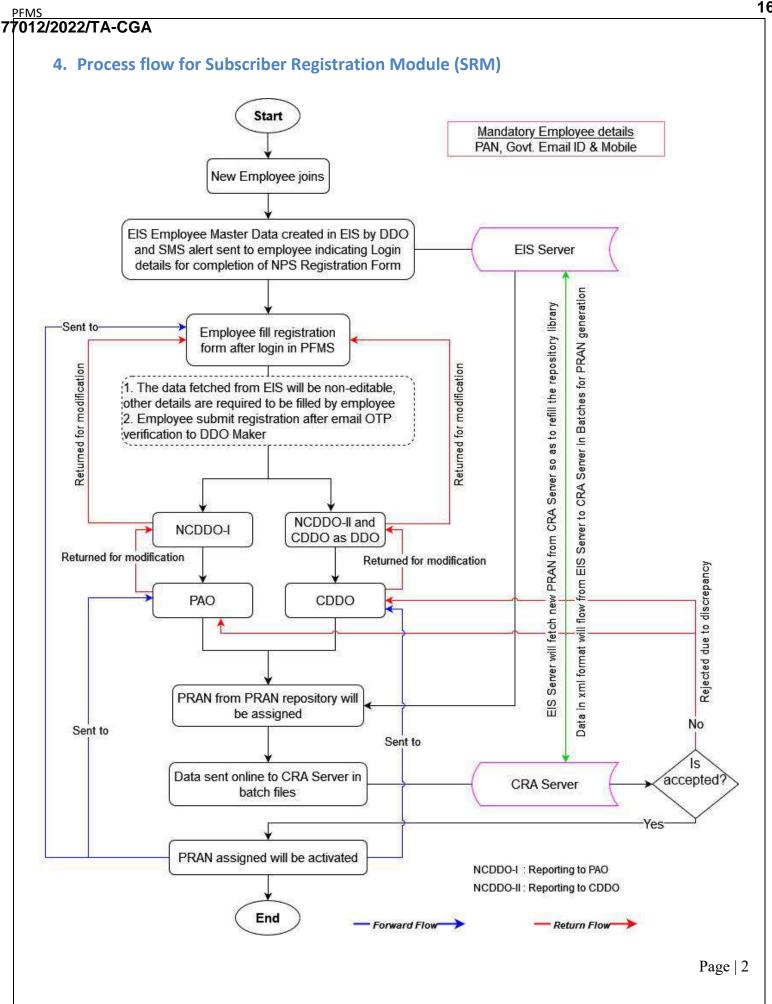
Process of PRAN Registration

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.



77012/2022/TA-CGA 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 $\leftrightarrow \rightarrow$ × fms.nic.in/NewDefaultHome.asp 1 1 1 1 i English 👻 A Public Financial Management System - PFMS 20 2 6 O/o Controller General of Accounts, Ministry of Finance Login As the Nation celebrates Azadi Ka Amrit Mahotsav **M** -Let us ę G THE Ŷ . A FY 2021 - 22 Transactions Know your Payments Get Login Details If Agency is already registered **Todays Transactions** Count: 54,477 Track NSP Payments ount (Crores): 20 **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 6 O/o Controller General of Accounts, Ministry of Finance Forgot Password? Activate User 2021-2022 - Register Agency New User Registration Form Userbarrie m Register MIS Reports Users = Get Password By Unique Agency Code Pasaword Register State Govt. DDO • Register DBT Beneficiary Mgmt Checker ę Register Treasury Users c logi • 4

PFMS

PFMS Login Page

....

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

	nancial Management System-PFMS Generel of Accounts, Ministry of Finance (Frency CRMS)	Walcoma: Amarjeet User Type: Employee Financial Yuan 2021-2022	10:29:33 AM	[83GPA19068] Logour Change Password Login History English V
Home TA Claim		Amarjeet		
Netional Pension System	PRAN Registration PRAN Registration The following table shears be summary of Agency eccording to status and type. To find out whe data is of Agency in a status, Circle on the corresponding status. Agrency Bank Account Val		ve, 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

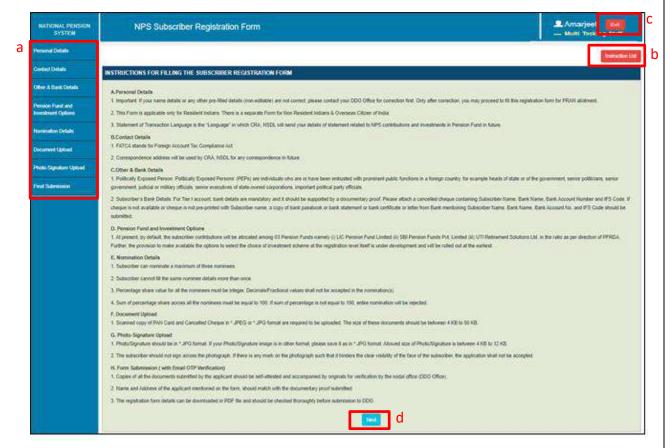
- 6. Case I: On clicking "Yes"
 - a. The subscriber will furnish the PRAN No. and upload a copy of the PRAN Card.
 - b. On **Submit**, the request will be forwarded to DDO Maker for verification.

NATIONAL PENSION SYSTEM	NPS Subscriber Registration Form
PRAN Details	Note :- Fields marked with * are mandatory.
	PRAN Details
	Do you already have a PRAN number ?
	Yes: No
	PRAN NO."
	Upload PRAN* Upload File No file chosen
	Submit
	Note :- Document should be in ".jpeg or ".jpg format.Size of the document should be between 4 KB to 50 KB.
	Existing PRAN Details Page

- 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

```
164
```

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:
 - 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.

Note - Fields marked with * are	mandatory for registration		
is Subscriber Personal D	etails		
Personal Defails Proof	f of Identity Details Family Details		
I would like my PRA printed in Hindi*	N to be OYes ONo	Place/City Of Birth*	Place/City Of Birth
Title*	Sml.	Country Of Birth*	India 💌
Pload First Nome*	Sustanta		(If your Birth Country is not India, please fill PRAN for offline)
Middle Name		Residential Status*	lodian
Middle Name	Bairagi	Statement Of Transaction	
Last Name		Language*	Select Statement Of Transaction Language 🗸
Employee Code*	SB*017F01001	Gender*	Fomale
Date Of Birth'	15/06/1991	Manital Status*	Select Marillal Status
		Mobile*	9953060597
		Email ID*	sustinuia.cadbury@gmail.com
		Telephone(Residence No.)	Telephone(Residence No.)
			(Telephone No. should be in the formats 91- STD code Landline Number or 91-Mobile Number.)
		Telephone(Office No.)	Telaphone(Office No.)
			(Telephone No. should be in the formate 91- STD code Landline Number or 91-Mobile Number.)
		Fax Number.	Fachlumber
			1. The second second

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.

onal Details	Proof of	Identity Details	Family Details			
PAN*		AMMPC485	sw			
Identity Proof	•	PAN CARD		~		
Date Of Birth	Proof*	PAN CARD		*		
Orphan*		OYes ONo				
te: For identit	ty and date	of birth proof,	AN is being consi	dered.		

