KFin Technologies Limited – Central Recordkeeping Agency

PFRDA

Standard Operating Procedure

For

Inter CRA Subscriber Shifting Request

Version 1.0

Document Revision History

Sr.No.	Version	Prepared / Revised By	Reviewed &Approved By		Reasons for revisions
			Name	Date	
1	1.0	Gaurav Kalidas Sutar	Ujwala Chavan	28 Dec., 2024	Initial version

Table of Contents

Accessing the Kfintech CRA System

Kfintech CRA system is a web-based application - https://cra.kfintech.com/ that can be accessed by the registered user through password-based logins.

Nodal Office User will Login by entering the User Type, User ID and Password provided by the CRA as shown below and will be redirected to Digi locker for Aadhar validation.
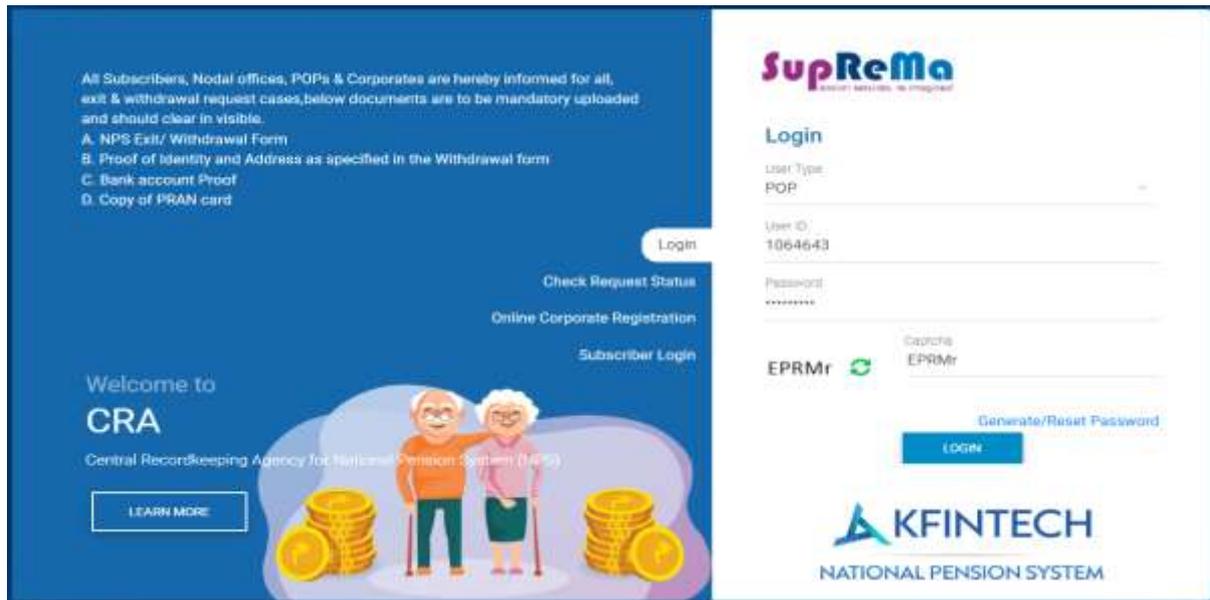

Figure 01

After successful login, in next screen Nodal officer has to enter its 12-digit Aadhar which is mapped to the said User ID and Click on the button labelled "Next"

