



KFin Technologies Limited – Central Recordkeeping Agency



PFRDA

Standard Operating Procedure

For

Change requests V 2.4

Document Revision History

Sr.No.	Version	Prepared / Revised By	Reviewed & Approved By		Reasons for revisions
			Name	Date	
1	1	Raghwendra Sharma	Sarvadeep Singh	Jan 27, 2017	Initial version
2	2	Raghwendra Sharma	Sarvadeep Singh	20th Nov 2018	Change in Organization name from "Karvy Computershare Private Ltd" to "Karvy Fintech Pvt Ltd"
3	2.1	Raghwendra Sharma	Sarvadeep Singh	4th Dec 2019	Change of Logo and Name from Karvy Fintech Pvt Ltd to Kfin Technologies Pvt Ltd.
4	2.2	Raghwendra Sharma	Sarvadeep Singh	4th Dec 2020	Standardization Of SOP in new template format
5	2.2	Raghwendra Sharma	Sarvadeep Singh	1 st Dec, 2021	No Changes
6	2.2	Raghwendra Sharma	Hemant Thakker	6 st Dec, 2022	No Changes
7	2.3	Raghwendra Sharma	Siddharth Gautham	18 th March, 2023	Change in company name and logo. Added new SOP format.
8	2.4	Mandha Hareesh	Siddharth Gautham	18 th June, 2024	Procedural Changes and Annual Review

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1. Overview

The National Pension System (NPS) was introduced by the Government of India to enable its citizens (in the Government/All-citizen/Corporate sector) to effectively plan for their retirement through reasonably safe and marketbased returns. Periodic contributions from the subscribers (and their employers – for Government/Corporate sector), are invested in Pension Funds chosen by the subscriber from the approved list. On attaining superannuation, part of the accumulated wealth can be withdrawn lump-sum and the balance can be invested in an “Annuity” with a registered ASP (Annuity Service Provider), so that the subscriber gets regular monthly pension from the Annuity purchase. There are other regulations regarding withdrawal, under various circumstances. Each subscriber is registered with the CRA and is allotted a PRAN (Permanent Retirement Account Number). This ID is used to track all his/her transactions, contributions, change of details, scheme preferences etc.

NPS is operated through various intermediaries at various stages, as given below:

1. Registration of subscribers – Application is submitted by the Subscriber and routed through *Nodal Offices* – to CRA. Permanent Retirement Account is created in the CRA system and PRAN is allotted to the subscribers by the CRA.
2. Deposit of contribution is made by Subscribers to the Nodal Offices (Contribution is deducted from the salary by the Nodal Offices, for Government employees). The funds are remitted by *Nodal Offices* to the *Trustee Bank*, with details being uploaded in the CRA system by the Nodal Offices.
3. Transfer of funds from *Trustee Bank* to *PFM* (as selected) – On reconciliation & as per settlement instructions from CRA
4. Changes in subscriber details (address, scheme preference etc.) - intimated by Subscribers are routed through Nodal Offices – to CRA system. In case of changes in scheme preference etc., new instructions are accordingly implemented in the daily settlement run by CRA.
5. On Exit/ withdrawal - Application is submitted by Subscribers and routed through Nodal Offices – to CRA. On processing, CRA gives instructions to the PFM to transfer the funds to the Trustee Bank. The Trustee Bank would transfer the lump-sum withdrawal to the Subscriber’s Bank account and the ‘Annuity’ amount to the ASP. The subscriber would thereafter receive monthly payouts from the ASP.

Hence, the various intermediaries in the functioning of the NPS system are:

1. **Nodal Offices** – They are the main interface for subscribers. Their functions include:
 - a. Receiving applications for registration / changes in details / withdrawals from subscribers, verification and forwarding of the same to CRA for processing
 - b. Receiving contributions from subscribers and upload of contribution details in the CRA system

- c. Deposit of funds (contributions) with Trustee Bank and reconciliation thereof with the details uploaded

The Nodal Offices- for various models/sectors – are as given below:

Model/Sector	Registration/change requests/withdrawals	Transfer & uploading of contributions	Over-seeing Nodal Offices
	& receipt of contributions		
For Central Government employees:	DDO, PAO	PAO	Pr.AO
For State Government employees:	DDO, DTO	DTA (Centralized mode) DTO (De-centralized mode) DTA & DTO (Quasi centralized mode)	DTA
For 'All Citizen' model:	POP-SP & POP	POP (Centralized mode) POP-SP (De-centralized mode) POP & POP-SP (Quasi centralized mode)	POP
For Corporate model:	CHO/CBO POP – for Tier II	CHO/POP	POP

2. **Trustee Bank** – Their functions include:

- a. Receipt of funds from Nodal Offices for contribution deposit and reconciliation thereof with the details uploaded in the CRA system
- b. Transfer of funds to PFMs as per settlement instructions from CRA
- c. On withdrawal, transfer of funds to Subscriber's bank account (lump-sum portion of withdrawal)
- d. On withdrawal, transfer of funds to ASP (the annuitized portion)

3. **Pension Fund Manager (PFM)** – Their functions include:

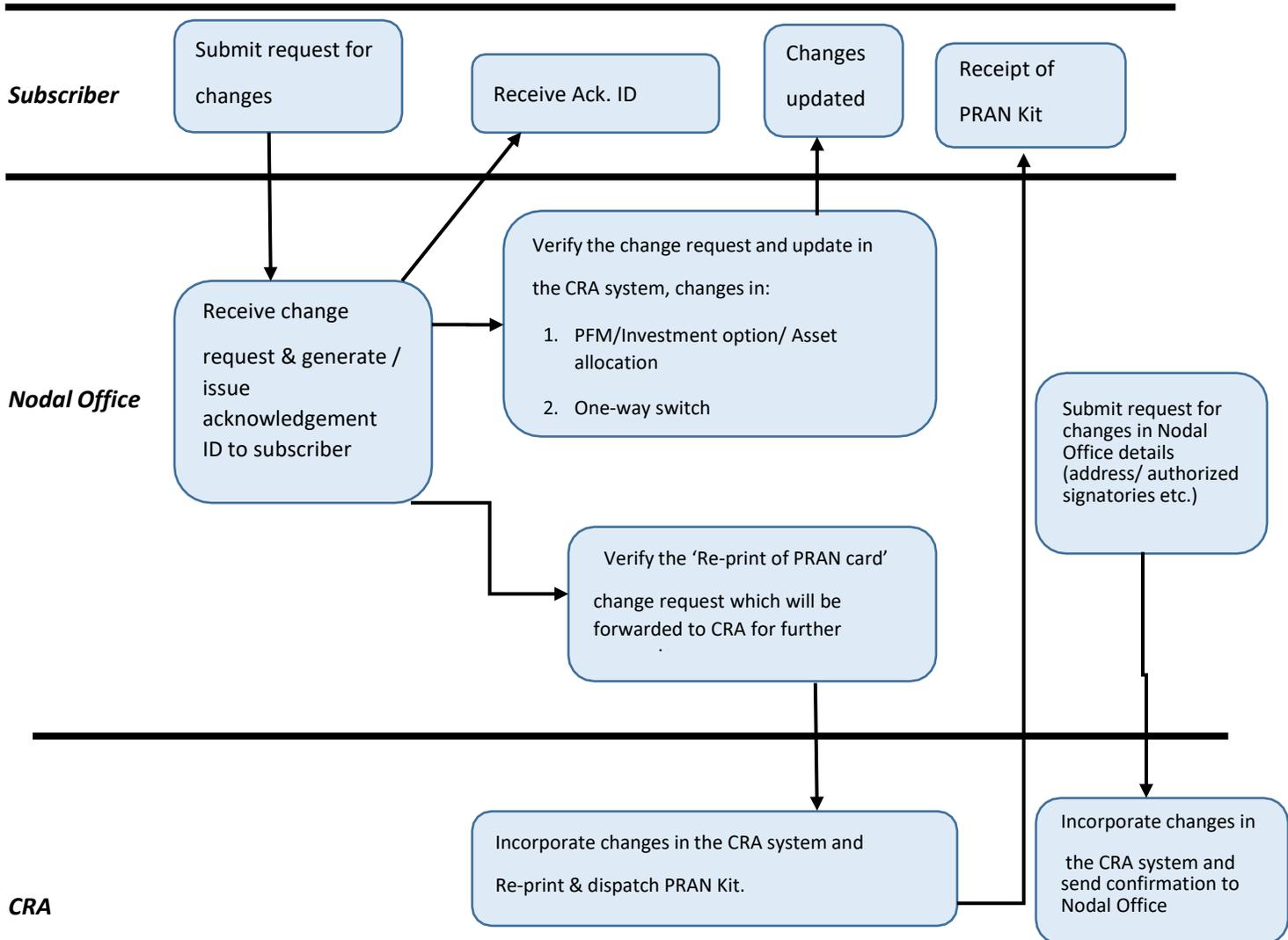
- a. Receipt of funds from Trustee Bank and investment thereof as per subscribers' preference
 - b. Updation of NAV etc.
 - c. On withdrawal, transfer of accumulated wealth to the Trustee Bank, as per instructions from CRA.
4. **Annuity Service Provider (ASP)** – Their functions include:
- a. Receipt of funds from Trustee Bank and instructions from CRA, for investment in annuity for subscribers, on withdrawal
 - b. Maintaining annuity scheme with the subscribers thereafter (monthly payouts, queries etc.)
5. **Central Record-keeping Agency (CRA)** – Their functions include registration and interface with all intermediaries and recording all transactions i.e.:
- a. Registration of Nodal Offices
 - b. Registration of Subscribers
 - c. Running settlement on upload of contribution details by Nodal Offices and funds receipt confirmation by Trustee Banks
 - d. Settlement instructions to Trustee Banks to transfer funds to PFMs
 - e. Processing change requests / withdrawals
 - f. Instructions to Trustee Banks/PFMs/ASPs on withdrawal
 - g. Providing interface to subscribers for checking status of applications/grievances etc. and providing SOT to the subscribers.

As explained above, all stakeholders i.e., the Subscribers and all the intermediaries (Nodal Offices, ASP, PFM and TB) are registered with the CRA. Any requests for updating changes in information relating to these stakeholders have to be registered with the CRA, so that the correct details are updated in the CRA system. This document deals with change requests for various stakeholders.

2. ACRONYMS USED:

Acronym	Description
ASP	Annuity Service Provider
CBO	Corporate Branch Office
CHO	Corporate Head Office
CRA	Central Record-keeping Agency
DDO	Drawing & Disbursing Officer
DTA	Directorate of Treasuries & Accounts
DTO	District Treasury Office
I-PIN	Internet Personal Identification Number
Nodal Office Registration No.	Unique Registration Number allotted by CRA to Nodal Office
NPS	National Pension System
PAO	Pay & Accounts Office
PFM	Pension Fund Manager
POP	Point of Presence
POP-SP	POP Service Provider
Pr.AO	Principal Accounts Office
PRAN	Permanent Retirement Account Number
T-PIN	Tele-query Personal Identification Number

3. Process Chart with swim lanes – Change requests



4. Nodal Officer Suprema Login Process

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.

All Subscribers, Nodal offices, POPs & Corporates are hereby informed for all, exit & withdrawal request cases,below documents are to be mandatory uploaded and should clear in visible.

- A. NPS Exit/ Withdrawal Form
- B. Proof of Identity and Address as specified in the Withdrawal form
- C. Bank account Proof
- D. Copy of PRAN card

Login

Check Request Status

Online Corporate Registration

Subscriber Login

Welcome to
CRA
Central Recordkeeping Agency for National Pension System (NPS)

LEARN MORE

SupReMa
ension Services, re-imagined

Login

User Type
POP

User ID
1064643

Password

EPRMr Captcha
EPRMr

Generate/Reset Password

LOGIN

KFINTECH
NATIONAL PENSION SYSTEM

Figure 1

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"

