





12. DECLARATION BY EMPLOYER/POP/AGGREGATOR

Applicable to Government Subscribers only

(Subscribers Employment Details to be filled and attested by the Deptt. (All Details are Mandatory))

Date of Joining [d d / m m / y y y y] Date of Retirement [d d / m m / y y y y] Employee Code/ID [ ] Group of Employee (Tick as applicable) Group A [ ] Group B [ ] Group C [ ] Group D [ ] Office [ ] Department [ ] Ministry [ ] DDO Registration Number [ ] DTO/PAO/CDDO/DTA/PrAO Registration Number [ ] Basic Pay [ ] Pay Scale [ ]

It is certified that the details provided in this subscriber registration form by \_\_\_\_\_ employed with us, including the address and employment details provided above are as per the service record of the employee maintained by us. Also, it is further certified that he/she has read entries/entries have been read over to him/her by us and got confirmed by him/her.

Signature of the Authorised person (In the box above) Rubber Stamp of the DDO (In the box above) Signature of the Authorised person (In the box above) Rubber Stamp of the DTO/PAO/CDDO/DTA/PrAO (In the box above) Designation of the Authorised Person Name of the DDO Deptt/Ministry Date [d d / m m / y y y y]

Applicable to Corporate Subscribers only

(Subscribers Employment Details to be filled and attested by Corporate (All Details are Mandatory))

Date of Joining [d d / m m / y y y y] Date of Retirement [d d / m m / y y y y] Employee ID [ ] Corporate Regd. No Allotted by CRA [ ] CBO No. allotted by CRA [ ]

Certified that the details provided in this subscriber registration form by \_\_\_\_\_ employed with us, including the employment details provided above are as per the service record of the employee maintained by us. Also, it is further certified that he / she has read the entries / entries have been read over to him / her by us and got confirmed by him / her.

Signature of the Authorized Person (In the box above) Date [d d / m m / y y y y] Place [ ] Rubber Stamp of the Corporate (In the box above) Designation of the Authorized Person:

To be filled by POP-SP (Only in case of All Citizen Model or Corporate subscribers)

Receipt No. (17 digits) [ ] POP-SP Registration Number [ ] Document accepted for date of Birth Proof: [ ] Copy of PAN card submitted YES [ ] NO [ ] KYC Compliance YES [ ] NO [ ]

Existing Bank Customer:

I/we hereby certify/confirm that Shri/Smt/Kum \_\_\_\_\_ is an existing customer of the Bank having fully operative Saving Bank account no \_\_\_\_\_ at \_\_\_\_\_ branch and KYC norms required for opening Bank Account which match the requirements for opening NPS account have been fully complied with. We further confirm that the S. B. a/c of Sh/Smt/Kum \_\_\_\_\_ is not a 'Basic Savings Bank Deposit Account'.

Adhaar Based KYC Certificate:

I/we hereby certify that Aadhaar Number \_\_\_\_\_ of Sh/Smt/Kum \_\_\_\_\_ has been checked and the name and address mentioned on the original Aadhaar card are matching with that mentioned on NPS application form.

To be filled by POP-SP POP-SP Seal Signature of Authorized Signatory Name: Designation: Place: Date [d d / m m / y y y y]

Declaration by the Aggregator (Only in case of NPS Lite/Swavalamban Subscribers)

Authorisation by Aggregator's office (NL - AO)

Certified that the subscriber is registered with the aggregator and he/she has opted to join NPS. I hereby declare that the subscriber is eligible to join NPS and the above declaration has been signed /thumb impressed before me by \_\_\_\_\_ after (s)he has read the entries/ entries have been read over to her/him by me.

Signature of the Authorised person (In the box above) Rubber Stamp of the Aggregator (In the box above)

Name of the Aggregator [ ] NPS Lite Account Office (NL-AO) Registration Number [ ] NPS Lite - Collection Centre (NL - CC) Registration Number [ ] Membership No. allotted by Aggregator (if any) [ ] Place [ ] Date [d d / m m / y y y y]

[To be filled by CRA - Facilitation Centre (CRA-FC)]

Received by [ ] CRA-FC Registration Number [ ] Received at [ ] Date [d d / m m / y y y y] Acknowledgement Number (by CRA-FC) [ ] PRAN Alloted [ ]