Figure 02

Figure 03

Provide Digi-locker consent and click on the button labelled **"Allow"** in below mentioned **Screenshot.**
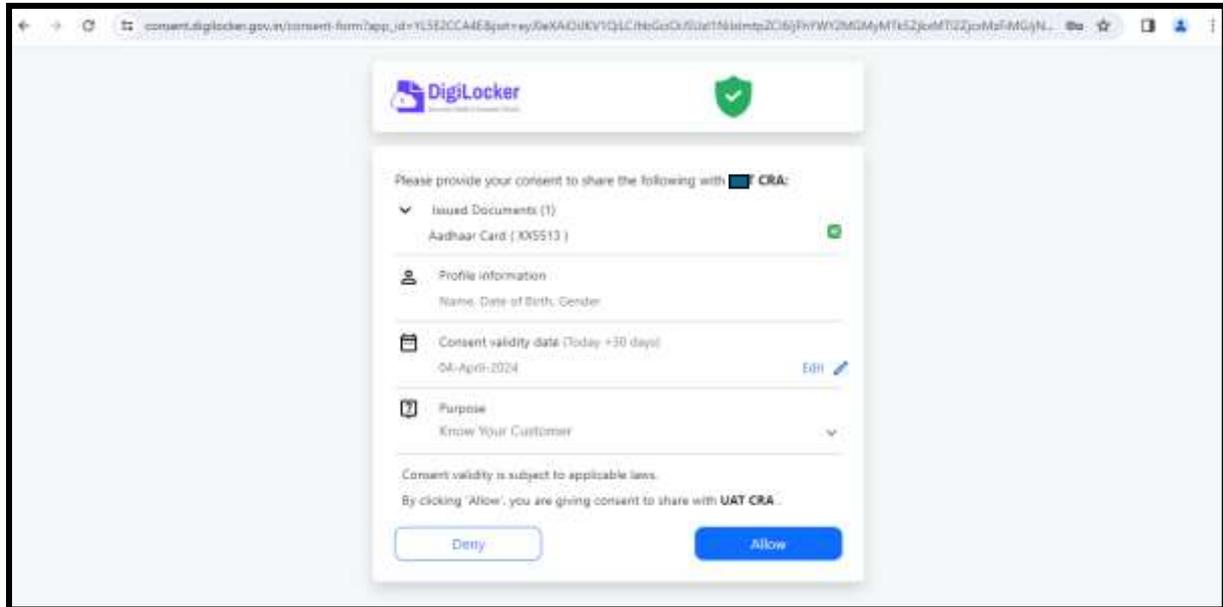

Figure 04

Inter CRA Request is Maker-Checker Role

A. CRA Shifting Initiation (Maker role)

1) Post login, User can see below dashboard.
2) Go to menu "Interoperability"
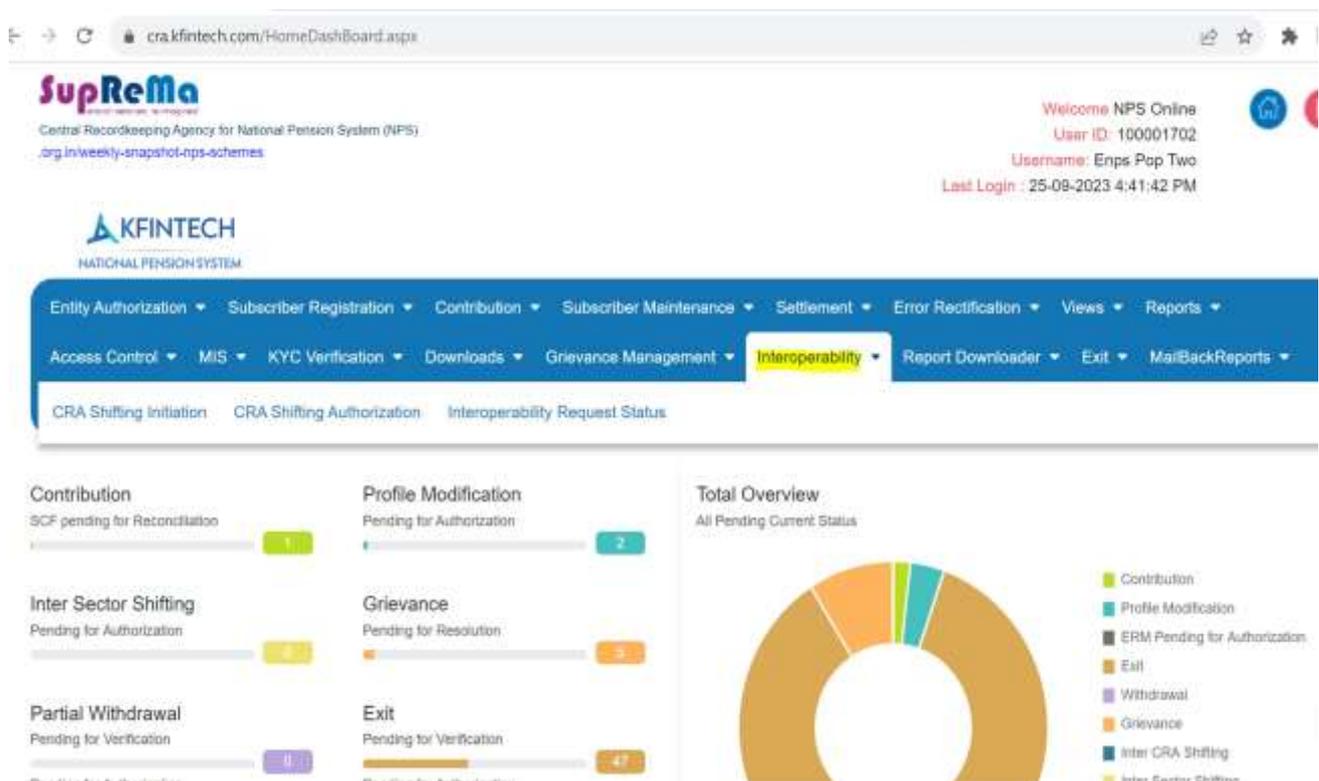3) Under menu "**interoperability**" select sub menu "**CRA Shifting Initiation**" (Maker will initiate the Shifting).