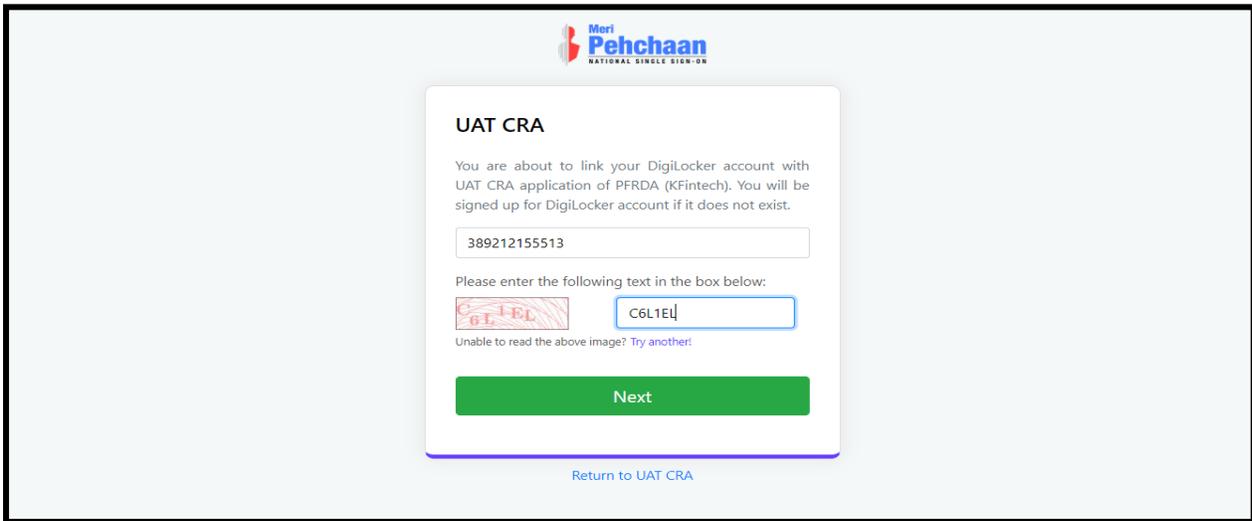


Figure 2

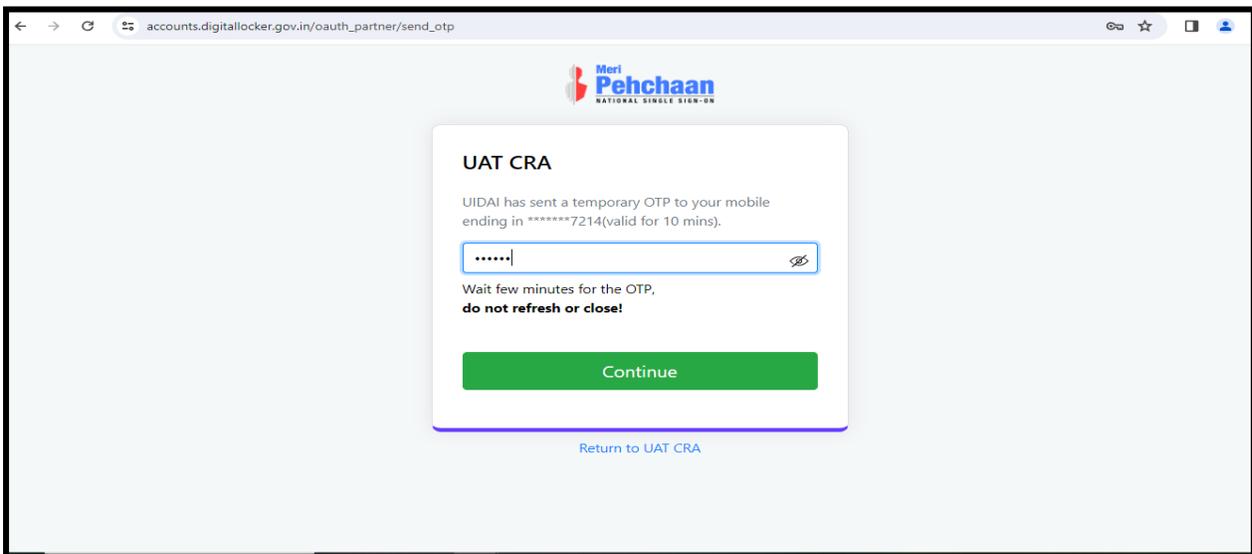


Figure 3

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

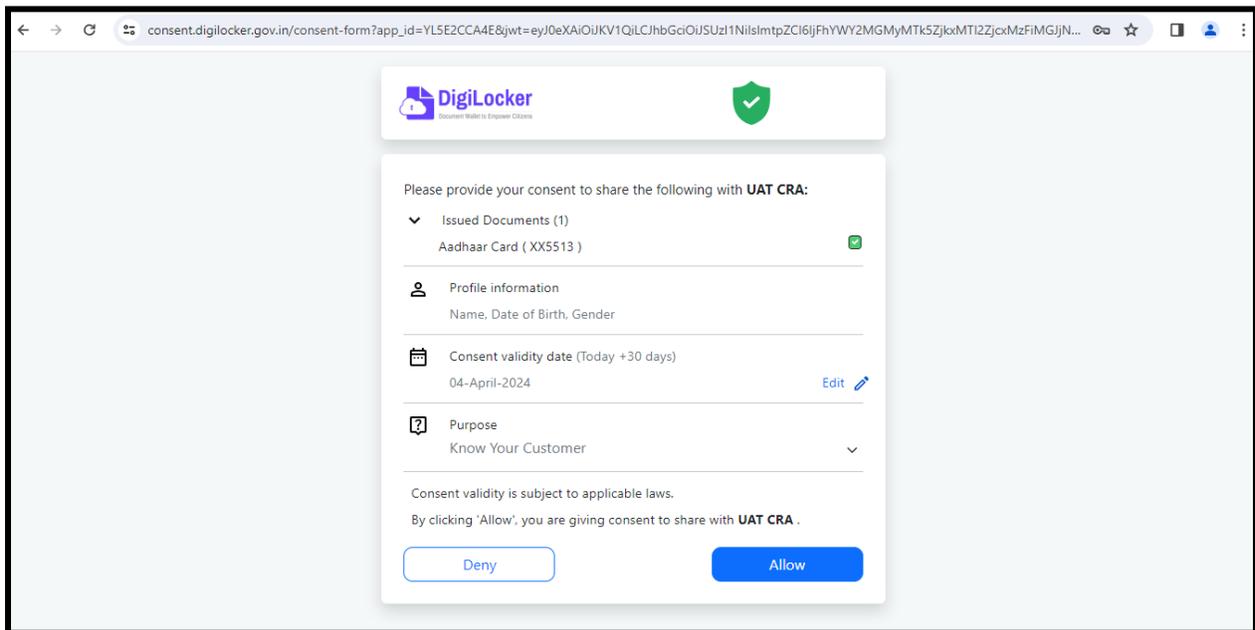


Figure 4

5. Subscribers' Change Requests:

The details of subscribers are maintained in the CRA system with the PRAN being used to identify all transactions related to a subscriber. The following types of changes may be made by the subscribers:

Commercial Transactions changes – i.e., changes which have a financial Impact on the subscriber's accumulated pension wealth. These include:

1. Changes in PFM/Scheme/Investment Option/ Asset allocation
2. One Way Switch (from Tier II account to Tier I account)
3. Inter Sector Change Request (this may result in changes in Investment options etc., which may have a financial implication)

Non-Commercial Transactions changes – i.e., Changes in personal details etc. These include:

4. POP/POP-SP Change
5. Nominee Add/Change/Remove

6. Name, Address, Email and Phone no/Bank Account
7. Change in Signature/Photo
8. PRAN Reprint Request
9. Password Generate/Reset request
10. Duplicate SOT Request

Of these, the following change requests may be made directly by the subscriber online, by logging into the CRA website using their login credentials.

- Change in PFM/Investment option/Asset allocation
- Change in address (Using Aadhaar)
- Change in email ID/mobile number
- Change in PAN
- Update FATCA
- Inter Sector Shifting
- POP Shifting
- Change in Bank account details
- Change in Nominee details
- Reprint request for PRAN kit
- Viewing / Downloading Account details / Transaction statement

The detailed steps for each of the above changes are given below:

5.1 Changes in PFM/Scheme/Investment Option/ Asset allocation:

5.1.1 PFM /Scheme Change Request – Subscribers under the ‘All Citizen’ and ‘Corporate’ models have an option to change the Pension Fund Manager once in a year, for both Tier I & Tier II accounts. Subscribers in the ‘Government sector’ however, have this option only in respect of their Tier II accounts.

5.1.2 Investment Option & Asset allocation Change request- Subscribers under the ‘All Citizen’ and ‘Corporate’ models have an option to change the investment option i.e., ‘Auto’, ‘Active’ or ‘Balanced Life Cycle’ choice and the ‘Asset allocation’ percentages (for ‘Active choice’ option), Four times in a year, for both Tier I & Tier II accounts. Subscribers in the ‘Government sector’ however, have this option only in respect of their Tier II accounts.

For Tier I & II account of All-citizen/Corporate subscribers & Tier II account of Government sector subscribers, the investment can be made in Equity (Category E), Corporate bonds (Category C), Government Securities (Category G) and Aggressive category (Category A) –

Category A is applicable only for Tier I. The Subscriber has an option to choose one of the following two choices of investments:

Active Choice –

- Under this type of investment pattern, the Subscriber can choose one or more than one fund managers (Up to 3 PFM's) and the schemes provided by the respective fund managers.
- A subscriber opting for 'Active Choice' may select any or all four available asset classes (E, ,G, C & A). However, the percentage allocation under category E cannot exceed 75% and the allocation under category A cannot exceed 5%.
- The sum of percentage allocation across all the selected asset classes must equal 100.

Auto Choice –

Under Auto Choice, the subscriber should choose one PFM for investment of funds. However, under this option, unlike in the case of Active Choice, the Subscriber's contribution shall be managed in a pre-determined asset allocation ratio defined by PFRDA.

Balanced Life Cycle –

Under Balanced Life Cycle Choice, the subscriber should choose one PFM for investment of funds. However, under this option, unlike in the case of Active Choice, the Subscriber's contribution shall be managed in a pre-determined asset allocation ratio defined by PFRDA.

A subscriber can make the changes in PFM/Scheme preferences online, in the CRA website, by logging in to his/her account. (Not applicable for Government sector subscribers for Tier-I).

5.2 MIS Receipt Generation

Please find below the process for generating the receipt number in KFintech CRA system:

- PoP staff will receive the request and will check for completeness of Form.
- User will go to <https://cra.kfintech.com/> and logs in as a POP with credentials provided by KFintech CRA – Please refer Nodal Officer login process mentioned above.
- User will click on menu “MIS” and sub-menu “MIS Receipt Generation”.

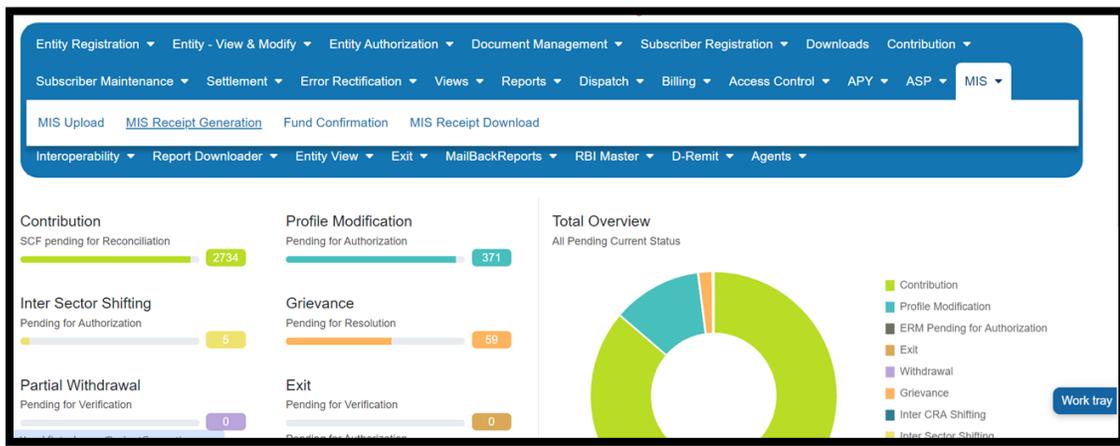


Figure 5

User will select the appropriate request type and will provide the required details such as PRAN, Tier Type. Based on the PRAN, subscriber details (subscriber name, Date of Birth, State) will be fetched. Maximum POP Charges permissible by the PFRDA will be displayed to the User. POP User can edit the charges, if required. User will click on ‘Generate Receipt’ to generate the receipt. Receipt will be auto-downloaded which User will hand over to the subscriber.

MIS Upload
Receipt Generation

Date : 18-06-2024 10:57:17

POP Reg	<input type="text"/>	POP SP Reg	<input type="text"/>
Request Type	Please select <input type="button" value="v"/>	CRA Branch	Please select <input type="button" value="v"/>
PRAN	<input type="text"/>	Subscriber Name	<input type="text"/>
Subscriber DOB	<input type="text"/>	State	Please select <input type="button" value="v"/>
Tier Type	Please select <input type="button" value="v"/>	Mode of Payment	Please select <input type="button" value="v"/>
Form forward date to CRA	<input type="text"/>		

Figure 6

5.3 One Way Switch:

Subscribers having Tier II account under NPS- All Citizen of India or Corporate Sector can request for 'One Way Switch'. Subscribers (All citizen/Corporate model) having both Tier I and Tier II accounts have an option to switch funds from Tier II to Tier I account; this facility is called as One-Way Switch.

The steps for requesting a one-way switch are given below:

A subscriber can initiate One Way Switch request by logging in to his/her account.

Subscriber has to submit an application **Form UOS-S13**, to the POP/POP-SP with which he/she is registered. The form can be obtained from the POP/POP-SP office or can be downloaded from the CRA website <https://cra.kfintech.com>

The application form should be filled in blank columns and in capital letters.

The POP/POP-SP, on receipt of the application, should verify the following:

- Request form is duly signed by the Subscriber.
- PRAN provided by the Subscriber is valid.
- The subscriber should be having an active Tier-I & Tier-II account for which the request is being raised
- There should be sufficient balance in the Tier-II account.
- PRAN (Subscriber) is associated with the concerned POP-SP

On successful verification and acceptance, the POP/POP-SP shall issue a 17-digit receipt number as an acknowledgment for accepted request. POP/POP-SP shall generate this receipt from KFintech CRA system or through their back office system containing the 'Receipt Number' as per the algorithm specified by CRA as mentioned below.

- First 2 digits (from left) – Type of request e.g., **15** for SchemePreference Change.
- Next 7 digits - Registration Number of POP-SP e.g., 6000002
- Next 8 digits - Running sequence number eg.00000001

User will generate the receipt in KFintech CRA system as explained above.

5.3.1 Capturing of Request for One way switch by Nodal office

On Receipt of request for PFM Scheme change, Nodal office will login in the CRA system (<https://cra.kfintech.com>).

After Login in CRA system, Nodal office will click on Menu ‘Subscriber maintenance’.

After Selection of subscriber maintenance, Nodal office will select option ‘One wayswitch’.