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.)

onal Details Proof of Identity	Details Family Details				
Subscriber's Maiden Name					
Parent's Name to be Printed on	Subscriber's Maiden Name PRAN Card* OFATHE	ER OMOTHER			
Father's Title*	- Select Father's Title	~	Mother's Title*	- Select Mother's Title -	~
Father's First Name [#]	Father's First Name		Mother's First Name*	Mother's First Name	
Father's Middle Name	Fathor's Middle Namo		Mother's Middle Name	Mother's Middle Name	
Father's Last Name	Father's Last Name		Mother's Last Name	Mother's Last Name	

Personal Details Section: Family Details Page

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

Personal Details									Instruction List
Contact Details	Note - Fields marked with * are	mandatory for registration							
Other & Bank Defails	Foreign Account Tax Co	mpliance Act (FATCA) de	tails						
Pension Fund and Investment Options	US PERS	DN*	Yes ® No						
Nomination Dotails	Country Of Tex Residency*	Address Of Tax Residency*	TIN Number Issuing Country*	Tex Identification Number*	Validity	FATCA State*	FATCA City*	FATCA Zip Code*	
Document Upload	(India V)	Enter Residency Address	india 👻	BXTPB7415D		Enter FATCA State	Enler City	Enter Zip Cot	
Photo-Signature Upload									
Final Submission	I certify that:								
	a) It shall be my responsibility t information provided in the For			nvs relating to reporting under	section 285BA of the A	ctread with the Roles 114	F to 114H of the Incom	te tax Rules, 1962 thereu	nder and the
	b) the information provided by Information that may affect the				best of my knowledge	and belief, true, correct ar	id complete and that I	have not withheld any ma	lerial
	c) I permit/ authorise the NPS	· · · · · · · · · · · · · · · · · · ·			ransactions therein, by	the NPS Trust and any of	NPS intermediarles wh	herever situated including	sharing.
	transfer and disclosure betwee	in them and to the authorities i	n and / or outside India of any o	onfidential information for com	pliance with any law or	regulation whether dome:	itic or toroign		
	 d) I undertake the responsibility provided by me or if any certified 		n 30 days from the date of chan to provide fresh self-certification			on provided in the Form, Its	supporting Annexures	as well as in the docume	entary avidance
	e) I also agree that in case of r						ited by the Governmen	n of India(GOI) / RBI / IRI	DA / PERDA for
	the purpose or take any other of D I hereby accept and acknowl						ning the information or	rounded by me to the NPS	Torst
	g) Falso agree to furnish such	and the second se	and the second						11000
	h)I shall indemnify NPS Trust	for any loss that may arise to t	he NPS Trust on account of pro	viding incorrect or incomplete	information.				
	c.								
	Correspondence Address I	Details Permanent Addres	ss Details						
	Address Type*	- Select Addres	s Type	- Flat/Roor	n/Door/Black No.*	Enter FlakRoum/D	our/Block No		
	Landmark*	Enter Lundmark		Premises	Building/Village*	Enter Premises/Bu	iding/Allage		
	Road/Street/Lane	Enter Road/Stree	eMane	Area/Loc	ality/Taluka	Enter ArealLocality	Taluka		
	Pin Code *	Enter Pin Code		City/Town	1District *	Enter City/Town/Di	strict		
	Country*	India		State/U.T		- Select State/U 1	(7).	*	
	Correspondence Addres Proot *	s – Select Addree	s Proot	~					
				Save & Nex					

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.