Figure 05

Click on "**CRA Shifting Initiation**"

Request Page will appear and enter the PRAN, DOB, source POP-SP and Sector i.e. UOS for AL, CP for Corporate.

Once the above details are entered, the data will be fetched, and other details are visible in remaining fields.

Note: Central Government Sector (CG) and State Government Sector (SG) PRAN shifting will be processed by KCRA. POP need to share request to CRA for Govt PRAN shifting.
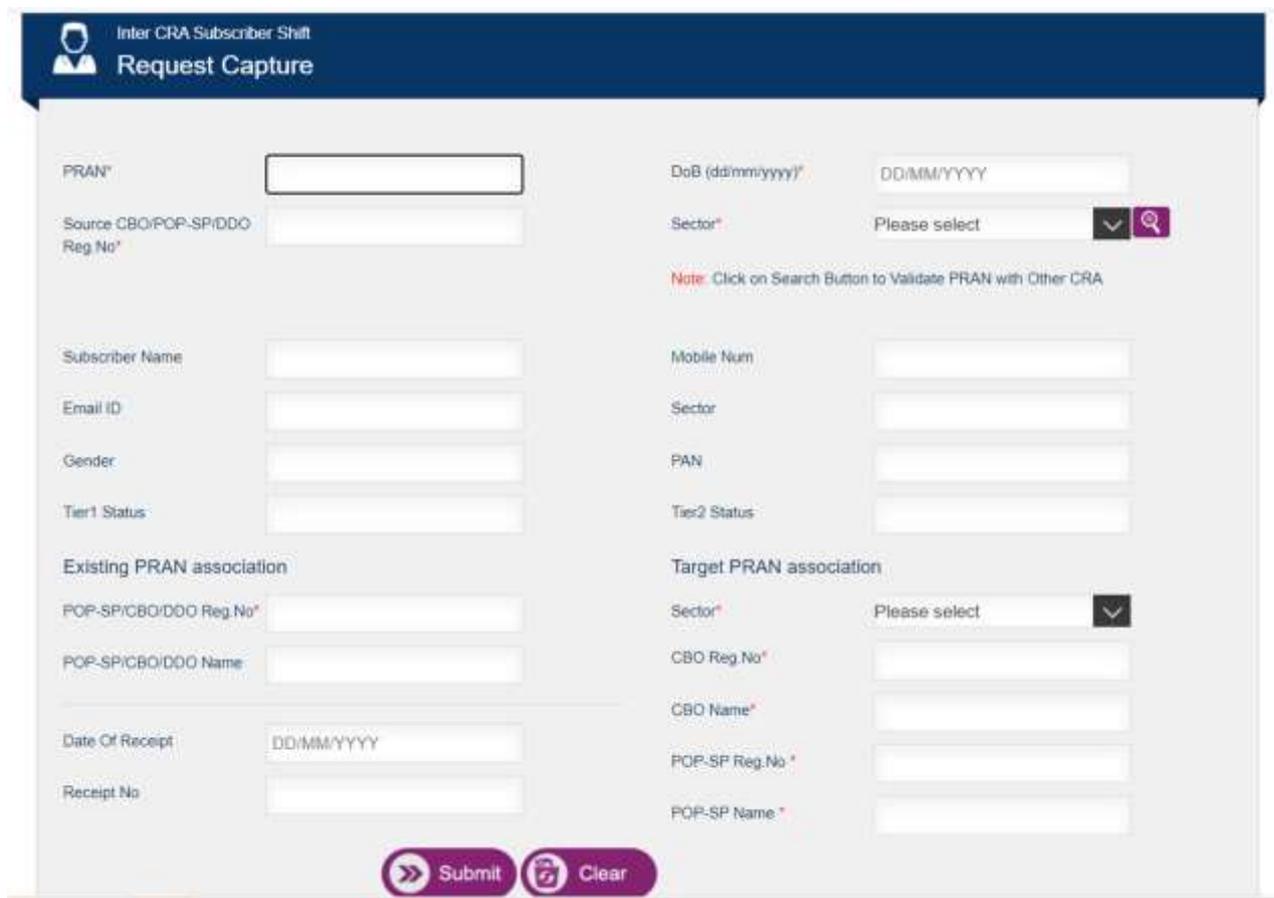