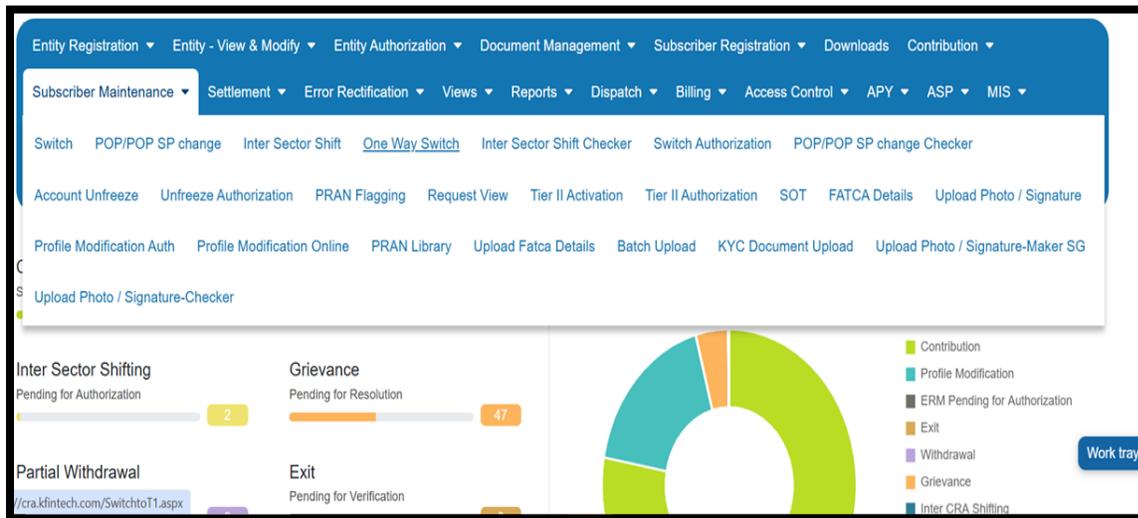


Figure 7

After clicking on ‘one way switch’ option, User will enter the PRAN of the subscriber. On entering the PRAN, subscriber name, available balance and units will be shown to the User. User will also have the option to switch entire holdings from Tier II to Tier I.

For POP/POP-SP receipt number has to be provided mandatorily. For Government and Corporate entities receipt number has to be kept blank.

One Way Switch Details
Tier II to Tier I

PRAN*

Subscriber Name*

Sector*

Available Balance*

PoP-SP Registration No*

PoP Registration No*

Switch total Holdings

Amount To be Switched*

Receipt No

Figure 8

On submitting the Request, message will be shown to the User 'Data saved successfully'.

Entity Registration Entity - View & Modify Entity Autho National Pension System Details Saved Successfully Close

Settlement Error Rectification Exit and Withdrawal MIS Printing TRN PRN Generation

Grievance Download PoP-SP Details POP Back Office

One Way Switch Details
Tier II to Tier I

PRAN*

Subscriber Name*

Sector*

Available Balance*

Available Units*

Figure 9

5.3.2 Authorization of One way switch request

After Capturing the Request for one way switch in CRA system, nodal office another User will logs into CRA system (<https://cra.kfintech.com>).

Nodal office will select Subscriber maintenance option.

After clicking Subscriber Maintenance, User will click on switch authorization as shown below:

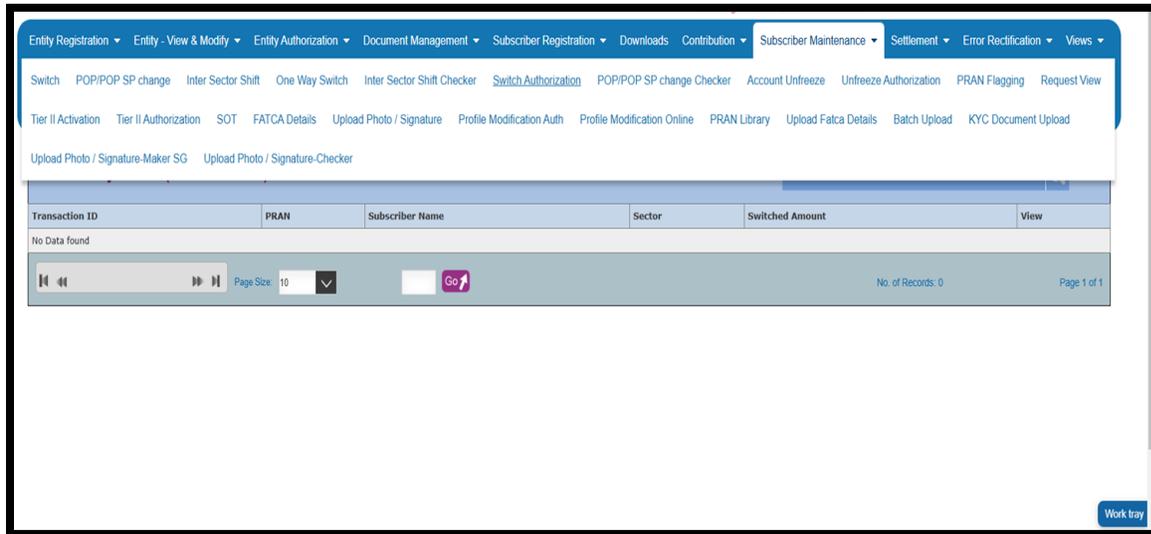


Figure 10

After selecting switch authorization, all pending requests will be shown to the User. User will click on 'view' option for authorizing the request as shown below.

One Way Switch(Tier II to Tier I) Authorization					
Transaction ID	PRAN	Subscriber Name	Sector	Switched Amount	View
015601A00100973	400010020388	Venkatesh	All Citizens Model	12883.64	

Page Size: 10 | No. of Records: 1 | Page 1 of 1

Figure 11

On clicking view option, nodal office will view the one way switch request captured by the maker. User will authorize the request after checking all the details.


One Way Switch Details
Tier II to Tier I

PRAN*

Subscriber Name*

Sector*

Available Balance*

Available Units*

PoP-SP Registration No*

PoP Registration No*

Switch total Holdings

Receipt No

✔ Authorize
⬅ Reverse
✖ Cancel

Figure 12

On successful processing of application, the one-way switch i.e., transfers of funds from Tier II account to Tier I account, will be effected for the Subscriber.

If the form is rejected for any reason, the POP/POP-SP will provide reason for rejection and will also provide guidelines to submit a correct application.

The amount invested under Tier I after the execution of the switch request may be different from the requested amount to the extent of difference in NAV of two different days.

The physical forms shall be kept with the POP/POP-SP, for record-keeping.

Email/SMS intimation will be sent to the subscriber, once the change has been updated in the CRA system.

5.4 Change of POP/POP-SP:

Subscribers have an option to change their designated POP by submitting a request in the prescribed format. Subscriber can opt for any of the PFRDA registered POPs at any location. Change Request can be submitted at current or the target POP/POP-SP. Subscribers who belong to All India Citizens model and corporate sector (in case of corporate change) can request for this change, for their Tier I and Tier II accounts & Government sector subscribers can request for this change only for Tier II account.

The detailed steps for a subscriber to change his/her POP/POP-SP are given below:

Subscriber has an option to change POP through self-login alternatively subscriber can also submit physical form to POP.

The Subscriber will submit an application in the prescribed form (form **AC S5**) – for change of POP and POP-SP) to the current or target POP/POP-SP.

A copy of the PRAN card should be enclosed.

The POP/POP-SP will verify the form for authenticity and accuracy. Also, the subscribers account should not be in a "Frozen" status.

After verification, the POP/POP-SP to whom the form was been submitted, will accept the request form and issue an acknowledgement slip to the subscriber.

5.4.1 Capturing of POP/POP-SP change request

The POP/SP user will login to CRA system, Maker user will enter User ID and password in CRA system (<https://cra.kfintech.com>) to capture the Change request.

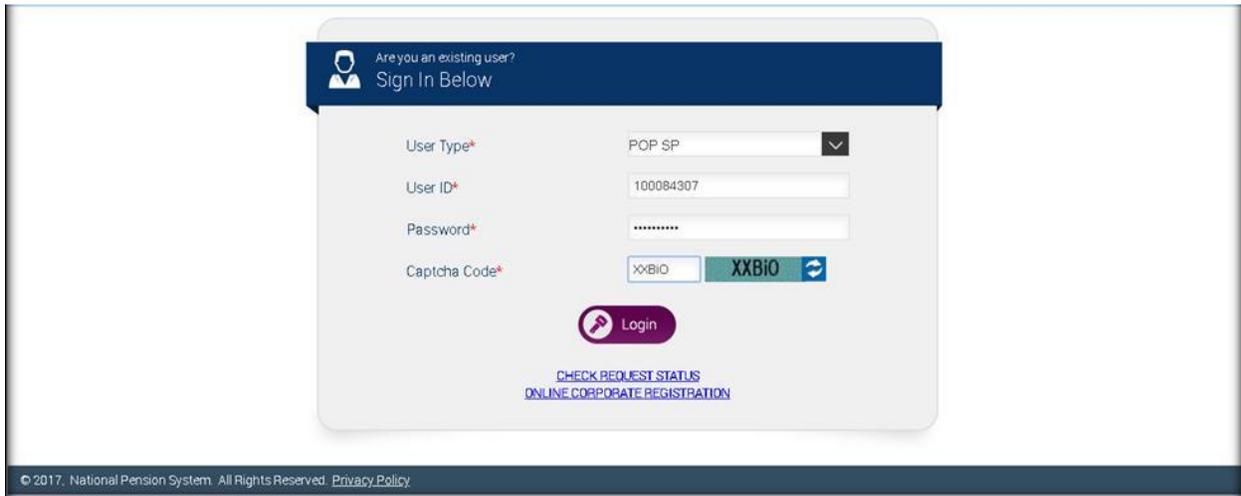


Figure 13

User will select 'Subscriber maintenance' option as shown below.

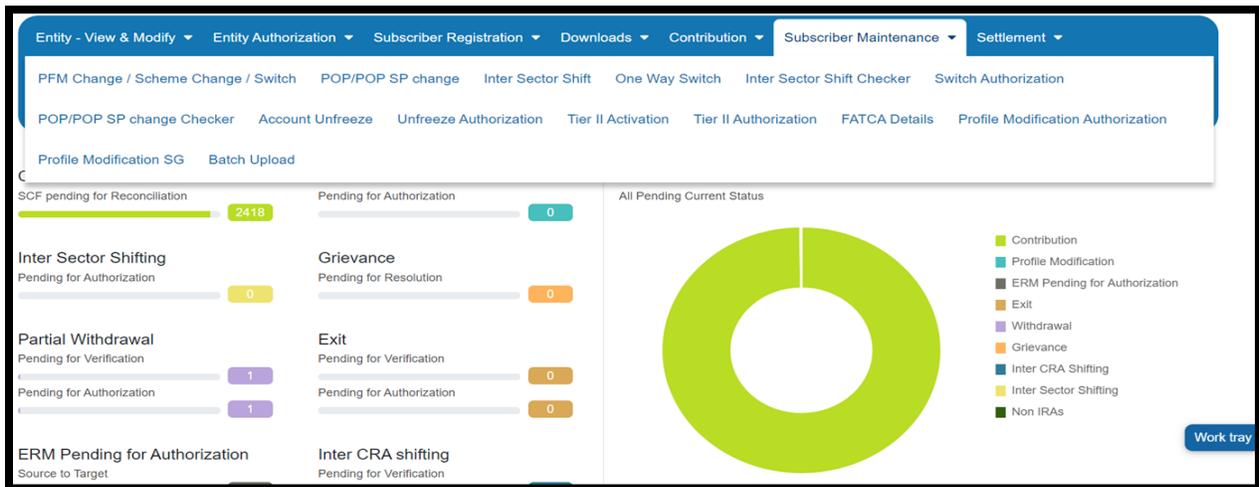


Figure 14

After selecting the Subscriber maintenance, User will select option 'POP/ POP-SPchange' as shown below.

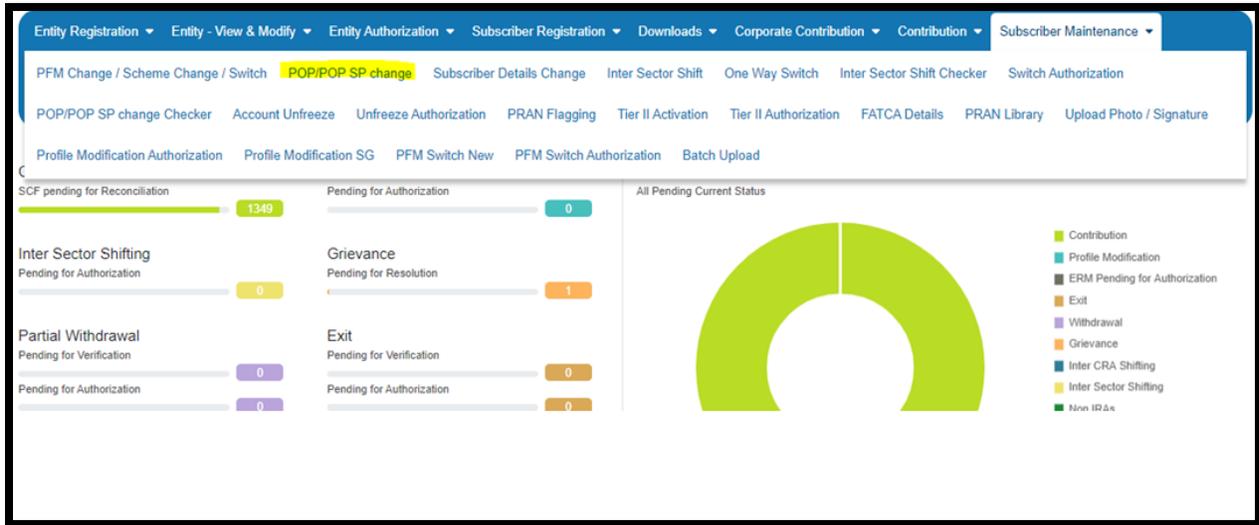


Figure 15

Nodal office will enter the PRAN and subscriber details such as subscriber name, sector, existing POP Reg. No., POP Name will be auto populated. User will provide the Target POP-SP Registration number and Receipt Number (applicable in case of All Citizen Model) for submission of request.

Subscriber Maintenance
POP/POP-SP Change Request

PRAN* 400010056887

Current Signature [Show Signature](#)

Name CHATLA ANITHA

Sector All Citizens Model

POP-SP Registration No 1000951

POP-SP Name eNPSPPOPSP

Target POP-SP Registration No* 1010586

Target POP-SP Name ICICI PFM Online

Receipt No* 19101058610000002

[Submit](#) [Cancel](#)

Figure 16

On submitting the request, an acknowledgment number will be generated as shown below.

