



KFin Technologies Limited Central Recordkeeping Agency



Standard Operating Procedure

for

**Retirement Income Schemes in
Superannuation & Premature Exit
for NPS Subscribers**

Retirement Income Schemes:

The **Retirement Income Scheme (RIS)**, introduced under the PFRDA (Exits and Withdrawals under NPS) (Amendment) Regulations, 2025, enables NPS subscribers to receive periodic payouts (monthly, quarterly, or annually) from their retirement corpus up to the age of 85 years, as per their choice at the time of exit. RIS provides a structured and flexible post-retirement income stream while allowing the remaining corpus to continue participating in approved retirement income schemes for potential growth. Its objective is to enhance retirement income options and offer greater flexibility in managing accumulated pension wealth after retirement.

Features of RIS:

- ✓ Can be opted for at the time of Superannuation (Retirement of 60 years of age) and Premature Exit.
- ✓ Flexible payout frequency options available: Monthly, Quarterly, or Annually.
- ✓ Can choose desired tenure to avail the payouts up to the maximum of 85 years.

Below are two options available under RIS:

1. Systematic Payout Rate (SPR)
2. Systematic Unit Redemption (SUR)
3. Systematic Unit Redemption (Non-Rebalancing) (Available in Annuity Component)

Systematic Payout Rate (SPR) under RIS - Key Highlights

- Provides periodic payouts from the lumpsum NPS corpus based on an age-linked payout rate.
- Subscribers select the SPR option at account closure, with monthly, quarterly, or annual payout frequency.
- Payout rate increases as subscriber age increases.
- Portfolio is rebalanced annually on the subscriber's date of birth.
- Minimum SPR tenure is one year.
- Applicable only to the lumpsum component of the Total NPS corpus.
- Applicable CRA charges, if any, are recovered through unit deduction.

Systematic Unit Redemption (SUR) under RIS - Key Highlights:

- Enables equal redemption of units from the lump sum corpus over the chosen tenure as per the payout frequency.
- Portfolio is rebalanced annually on the subscriber's date of birth.
- Minimum SUR tenure is one year.
- Applicable only to the lumpsum component of the Total NPS corpus.
- Applicable CRA charges, if any, are recovered through unit deduction.

Systematic Unit Redemption (Non-Rebalancing) under Annuity - Key Highlights:

- Enables equal redemption of units from the lump sum corpus over the chosen tenure as per the payout frequency.
- Minimum tenure is six years.
- Only available when the lumpsum component corpus is less than or equals to six lakhs.
- The existing Pension Fund and Scheme Preference Choice continue.
- Currently, applicable only to the annuity component of the Total NPS corpus.
- Applicable only when the Total NPS Corpus is between Rs. 8 lakhs to less than or equals to Rs. 12 lakhs.
- Applicable only for the Superannuation exit and not applicable to a Premature exit as per regulations.
- Applicable CRA charges, if any, are recovered through unit deduction.

RIS Options availability at different corpus slabs in an exit request:

Superannuation:

Subscribers having a total corpus in NPS PRAN tier account at the time of initiating Superannuation exit request:

1. Total Corpus is less than or equals Rs. 8 lakhs:

- 100% Lumpsum (One-time withdrawal)
- 100% SLW
- 100% SPR (Rebalancing)
- 100% SUR (Rebalancing)
- Up to 80% lumpsum & at least 20% annuity
- Up to 80% SLW & at least 20% annuity
- Up to 80% SPR (Rebalancing) & at least 20% annuity
- Up to 80% SUR (Rebalancing) & at least 20% annuity
- 100% Annuity

Illustration:

Corpus ≤ ₹8 lakh				
Lumpsum Component				Annuity Component
Lumpsum	SLW	SUR (Rebalancing)	SPR (Rebalancing)	
100%				
	100%			
		100%		
			100%	
Up to 80%				At least 20%
	Up to 80%			At least 20%
		Up to 80%		At least 20%
			Up to 80%	At least 20%
				100% Annuity

2. Total Corpus is greater than Rs. 8 lakhs and less than or equals to Rs. 12 lakhs:

❖ Lumpsum Component when less than or equals to 06 lakhs:

- Up to 06 lakhs lumpsum & remaining 20% SUR (Non-Rebalancing)
- Up to 06 lakhs SLW & remaining 20% SUR (Non-Rebalancing)
- Up to 06 lakhs SPR (Rebalancing) & remaining 20% SUR (Non-Rebalancing)

❖ Lumpsum Component when greater than 06 lakhs:

- Up to 80% lumpsum & at least 20% annuity
- Up to 80% SLW & at least 20% annuity
- Up to 80% SPR (Rebalancing) & at least 20% annuity
- Up to 80% SUR (Rebalancing) & at least 20% annuity
- 100% Annuity

Illustration:

Corpus > ₹8 lakh ≤ ₹12 lakh lumpsum component having less than Rs. 6 lakhs				
Lumpsum Component			Annuity Component	
Lumpsum	SLW	SPR (Rebalancing)	SUR (Non-Rebalancing)	Annuity
Up to Rs. 6 lakhs			At least 20%	
	Up to Rs. 6 lakhs		At least 20%	
		Up to Rs. 6 lakhs	At least 20%	

Corpus > ₹8 lakh ≤ ₹12 lakh lumpsum component having greater than Rs. 6 lakhs				
Lumpsum Component				Annuity Component
Lumpsum	SLW	SUR (Rebalancing)	SPR (Rebalancing)	
Up to 80%				At least 20%
	Up to 80%			At least 20%
		Up to 80%		At least 20%
			Up to 80%	At least 20%
				100% Annuity

3. Total Corpus is greater than Rs. 12 lakhs:

- Up to 80% lumpsum & at least 20% annuity
- Up to 80% SLW & at least 20% annuity
- Up to 80% SPR (Rebalancing) & at least 20% annuity
- Up to 80% SUR (Rebalancing) & at least 20% annuity
- 100% Annuity