Figure 06

Under Target PRAN Association, Select Target sector, POP-SP/CBO Reg. No should be provided to which the PRAN is getting shifted.

Once details are entered, click on Submit.

Figure 07

B. Inter CRA Authorization (Checker role)

1) For authorization of Inter CRA request another user (checker) should login with different user ID and post login, User needs to access menu

2) User will click on menu "Interoperability" and other sub menu will be visible and click on "CRA Shifting Authorization"

3) Once the User clicks on sub menu "**CRA Shifting Authorization**" below screen will appear and user will provide the data range and select the status as "Pending"
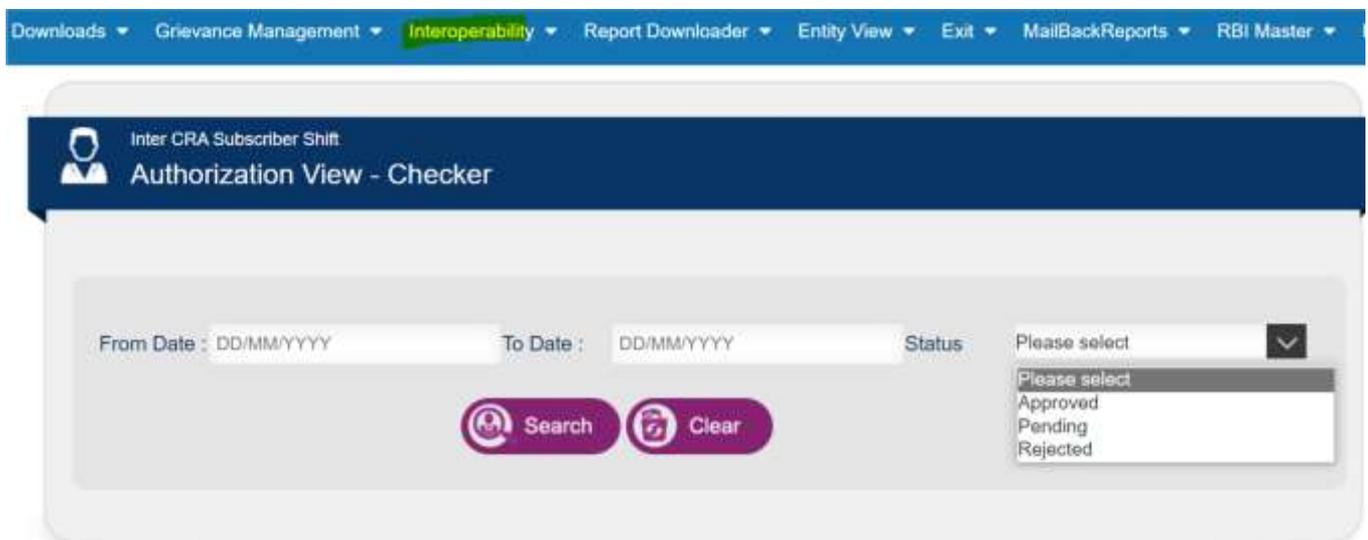
Figure 08

4) Once the user clicks on Search all pending requests will appear which are yet to be authorized.

5) Click on "View" to view the details.