SYSTEM	NPS Subse	criber Registration	n Form					Sushmita Baira — Post Graduation -	
Personal Details									Instruction Li
Contact Details	Note :- Fields marked with * are	e mandatory for registration							
Other & Bank Details	Foreign Account Tax Co	ompliance Act (FATCA) de	tails						
Pension Fund and nvestment Options	US PERS	son*	Yes 🏶 No						
Iomination Details	Country Of Tax Residency*	Address Of Tax Residency*	TIN Number Issuing Country*	Tax identification Number*	Validity	FATCA State*	FATCA City*	FATCA Zip Code ⁴	
Document Upload	(India 👻)	Enter Residency Address	India 👻	BXTP67415D		Enter FATCA State	Enler CRy	Enter Zip Cot	
Photo-Signature Upload			1						
inal Submission	I certify that:								
	a) It shall be my responsibility	to educate myself and to comp		l laws relating to reporting und	der section 285BA of the	e Act read with the Rules 114	F to 114H of the Incor	me tax Rules, 1962 thereu	under and th
	Service of the second line	orm is in accordance with the af							
		rime in the Form, its supporting e assessment/categorization of			the best of my knowled	ge and belief, true, correct a	id complete and that i	I have not withheld any m	atorial
	c) I permit/ authorise the NPS	Trust to collect, store, commun	nicate and process information	relating to the Account and a				herever situated including	g sharing,
	transfer and disclosure betwee	en them and to the authorities i	in and i or outside India of any	confidential information for cr	ompliance with any law	or regulation whether domes	dic or foreign.		
	d) I undertake the responsibilit	ity to declare and disclose within	in 30 days from the date of cha	inge, any changes that may b	ake place in the inform	-		s as well as in the docum	entary evide
	 d) I undertake the responsibilit provided by me or if any certific e) I also agree that in case of 	ity to declare and disclose within fication becomes incorrect and t my failure to disclose any mate	in 30 days from the date of chu to provide fresh self-certificatio stal fact known to mo, now or	inge, any changes that may b on along with documentary ev in future, the NPS Trust may i	ake place in the inform idence, report to any regulator	abon provided in the Form, its and / or any authority designs	supporting Annexure		
	 d) I undertake the responsibility provided by me or if any certifity e) I also agree that in case of the purpose or take any other 	by to declare and disclose within fication becomes incorrect and t my failure to disclose any mate action as may be deemed app	in 30 days from the date of chu to provide fresh self-certificatio srial fact known to me, now or iropnate by the NPS Trust if th	inge, any changes that may b on along with documentary ev in future, the NPS Trust may i e deficiency is not remedied k	ske place in the inform vidence, rep <mark>ort to</mark> any regulator by me within the stipula	ation provided in the Form, its and / or any authority design: led period.	supporting Annexure	nt of India(SOI) / RBI / IR	DA / PFRDA
	 d) I undertake the responsibility provided by me or if any certifi- c) I also agree that in case of the purpose or take any other f) I horsby accept and acknow 	by to declare and disclose within fication becomes incorrect and i my failure to disclose any mate action as may be deemed app viologe that the NPS Trust shall	in 30 days from the date of cha to provide fresh self-certificatio ental fact known to mo, now or inopriate by the NPS Trust if th have the right and authority to	ange, any changes that may b on along with documentary ev in future, the NPS Trust may i e deficiency is not remedied b c earry out investigations from	ake place in the inform idence, report to any regulator by me within the stipula the information availab	ation provided in the Form, its and / or any authority designs ted period we in public domain for confir	supporting Annexure ried by the Governme ming the information p	nt of India(30) / RBI / IR provided by me to the NP	DA / PFRDA
	 d) I undertake the responsibility provided by me or if any certifit e) I also agree that in case of the purpose or take any other f) I hereby accept and acknow q) I also agree to furnish such 	by to declare and disclose within fication becomes incorrect and t my failure to disclose any mate action as may be deemed app	in 30 days from the dinle of chu- to provide fresh self-certificatio estal fact known to mo, now or roomate by the NPS Trust if th have the right and authority to as the NPS Trust may require	inge, any changes that may b on along with documentary ex- in future, the NPS Trust may is e deficiency is not remedied b carry out investigations from a from time to time on account	ake place in the informa ordence, report to any regulator by me within the stipula the information available t of any change in law e	ation provided in the Form, its and / or any authority designs ted period we in public domain for confir	supporting Annexure ried by the Governme ming the information p	nt of India(30) / RBI / IR provided by me to the NP	DA / PFRDA
	 d) I undertake the responsibility provided by me or if any certifit e) I also agree that in case of the purpose or take any other f) I hereby accept and acknow q) I also agree to furnish such 	By to declare and disclose with fication becomes incorrect and i my failure to disclose any mate schon as may be deemed app vieloge that the NPS Trust shall information and/or documents	in 30 days from the dinle of chu- to provide fresh self-certificatio estal fact known to mo, now or roomate by the NPS Trust if th have the right and authority to as the NPS Trust may require	inge, any changes that may b on along with documentary ex- in future, the NPS Trust may is e deficiency is not remedied b carry out investigations from a from time to time on account	ake place in the informa ordence, report to any regulator by me within the stipula the information available t of any change in law e	ation provided in the Form, its and / or any authority designs ted period we in public domain for confir	supporting Annexure ried by the Governme ming the information p	nt of India(30) / RBI / IR provided by me to the NP	DA / PFRDA
	 d) I undertake the responsibility provided by me or if any certifit e) I also agree that in case of the purpose or take any other f) I hereby accept and acknow q) I also agree to furnish such 	By to declare and disclose with fication becomes incorrect and i my failure to disclose any mate schon as may be deemed app vieloge that the NPS Trust shall information and/or documents	in 30 days from the dinle of chu- to provide fresh self-certificatio estal fact known to mo, now or roomate by the NPS Trust if th have the right and authority to as the NPS Trust may require	inge, any changes that may b on along with documentary ex- in future, the NPS Trust may is e deficiency is not remedied b carry out investigations from a from time to time on account	ake place in the informa ordence, report to any regulator by me within the stipula the information available t of any change in law e	ation provided in the Form, its and / or any authority designs ted period we in public domain for confir	supporting Annexure ried by the Governme ming the information p	nt of India(30) / RBI / IR provided by me to the NP	DA / PFRDA
	d) I undertake the responsibility provided by me or if any certifi- c) I also agree that in case of the purpose or take any other f) I hereby accept and acknow (c) I also agree to furnish such h) I shall indomnity NPS Trust 4	ity to declare and disclose with it fication becomes incorrect and my failure to disclose any mate rockin as may be deemed app viologe that the NPS Trust shall information and/or documents it for any lose that may artso to t	In 30 days from the date of chi- to provide fresh self-certification existing facil known for me, now cor- constraints by the NPS Trust if this have the right and authority to as the NPS Trust on account of p	inge, any changes that may b on along with documentary ex- in future, the NPS Trust may is e deficiency is not remedied b carry out investigations from a from time to time on account	ake place in the informa ordence, report to any regulator by me within the stipula the information available t of any change in law e	ation provided in the Form, its and / or any authority designs ted period we in public domain for confir	supporting Annexure ried by the Governme ming the information p	nt of India(30) / RBI / IR provided by me to the NP	DA / PFRDA
	 d) I undertake the responsibility provided by me or if any certifit e) I also agree that in case of the purpose or take any other f) I hereby accept and acknow q) I also agree to furnish such 	ity to declare and disclose with it fication becomes incorrect and my failure to disclose any mate rockin as may be deemed app viologe that the NPS Trust shall information and/or documents it for any lose that may artso to t	In 30 days from the date of chi- to provide fresh self-certification existing facil known for me, now cor- constraints by the NPS Trust if this have the right and authority to as the NPS Trust on account of p	inge, any changes that may b on along with documentary ex- in future, the NPS Trust may is e deficiency is not remedied b carry out investigations from a from time to time on account	ake place in the informa ordence, report to any regulator by me within the stipula the information available t of any change in law e	ation provided in the Form, its and / or any authority designs ted period we in public domain for confir	supporting Annexure ried by the Governme ming the information p	nt of India(30) / RBI / IR provided by me to the NP	DA / PFRDA
	d) I undertake the responsibility provided by me or if any certifi- c) I also agree that in case of the purpose or take any other f) I hereby accept and acknow (c) I also agree to furnish such h) I shall indomnity NPS Trust 4	by to declare and disclose within fication becomes incorrect and my failure to disclose any male ordon as may be deemed app viologo that the NPS Trust shall information and/or documents for any lose that may arise to the a Details Permanent Address	In 30 days from the date of chi- to provide fresh self-certification existing facil known for me, now cor- constraints by the NPS Trust if this have the right and authority to as the NPS Trust on account of p	inge, any changes that may b on along with documentary ex- in future, the NPS Trust may is e deficiency is not remedied b carry out investigations from a from time to time on account	ake place in the informa ordence, report to any regulator by me within the stipula the information available t of any change in law e	ation provided in the Form, its and / or any authority designs ted period we in public domain for confir	supporting Annexure ried by the Governme ming the information p	nt of India(30) / RBI / IR provided by me to the NP	DA / PFRDA
	d) I undertake the responsibility provided by me or it any certifit o) I also agree that in case of the purpose of take any other f; I hereby accept and acknow o) I also agree to furnien such n) I shall indomnity NPS Trust d Correspondence Address	ily to declare and disclose within fication becomes incorrect and i my failure to disclose any mate optim as may be deemed app viologe that the NPS Trust enails in information and/or documents tor any lose that may artise to t a Deta to Permanent Address indence Address	in 30 days from the date of du- to provide fresh self-certification provide fresh self-certification provide the NPS Trust if this has the north and sub-only to as the NPS Trust on account of p se Details	arge, any changes that may L on along with documentary ex- in future, the NPS Trust may deficioner, is not remediate to earry out investigations from it rem tims to time on account it rem tims to time on account reviding incorrect or incomple	ake place in the informa ordence, report to any regulator by me within the stipula the information available t of any change in law e	ation provided in the Form, its and / or any authority designs ted period we in public domain for confir	supporting Amiesure field by the Governme ming the information p subject matter herein	nt of India(30) / RBI / IR provided by me to the NP	DA / PFRDA
	d) I undertake the responsibilit provided by me or if any certifi c) I also agree that in case of the purpose of take any other 7 I hereby accept and acknow () I also agree to furnish such () I also agree to furnish such () I also agree to furnish () I also agree to furnish such () I also agree to furnish () I also agree to furnish such () I also agree to furnish () I also agree to furnish such () I also agree	ily to declare and disclose within fication becomes incorrect and my failure to disclose any mate octor as may be decread app wedge that the NPS Trust shall information and/or documents (for any loss that may arise to t information and/or documents) (for any loss that may arise to t information and/or documents) (for any loss that may arise to t information and/or documents) (for any loss that may arise to t information and/or documents) (for any loss that may arise to t information and/or documents) (for any loss that may arise to t information and/or documents) (for any loss that may arise to t information and/or documents) (for any loss that may arise to t information any loss that may arise to t information and/or documents) (for any loss that may arise to t information any loss that may are arise to t information any loss that may are are a	In 30 days from the date of du- to provide fresh self-certification to provide fresh self-certification exists fact hown to me, now or romain by the MSP Trust if m have the right and authority to as the NPS Trust on account of p se Details	arge, any changes that may b on along with documentary ev in future, the NPS Trust may deficiency is not remedical to carry out investigations from a tron time to time on account revising incorrect or incomple	ake place in the information report to any regulator , report to any regulator , in the information available the information available to fany change in law to for fany change in law to	ation provided in the Form, it and / or any authority designs dig period. We in public domain for centre other in India or abroad in the Enter Plat Room/D	supporting American	nt of India(30) / RBI / IR provided by me to the NP	DA / PFRDA
	d) I undertake the responsibilit provided by me or if any certifit o) I also agree that in case of the purpose of take any other f) I hereby accept and acknow o) I also agree to furnien such n) I also agree to furnient n) I also agree to furn	ity to declare and disclose within fication becomes incorrect and my failure to disclose any male action as may be deemed app viologe that the NPS Trust shall information and/or documents it for any lose that may arise to the a Deta/or Permanent Address Indence Address Enter Landmark	In 30 days from the date of du- to provide fresh self-certification orisin fact known for me, now cor- constraints by the NPS Trust if this have the right and authority to as the NPS Trust on account of p on Detain	arge, any changes that may b on along with documentary ex- in future, the NPS Trust may b deficione, is not remediate b o carry out investigations from it room time to time on account it room time to time on account it room time to time on account providing incorrect or incomple Platfice Premium	ake place in the information of the information of the application of the application of the application of any change in law elementation.	ation provided in the Form, its and / or any authority designs ted period iso in public domain for centre other in India or abroad in the Enter Plut/Record Enter Premisse/Rec	supporting American inted by the Devenment subject matter herein subject matter herein subject matter herein subject matter herein subject matter herein	nt of India(30) / RBI / IR provided by me to the NP	DA / PFRDA
	d) I undertake the responsibilit provided by me or if any certifi c) I also agree that in case of the purpose or take any other f) I hereby accept and acknow (c) I also agree to furnien such f(c) I also agree to furnient f(c) I also agree to furnie	ily to declare and disclose within fication becomes incorrect and my failure to disclose any male oction as may be decread app wedge that the NPS Trust shall information and/or documents thor any loss that may arise to to a Details Permanent Addres Indence Address Enter Landmark Enter Road/Shee	In 30 days from the date of du- to provide fresh self-certification orisin fact known for me, now cor- constraints by the NPS Trust if this have the right and authority to as the NPS Trust on account of p on Detain	inge, any changes that may b on along with documentary ex- in future, the NPS Trust may in deficione, is not remedied to o carry out investigations from it rom tima to time on account it rom time to time on a row time of time on account it row time of time of time of time it row time of time it row time of time of time of time it row time of time of time of time of time it row time of time of time of time of time it row time of time of time of time of time of time it row time of time of time of time of time of time of time it row time of time of time of time of time of time of time it row time of	ake place in the information report to any regulator - report to any regulator - to any change in law e to information availate to information.	ation provided in the Form, it and J or any authority design of poind. We in public domain for contre other in India or abroad in the Enter PlutRecond Enter Premisse/Bu Enter Premisse/Bu	supporting American field by the Governmen mine the information p subject matter herein subject matter herein distribution No.	nt of India(30) / RBI / IR provided by me to the NP	DA / PFRDA
	d) I undertake the responsibilit provided by me or if any certifi o) I also agree that in case of the purpose of take any other 11 horoby accept and acknow 0) I also agree to functed such ny I shall indomnity NPS Trust Correspondence Address Same as Correspon Address Type * Landmark * Road! Street/Lane PinCode *	ity to declare and disclose within fication becomes incorrect and my failure to disclose any male action as may be deemed app viologe that the NPS Trust shall information and/or documents it for any lose that may arise to the a Deta/or Permanent Address Indence Address Enter Landmark	In 30 days from the date of du- to provide fresh self-certification orisin fact known for me, now cor- constraints by the NPS Trust if this have the right and authority to as the NPS Trust on account of p on Detain	arge, any changes that may b on along with documentary ex- in future, the NPS Trust may decisions, is not remedied to earry out investigations from the mitme to time on account them time to time on account reviding incorrect or incomple FlatRe Frame ArealL ArealL	ake place in the informa- idence; report to any regulator: yone within the sepula- tion information available to any change in law e se information.	ation provided in the Form, its and / or any authority designs ted period iso in public domain for centre other in India or abroad in the Enter Plut/Record Enter Premisse/Rec	supporting American field by the Governmen mine the information p subject matter herein subject matter herein distribution No.	nt of India(30) / RBI / IR provided by me to the NP	IDA / PFRDA
	d) I undertake the responsibilit provided by me or if any certifi c) I also agree that in case of the purpose or take any other f) I hereby accept and acknow (c) I also agree to furnien such f(c) I also agree to furnient f(c) I also agree to furnie	ily to declare and disclose within fication becomes incorrect and my failure to disclose any male oction as may be decread app wedge that the NPS Trust shall information and/or documents thor any loss that may arise to to a Details Permanent Addres Indence Address Enter Landmark Enter Road/Shee	In 30 days from the date of du- to provide fresh self-certification orisin fact known for me, now cor- constraints by the NPS Trust if this have the right and authority to as the NPS Trust on account of p on Detain	inge, any changes that may b on along with documentary ex- in future, the NPS Trust may in deficione, is not remedied to o carry out investigations from it rom tima to time on account it rom time to time on a row time of time on account it row time of time of time of time it row time of time it row time of time of time of time it row time of time of time of time of time it row time of time of time of time of time it row time of time of time of time of time of time it row time of time of time of time of time of time of time it row time of time of time of time of time of time of time it row time of	ake place in the informa- idence; report to any regulator: yone within the sepula- tion information available to any change in law e se information.	ation provided in the Form, it and J or any authority design of poind. We in public domain for contre other in India or abroad in the Enter PlutRecond Enter Premisse/Bu Enter Premisse/Bu	supporting American noted by the Governme ming the information p subject matter herein confillect. No. Iding/Vilage charter and the confillect of the confillect strict of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the co	nt of India(30) / RBI / IR provided by me to the NP	IDA / PFRDA
	d) I undertake the responsibilit provided by me or if any certifi o) I also agree that in case of the purpose of take any other 11 horoby accept and acknow 0) I also agree to functed such ny I shall indomnity NPS Trust Correspondence Address Same as Correspon Address Type * Landmark * Road! Street/Lane PinCode *	ity to declare and disclose within fication becomes incorrect and my failure to disclose any male colon as may be deemed app widge that the NPS Trust shall information and/or documents it for any loss that may artso to to a Details Permanent Address Indence Address Enter Landmark Enter Road/Stee Enter Pin Code India	In 30 days from the date of the to provide fresh self-certification original fact known to me, now cor- consiste by the NPS Trust fif the have the right and authority to as the NPS Trust on account of p	arge, any changes that may b on along with documentary ex- in future, the NPS Trust may decisions, is not remedied to earry out investigations from the mitme to time on account them time to time on account reviding incorrect or incomple FlatRe Frame ArealL ArealL	ake place in the informa- idence; report to any regulator: yone within the sepula- tion information available to any change in law e se information.	ation provided in the Form, it and J or any authority designs dispend in in public domain for contra- ther in India or abroad in the enter PlatRoomad Enter PlatRoomad Enter Premise/Bu Enter City/TownOr	supporting American noted by the Governme ming the information p subject matter herein confillect. No. Iding/Vilage charter and the confillect of the confillect strict of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the configuration of the co	nt of India(30) / RBI / IR provided by me to the NP	IDA / PFRDA