NPS POP SP CHANGE REQUEST

PRAN NO*

Target Pop Sp Registration No*

Receipt No*

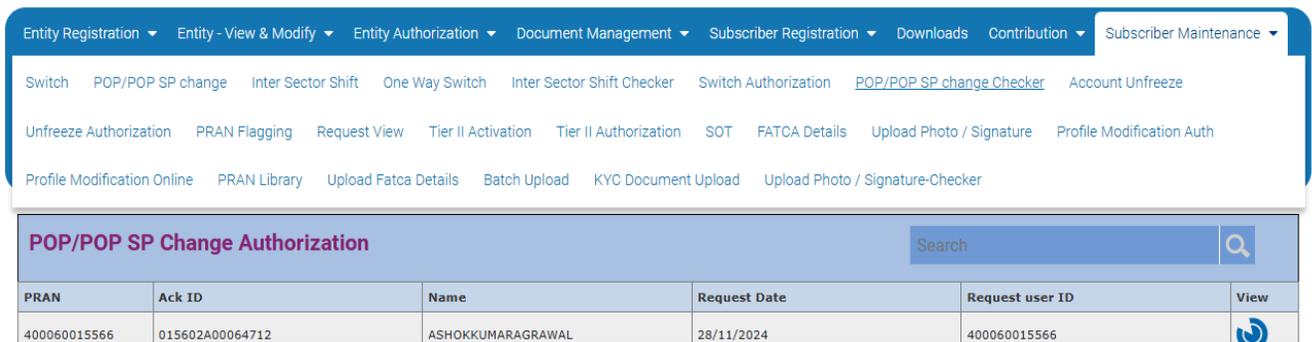
[Submit](#)

National Pension System X
Updated Successfully 015602A00000640

Figure 17

5.4.2 Authorization of POP/POP-SP change request

Once request is initiated, Nodal Office checker user has to login and authorize the request. User has to click on Subscriber Maintenance and POP/POP SP Change Checker to authorize the request.



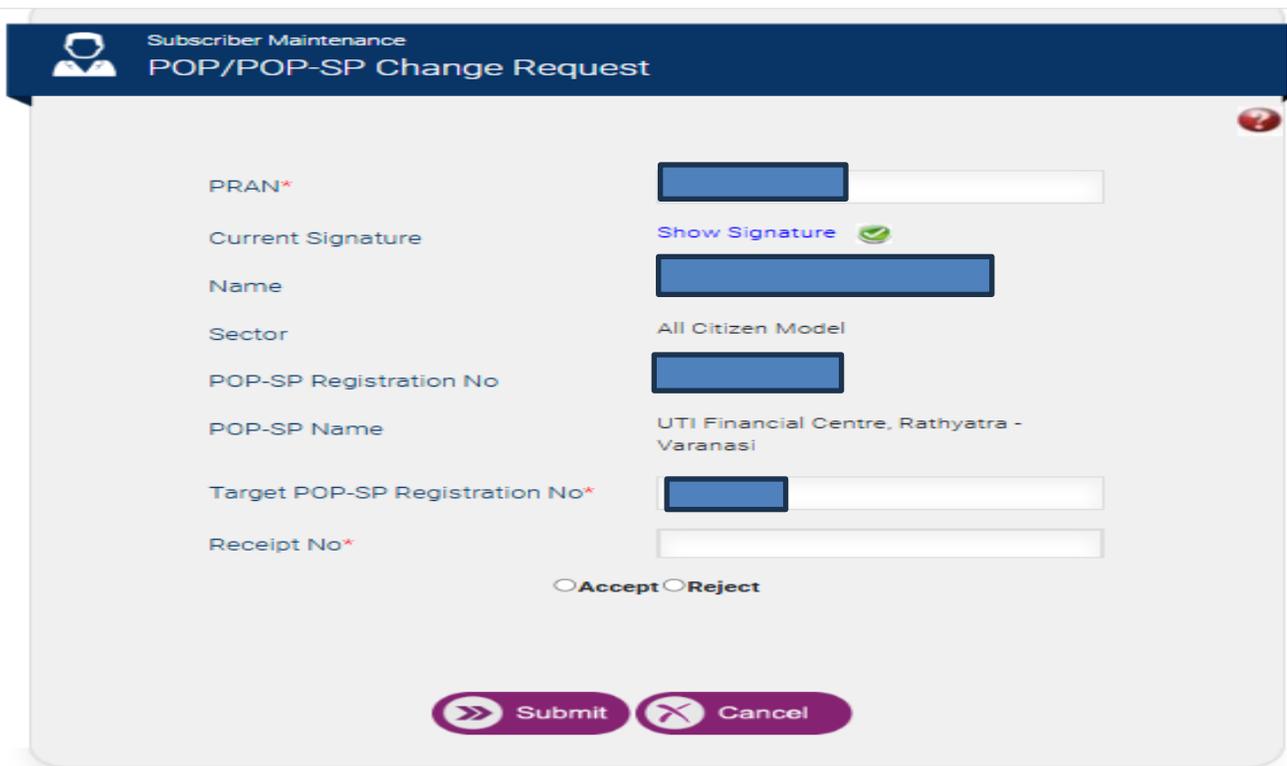
PRAN	Ack ID	Name	Request Date	Request user ID	View
400060015566	015602A00064712	ASHOKKUMARAGRAWAL	28/11/2024	400060015566	

Figure 18



PRAN	Ack ID	Name	Request Date	Request user ID	View
400060015566	015602A00064712	ASHOKKUMARAGRAWAL	28/11/2024	400060015566	

Figure 19



Subscriber Maintenance
POP/POP-SP Change Request

PRAN*

Current Signature [Show Signature](#) 

Name

Sector All Citizen Model

POP-SP Registration No

POP-SP Name UTI Financial Centre, Rathyatra - Varanasi

Target POP-SP Registration No*

Receipt No*

Accept Reject

Figure 20

If the request is rejected, the POP/POP-SP will provide reason of rejection and will also provide guidelines to submit a correct application form.

Once the subscriber is successfully linked to the target POP/POP-SP, subsequent requests like subscriber modifications, withdrawal requests etc. are to be executed through the target POP/POP-SP.

If there is any request pending with the old POP/POP-SP for authorization, for the concerned subscriber, it will be automatically cancelled.

Email/SMS intimation will be sent to the subscriber, once the change has been updated in the CRA system.

5.5 Sector change:

As a result of transfer or resignation or change in job, a subscriber may fall under a sector that is different from the one in which he was originally registered in the CRA system. He/she can shift to a different sector under the NPS system and retain the same PRAN account and PRAN.

Shifting from one nodal office to another within the Central Government/State Government:

In case a subscriber shifts within the Central Government or a State Government i.e. from one PrAO/DTA/PAO/DTO/DDO or to another PrAO/DTA/PAO/DTO/DDO, then the subscriber need not submit any separate request. The shifting automatically takes place in the CRA system as and when a contribution file containing the records for the concerned subscriber is uploaded successfully by the new (target) nodal office in the CRA system.

The detailed steps for different cases of 'Sector' shifting are given below:

Subscriber has to submit a form for shifting, along with a copy of the PRANCard:

Between State Government & Central Govt. and from All Citizen/Corporate to Central/State Govt. - to the target PAO/DTO through the corresponding DDO in **Form ISS**

From Central Government / State Government / Corporate to 'AllCitizen' or 'Corporate' - To the target POP/POP-SP in **Form ISS**

From 'All Citizen' to Corporate - To the target POP/POP-SP in **Form ISS**

In case of shifting from State/Central Government sector to Allcitizen/Corporate model:

The subscriber should also enclose KYC documents for verification

The subscriber should also indicate selection of PFM, Investment option and asset allocation, as applicable to the All citizens/ Corporate sector.

The forms can be obtained from the Nodal office i.e., PAO/DTO/DDO/POP/POP-SPoffice or can be downloaded from the CRA website <https://cra.kfintech.com>.

On successful verification of the change request form, POP-SP shall accept the same and shall issue a 17-digit Receipt Number (not applicable if the target sector is corporate) as an acknowledgement (with seal) to the subscriber. The logic used by the POP-SP to generate this acknowledgement no. shall be:

First 2 digits (from left) – Type of request (19 for Subscriber shifting)

Next 7 digits – Registration Number of POP-SP e.g., 6000002

Next 8 digits - Running sequence number eg.00000001

5.5.1 Sector Change Marker

Nodal Office Maker User will login in CRA system (<https://cra.kfintech.com>) by using Maker ID to capture the request for Sector change.

After logging in CRA system, User will select the option 'Subscriber maintenance' as shown below

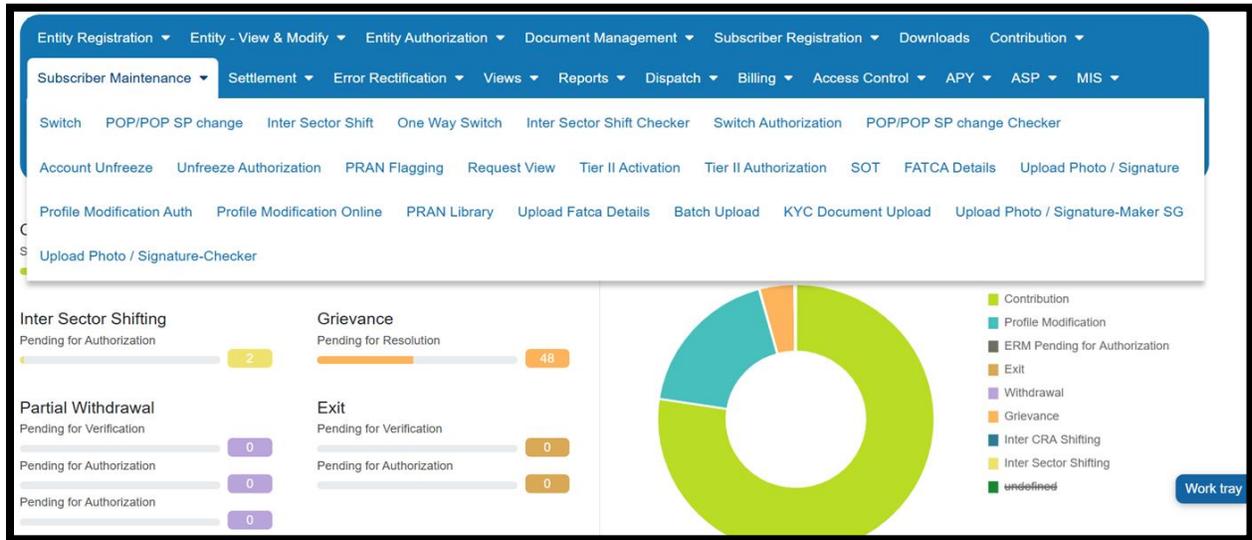


Figure 21

User will click on the 'Inter Sector Shift' option.

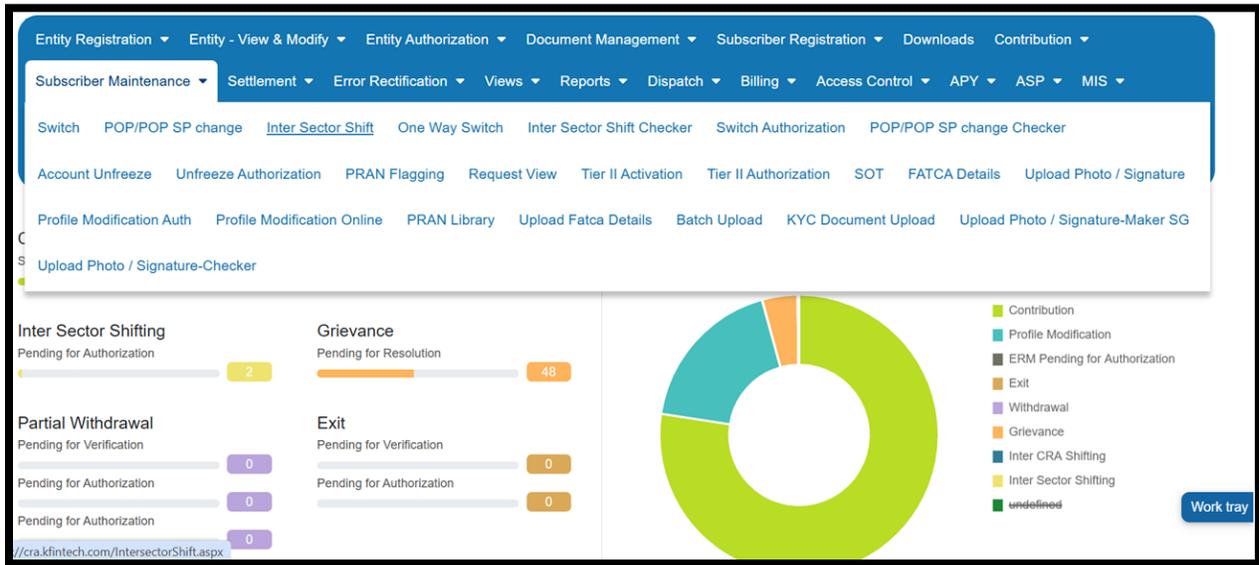


Figure 22

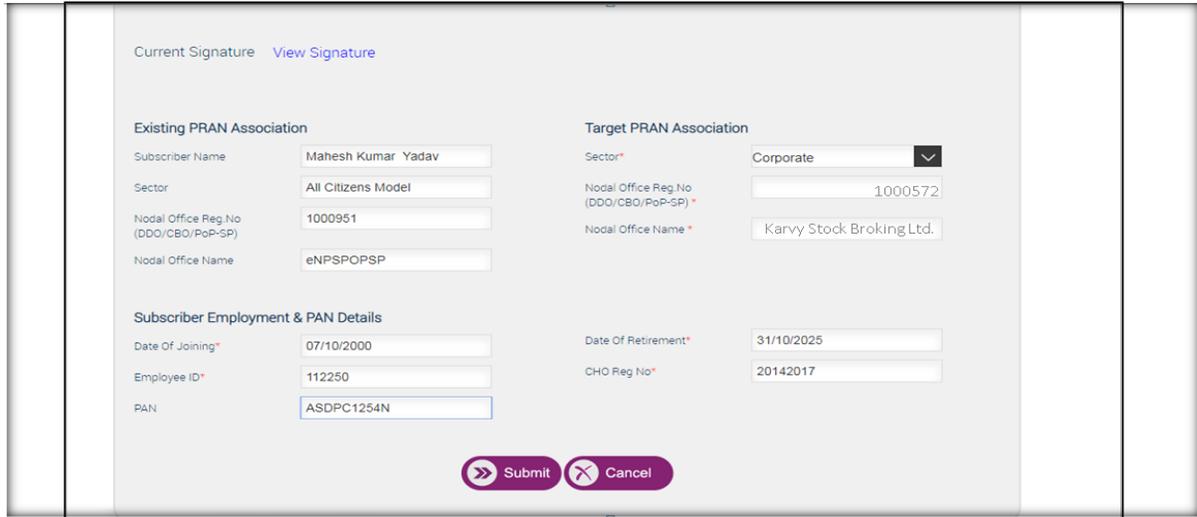
User is required to provide the PRAN of the Subscriber and receipt number has to be provided only by POP/POP-SP. For State government and corporate entities such as DTA/DTO/ PrAO/PAO/CBO/CHO the receipt number has to be kept blank.