6) When the user clicks on "View", details will appear, and user can approve by "Accepting" or "Rejecting" the request. If the request is rejected Remarks field will be enabled to enter the reason for rejection

Figure 09

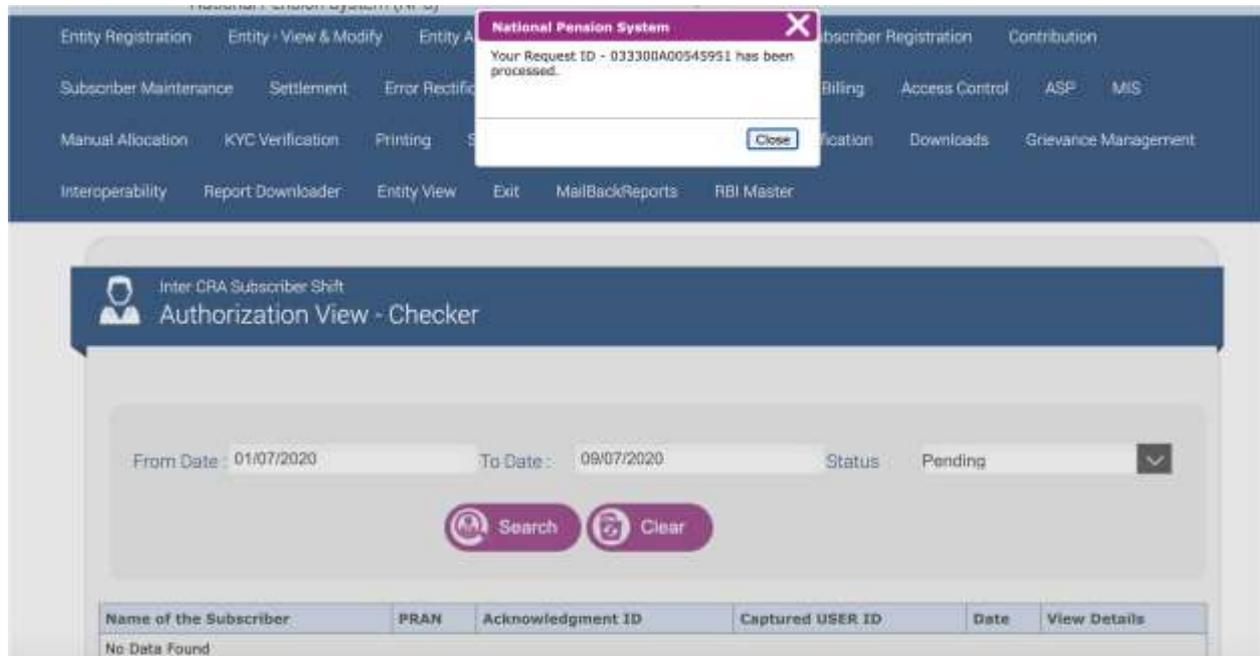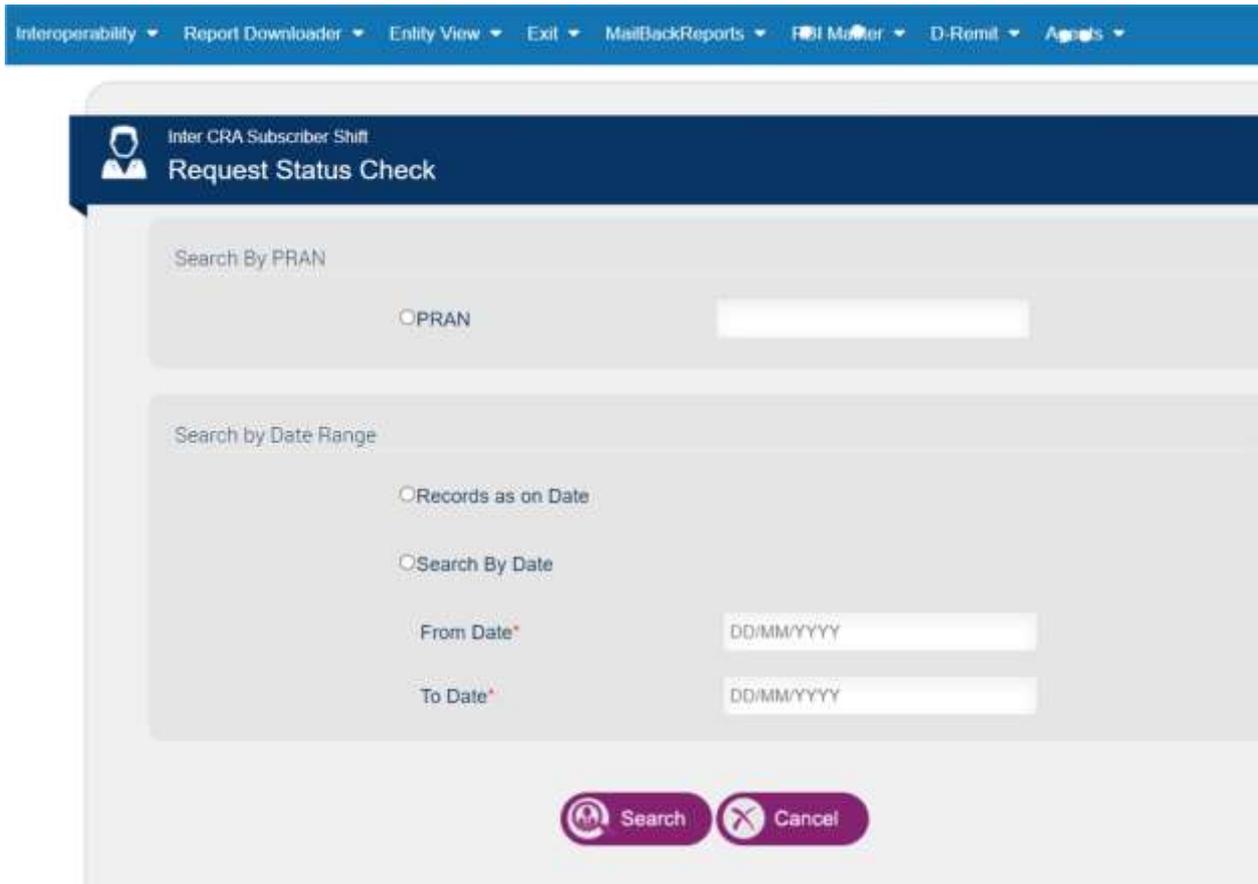7) Once the User approves the request the authorization will captured with Acknowledgement number.