Illustration:

Corpus < ₹12 lakh				
Lumpsum Component				Annuity Component
Lumpsum	SLW	SUR (Rebalancing)	SPR (Rebalancing)	
Up to 80%				At least 20%
	Up to 80%			At least 20%
		Up to 80%		At least 20%
			Up to 80%	At least 20%
				100% Annuity

Premature:

Subscribers having a total corpus in NPS PRAN tier account at the time of initiating Superannuation exit request:

1. Total Corpus is less than Rs. 5 lakhs:

- 100% Lumpsum (One-time withdrawal)
- 100% SPR (Rebalancing)
- 100% SUR (Rebalancing)
- Up to 20% lumpsum & at least 80% annuity
- Up to 20% SPR (Rebalancing) & at least 80% annuity
- Up to 20% SUR (Rebalancing) & at least 80% annuity
- 100% Annuity

Corpus ≤ ₹5 lakh

Lumpsum Component			Annuity Component
Lumpsum	SUR (Rebalancing)	SPR (Rebalancing)	
100%			
	100%		
		100%	
Up to 20%			At least 80%
	Up to 20%		At least 80%
		Up to 20%	At least 80%
			100% Annuity

2. Total Corpus is greater than Rs. 5 lakhs:

- Up to 20% lumpsum & at least 80% annuity
- Up to 20% SPR (Rebalancing) & at least 80% annuity
- Up to 20% SUR (Rebalancing) & at least 80% annuity
- 100% Annuity

Corpus > ₹5 lakh

Lumpsum Component			Annuity Component
Lumpsum	SUR (Rebalancing)	SPR (Rebalancing)	
Up to 20%			At least 80%
	Up to 20%		At least 80%
		Up to 20%	At least 80%
			100% Annuity

Important points before initiating an exit request from the subscriber login:

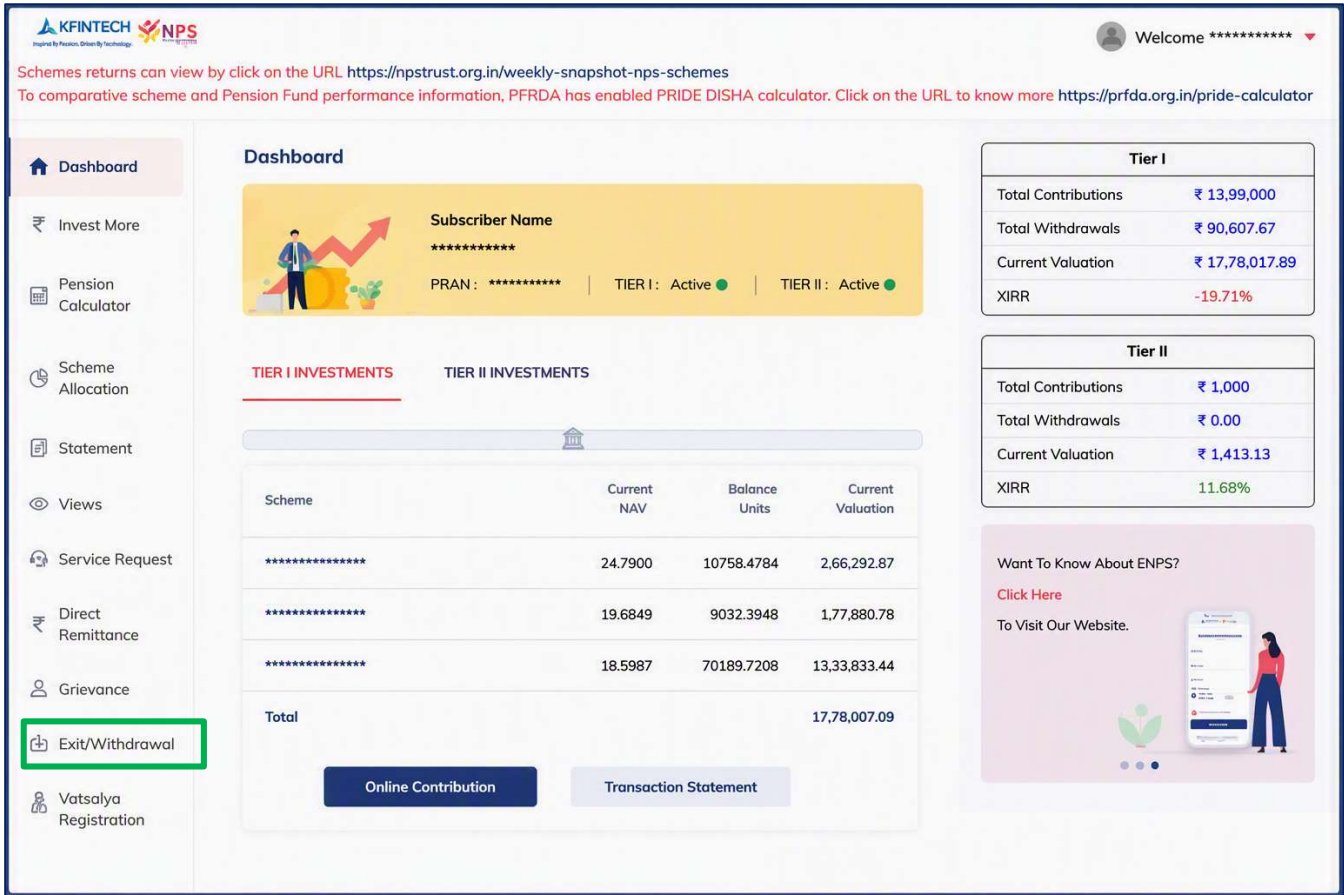
Subscriber needs to review its below mentioned details and upload the documents as requested in the exit page.