The screenshot shows the 'Inter Sector Shift' form. The form has a title bar with a user icon and the text 'Inter Sector Shift'. Below the title bar, there are two input fields: 'PRAN*' with the value '400020028529' and 'Receipt No*' with the value '10214452200001447'. At the bottom of the form, there are two buttons: 'Search' and 'Cancel'.

Figure 23

Once User enters the PRAN and click on 'Search' button, subscriber details will be shown to the User such as Name, Existing sector and Nodal Office Details. User is required to provide the target Nodal Office details (new Nodal Office details)

Based on the subscriber shifting from one sector to another, User is required to provide the additional details. For example, if Subscriber is shifting from All Citizen Model to Government Sector, User is required to provide employment details of the subscriber.



The screenshot shows a web form for updating subscriber details. At the top left, there is a link for 'Current Signature' and a 'View Signature' button. The form is divided into three main sections: 'Existing PRAN Association', 'Target PRAN Association', and 'Subscriber Employment & PAN Details'. Each section contains several input fields with pre-filled values. At the bottom, there are 'Submit' and 'Cancel' buttons.

Existing PRAN Association		Target PRAN Association	
Subscriber Name	Mahesh Kumar Yadav	Sector*	Corporate
Sector	All Citizens Model	Nodal Office Reg.No (DDO/CBO/PoP-SP) *	1000572
Nodal Office Reg.No (DDO/CBO/PoP-SP)	1000951	Nodal Office Name *	Karvy Stock Broking Ltd.
Nodal Office Name	eNPSPOPSP		

Subscriber Employment & PAN Details	
Date Of Joining*	07/10/2000
Employee ID*	112250
PAN	ASDPC1254N
Date Of Retirement*	31/10/2025
CHO Reg No*	20142017

Figure 24

Once User clicks on 'Save' button, request will be accepted in the CRA system and will be taken up for processing.

5.5.2 Sector change Checker

Nodal Office Checker user will login to CRA.

User will select the menu 'Subscriber Maintenance' and sub-menu 'Inter Sector Shift Checker'.

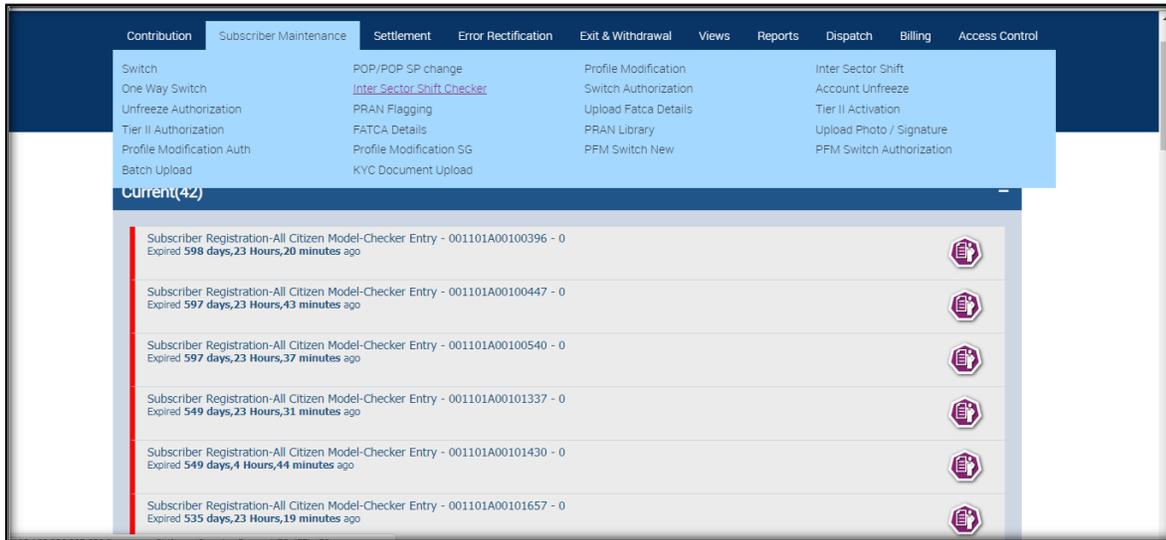
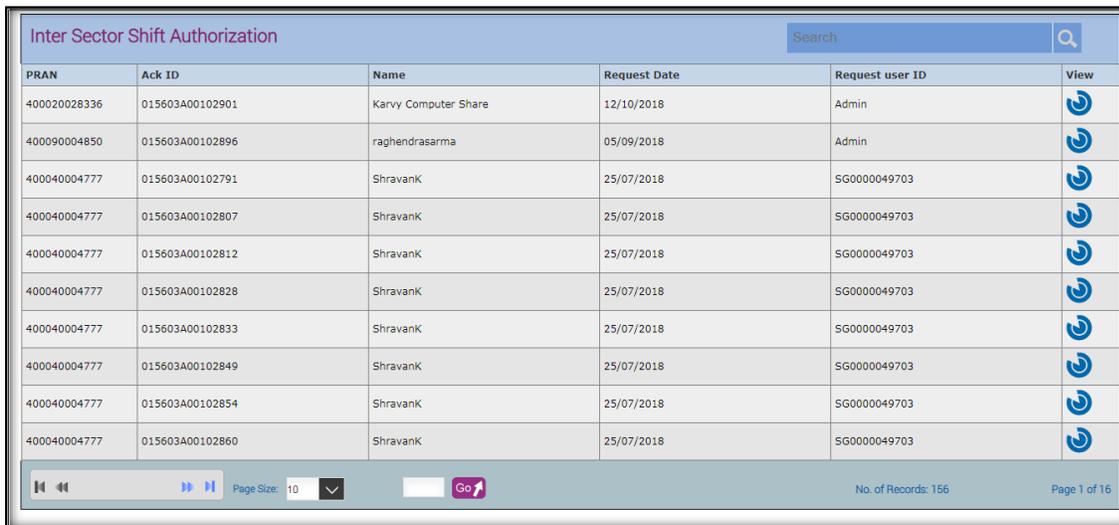


Figure 25

Below screen will be shown the User and User will click on the 'View' button.



The screenshot shows a table titled 'Inter Sector Shift Authorization' with a search bar and a 'View' button for each row. The table contains the following data:

PRAN	Ack ID	Name	Request Date	Request user ID	View
400020028336	015603A00102901	Karvy Computer Share	12/10/2018	Admin	
400090004850	015603A00102896	raghendrasarma	05/09/2018	Admin	
400040004777	015603A00102791	Shravank	25/07/2018	SG0000049703	
400040004777	015603A00102807	Shravank	25/07/2018	SG0000049703	
400040004777	015603A00102812	Shravank	25/07/2018	SG0000049703	
400040004777	015603A00102828	Shravank	25/07/2018	SG0000049703	
400040004777	015603A00102833	Shravank	25/07/2018	SG0000049703	
400040004777	015603A00102849	Shravank	25/07/2018	SG0000049703	
400040004777	015603A00102854	Shravank	25/07/2018	SG0000049703	
400040004777	015603A00102860	Shravank	25/07/2018	SG0000049703	

Page Size: 10, No. of Records: 156, Page 1 of 16

Figure 26

Captured details will be shown the Checker User.

Inter Sector Shift

PRAN* 400090004850 Receipt No* 19100343300000154

Current Signature View Signature ✓

Existing PRAN Association

Subscriber Name raghendra sarma
Sector All Citizens Model
Nodal Office Reg.No (DDO/CBO/PoP-SP) 1006428
Nodal Office Name KSBL

Target PRAN Association

Sector* Corporate
Nodal Office Reg.No (DDO/CBO/PoP-SP)* 1010172
Nodal Office Name* Muthoot

Subscriber Employment & PAN Details

Date Of Joining* 10/01/2007 Date Of Retirement* 20/06/2048
Employee ID* 63991 CHO Reg No* 1010164
PAN BOJPH6399M

Subscriber Scheme Preference

PFM Name* HDFC Pension Management
Investment Option* Auto
Life Cycle*

Accept Reject

Submit Cancel

Figure 27

Once User clicks on 'Submit' button, request will get authorized successfully. Appropriate message will be shown to the User.

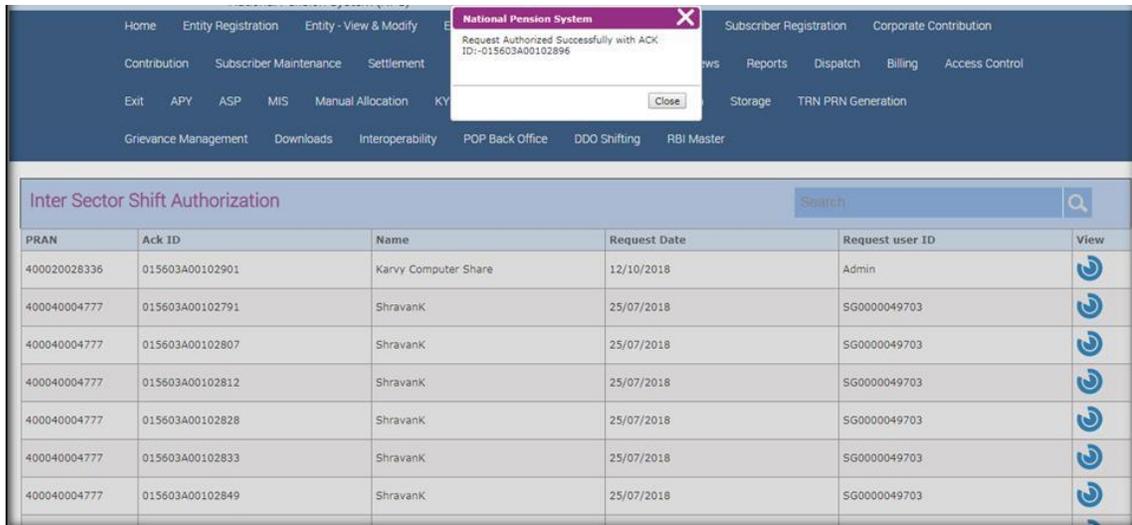


Figure 28

- If request is rejected, the Nodal office will provide reasons for rejection and will also provide guidelines for submitting correct application.
- The target PAO/DTO/POP/POP-SP will process the request in CRA system, capturing the changes (and the changes in PFM/Investment options/Asset allocation – if applicable), using their authorized user IDs.
- POP/POP-SP will retain the documents submitted by the subscriber at their end.
- Employment details are to be captured in CRA system by the target PAO/DTO/Corporate along with other details, if the subscriber is shifting from All citizen to Central / State Government/ Corporate sector.
- Once the subscriber is successfully linked to target sector in the CRA system, subsequent requests like subscriber modifications, withdrawal requests etc. are to be executed according to the terms and conditions of the target sector.
- If there is any change in the scheme or investment ratio, current unitholdings will be redeemed and invested as per the new requirements.

5.6 Changes in personal/nomination details (Other Non-commercial changes):

The subscriber should use the following forms for making change requests:

For change in personal or nomination details or Reprint of PRAN card -

i. Form S2

Request for change in Photograph and/or Signature –

o Form S7

The forms can be obtained from the DDO/POP/POP-SP office or can be downloaded from the CRA website <https://cra.kfintech.com>.

5.6.1 Subscriber personal details change maker

Nodal Office Maker User will login into CRA

User will click on menu ‘Subscriber Maintenance’.

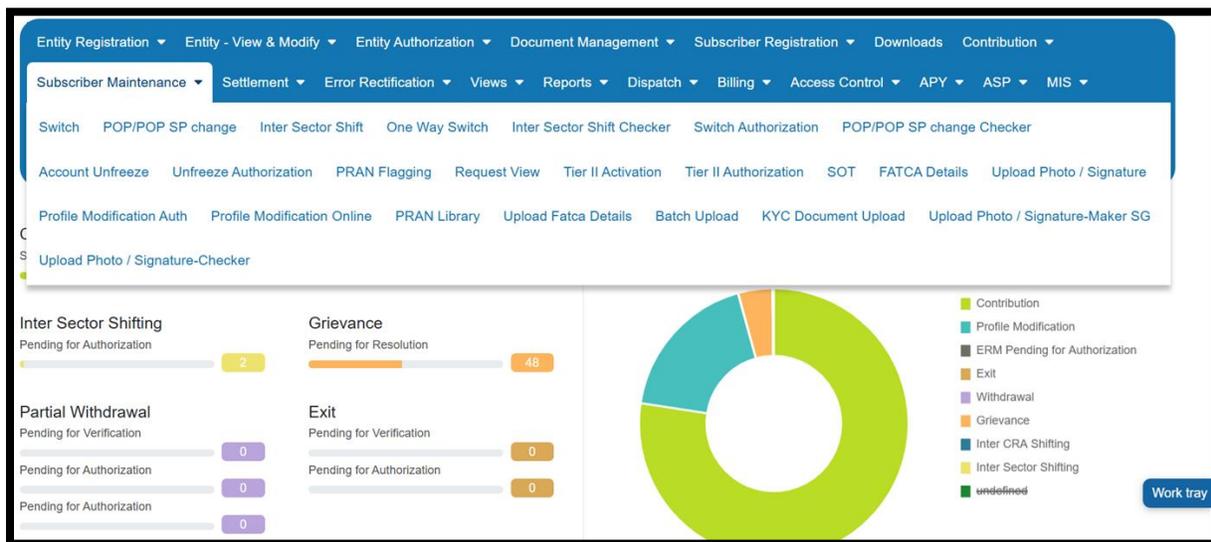


Figure 29

User will click on 'Profile Modification' option.