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.

Personal Details			
Contact Defails	Note :- Fields marked with * are mandatory for registration		
Othar & Bank Dotala	Olber Delails Bank Details		
Pension Fund and Investment Options	Occupation Details*	Government Employee	~
Numination Details	Education Qualification	- Select Education Qualification -	v
Document Upload	Income Range(Per Annum)	- Select Income Range -	v
Photo-Signature Upload	Is Politically Exposed Person *	Yes	~
Final Submission	Relative of Politically Exposed Person*	Politically Exposed Parson	~
		Save & Next	l.

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			
Contact Deliates	Note: - Flekts marked with * are mandatory for registration		
Other & Bank Delails	Other Details Bank Details		
Pension Fund and Investment Options	Select Bank details as per EIS Salary Module *	Cites #No	
Nomination Dotails	Bank Account Type *	- Select Bank Account Type -	~
Document Upload	Bank IFSC Code *	00 Search	lank
Photo-Signature Upload	Bank Name *		
Final Submission	Branch Name *		
	Bank A/C Number		
	Confirm Bank A/C Number *		
	Branch Address *		
	Pin Code *		
	Country ²	India	*
	State(U,T, *	- Select State/U.T	~
	Bank A/C Linked To Aadhar *	OYes ONo	
			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 Sushmitu Bairagi
Personal Details			Instruction List
Contact Delaits	Pension Fund and Investment Options		
Other & Bank Details			
Pension Fund and Investment Options	Pension Fund Scheme Options	Investment Scheme Percentage Options (wel date '16/07/2024').	
Nomination Details	2. SBI Pension Funds Private Limited	39.%	
Document Upload	3 MTI Refirement Solutions Limited	17 %	
Photo-Signature Upload	Note: The selection of Pension Fund Scheme as per individual require	ement may be made only after this registration on the website www.cra-nadl.com	
Final Submission		Heat	

Pension Fund and Investment Options Section

- Nomination Details Section:
 - Define the nominee(s).
 - Subscriber can nominate a maximum of three nominees.
 - o 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.
 - 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 Logon — Post Graduation - Ili
Personal Details						Instruction List
Contact Details	Nominee Details					
Other & Bank Details						
Pension Fund and Investment Options	Note Fields marked with * are mandato Relationship*	ry for registration Select Relation		Nominee Address*	Same as Correspondence Address	
Nomination Details	First Name*				O Same as Permanent Address	
Document Upload	Middle Name			Flat/Room/Doon/Block No.*		
Photo-Signature Upload	Last Name			Premiaee/Building/Village*		
Final Submission	Major:Minor*	- Select Major/Minor -	~	Area/Locality/Taluka Road/Street/Lane		
	Date Of Birth(DD/MMYYYY)*			Landmark*		
	Nominee Age*			City*		
	Percentage Share(%)*			Pin Code ⁴		
				Country*	India	~
				State/U.T.*	-Select-	~
			Submit N	ominee Details		

Nomination Details Section: Add Nominee Details Page

PFMS 77012/2022/TA-CGA

 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 Detuils								Instruction List
Contact Details								Build How All Cookies
Other & Bank Delaits	Nomine	Submitted Detai	ls -					
Pension Fund and Investment Options	Sr.No. *	Nominee Name	Nominee Major/Ninor	Nominee DOB	Nominee Relation	Nominee Percentage Share(%)	Nominee Guardian Name	
Nomination Details	1	Хля	Major	16/02/2000	Nother	30		Edit Delete
Document Upload	7	NEK EXE ENE	Minor	07/12/2021	Daughter	10	omar	Edit Daloto
Photo-Signature Upload	3	XZX ZXZ ZXZ	Major	16/02/2000	Father	60		Etit
Final Submission	Showing 1	to 3 of 3 entries				a 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	Pioninios Octails					
Pension Fund and	Note: - Fields marked with 4 are manda	itory for registration				
Investment Options	Relationship*	Mother	~	Nominee Address*	Same as Correspondence Address Same as Permanent Address	
Nomination Details	First Name*	Xzx			Other	
Document Upload	Middle Name			Flat/Room/Door/Block No.*	5544	
Photo-Signature Upload	Last Name			Premises/Building/Village*	1212	
Final Submission				Area/Locality/Taluka		
	Major/Minor*	Major	~	Road/Street/Lane		
	Date Of Birth(DD/MM/YYYY)*	16/02/2000		Landmark*	desds	
	Nomines Age*	21		City/Town/District*		
	Percentage Share(%)*	30			NewDelhi	
				Pin Code*	110623	
				Country*	India	~
				State/U.T.*	Manipur	~
			Update Nomin	ee Details		