- ✓ Personal Details
- ✓ Address Details
- ✓ Contact Details
- ✓ Relationship Details
 - Enter Spouse Date of Birth
 - Choose Spouse Gender
- ✓ Politically Exposed Details **(to be filled by subscriber)**
- ✓ Documents Details (Same to be uploaded in the Documents Upload section)
 - Proof of Address
 - Proof of Identity
- ✓ Bank Details **(to be modified before initiating the exit page in case of change required)**
- ✓ Nominee Details **(to be modified before initiating the exit page in case of change required)**
 - Declare Nominee alive or not

Subscriber then can submit the request by providing an OTP sent on registered mobile number as shown in the following steps.

Steps for Retirement Income Scheme Options in a Superannuation Exit withdrawal request by a Subscriber:

Subscriber to access NPS Subscriber Login Portal at <https://nps.kfintech.in/Login/Login> using valid credentials and navigate to the **Exit / Withdrawal** menu.



The screenshot shows the NPS Subscriber Login Portal Dashboard. The left sidebar contains a menu with options: Dashboard, Invest More, Pension Calculator, Scheme Allocation, Statement, Views, Service Request, Direct Remittance, Grievance, **Exit/Withdrawal** (highlighted with a green box), and Vatsalya Registration. The main content area displays the subscriber's profile, including their name, PRAN, and the status of their Tier I and Tier II accounts (both Active). Below this, there are two sections for investments: TIER I INVESTMENTS and TIER II INVESTMENTS. The TIER I INVESTMENTS section shows a table with columns for Scheme, Current NAV, Balance Units, and Current Valuation. The TIER II INVESTMENTS section is currently empty. To the right of the dashboard, there are two summary boxes for Tier I and Tier II accounts, showing Total Contributions, Total Withdrawals, Current Valuation, and XIRR. At the bottom of the dashboard, there are buttons for Online Contribution and Transaction Statement. A banner at the bottom right promotes the ENPS website.

Subscriber Name

 PRAN: ***** | TIER I: Active | TIER II: Active

TIER I INVESTMENTS

Scheme	Current NAV	Balance Units	Current Valuation
*****	24.7900	10758.4784	2,66,292.87
*****	19.6849	9032.3948	1,77,880.78
*****	18.5987	70189.7208	13,33,833.44
Total			17,78,007.09

TIER II INVESTMENTS

Tier I Summary:

Tier I	
Total Contributions	₹ 13,99,000
Total Withdrawals	₹ 90,607.67
Current Valuation	₹ 17,78,017.89
XIRR	-19.71%

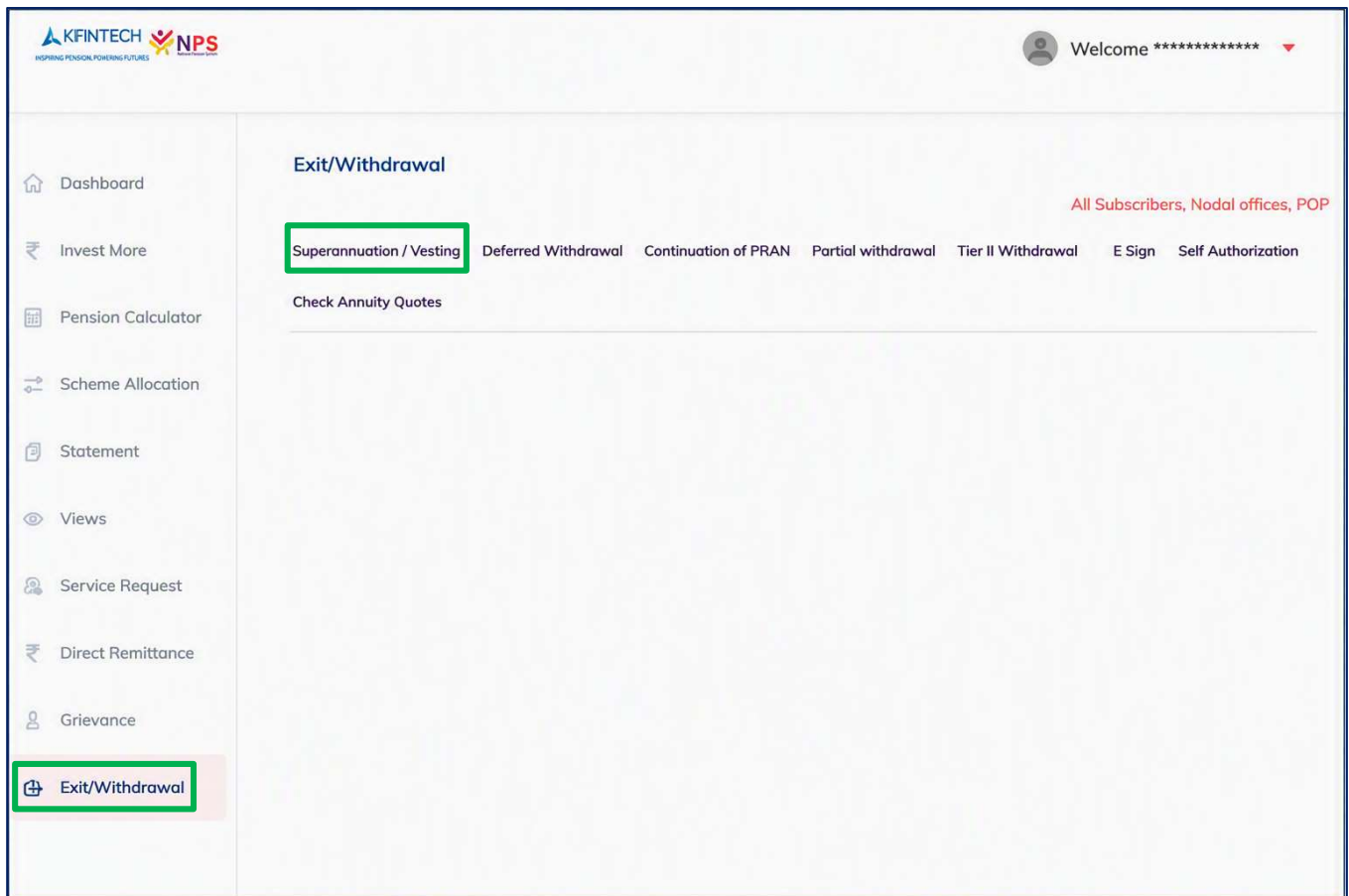
Tier II Summary:

Tier II	
Total Contributions	₹ 1,000
Total Withdrawals	₹ 0.00
Current Valuation	₹ 1,413.13
XIRR	11.68%

Want To Know About ENPS?
 Click Here
 To Visit Our Website.