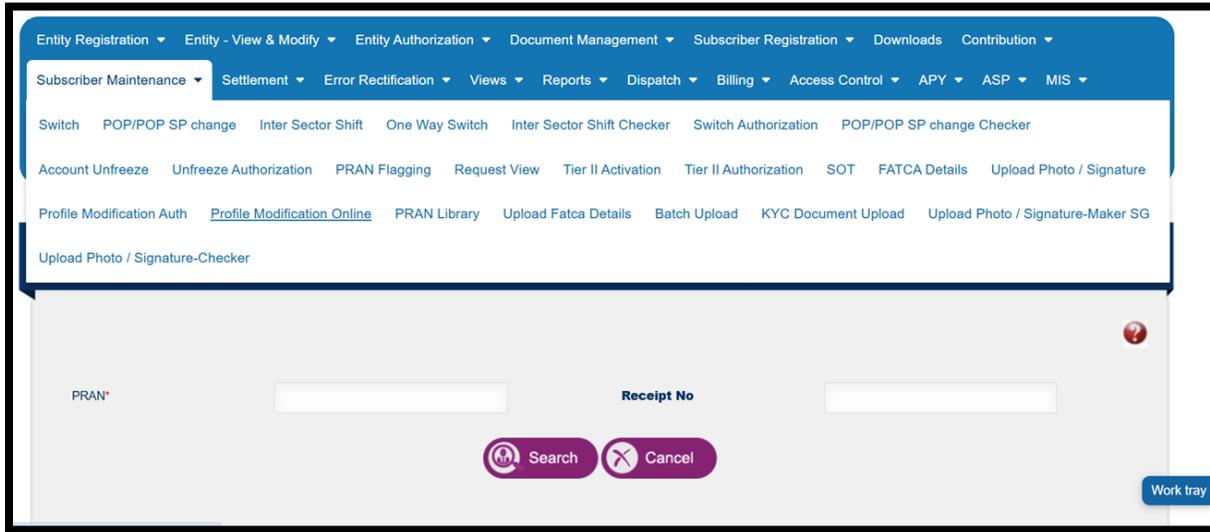


Figure 30

User will provide the PRAN and select the Tier Type and click on 'Go' button. Belowscreen will be shown the User. User will tick the field checkbox to the edit the details.



Subscriber Maintenance

Profile Modification

PRAN*

Receipt No



Subscriber Name

Signature

[View Signature](#)

Tier Type*

Please select

Instruction For Name Change And Update Of Date Of Retirement.

- 1) For any Modification , S2 Form to be mandatory uploaded which needs to be signed by Subscriber and Nodal office.
 - 1.1 Reason for Change /Correction is mandatory and same is to be mentioned in S2 Form.
 - 1.2 Nodal Office have verified and uploaded the correct /required documents.
- 2) For any modification, supporting document is must.
- 3) In case of Change in Date of Retirement to be supported by office order.
- 4) Name change is not permitted more than once through Nodal office / POP.
- 5) For Government Sector, name change is permitted once the same is updated in Service records.
- 6) The List of document to be submitted for name change.
 - a. For Govt Sector and Identified corporate (PSU's , PSB's)
 - i. Self-attested Gazette copy or the self-attested copy of marriage certificate
 - ii. Self-attested POI in the Old Name
 - iii. Self-attested POI in the new name
 - iv. Extract of service records with new name
 - v. Proof of bank account with new name
 - b. Private Sector
 - i. Self-attested Gazette copy or the self-attested copy of marriage certificate.
 - ii. Self-attested POI in the old Name.
 - iii. Self-attested POI in the new Name.
 - iv. Proof of bank account with new name
- 7) In the case of NRI/OCI subscribers, it is mandatory to provide a Passport/OCI Card in a new name along with other documents.
- 8) Kindly upload one single file with all documents in pdf,jpg,png and jpeg formats only.

Figure 31

Spouse Name

First Name*	Middle Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Email

Email	<input type="text" value="ABC@gmail.com"/>
-------	--

DOB

DOB	<input type="text" value="04/07/1957"/>
-----	---

PAN

PAN	<input type="text"/>
-----	----------------------

Phone

Phone	<input type="text" value="9901339855"/>
Confirm Phone No.*	<input type="text"/>

Gender

Gender	<input type="text" value="Male"/>
--------	-----------------------------------

please check if permanent address is same as correspondence address

Corresponding Address

Address Type*	<input type="text" value="Residential"/>
Flat/Door/Block No*	<input type="text" value="S/O Veeraiiah,3-18"/>
Premises/Village/Building	<input type="text" value="Rajam Palle"/>
Road/Street/Lane	<input type="text"/>
Area/Locality	<input type="text" value="N/A"/>
Landmark	<input type="text"/>
Pincode*	<input type="text" value="523247"/>
City/Town/District*	<input type="text" value="Prakasam"/>
Country*	<input type="text" value="India"/>
State*	<input type="text" value="Andhra Pradesh"/>
<input type="checkbox"/>	If you want Corresponding Address As Mailing Address

Occupation Details

Occupation Details*	<input type="text" value="Please select"/>
---------------------	--

Permanent Address

Address Type*	<input type="text" value="Residential/Business"/>
Flat/Door/Block No*	<input type="text" value="S/O Veeraiiah,3-18"/>
Premises/Village/Building	<input type="text" value="Rajam Palle"/>
Road/Street/Lane	<input type="text"/>
Area/Locality	<input type="text" value="N/A"/>
Landmark	<input type="text"/>
Pincode*	<input type="text" value="523247"/>
City/Town/District*	<input type="text" value="Prakasam"/>
Country*	<input type="text" value="India"/>
State*	<input type="text" value="Andhra Pradesh"/>
<input type="checkbox"/>	If you want Permanent Address As Mailing Address

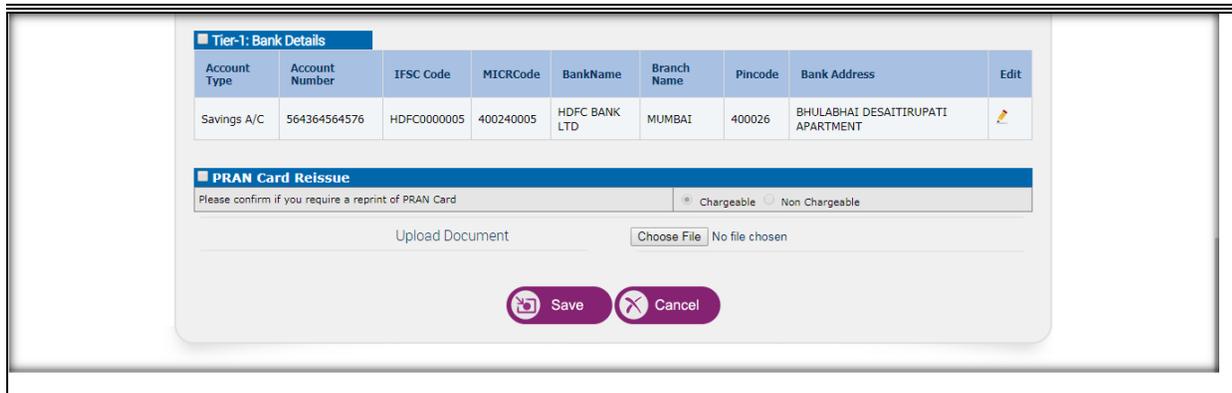
Sms Alerts

Subscribe to SMS Alerts:*	<input type="text" value="Please select"/>
---------------------------	--

Nomination Details

Tier I Nominees

First Name	Middle Name	Last Name	DOB	Relationship	Share %	Guardian First Name	Guardian Middle Name	Guardian Last Name	Address	Edit	Delete
ssssss			01/01/1900	Y	100				Flat No: S/O Veeraiiah,3-18 Village: Rajam Palle LandMark: RoadNo: Area: N/A Country: India State: Andhra Pradesh City: Prakasam Pincode: 523247		



Account Type	Account Number	IFSC Code	MICR Code	Bank Name	Branch Name	Pincode	Bank Address	Edit
Savings A/C	564364564576	HDFC0000005	400240005	HDFC BANK LTD	MUMBAI	400026	BHULABHAI DESAITIRUPATI APARTMENT	

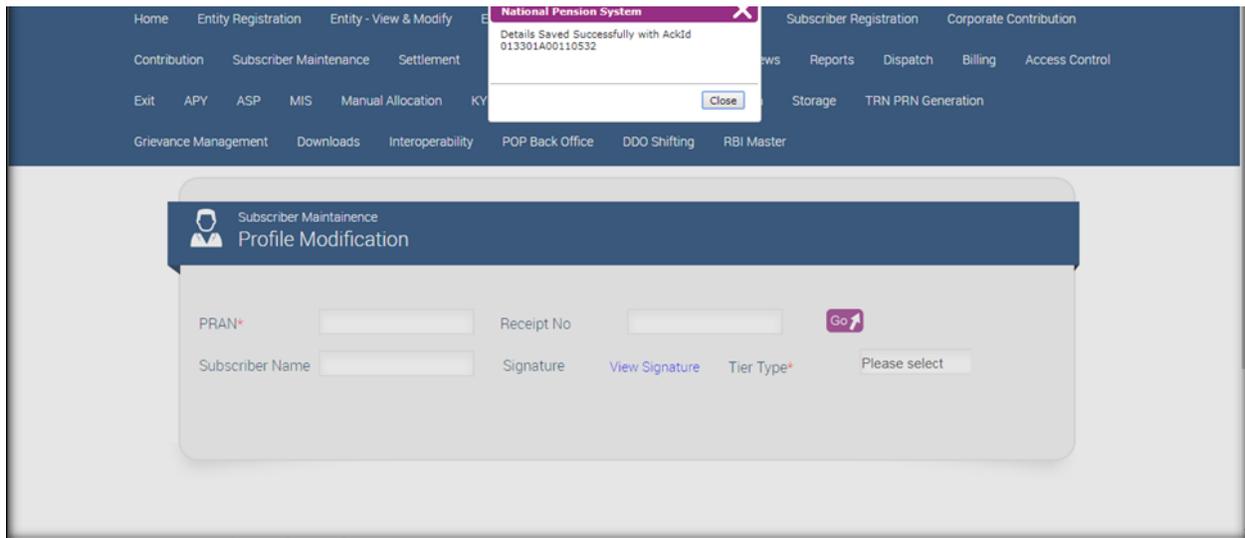
PRAN Card Reissue

Please confirm if you require a reprint of PRAN Card Chargeable Non Chargeable

Upload Document No file chosen

Figure 32

User will click on 'Save' button to capture the request. On providing the details, Acknowledgment ID will be shown on the screen to the User.



Home Entity Registration Entity - View & Modify **National Pension System** Subscriber Registration Corporate Contribution
 Contribution Subscriber Maintenance Settlement News Reports Dispatch Billing Access Control
 Exit APY ASP MIS Manual Allocation KYC Storage TRN PRN Generation
 Grievance Management Downloads Interoperability POP Back Office DDO Shifting RBI Master

Details Saved Successfully with AckId 013301A00110532

Subscriber Maintenance
 Profile Modification

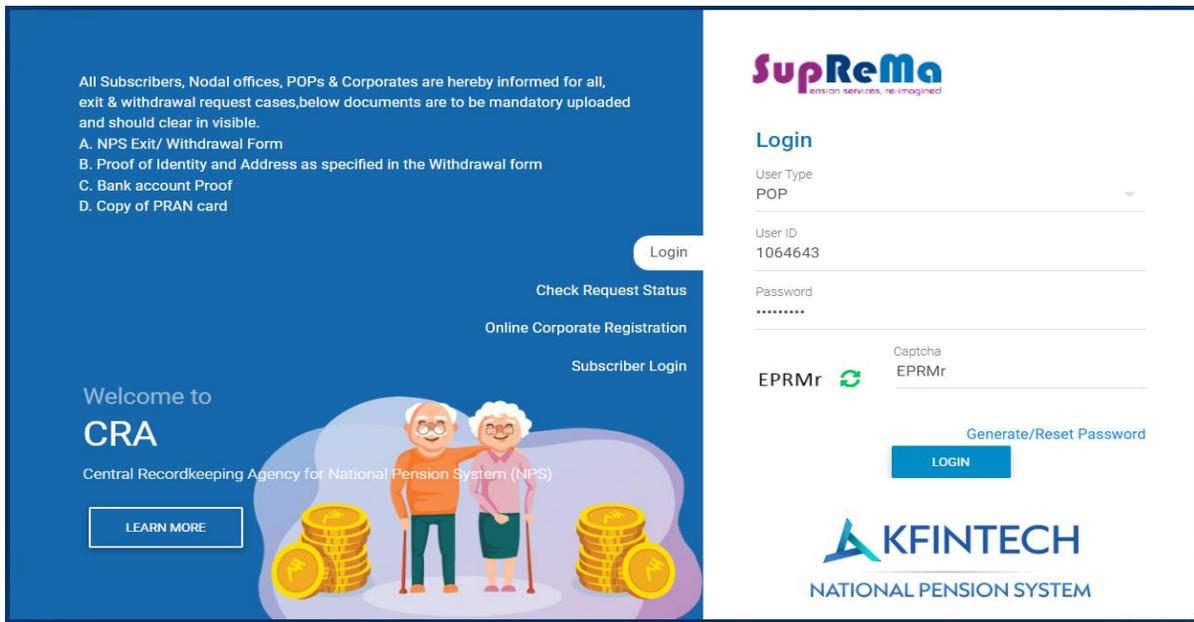
PRAN* Receipt No

Subscriber Name Signature [View Signature](#) Tier Type*

Figure 33

5.6.2 Changes in personal/nomination details (Other Non-commercial changes) Authorization:

Another User will login into CRA website <https://cra.kfintech.com>.