Figure 10

Interoperability request Status Check

1) User can check the status of Inter CRA request by clicking on menu "Interoperability" and sub menus will be visible
2) Click on sub menu "Interoperability Request Status". User have to enter the PRAN or search by date range and click submit.

Figure 11

By clicking the search button, details will appear for the PRAN. User can find the status of Inter CRA request as "accepted" or "rejected" by the CRA. If the reason section flagged as "accepted" the PRAN will be shifted to KCRA in T+5 working days.
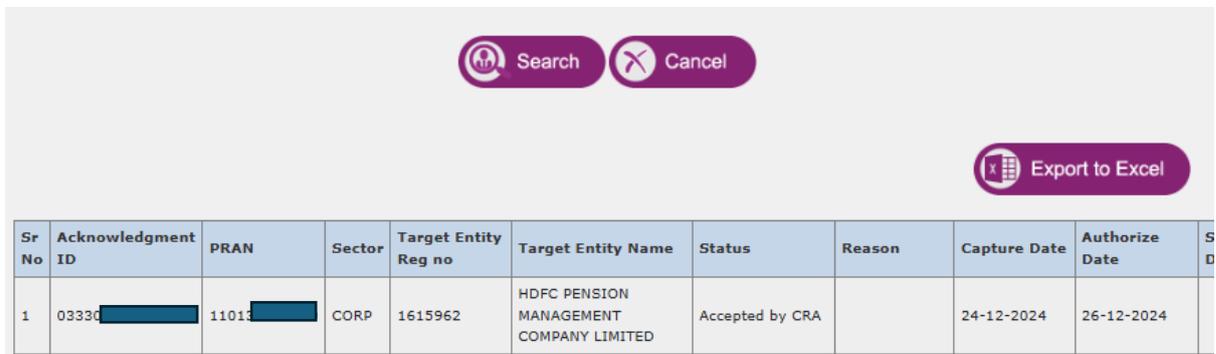
Sr No	Acknowledgment ID	PRAN	Sector	Target Entity Reg no	Target Entity Name	Status	Reason	Capture Date	Authorize Date	S D
1	03330	11013	CORP	1615962	HDFC PENSION MANAGEMENT COMPANY LIMITED	Accepted by CRA		24-12-2024	26-12-2024	

Figure 12