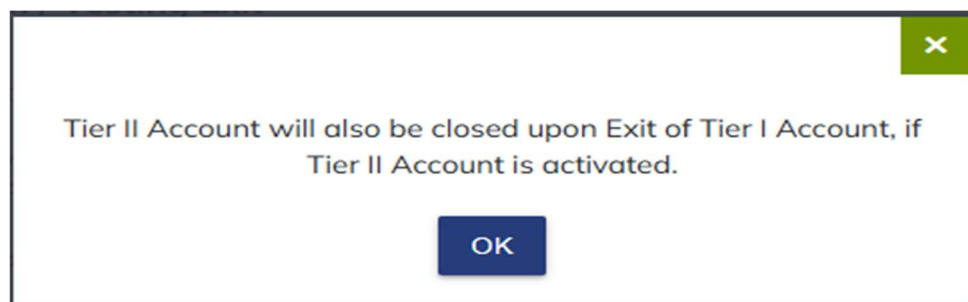
Picture 1

Select the **Superannuation / Vesting** withdrawal option.



Picture 2

Click **OK** on the pop-up message below.



Picture 3

Exit/Withdrawal

by informed for all exit & withdrawal request cases,below documents are to be mandatory uploaded and should clear in visible. A. NPS Exit/ W

Premature exit **Superannuation / Vesting** Deferred Withdrawal Continuation of PRAN SLW Mandate Partial withdrawal Tier II Withdrawal

E Sign Self Authorization Check Annuity Quotes

Superannuation / Vesting Exit

Important Information:

1. Please provide the mandatory details including Withdrawal % Allocation, Personal Details, Nomination details, ASP Scheme & Family Members Details (if applicable) etc.
2. It is mandatory to provide the relevant documents such as Identify Proof, Address Proof and Bank Proof.
3. Before filling in any details pls check the prefilled details in this form. If there is any change in your KYC, or profile data, pls change the same using the profile update option. Any change in the profile will be reflected here in this prefilled form.
4. Subscribers have the option to do the e Sign through Aadhaar or 2 Factor Authentication (Email OTP and SMS OTP) and get the request approved to its associated Nodal Office. If you do the e Sign through Aadhaar or 2 Factor Authentication, physical withdrawal document submission to Nodal Office is not required. Alternatively, subscriber can submit the physical withdrawal documents to its associated Nodal Office.
5. Please ensure that you have an active Bank Account and Name in Bank Account matches with your name in NPS account as Bank verification will be done during processing of Premature / Superannuation / Vesting request. If you wish to update bank account, please update the same through menu Service request, sub-menu 'Update Bank Details'.
6. eNPS Subscriber has the option to do Self-Authorization through OTPs or eSign Digilocker Aadhaar authentication where in Nodal Office authorization is not required where the corpus is less than Rs. 10 Lakhs.

Subscriber Details

PRAN

SUBSCRIBER'S NAME: *

CLAIMID:

Note:

1. If you wish to change the Bank details, please raise request in subscriber login under Menu > Service Request > Update Bank Details and after successful Penny drop, same will be updated.
2. Once the Withdrawal request is authorized, redemption of units (withdrawal of units) will happen on T working day. T being the date of authorization up to 10:59 AM.
3. After redemption, Subscriber will receive Funds on T+2 working day EOD in his registered Bank Account.
4. Subscriber will get NAV as on date of redemption.
5. Saturday, Sunday, settlement holidays and public holidays are excluded from the timelines.
6. As per PFRDA Enhanced Due Diligence (EDD) process, if there are recent changes in the subscribers' name, bank account, Nominee, or in case of Politically Exposed Persons, there may be a delay transfer of funds for verification of documents or Demand for additional documents may be made.

Total Corpus:

₹10,05,890.72

Date of NAV

11/07/2025

Picture 4

Choose desired percentages into lumpsum and annuity components by inputting in **lumpsum share %** field, accordingly the withdrawal options will be enabled.