Nomination Details Section: Edit Nominee Details Page

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

0

onal Detuils ct Details Other & Bank Delais nee Submitted Details Nominee DOB Nominee Relation ee Percentage Share(%) ee Guardian Nam ee Name Nominee Major/Minor Xzx Major 16/02/2000 Mother XEX EXE EXE Minor 07/12/2021 Daughter ment Unload XEX EXE EXE Major 16/02/2000 Father -Signature Upload ving 1 to 5 of 3 entries Save & Next

Nomination Submitted Details Section

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.

ir Na	Nominee Name	Nominee Major/Minor	Nominee DOB	Nominee Relation	Nominee Percentage Share(%)	Nominee Guardian Name	
	XZx	Major	16/02/2000	Mother	-30		Eait Delete
	X2K 2X2 2)2	Minor	nfirmation			(amate:	Edi Dekte
	Abc	Major Ar	e you sure you want to c	leiete the record?			Edit Delete

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 * 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	Save 8	Net
Final Submission	Note :- Document Should be in *jpeg, *jpg formal.Allow Size of document should be between 4 KB to 50 KB.	

Document 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	Instantion (ist
Contact Details	Note - Fields marked with * are mondatory for registration	
Other & Bank Details	Upload Pholo & Signature	
Pension Fund and Investment Options	Photo's Signature >	i I
Nomination Details	Upload File Upload File	
Document Upload	Updat File. No file chosen.	
Photo-Signature Upload		
Final Submission		
	Save & Next	
	Note- Document should be in "jpg format. If in another format, please save it in "jpg format. Size of file should 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.
 - 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.
- 5. 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

Personal Details	Instruction List
t Defails	Subscriber Registration Form Details
Other & Bank Details Persion Fund and Investmant Options Nomination Details Document Upload Photo-Signature Upload	Nome : Amarjeet De signation: Multi Tasking Staff DOWNLOAD If 1 of 27 P M Find / Next Processes Submitted Only For Record Purpose Instroacu, reasons by YTERW (PCR) - NUL + Source Record Purpose Central Govt. State Govt. State Govt. It
Final Submission	Interesting of carefully Interesting of carefully </td
	Concernation by Subscriber Declaration by Subscriber I have read and understood the terms and conditions of the National Pension System and hereby agree to the same along with the PPRDA Act, regulations framed thereunder and deciare that the information and documents furnished by me are fue and dociment, to the best of my knowledge and beliet. Lundertake to inform immediately the Central Record Keeping Agencyl National Pension System Trust, of any change in the above information furnished by me. I do not hidd any pre-existing account under NPS. Lundertake to inform immediately the Central Record Keeping Agencyl National Pension System Trust, of any change in the above information furnished by me. I do not hidd any pre-existing account under NPS. Lundertake to inform immediately the Central Record Keeping Agencyl National Pension System Trust, of any change in the above information furnished by me. I do not hidd any pre-existing account under NPS. Lundertake to inform the terms and conditions for the usage of I-PIN(to access CRA usebs ite and view details) & T-PIN. Declaration under the Prevention of Money Laundering Act. 2002 I hereby declare that the contribution paid by melon my behalf has been derived from legally declared and assessed sources of income Lunderstand that NPS Trust has the right to pense my financial profile or share the information, with 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 to prevention of money laundering. 3 Place : Notice 4 Centeration Place Centre 1205 minutes Enter OTP here : Enter OTP 5

- 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.
	Store Filed Form

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.

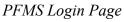
- 1. Launch the URL 'https://pfms.nic.in' in the browser.
- 2. Click 'Login'.



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.

Pub 0/o	lic Financial Management System - PFMS Controller General of Accounts, Ministry of Finance	Login 🌅
	Forgot Password? Activate User Register Agency	Log In 2021-2022
a 11	New User Registration Form Register MIS Reports Users Get Password By Unique Agency Code	Usemame Paseword
ر e	Register State Govt: DDO Register DBT Beneficiary Mgmt Checker Register Treasury Users	Login
•		



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

Public D/a Cant	c Fi	nancial Management System-PFMS General of Accounts, Ministry of Finance	Welconsi DHANANAY NISHRA Uwe Type: DDOM-Iwe Pinancial Year: 2023-2022	11:04:47 AM	(RD01) Logo Change Passwo Login Histo English N
Home			HANANJAY MISHRA		
Budget	D				
CAM Reports		and the second se			
National Pension System	1	PRAN Regularization			
My Account	Þ	The following table shows the sur- PRAN Registration ding to status and type. To find out what details of Agency in a status, Click on the corresponding status.	a particular status means, take your mouse over the status name, To fin	d the	
Users	D	details of Agency in a statute, click on the contractioning statute.			
Failed Transaction	P				
Sanctions	P	×			
Employee Info. System		Agency Bank Account Valie	lation Status		
Reports					
Hasters	Ð				
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 : 204711)	L DHANANJAY MISHRA Exit — DDOMaker
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 - • 60	

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 : 20471	1) DHANANJAY MISHRA Ent — DDOMaker
NPS Registration Form by Employee		Instruction List
Existing PRAN Employee	Field marked with * are mandatory	
Subscriber PRAN Status	List of NPS Subscriber Registration Form	
	1 Select Employee 2	
	NPS Registration Form by Employee	

Page | 18

3.	In the Emp	loyee	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.

NPS Registration Form by	Instruction List
Employee	Field marked with * are mandatory
Existing PRAN Employee	
Subscriber PRAN Status	List of NPS Subscriber Registration Form
	Employee List* BJGPA1906B - Amarjeet + GO
	Employee Declaration by Employer
	14 4 1 of 27 b bi 4 Find Next 20 5
	Submitted Only For Record Purpose
	NATIONAL PENSION SYSTEM (NPS) – SUBSCRIBER REGISTRATION FORM Central Recordsoping Agency (CRA) - NSDL e-Governance Infractiveture Limited
	Please select your estegary [Please field]] Central Govt. State Govt. Central Autonomous Body All Citizen Model State Autonomous Body
	NPS Life (GDS)
	National Pension Bystem Trust: Dear Sir / Macam I hereby request that an NPS assount be opened in my name as per the particulars given balow Indicates mendatory fields. Plaze 81 the form in English and BLOCK liatters with black million. [Refer general guidelines at Indicates along) NYC Mumber. Referement Antiser Code and Spouse Name Fields are not applicable for Soverment & NPS Libe Subscribers.
	1. PERSONAL DETAILS: (Please refer to Sr. No.1 of the instructions)
	Name of Appford In MI
	First Name" AMARTEET
	Middle Name
	Las Name
	Subscriber Maiden Name (if any)
	Father Name* (Refer Sr. No 1 of instructions)
	Mother Name* XTD:/Apt V2Y
	(Refer St No 1 of instructions)
	Pather's name will be printed on PRAN card. In sase, mother's name to be printed instead of father's name. YES Take of Birth CMUC4 1962 Date of Birth device father's name.
	City of Birm* NEWDEL4
	Country of Birth* NICIA
	Gener" INLE Nationaly* INEIAN
	Merial Status
	Spruse Nene*
	(Refer Sr. No. 1 of instructions)
	Restorter Status*
	Generated through PFMG-EIS salary 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.