All Subscribers, Nodal offices, POPs & Corporates are hereby informed for all, exit & withdrawal request cases, below documents are to be mandatory uploaded and should clear in visible.

- A. NPS Exit/ Withdrawal Form
- B. Proof of Identity and Address as specified in the Withdrawal form
- C. Bank account Proof
- D. Copy of PRAN card

Login

Check Request Status

Online Corporate Registration

Subscriber Login

Welcome to
CRA
Central Recordkeeping Agency for National Pension System (NPS)

LEARN MORE

SupReMa
Pension services, reimagined

Login

User Type
POP

User ID
1064643

Password
.....

Captcha
EPRMr

EPRMr

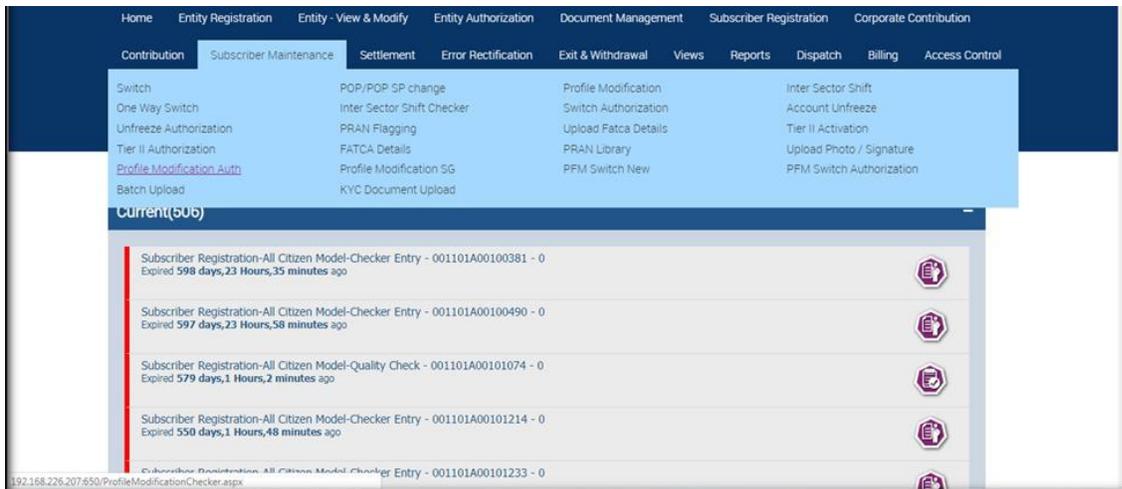
Generate/Reset Password

LOGIN

KFINTECH
NATIONAL PENSION SYSTEM

Figure 34

User will select the menu 'Subscriber Maintenance' and sub-menu 'Profile Authorization Auth' option.



Home Entity Registration Entity - View & Modify Entity Authorization Document Management Subscriber Registration Corporate Contribution

Contribution **Subscriber Maintenance** Settlement Error Rectification Exit & Withdrawal Views Reports Dispatch Billing Access Control

Switch	POP/POP SP change	Profile Modification	Inter Sector Shift
One Way Switch	Inter Sector Shift Checker	Switch Authorization	Account Unfreeze
Unfreeze Authorization	PRAN Flagging	Upload Fatca Details	Tier II Activation
Tier II Authorization	FATCA Details	PRAN Library	Upload Photo / Signature
<u>Profile Modification Auth</u>	Profile Modification SG	PFM Switch New	PFM Switch Authorization
Batch Upload	KYC Document Upload		

Current(505)

- Subscriber Registration-All Citizen Model-Checker Entry - 001101A00100381 - 0
Expired 598 days, 23 Hours, 35 minutes ago
- Subscriber Registration-All Citizen Model-Checker Entry - 001101A00100490 - 0
Expired 597 days, 23 Hours, 58 minutes ago
- Subscriber Registration-All Citizen Model-Quality Check - 001101A00101074 - 0
Expired 579 days, 1 Hours, 2 minutes ago
- Subscriber Registration-All Citizen Model-Checker Entry - 001101A00101214 - 0
Expired 550 days, 1 Hours, 48 minutes ago
- Subscriber Registration-All Citizen Model-Checker Entry - 001101A00101233 - 0

192.168.226.207:650/ProfileModificationChecker.aspx

Figure 35

User will be shown all the pending requests.

Profile Modification Checker					
PRAN	Ack ID	Name	Request Date	Request User ID	View
400020028529	013301A00110532	Maresh Kumar Yadav	08/10/2018	Admin	
400000028631	013301A00110417	Dagani Venkatarao	25/09/2018	Admin	
400090028260	013301A00110380	ASHOK KUMAR CHAKRABORTY	07/09/2018	Admin	
110021678095	013301A00110375	NIRLAP KAUR	07/09/2018	Admin	
400030004982	013301A00110307	Vijay Kumar	13/08/2018	Admin	
400010024960	013301A00110265	Karvy Computer Share	08/08/2018	Admin	
401000028346	013301A00109411	Karv'y Computer Share	28/06/2018	Admin	
400000028242	013301A00109406	Ramya Bachu	28/06/2018	Dev007	
400000028323	013301A00109364	Karvy Computer Share	27/06/2018	100992701	
110001423867	013301A00109186	GURVAIL SINGH	25/06/2018	Admin	

Page Size: 10 Go No. of Records: 74 Page 1 of 8

Figure 36

User will click on View button and captured details will be shown to the User. User will be shown existing as well as modified details.

👤 Profile Modification Checker
Subscriber Details

Subscriber Details	
Subscriber Name	NIRLAP KAUR
PRAN	110021678095
Ack ID	013301A00110375

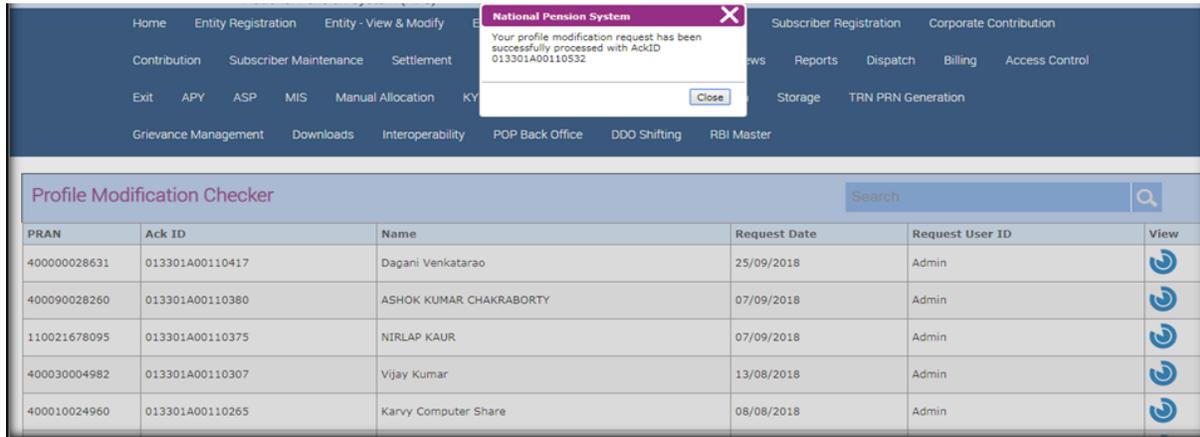
Existing Tier I Nominees		New Tier I Nominees	
Nominee1			
First Name	BALVIR	First Name	fghj
Middle Name		Middle Name	
Last Name	SINGH	Last Name	
DOB	01/01/1900	DOB	
Share %	50	Share %	100
Relationship	Father	Relationship	Sister
Gaurdian First Name		Gaurdian First Name	
Gaurdian Middle Name		Gaurdian Middle Name	
Gaurdian Last Name		Gaurdian Last Name	
Address	Flat No: ,Village: ,LandMark: ,RoadNo: ,Area: ,Country: ,State: ,statecode: ,City: ,Pincode:	Address	Flat No: ,Village: ,LandMark: ,RoadNo: ,Area: ,Country: ,State: ,statecode: ,City: ,Pincode:
Nominee2			
First Name	DALIP		
Middle Name			
Last Name	KAUR		
DOB	01/01/1900		
Share %	50		
Relationship	Mother		
Gaurdian First Name			
Gaurdian Middle Name			
Gaurdian Last Name			
Address	Flat No: ,Village: ,LandMark: ,RoadNo: ,Area: ,Country: ,State: ,statecode: ,City: ,Pincode:		

[Show Signature](#)
 Accept Reject

➔ Submit
✕ Cancel

Figure 37

User will click on Submit button to authorize the request. Appropriate message will be shown to User.



The screenshot shows a web application interface with a navigation menu at the top. A notification box titled "National Pension System" is displayed, stating: "Your profile modification request has been successfully processed with AckID: 013301A00110532". Below the notification is a "Close" button. The main content area is titled "Profile Modification Checker" and contains a table with the following data:

PRAN	Ack ID	Name	Request Date	Request User ID	View
400000028631	013301A00110417	Dagani Venkatarao	25/09/2018	Admin	
400090028260	013301A00110380	ASHOK KUMAR CHAKRABORTY	07/09/2018	Admin	
110021678095	013301A00110375	NIRLAP KAUR	07/09/2018	Admin	
400030004982	013301A00110307	Vijay Kumar	13/08/2018	Admin	
400010024960	013301A00110265	Karvy Computer Share	08/08/2018	Admin	

Figure 38

Alternatively, the subscriber may make the following change requests directly, by logging into the CRA website, using his/her PRAN and Password:

- Reset of password can also be done online by the subscriber using OTP
- Mobile number, email ID and address (using Aadhaar) can be changed by the subscriber by logging in to the website.

Subscriber will submit the form for updating of details to:

- Central & State Govt. employees - Form(s) to be submitted to DDO, who will forward it to PAO
- All Citizen/Corporate Model - Form(s) to be submitted to the concerned POP-SP/POP

The DTO/PAO/POP-SP/POP should perform the following checks on receipt of the request for changes:

- PRAN provided by the Subscriber is valid (Active)
- PRAN (Subscriber) is associated with the DTO/PAO or POP-SP
- Request form is completely filled by the Subscriber. All relevant fields including PRAN are filled by the applicant. In case of any incomplete information, the form shall be rejected.
- Request form is duly signed by the Subscriber
- Request form is duly verified and signed by the DDO of the Subscriber (for CG/SG employees)
- Request form is filled as per the instructions given in the form.
- POP-SP shall collect photocopy of the appropriate supporting documents after verification with the original. POP-SP shall verify all the appropriate supporting documents as the part of KYC verification norms as prescribed by PFRDA. It will be the sole responsibility of the POP-SP to verify the genuineness of the documents submitted by the subscribers. As a matter of good practice, POP-SP may affix a stamp of 'Verified with Originals' on the photocopies of the documents along with the date, name and signature of official who has carried out the verification. "
- The documents collected as proof of identity and address should be valid at the time of acceptance e.g. Passport expiring in March 2016 should not be accepted as proof of identity/address for a change request to be accepted in April 2016. Further, periodic documents such as bank statement/electricity bill etc. should not be more than six months old on the date of receipt of request.
- In case request for change in nomination details, the percentage distribution among nominee(s) should be a whole number only and sum of the distributions shall be equal 100%. PFRDA has not prescribed any additional documents in support of nomination other than the details provided

in the application form. In case the percentage of distribution is not equal to 100%, the change request shall be rejected.

- The nominee mentioned should be different from the Subscriber.
 - In case of minor nominee, the Subscriber has to provide the date of birth of the minor nominee and complete details of the Guardian.
 - POP-SP shall verify the signature of the Subscriber on the change request form with the signature currently present in the system
 - Name/Father's name/Date of birth: Appropriate supporting documents like copy of PAN card, voter ID etc. as per the list provided in change request form (Form-UOS S2), plus copy of PRAN card
 - Address: Appropriate supporting documents i.e., Bank statement mentioning new address, voter ID etc. as per the list provided in change request form (Form-UOS S2), plus copy of PRAN card.
 - Phone/mobile number/email ID: No document is required to be collected.
 - In case of changes in Subscriber's bank details: As a matter of good practice, appropriate supporting documents can be collected i.e., copy of bank statement, copy of bank pass book etc. along with a copy of PRAN card.
 - Value added services (email and SMS alerts): There are two types of value added services provided by CRA as mentioned above. In case of email alerts, the Subscriber has to mention email ID and this service can be activated from day 1 and is free of cost. In case of SMS alerts, the Subscriber has to provide his/her mobile number.
 - Change in nomination details: Copy of PRAN card to be collected.
-
- POP-SP shall verify the request and issue a 17-digit Receipt Number as an acknowledgment to the Subscriber. The POP-SP shall affix the seal as well as the user shall sign the acknowledgment before providing the same to the Subscriber

The PAO/DTO/POP/POP-SP will make the following changes in the CRA system, by using their Maker and Authorizer IDs ("Maker-Authorizer" concept):

Change in Personal details including Bank details

Change in Employment details

Change in Nomination details

Change request for a Subscriber will not be allowed to be captured, if any previous request is pending for authorization or is captured and authorized but pending acknowledgement from CRA. E.g. POP/POP-SP User has updated the nomination details for Subscriber A and the acknowledgment number issued is 1000000170, user cannot update any further request for the same Subscriber till the earlier request is Authorized and accepted in CRA system. The system will not generate any new acknowledgement number for the new request captured. In such case, an error message will be displayed to the POP/ POP-SP.