Allocation summary

Lumpsum share: % *

80

Annuity Purchase Share: % *

20

AMOUNT BREAKDOWN AT NAV

Lumpsum Withdrawal	Annuity / ASP
₹6,86,782.99	₹1,71,695.75

NOTE — WITHDRAWAL GUIDELINES

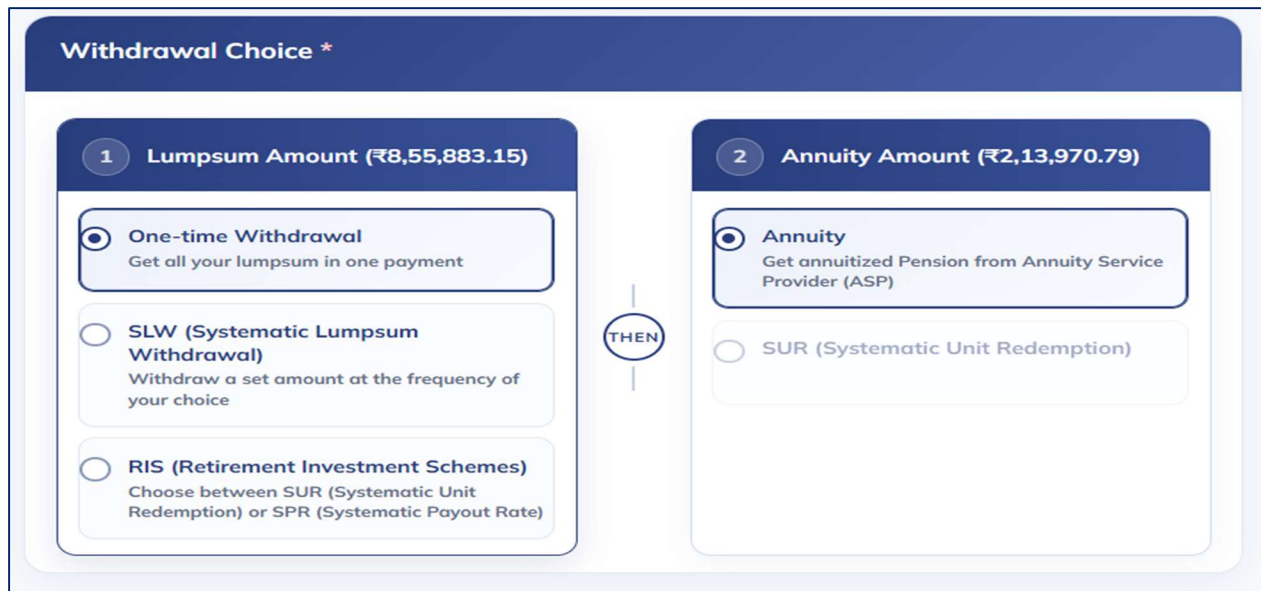
All Citizen and Corporate Corpus ≤ ₹8 lakh: In Lumpsum Component, choose 100% Lumpsum, or SLW or RIS (SPR or SUR) or 100% Annuity. Note: If 100% is not chosen in Lumpsum Component, subscriber can opt for min 20% of Annuity. Corpus ₹8–₹12 lakh: In Lumpsum Component, choose upto 80% Lumpsum, or SLW or RIS (SPR or SUR) with min 20% Annuity component, where the remaining must go to Annuity component with min 20%. Note: If Lumpsum Component share exceeds ₹6,00,000/- then SUR from Annuity component share is not applicable. Corpus ≥ ₹12 lakh: In Lumpsum Component, choose upto 80% Lumpsum, or SLW or RIS (SPR or SUR) with min 20% in Annuity. First choose Lumpsum Component withdrawal option, then choose Annuity component for where the remaining share should go. Note: Only permissible options stay available.	Government and Government Entities Corpus ≤ ₹8 lakh: In Lumpsum Component, choose 100% Lumpsum, or SLW or RIS (SPR or SUR) or 100% Annuity. Note: If 100% is not chosen in Lumpsum Component, subscriber can opt for min 40% of Annuity. Corpus ₹8–₹12 lakh: In Lumpsum Component, choose upto 60% Lumpsum, or SLW or RIS (SPR or SUR) with min 40% Annuity component, where the remaining must go to Annuity component with min 40%. Note: If Lumpsum Component share exceeds ₹6,00,000/- then SUR from Annuity component share is not applicable. Corpus ≥ ₹12 lakh: In Lumpsum Component, choose upto 60% Lumpsum, or SLW or RIS (SPR or SUR) with min 40% in Annuity. First choose Lumpsum Component withdrawal option, then choose Annuity component for where the remaining share should go. Note: Only permissible options stay available.
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Picture 5

Choose withdrawal options based on the percentage provided in both lumpsum and annuity components.

Below are possible withdrawal options available:

- a. **Lumpsum and annuity:** No SUR Choice in Annuity as Lumpsum is more than ₹6(?) lakhs.
 In this Subscriber has to make a choice in for payout for both Lumpsum and annuity separately.



Withdrawal Choice *

1 Lumpsum Amount (₹8,55,883.15)

- ☒ **One-time Withdrawal**
Get all your lumpsum in one payment
- ☐ **SLW (Systematic Lumpsum Withdrawal)**
Withdraw a set amount at the frequency of your choice
- ☐ **RIS (Retirement Investment Schemes)**
Choose between SUR (Systematic Unit Redemption) or SPR (Systematic Payout Rate)

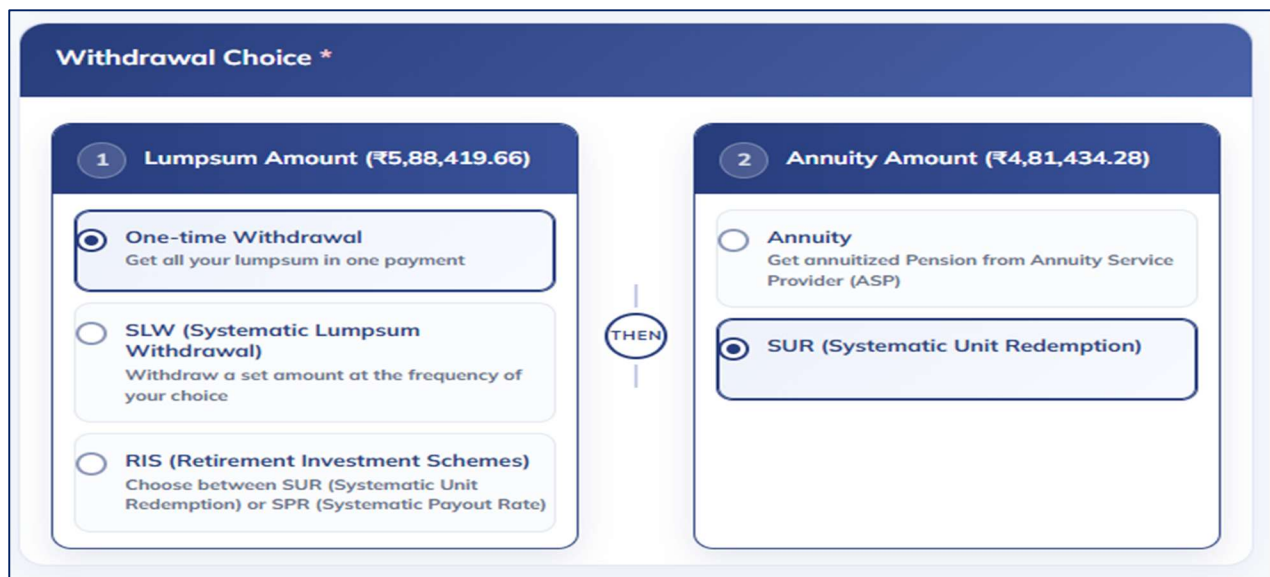
THEN

2 Annuity Amount (₹2,13,970.79)

- ☒ **Annuity**
Get annuitized Pension from Annuity Service Provider (ASP)
- ☐ **SUR (Systematic Unit Redemption)**