Employee List* BJGPA1906B - J	Amarjeet - CO		
mployee Details Declaration by Employer			
	Subscriber Re	egistration Form Detail	5
Name : Amarjeet	Designation: Multi Tasi	king Staff	
Uploaded Documents			
	ग 🕥 भारत सरकार	ancelled Cheque*	
Photo*		igneture"	POTATION AND COURT ON THE SA
			Signature of Subscriber
Declaration by Employer Date Of Joining*	25/11/2014		
Date of Retirement*	30/04/2052		
Employee Code/ID*	A**004M82001		
Group Of Employee*	c		
Office*	SECTION OFFICER	, M/O RURAL DEVELOPMENT KE	ISHI BHAVAN NEW DELHI
Department*	RURALDEVELOPM	IENT	
Ministry*	Pr. AO, Ministry of R	ural Development	
DDD Registration Number*	CGV000324C		
DTO/PAO/CDDO/DTA/PrAO Registration Number*	2001985		
Basic Pay*	22100		
Pay Scale*	18000-56900		
To be filled at BDO Checker Level		To be filled at PAO/CD	DO(Admin) Level
Login Id of Authorised Person*		Login id of Authorised	I Person"
Designation of Authorised Person*		Designation of Author	ised Person*
Name of DDO*		Name of PAO/CDDO(/	(dmn)*
Form Forwarded to PAC/CDDO (Admn) on*		Form Forwarded to N	SDL on*
			luding the address and employment details provided above are a

Declaration by Employer 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 : 20471	1 DHANANJAY MISHRA
KPS Registration Form by Employee		In also clim Link
Existing PRAN Employee	Existing PRAN Employee	
Subscriber PRAN Status	1 Employee List - Saled Employee - CO	



- 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.

Name : Kapil Meena		Designation: Section Officer
PRAN No.*	123467899021	
PRAN Document*	Govornment of India wron wown	Mational Pension System Terrer Greet Terrer Photo
Declaration by Employer		
Date Of Joining*		29/03/2009
Date of Retirement*		30/09/2043
Employee Code/ID*		KM*004M83001
Group Of Employee*		8
Office*		SECTION OFFICER, MO RURAL DEVELOPMENT KRISHI BHAVAN NEVI DELHI
Department*		RURAL DEVELOPMENT
Ministry*		Pr. AO, Ministry of Rural Development
DDO Registration Number	N	CGV000324C
DTO/PAO/CDDO/DTA/PrAC	Registration Number'	2001985
Basic Pay*		77790
Pay Scale*		\$6100-177500
21		

Existing PRAN Employee Details

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 G
NPS Registration Form by Employee	Fields marked with " are mandatory	
Existing PRAN Employee	Subscriber PRAN Status	
Subscriber PRAN Status	Employee* Select Employee	Status - Select Status - •

Subscriber PRAN Status

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

Subscriber PRAN Status								
mployee*	Jyoti Kat	aria - BYWPK9525I	N •		Status Si	elect Status	•	
					Go			
Employee	Status Details							
Export to E	ixcel						Search	h:
Sr No.	Employee Name	PAN No.	Provisional PRAN	FRN No.	Status	PRAN No.	Reason for Rejection	Last Status Updated Date
1	Jyoti Kataria	BYWPK9525N	112233444353		Existing PRAN rejected by DDO Checker		test	16/12/2021

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

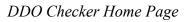
- 3. The current financial year will be selected by default.
 - a. Enter the login credentials.
 - b. Click Log In to login into the PFMS account.

Public 0/o Cont	Financial Management System - PFMS roller General of Accounts, Ministry of Finance	Login 🛃
	Forgot Password? Activate User Register Agency New User Registration Form Register MIS Reports Users Get Password By Unique Agency Code Register State Govt. DDO Register DBT Beneficiary Mgmt Checker Register Treasury Users	Log In 2021-2022 Username Pasaword Log In

PFMS Login Page

O12/2022/TA-CGA
 On the PFMS homepage, click 'National Pension System → PRAN Registration' to launch the homepage of the NPS Subscriber Registration form.
 Public Financial Management System-PFMS International Pression System -> Press Registration form.

🕮 🛛 🖉 🖉	slee General of Accounts, Ministry of Finance	Financial year: 2021-2022	02:06:51 PM	Login His English
home		T. NTALKHANSON		
Rudget				
CAM Reports	Ân Em	r has secured in this page Please contact administrator		
National Pension System	ERAM.Rosistentus			
Users	The following table shows the supervision for data and type. To find sub-arise a particular obtain a conversion of table.	name, take your measure over the status name. To find the details of Spency in a status, Click on the		
E-Payment	() Constructing trave			
Folled Transaction	D			
Sanctiona	0			
Employee Tirfo, 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

PFMS

• Subscriber PRAN Status

NATIONAL PENSION SYSTEM	NPS Subscriber Registration Form	(PAO : 004710 DDO : 204711)	T. NIALKHANSON
NPS Registration Form by Employee			Instruction List
Existing PRAN Employee	Field marked with " are mandatory		
Subscriber PRAN Status	List of Registration Form		
	Employee List" Salad 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)	T NIALKHANSON Ext
NPS Registration Form by Employee			Instruction List
Existing PRAN Employee	Field marked with * are mandatory		
Subscriber PRAN Status	List of Registration Form		
	1 Employee List* -Select Employee - Go 2		

NPS Registration Form By Employee

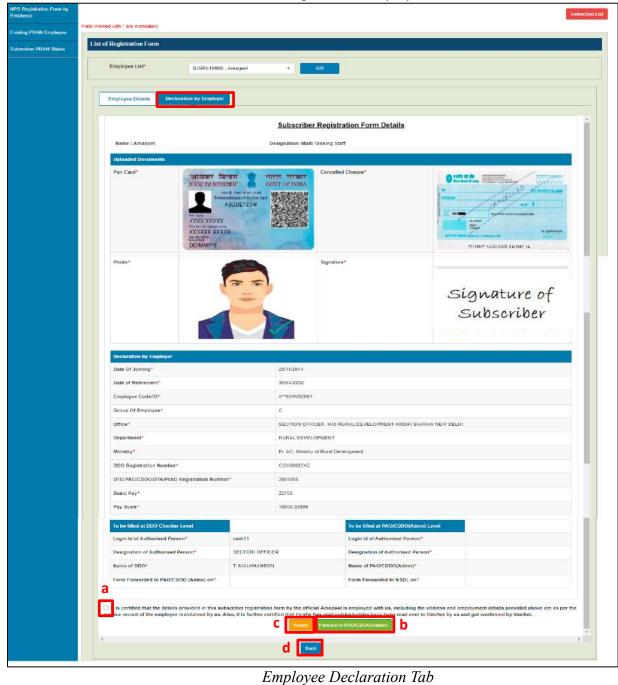
3. In the Employee Details tab,

- The details filled by the employee are displayed here and can also be downloaded in a PDF.
- 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.