## INSTRUCTIONS FOR FILLING THE SUBSCRIBER REGISTRATION FORM

### General Guidelines

- (a) Please fill the form in legible handwriting so as to avoid errors in your application processing. Please do not overwrite. Corrections should be made by cancelling and re-writing and such corrections should be countersigned by the applicant. Each box, wherever provided, should contain only one character (alphabet / number / punctuation mark) leaving a blank box after each word.
- (b) Applications incomplete in any respect and/or not accompanied by required documents are liable to be rejected. The application is liable to be rejected if mandatory fields are left blank or the application form is printed back to back
- (c) The subscriber should not sign across the photograph. The photograph should not be stapled or clipped to the form. If there is any mark on the photograph such that it hinders the clear visibility of the face of the subscriber, the application shall not be accepted.
- (d) Copies of all the documents submitted by the applicant should be self-attested and accompanied by originals for verification by the nodal office.
- (e) Name and Address of the applicant mentioned on the form, should match with the documentary proof submitted.
- (f) The subscriber's thumb impression should be verified by the DDO/PAO/DTO/designated officer of POP-SP/Aggregator
- (g) Government employees (mandatorily covered under NPS) may submit their application for Tier II to any POP-SP of their choice. The list of POP-SPs rendering services under NPS is available on CRA website <http://www.npscra.nsdl.co.in>

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		Father's Name	<ol style="list-style-type: none"> <li>i. If father's name has more than 30 digits, you may fill Annexure II for the same.</li> <li>ii. Father's name is mandatory. However, if applicant does not want to provide father's name, he/she has an option to provide mother's name on Annexure II and the mother's name will be printed on PRAN card</li> <li>iii. If the applicant wants mother's name to be printed instead of Father's name on PRAN Card, he/she must fill Annexure II</li> </ol>																																																														
2	2, 3 & 4	Identity, Correspondence & Permanent address details	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>S.No</th> <th>Proof of Identity (Copy of any one)</th> <th>S.No</th> <th>Proof of Address (Copy of any one)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Passport issued by Government of India.</td> <td>1</td> <td>Passport issued by Government of India</td> </tr> <tr> <td>2</td> <td>Ration card with photograph.</td> <td>2</td> <td>Ration card with photograph and residential address</td> </tr> <tr> <td>3</td> <td>Bank Pass book or certificate with Photograph.</td> <td>3</td> <td>Bank Pass book or certificate with photograph and residential address</td> </tr> <tr> <td>4</td> <td>Certificate of the POP bank for an existing Bank customer.</td> <td>4</td> <td>Certificate of the POP bank for an existing Bank customer.</td> </tr> <tr> <td>5</td> <td>Voters Identity card with photograph and residential address.</td> <td>5</td> <td>Voters Identity 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			<p><b>Note:</b></p> <ol style="list-style-type: none"> <li>(i) If the address on the document submitted for identity proof by the prospective customer is same as that declared by him/her in the account opening form, the document may be accepted as a valid proof of both identity and address.</li> <li>(ii) If the address indicated on the document submitted for identity proof differs from the current address mentioned in the account opening form, a separate proof of address should be obtained. All future communications will be sent to correspondence address. If correspondence &amp; Permanent address are different, then proof for both have to be submitted.</li> <li>(iii) In case of Government subscribers, the KYC documents may be submitted within a period of 30 days after generation of PRAN.</li> </ol>																																																														
3	6	Other Details (Occupation Details)	An NRI subscriber would need to furnish an Indian address for communication and bank details within India. Fund transfers by NRIs would be subject to regulatory requirements as prescribed by RBI from time to time and FEMA requirements.																																																														
		Politically Exposed Person	Politically Exposed Persons' (PEPs) are individuals who are or have 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.																																																														
4	7	Subscriber's Bank Details	For Tier I, bank details are optional. For activation of Tier II, bank details are mandatory. Please attach a Cancelled cheque (containing Subscriber Name, Bank Account Number and IFS Code) or Bank Certificate containing Name, Bank Account Number and IFS code, for direct credit or electronic transfer. In case if the cheque is not preprinted with name, additionally, a copy of the bank passbook or bank certificate containing Name, Bank Account Number and IFS code should be submitted.																																																														
5	8	Subscriber's Nomination Details	In case of more than one nominee, percentage share value for all the nominees must be integer. Decimals/Fractional values shall not be accepted in the nomination(s). Sum of percentage share across all the nominees must be equal to 100. If sum of percentage is not equal to 100, entire nomination will be rejected.																																																														
6	12	Declaration by Subscriber	Signature / Thumb impression should only be within the box provided in the form. Thumb impression, if used, should be attested by the nodal officer with the official seal and stamp. Left Thumb Impression in case of male and Right Thumb Impression in case of female.																																																														

### General Information for Subscribers

- a) The Subscriber can obtain the status of his/her application from CRA and their designated nodal officer.
- b) Subscribers are advised to retain the acknowledgement slip signed/ stamped by the designated nodal officer where they submit the application.
- c) For more information / clarifications, contact CRA:  
 Website: <https://www.npscra.nsdl.co.in>  
 Call: 022-2499-4200  
 e-mail: [info.cra@nsdl.co.in](mailto:info.cra@nsdl.co.in)  
 Address: Central Recordkeeping Agency, NSDL e-Governance Infrastructure Limited, 1st Floor, Times Tower, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel (W), Mumbai - 400 013.