Picture 6

- b. **Lumpsum and SUR (Non-Rebalancing)** when lumpsum component has less than 6 Lakhs:



Withdrawal Choice *

1 Lumpsum Amount (₹5,88,419.66)

- ☒ **One-time Withdrawal**
Get all your lumpsum in one payment
- ☐ **SLW (Systematic Lumpsum Withdrawal)**
Withdraw a set amount at the frequency of your choice
- ☐ **RIS (Retirement Investment Schemes)**
Choose between SUR (Systematic Unit Redemption) or SPR (Systematic Payout Rate)

THEN

2 Annuity Amount (₹4,81,434.28)

- ☐ **Annuity**
Get annuitized Pension from Annuity Service Provider (ASP)
- ☒ **SUR (Systematic Unit Redemption)**

Picture 7

c. SLW and annuity:

Withdrawal Choice *

1 Lumpsum Amount (₹8,55,883.15)

☐ **One-time Withdrawal**
Get all your lumpsum in one payment

☒ **SLW (Systematic Lumpsum Withdrawal)**
Withdraw a set amount at the frequency of your choice

☐ **RIS (Retirement Investment Schemes)**
Choose between SUR (Systematic Unit Redemption) or SPR (Systematic Payout Rate)

THEN

2 Annuity Amount (₹2,13,970.79)

☒ **Annuity**
Get annuitized Pension from Annuity Service Provider (ASP)

☐ **SUR (Systematic Unit Redemption)**

Picture 8

d. SLW and SUR (Non-Rebalancing) when lumpsum component has less than 6 Lakhs:

Withdrawal Choice *

1 Lumpsum Amount (₹5,88,419.66)

☐ **One-time Withdrawal**
Get all your lumpsum in one payment

☒ **SLW (Systematic Lumpsum Withdrawal)**
Withdraw a set amount at the frequency of your choice

☐ **RIS (Retirement Investment Schemes)**
Choose between SUR (Systematic Unit Redemption) or SPR (Systematic Payout Rate)

THEN

2 Annuity Amount (₹4,81,434.28)

☐ **Annuity**
Get annuitized Pension from Annuity Service Provider (ASP)

☒ **SUR (Systematic Unit Redemption)**

Picture 9

e. SPR (Rebalancing) and annuity:

Withdrawal Choice *

1
Lumpsum Amount (₹8,55,883.15)

☐ One-time Withdrawal
Get all your lumpsum in one payment

☐ SLW (Systematic Lumpsum Withdrawal)
Withdraw a set amount at the frequency of your choice

☒ RIS (Retirement Investment Schemes)
Choose between SUR (Systematic Unit Redemption) or SPR (Systematic Payout Rate)

Choose one under RIS (i)

☒ SPR
Systematic Payout Rate

☐ SUR
Systematic Unit Redemption

SPR (Systematic Payout Rate): Withdraws an amount of your corpus that scales upward with age, ensuring higher regular cash flow over time while managing market-linked longevity risk.

SUR (Systematic Unit Redemption): Redeems a fixed, equal number of scheme units at chosen regular intervals, with actual payout amounts varying based on prevailing NAV market values.

2
Annuity Amount (₹2,13,970.79)

☒ Annuity
Get annuitized Pension from Annuity Service Provider (ASP)

☐ SUR (Systematic Unit Redemption)

THEN

Picture 9

f. SPR (Rebalancing) and SUR (Non-Rebalancing) when lumpsum component has less than 6 Lakhs:

Withdrawal Choice *

1 Lumpsum Amount (₹5,88,419.66)

☐ **One-time Withdrawal**
Get all your lumpsum in one payment

☐ **SLW (Systematic Lumpsum Withdrawal)**
Withdraw a set amount at the frequency of your choice

☒ **RIS (Retirement Investment Schemes)**
Choose between SUR (Systematic Unit Redemption) or SPR (Systematic Payout Rate)

Choose one under RIS (i)

☒ **SPR**
Systematic Payout Rate

☐ **SUR**
Systematic Unit Redemption

SPR (Systematic Payout Rate): Withdraws an amount of your corpus that scales upward with age, ensuring higher regular cash flow over time while managing market-linked longevity risk.

SUR (Systematic Unit Redemption): Redeems a fixed, equal number of scheme units at chosen regular intervals, with actual payout amounts varying based on prevailing NAV market values.

2 Annuity Amount (₹4,81,434.28)

☐ **Annuity**
Get annuitized Pension from Annuity Service Provider (ASP)

☒ **SUR (Systematic Unit Redemption)**

THEN

Picture 10

g. SUR (Rebalancing) and Annuity:

Withdrawal Choice *

1 Lumpsum Amount (₹5,34,926.97)

☐ **One-time Withdrawal**
 Get all your lumpsum in one payment

☐ **SLW (Systematic Lumpsum Withdrawal)**
 Withdraw a set amount at the frequency of your choice

☒ **RIS (Retirement Investment Schemes)**
 Choose between SUR (Systematic Unit Redemption) or SPR (Systematic Payout Rate)

Choose one under RIS (i)

☐ **SPR**
 Systematic Payout Rate

☒ **SUR**
 Systematic Unit Redemption

SUR (Systematic Unit Redemption): Redeems a fixed, equal number of scheme units at chosen regular intervals, with actual payout amounts varying based on prevailing NAV market values.