Secondary FRAM Istance Secondary FRAM Istance Exployle List: Exployle List: <th>NPS Registration Form by Employee</th> <th></th> <th>Instruction List</th>	NPS Registration Form by Employee		Instruction List
Decident PROVIDED Implicity List* Implicity List* <th>Existing PRAN Employee</th> <th>Field marked with * are mandatory</th> <th></th>	Existing PRAN Employee	Field marked with * are mandatory	
BROOKER FROM Status Employee List*		List of NPS Subscriber Registration Form	
Image:	Subscriber PRAN Status		
Image: Section 1 and the section 1	Ĩ	Employee List* BJGPA1906B - Amarjeet - GO	
Image: Section 1 Image: Section 1 Image: Section 1			
Surdiad div/s function functions Surdiad div/s functions Cardia diversionantia dinorde diversionanti dinorde diversionantia diversionantia diversio		Employee Details Declaration by Employer	
<form></form>		14 4 1 of 27 ▶ № 4 Find Next 64 • 6	
Outset Reservangere gelanger (2001) 1431 to Governament Heterborden Landel Filter and Londen		Submitted Only For Record Purpose	
Image: Section of the section of th			
NFS Like (GOS) Corporate Sector % Heady Rever Dysen Tool: Sector Sector Heady Rever Dysen Tool: Micro Reverse Likes Class and Social View Rever Dysen Tool: Heady Reverse Likes Class and Social View Reverse Like Like Social View Reverse Like View Reverse View Reverse View Reverse Reverse View Reverse Reverse View Reverse View Reverse Reverse View Reverse		Please select your astegory [Please beit]] Central Autonomous Body State Autonomous Body	
Hadrow Proved System Trust User 1/1 Hadrow System Trust Hadrow Proved System Trust			
		National Pension System Trust Dear Sir/ Macam Theteby request that an NPS account be opened in my name as per the particulars given below	
New of Applicates In Lis: Suff: First, Name* ALARTEET Modea Name Subscriber Maiden Name (# any) Subscriber Maiden Name (# any) Subscriber Name* Subscriber Maiden Name (# any) Subscriber Name* Moder Name* Subscriber Name* Subscriber Name* Subscriber Name* Operation Name* Subscriber Name* Subscriber Name* Subscriber Name* Courty of Bitrd* NGLA Subscriber Name* Subscriber Name* Subscriber Name* Subscriber Name* Subscriber Name* NGLA Subscriber Name* Subscriber Name* Subscriber Name* Subscriber Name* Subscriber Name* Subscriber Name* Subscris Name* NCM		instructions page)	
First Name* Last Name Last Name Subscriber Maiden Name (if any) Pather Name* Subscriber Maiden Name Subscriber Maiden Name Subscriber Maiden Name Motion Name* Contract Stream Outer Name* Contract Stream Contrate Stream			
Micros Name Last Name Subscriber Maiden Name (if any) Pather Name Subscriber Maiden Name (if any) Pather Name (iffer Sr. No. 1 of instructions) Mobiler Name (iffer Sr. No. 1 of instructions) Data of Name (iffer Sr. No. 1 of instructions) Data of Name (iffer Sr. No. 1 of instructions) Data of Name Courty of Birth* Mobiler Name* Courty of Birth* Mice Structure Operations Courty of Birth* Mobiler Name* Genore* Mice Structure Operations are with the structure symmetal to the str			
Lax Name Subscriber Maiden Name (# any) Father nam) Father name (# any) Father name (#			
Subscriber Maiden Name (if any) Father Name (if any) Father Name (if any) Father Name (if any) Father St. No. 1 of Institutions) Mother Name Dates of Rime (if any) Father is neme via lag priced instead of father's neme Dates of Rime Control of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime Control of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's neme Use of Rime (if any) Father is neme via lag priced instead of father's			
Father Name* Isources Mobier Name* Isources Mobier Name* Isources Mobier Name* Isources Data of Brith* Mobier Name* City of Brith* NCIA County of Brith* NCIA Genore* Isourcestor* Indications Indications County of Brith* NCIA Genore* Isourcestor* Indications Indications Genoreted Stronge Prove Prove Isourcestor* Genoreted Stronge Prove Prove Isourcestor* Genoreted Stronge Prove Isourcestor* Genoreted Stronge Prove Isourcestor* Genoreted Stronge Prove Isourcestor* Genoreted Stronge Prove Isourcestor*			
Image: Strain			
(Rder St No. 1 of instructions) Faster's name will be printed in bace of faster's name VEE Date of Birth* (MM/H962) Option Bittin About the supported by relevant (Option Bittin About the supported by relevant County of Birth* NDIA County of Birth* NDIA County of Birth* NDIA Genet* MALE Methed Status* NDIA Spruse Neme* (Refer St No. 1 of Instructions) Residential Status* INDIAN Generated through PPL/SEIG salary module NDIAN		(Refer Sr. No. 1 of instructions)	
Date of Bitty 04/04/1602 Date of Bitty City of Bitty NEWDEL4 County of Bitty NEWDEL4 County of Bitty NEWDEL4 Oender* MALE Metical Status UNIONARRIED Sprace Name* INDIAN Refer Sr. No. 1 of Instructions) Indianama Generate through PRI/S EIS salary module Indianama		(Refer St. No. 1 of instructions)	
City or Binn* County of Binn* County of Binn* Bender* MALE Matomaty* NDIA Methol Status Generated Stratus* INDIAN Generated Stratus* INDIAN Generated Stratus* INDIAN Methol Status* INDIAN Methol Status* INDIAN			
County of Binn* INDIA Gender* MALE Nationality* INDIAN Methal Status UNIVARIANED Spruse Neme* (Refer Sr. No. 1 of InstructionS) Reasternial Status* INDIAN Generated through PFINS-EIG salary module NEXT		documentary proc	
Gender* NALE Nationally NICIAN Meriled Status GenderAmmer GenderAm			
Menia Status Menia Status Boruse Neme* Refer Sr No. 1 of Instructions) Recisionis Status* Generated through PFMS-EIS salary module Next Next			
Spruce Name* Restantial Status* Generated Prough PFMS EIS salary module Next Next			
(Refer St. No. 1 of instructions) Residential Status* Generated through PRMS EIS salary moduls Next			-
Residencial Status* INDIAN Generated Strough PFL/S-EIS salary module Next			
K Next			
Next		Generated through PFMS-EliS salary module	
			•
		Employee Details Tab	

- 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.



185

h Evicting	PRAN Employee			
-				
DDO Che	ecker can view and verify the existing	g PRAN reques	st of an employee	2.
• 5	rom the Employee List dropdown, se	elect an emplo	ovee.	
• F				
	•••••		,	
	Click GO to fetch the details.		,	
	Click GO to fetch the details.		(PAO : 004710 DDO : 204711)	IT, NIALKHANSON
• C	•••••	p		LT. NIALIGIANSON
	Click GO to fetch the details.			- DDDChecker
AATIONAL PENSION SYSTEM NPS Regulation Form by	Click GO to fetch the details.			



- The details provided by the employee opens.
 - \circ $\;$ Verify the existing PRAN details.
 - Accept the declaration.
 - Click the Submit button and the PRAN details of the employee get updated in EIS.
 - 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:**
 - \circ $\;$ The rejected request is redirected to DDO Maker.
 - In case of rejection, accepting the declaration is not required.

Neme : Kapil Meena		Designation: Section Officer
PRAN No.*	123467899021	
PRAN Document*	Covornment of India with Kolasi	Rational Pension System Statute Grant Stream
Declaration by Employer		
Date Of Joining*		29/03/2009
Date of Retirement*		30/09/2043
Employee Code/ID*		KM*004M33001
Group Of Employee*		8
Office'		SECTION OFFICER, M/O RURAL DEVELOPMENT KRISHI BHAVAN NEW DELHI
Department*		RURAL DEVELOPMENT
Ministry*		Pr. AO, Ministry of Rural Development
DDO Registration Number	·	CGV000324C
DTO/PAO/CDDO/DTA/PrAC	Registration Number*	2001985
Basic Pay*		77700
Pay Scale*		56100-177500
etails of PRAN furnished	by the employee <i>Kapi/Meena</i> are corre	tot as por the uploaded artifact.

Existing PRAN Employee Details

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 : 204711)							
NPS Registration Form by Employee	lds marked with " are mandatory								
Existing PRAN Employee	Subscriber PRAN Status								
Subscriber PRAN Status	Employee* Select Employee Stat	- Select Status - •							

Subscriber PRAN Status

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

loyce*	All				Status	Select Statue	•	
					Go			
nploye	e Status Details							
Export to	o Excel						Search	
Sr No.	Employee Name	PAN No.	Provisional PRAN	FRN No.	Status	PRAN No.	Reason for Rejection	Lest Status Updated Date
1	Ankit Saini	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	110055097419	1380	Accepted by NSDL	110086097419		10/11/2021
4	Mukesh Kumar	ENSPK0109M	110016097434	1384	Accepted by NSDL	110016097434		12/11/2021
5	Premraj	CN5PP8995G	110056100250	1405	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.

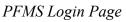
- 1. Launch the URL 'https://pfms.nic.in' in the browser.
- 2. Click 'Login'.

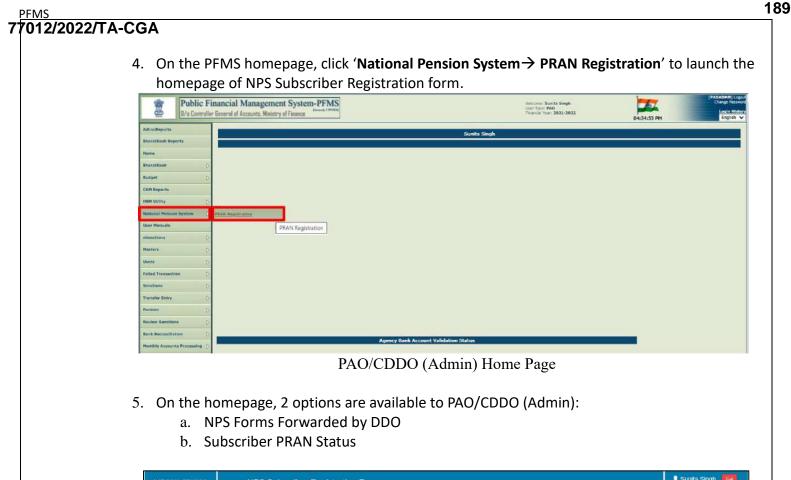


PFMS Home Page

- 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.