THEN

2 Annuity Amount (₹5,34,926.97)

☒ **Annuity**
 Get annuitized Pension from Annuity Service Provider (ASP)

☐ **SUR (Systematic Unit Redemption)**

Picture 11

Post choosing the withdrawal choices from both lumpsum and annuity components, provide the preferences for both components below. The highlighted fields has to be chosen / entered by the subscriber.

Drawdown Options

1 SPR Corpus (₹5,34,926.97)

SPR Period (Years) *

3
▼

Select SPR period in years.

Payout Rate

33.33

SPR Frequency *

Monthly
▼

SPR Start date*

23/10/2026
📅

SPR End date*

23/10/2029

2 SUR Corpus (₹5,34,926.97)

SUR Period (Years) *

6
▼

Minimum 6 years for SUR.

SUR Frequency *

Quarterly
▼

SUR Start date*

23/10/2026
📅

SUR End date*

23/10/2032

Picture 12

Review personal details.

Personal Details

Name *

Subscriber PAN *

Date of Birth

01/01/1966

Date of Superannuation / Resignation *

01/01/2026

Sector *

AL

Address

Address line 1 *

Address line 2

District *

PIN *

State *

Country *

India

Picture 13

Provide the details of Spouse DOB and Gender, along with details of Politically Exposed Person.

Contact Details

Email *

Mobile *

Relationship Details

Father's name *

Marital status *

Married

Spouse's name *

Spouse's date of birth *

DD/MM/YYYY

Spouse's gender *

Select

Subscriber details

Politically exposed *

Related to politically exposed *

Select

Select

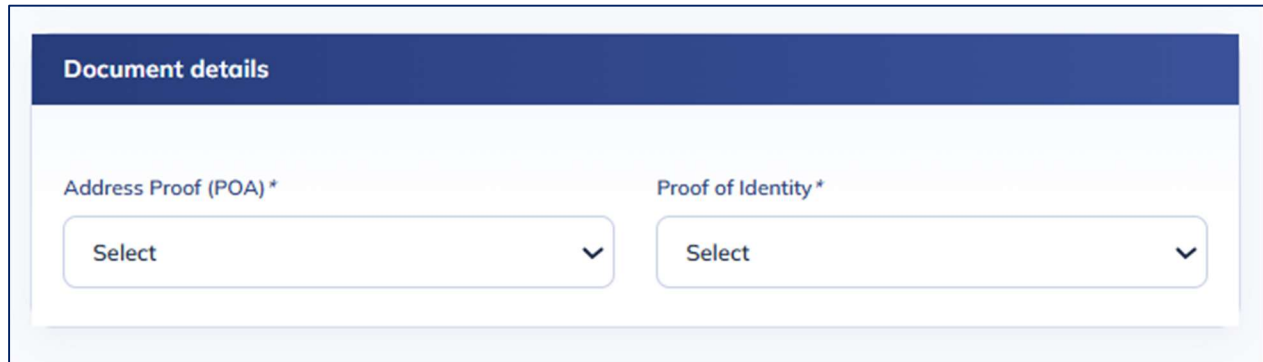
Do you have any history of conviction under any criminal proceedings in India or abroad? *

Select

If Yes Please Specify *

Picture 14

Subscriber needs to confirm the documents being uploaded for Proof of Identify (POI) and Proof of Address (POA). Accordingly, the same needs to be uploaded in the Documents section.



The screenshot shows a form titled "Document details" with a dark blue header. Below the header, there are two sections. The first section is labeled "Address Proof (POA) *" and contains a dropdown menu with the text "Select" and a downward arrow. The second section is labeled "Proof of Identity *" and also contains a dropdown menu with the text "Select" and a downward arrow.

Picture 15

Below is the list of proof of documents that can be provided at time of initiating exit request as per PFRDA guidelines.

- Aadhaar Card
- Driving License with valid date of expiry
- National Population Register
- NREGA Job Card
- Passport with valid date of expiry
- Voter identity Card With Photograph And Residential Address

Picture 16

Review the bank details.

Bank Details

Account Number*

IFSC Code*

Bank Name

Bank Branch Name

Bank Address

MICR Code

Bank Account Verification

Success

Note:

If you wish to change the Bank details, please raise separate request through providing subscriber modification form to POP (Point Of Presence).

Picture 17

Upload the documents in respective parameters.

Documents Upload

Choose File to upload

Proof of Address*

Choose File

Proof of Identity*

Choose File

Bank Proof*

Choose File

PAN Card*

Choose File

ePRAN Card

XXXXXXXXXXXX_ePRAN.pdf

Note:

☒ I hereby declare that the information provided above and in the uploaded documents is complete,true and correct to the best of my knowledge. I aslo understand that if the information given here is proven flase/not true, necessary action will be taken as per regulations.

* You are requested to kindly mask the first eights of an Aadhaar number before uploading a copy of the Aadhaar card in CRA system.

1. valid document (OVD) for both Identity and Address Proof: (i). Passport with valid date of expiry, (ii). Voter ID Card, (iii). Driving License with valid date of expiry, (iv). Aadhaar Card, (v). NREGA Job Card, (vi). National Population Register (NPR)

2. Document /File name should be minimum 2 and maximum 25 character excluding file extension. Special characters "-" and "_" are allowed.

3. Accepted formats are .png, .jpeg, .jpg, .tiff, .tif, .pdf and file size allowed upto 5 MB.

Picture 18

Review nominee details.

Nominee Details - Tier I

Nominee Details - 1

Full Name *

Relationship *

Son

Major / Minor *

Major

Date of Birth (DD/MM/YYYY) *

01/01/1990

Age *

36

Percentage Share *

100

Is Nominee Alive? *

☒ Yes ☐ No

Picture 19

Click on **Generate OTP** to receive an OTP on the registered mobile number to submit the Superannuation withdrawal request and click on **Submit OTP** button, this will submit the Superannuation withdrawal request.

Then by clicking on the following **Submit** button, system will redirect to the Authentication pop-up where user can proceed to do authentication either by eSign or through the 2-Factor Authentication (here the OTPs will be sent on registered mobile and email address).

Request Authentication Through OTP

Please verify the request through OTP before final submission *

Please Enter OTP *

699203

ReGenerate OTP

Submit OTP

As part of the remittance monitoring process, documents / validations (as per the PFRDA regulations) are checked and if found successful, funds are transferred to the respective beneficiary bank account as per the settlement process and stipulated withdrawal timelines. If not, funds are kept on hold.

Cases for which funds are kept on hold are shared with respective Nodal Offices/POPs for necessary clarification/documents. On receipt of response from the Nodal Office/POP along with valid supporting documents, reverification is carried out and If documents/clarifications are found to be in order, funds will be transferred within 3 days of receipt of response from the Nodal offices/POP.

Submit

Reset

Picture 20

Choose an option among eSign or 2-Factor Authentication to complete the authentication of the initiated withdrawal request.

eSign: This will redirect where the user needs to input their aadhar details with an OTP triggered on to the aadhar registered mobile.

2-Factor Authentication: This will trigger OTPs to the registered mobile and email address that are mapped to the NPS account.

Please click on appropriate option

1. Your Exit request has been capture vide ACK ID:

2. To Submit your request, click on either generate OTP or e-Sign. (Optional for Govt Subscriber)

3. Govt Subscribers who have not Opted for OTP/ E-sign needs to download the form (refer Point No 6)

4 . For Generate OTP option, OTP shall be sent both on your registered email and mobile number.if the mobile number registered as overseas number, then the SMS charges (as per service operator) will be recovered from your Tier 1 account at the end of the quarter.

GENERATE OTP

Please click on appropriate option

5. For e-sign option choosen, please ensure your name in PRAN matches with aadhar. The cost of availing the e-sign facility is Rs. 7.54(plus applicable tax).

E-SIGN

6. Govt Subscribers who have not Opted for OTP/ E-sign OR OTP unsuccessful or e-Sign mismatch please submit physical form to your nodal office / POP. Please click on Download option to Download the form

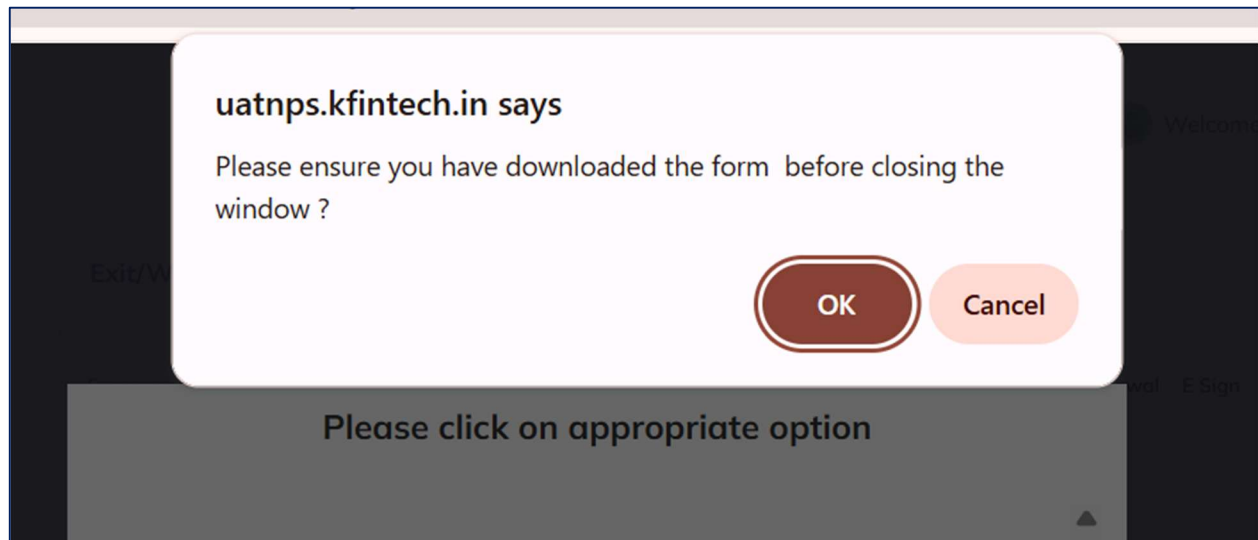
DOWNLOAD

7.Click on the close button once the activity in Point 4,5 or 6 has been done.

CLOSE

Picture 21

Post successful authentication of withdrawal request, request will be submitted and passed to Nodal Office or POP for further steps.



Picture 22

Superannuation Request initiated from Subscriber login will flow into the Verification and Authorisation buckets for its associated Nodal Office / POP for further process.

Verification of an Exit Request initiated from Subscriber Login Portal:

- The associated Nodal Officer / POP user must log in to the CRA system using their designated credentials.
- After logging in, navigate to **Exit and Withdrawal** → **Withdrawal Verification**.
- Choose the **Request Type** (Exit) → **Sub-Request Type** (Superannuation / Premature) to review and verify the subscriber's exit request.

Authorisation of an Exit Request initiated from Subscriber Login Portal:

- Upon successful verification of an exit request that was initiated from subscriber login portal, another associated Nodal Officer / POP user must log in to the CRA system using their designated credentials.
- After logging in, navigate to **Exit and Withdrawal** → **Withdrawal Authorisation**.
- Choose the **Request Type** (Exit) → **Sub-Request Type** (Superannuation / Premature) to review and authorise the subscriber's exit request.

*****The End*****