Publi 0/o C	ic Financial Management System - PFMS ontroller General of Accounts, Ministry of Finance	Login 🔝
	Forgot Password? Activate User Register Agency	Log In 2021-2022 V
■ == *	New User Registration Form. Register MIS Reports Users Get Password By Unique Agency Code Register State Govt. DDO:	Username Pasaword
♥ ℃	Register DBT Beneficiary Mgmt Checker Register Treasury Users	Log In
4		





NPS Subscriber Registration Form	L Sunita Singh 64 - PAO
	Instruction List
Field marked with * are mandatory	
Forwarded Employee	
Employee List* - Select Employee - + 00	
	Field marked with * are mandatory Forwarded Employee

NPS Home Page

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.

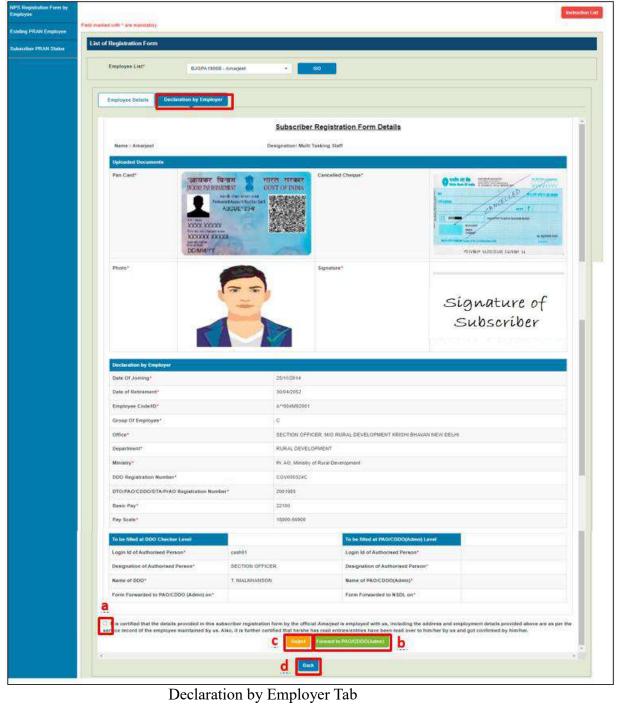
NATIONAL PENSION SYSTEM	NPS Subscriber Registration Form	L Sunita Singh PAO
NPS Forms Forwarded by DDO Subscriber PRAN Status	Field marked with * are mandatory	Instruction List
	Forwarded Employee 1 Employee List Select Employee 00 2	

NPS Forms Forwarded by DDO

- 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.

Employee List* BJGPA	19068 - Amarjeet - GO
Employee Details Declaration	n by Employer
II 4 1 of 2 ? ▶ ▶I	🔶 🔄 Find Next 😽 🔹 🍥
	Submitted Dnly For Record Purpose
	SYSTEM (NPS) - SUBSCRIEER REGISTRATION FORM Agenoy (CRA) - NSDL e-Governance Infrastructure Limited
	ral Govt. 🗹 State Govt.
[Please tick()]	ral Autonomous Body
	litzen Model
Mr 5	Life (GUS)
To	
National Pension System Trust Dear Sir / Madam	
Thereby request that an NPS account be opened	In my name as per the particulars given below
*indicates mandatory fields. Please fill the form in instructions page)	English and ELOCK letters with black ink pen. (Refer general guidelines at
KYC Number, Retirement Adviser Code and Spo	suse Name fields are not applicable for Government & NPS Lite Subscribers
1. PERSONAL DETAILS : (Please	refer to Sr. No. 1 of the instructions)
Name of Applicant in full	SMT.
First Name*	AMARJEET
Niddle Name	
Last Name	
Subscriber Maiden Name (if any)	
Father Name* (Refet Sr. No. 1 of instructions)	KUMARI XZX
(Refer Sr. No. 1 of instructions) Mother Name*	
(Refer Sr. No. 1 of instructions) Mother Name* (Refer Sr. No. 1 of instructions)	s. In case, mother's name to be printed instead of father's name VES
(Refer Sr. No. 1 of instructions) Mother Name* (Refer Sr. No. 1 of instructions)	6. In case, mother's name to be ponted instand of father's name YES 0.40.04.10020 (Date of Stith Should be sumored by relevant
(Refer Sr. No. 1 of instructions) Mother Name* (Refer Sr. No. 1 of instructions) Father's name will be printed on PRAN card	d. In case, mother's name to be printed instead of father's name YES
(Refer Sr. No. 1 of instructions) Mother Name® (Refer Sr. No. 1 of instructions) Father's name will be printed on FRAN card Date of Birth*	d. In case, mother's name to be printed instead of father's name. YES Obto at Suth about its exponent by relevant documentary proof)
(Refer Sr. No. 1 of instructions) Mother Name® (Refer Sr. No. 1 of instructions) Father's name will be printed on PRAN card Date of Birth* City of Birth*	d. In case, mother's name to be printed instead of father's name YES O4.04.1002 Obte of Sinth should be supported by relevant documentary proof) NEWDELHI
(Refer Sr. No. 1 of instructions) Mother Name* (Refer Sr. No. 1 of instructions) Patrer's name will be printed on PRAN card Date of Birth* City of Birth* Country of Sinth*	6. In case, mother's name to be ponted instand of father's name YES OH OH 1002 (Date of Bittle should be supported by relevant documentary proof) NEWDELHI INDIA
(Refer Sr. No. 1 of instructions) Mother Name* (Refer Sr. No. 1 of instructions) Patrer's name will be printed on PRAN card Date of Birth* City of Birth* Country of Sinth* Center*	d. In case, mother's name to be printed instead of father's name VES ORIGH1002 (Date of Sinth should be supported by relevant documentary proof) NEWDELHI INDIA MALE Nationality* INDIAN
(Refer Sr. No. 1 of instructions) Mothor Name* (Refer Sr. No. 1 of instructions) Pather's name will be printed on PRAN card Date of Birth* City of Birth* Country of Birth* Gender* Marilel Status	d. In case, mother's name to be printed instead of father's name VES ORIGH1002 (Date of Sinth should be supported by relevant documentary proof) NEWDELHI INDIA MALE Nationality* INDIAN
(Refer Sr. No. 1 of instructions) Mother Name* (Refer Sr. No. 1 of instructions) Fathers name will be printed on PRAN card Date of Birth* Only of Birth* Country of Birth* Country of Birth* Center* Maritel Status Spouse Name*	d. In case, mother's name to be printed instead of father's name VES ORIGH1002 (Date of Sinth should be supported by relevant documentary proof) NEWDELHI INDIA MALE Nationality* INDIAN
(Refer Sr. No. 1 of instructions) Mother Name* (Refer Sr. No. 1 of instructions) Father's name will be printed on PRAN card Date of Birth* City of Birth* Country of Birth* Country of Birth* Cander* Maritel Status Spouse Name* (Refer Sr. No. 1 of instructions)	6. In case, mother's name to be printed instand of father's name VES OH-OH-1902 OH-OH-190 OH-0H-190 OH-0H-0H-190 OH-0H-190 OH-0H-190 OH-0H-0H-0H-0H-0H-0H-0H-0H-0H-0H-0H-0H-0H

- 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	L Sunita Singh 📴 — PAO						
NPS Forms Forwarded by DDO	Field marked with * are mandatory	narkod with " are mandatory						
Subocition PRAN Statua	Subscriber PRAN Status DDO* 204711 - SECTION OFFICER, MO RUI + Status - Select Status - • Employee							

Subscriber PRAN Status

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

Export to Excel								
Sr No.	Employee Name	Pan No.	Provisional PRAN	FRN No.	Status	PRAN No.	Reason for Rejection	Last Status Updated Date
	Siddharth Jain	BFJPJ7252J	111006097418		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
	Jyoti 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.