If 'Withdrawal request has been processed in the CRA system for a Subscriber, POP/POP-SP will not be allowed to update any changes.

For the following changes, e-request is raised by the Nodal Office/POP-SP in the CRA system and further action is taken by CRA:

Reprint of PRAN Card - CRA will dispatch the PRAN card to the PAO/DDO or to the subscriber's registered address.

Changes in Photograph or Signature:

Request form submitted by the Subscriber is forwarded by the Nodal Office/POP-SP to CRA for updation. New signature and/or photograph will be updated in the CRA system by the CRA. CRA shall print a new PRAN card if requested and dispatch it to:

PAO who forwards it to the DDO for onward distribution to Subscriber -For Central/State Govt. employees

The subscriber through registered address - for All Citizen/ Corporate subscribers.

Email/SMS intimation will be sent to the subscriber, once the change has been updated in the CRA system.

5.7 Requests for Statement of Transaction:

A Statement of Transaction is provided to the subscribers every year, by the CRA. The subscriber can view his/her account statement at any time, by logging into the CRA website. The subscriber may request a Physical SOT in any of the following ways:

The subscriber may approach any CRA Branch directly and make such request, along with a copy of his PRAN card. The CRA Branch will provide a printout of the SOT. The list of CRA-Branches can be found in the CRA website <https://cra.kfintech.com>.

The subscriber may approach his associated POP-SP and make a request for the SOT. The POP can download the same and provide the information to the subscriber.

The subscriber may call the toll free number of KFintech CRA customer care and make such request through IVR. If he/she requests for a soft copy, the same will be sent to him by email. In case he/she requests for a hard copy, the same will be dispatched to him and will be chargeable.

5.8 Inter CRA change process:

5.8.1 Capture Interoperability request

User has to login to CRA system with User ID and password and has to select interoperability menu and sub-menu 'CRA Shifting Initiation'.

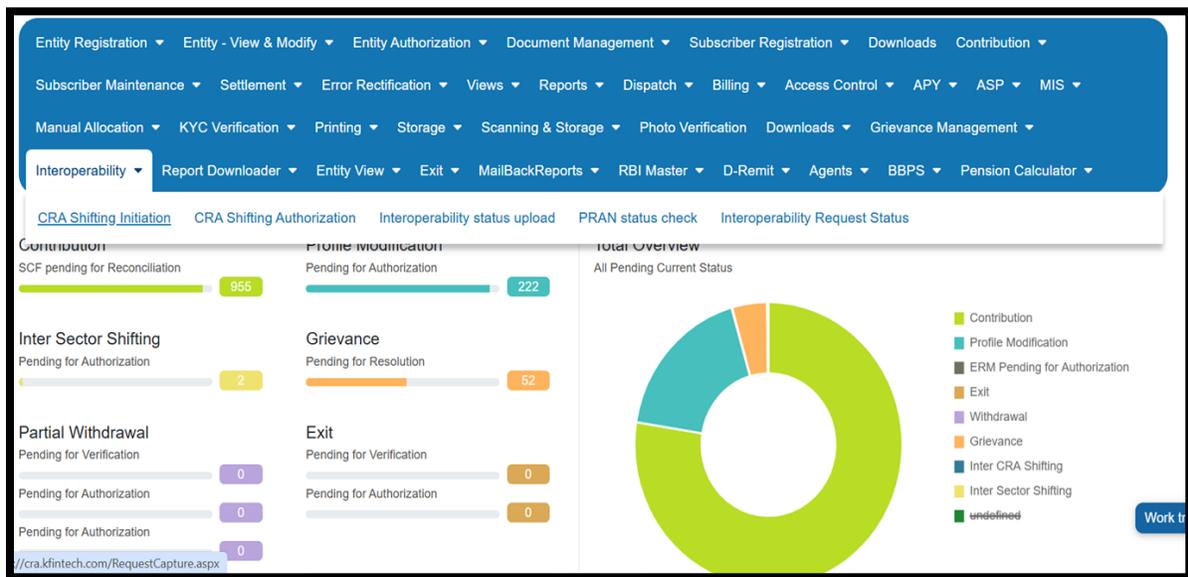


Figure 39

Once User selects interoperability option, the below screen would be enabled where the User has to capture PRAN, Date of Birth, POP ID, Sector and click search option.

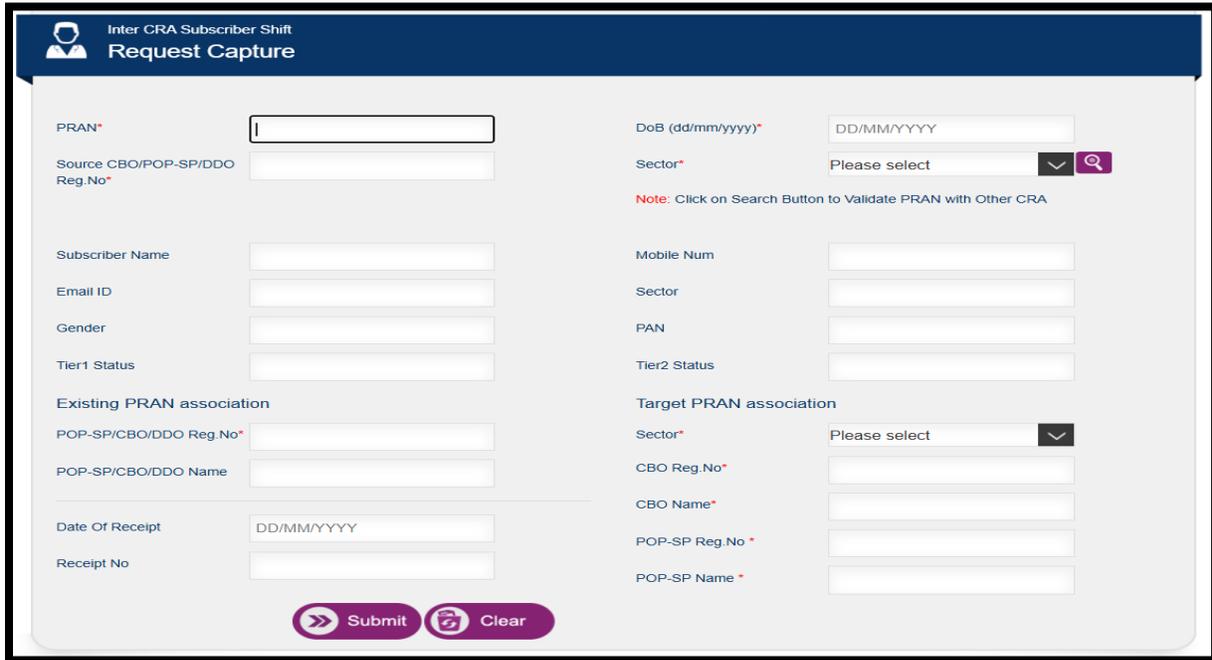


Figure 40

Once clicked search button, Subscriber name, Gender, Sector, Tier1 status, Tier 2 Status, PAN will be auto populated.

User has to check the status of PRAN. If the status is Active, request can be captured. Existing POP-SP details will be auto-fetched. User is required to enter the Target POP SP Reg no. POP SP name will be auto populated.

Entity Registration Entity Authorization Document Management Subscriber Registration Contribution Subscriber Maintenance Settlement Error Rectification Views Reports
Dispatch Access Control ASP MIS Manual Allocation KYC Verification Printing Storage TRN PRN Generation Photo Verification Downloads Grievance Management
Interoperability Excel Downloads Exit MailBackReports RBI Master

Inter CRA Subscriber Shift Request Capture

PRAN* 110091338237 DoB (dd/mm/yyyy)* 25/07/1980
PoP ID* 6001052 Sector* UOS
Subscriber Name TARUNDEEP SINGH Mobile Num
Email ID Sector UOS
Gender M PAN BFFPS1439Q
Tier1 Status Active Tier2 Status Active
Existing PRAN Association Target PRAN Association
POP-SP Reg.No* 6047436 POP-SP Reg.No* 1000025
POP-SP Name* NPS Online POP-SP Name* NPS Online
Date Of Receipt 11/01/2019 Receipt No
Submit **Clear**

Figure 41

User has to click submit button after entering all the mandatory details. An acknowledgement ID is provided as a pop up along with the request to authorize the capture request.

Entity Registration Entity Authorization Document Management Subscriber Registration Contribution Subscriber Maintenance Settlement Error Rectification Views Reports
Dispatch Access Control ASP MIS Manual Allocation KYC Verification Printing Storage TRN PRN Generation Photo Verification Downloads Grievance Management
Interoperability Excel Downloads Exit MailBackReports RBI Master

Inter CRA Subscriber Shift Request Capture

PRAN* DoB (dd/mm/yyyy)*
PoP ID* Sector* Please select
Subscriber Name Mobile Num
Email ID Sector
Gender PAN
Tier1 Status Tier2 Status

National Pension System
Your request has been received with Request ID - 033300400031690 Successfully.
This request needs to be Authorized.
Close

Figure 42

5.8.2 Inter CRA change authorization

“Checker” User has to login through 2nd User ID and click on “Interoperability” menu and submenu ‘CRA Shift Auth’ for authorizing the details captured by maker User.

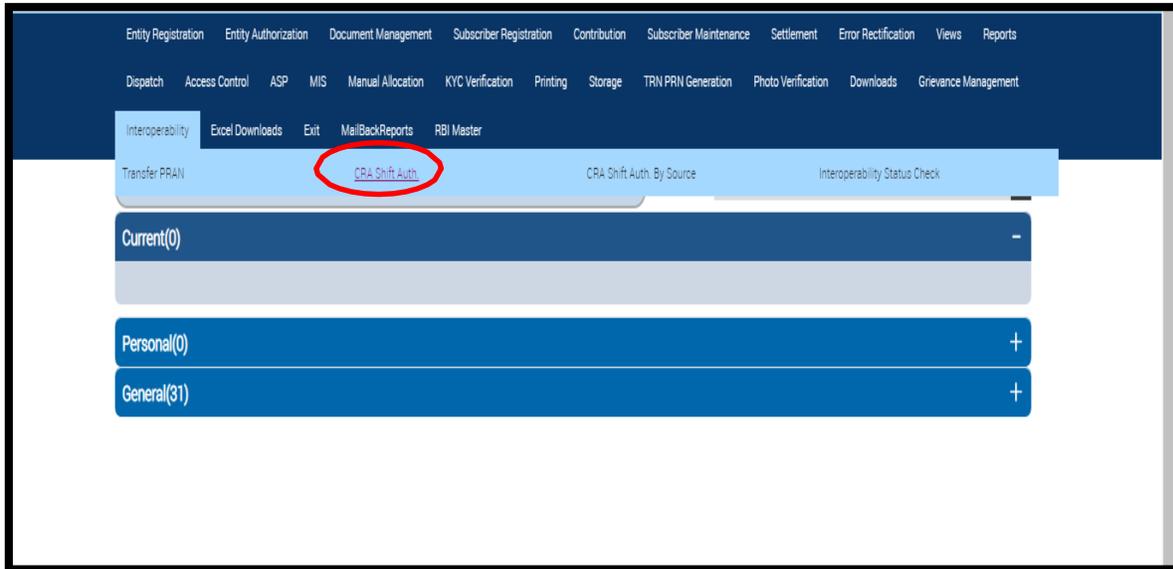


Figure 43

User has to provide the date range and select option ‘Pending’ from the dropdown.

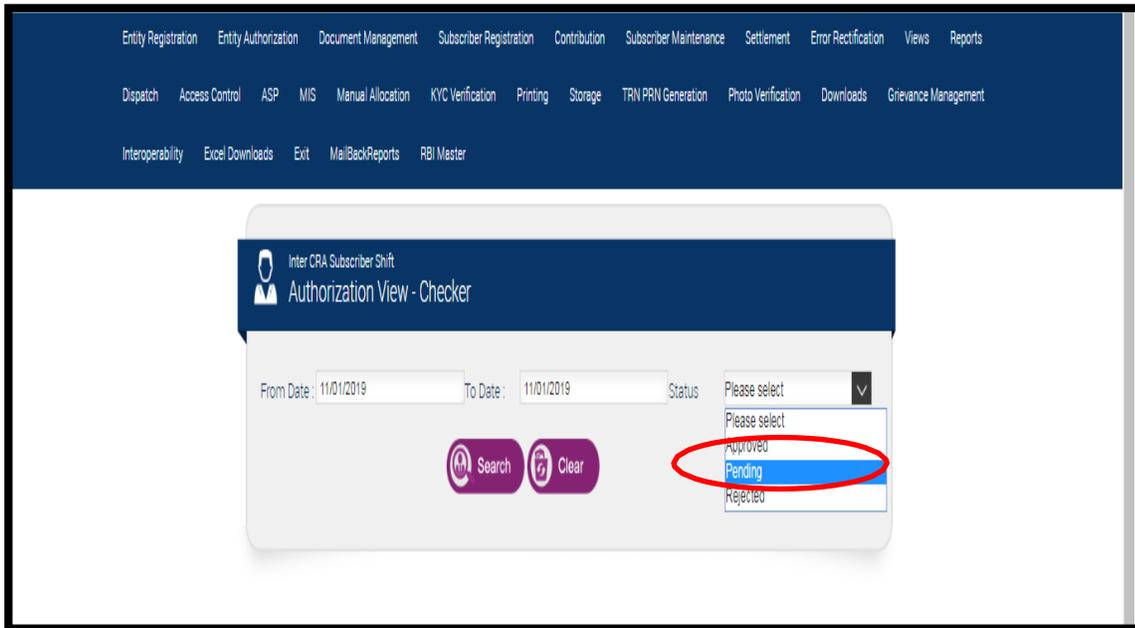
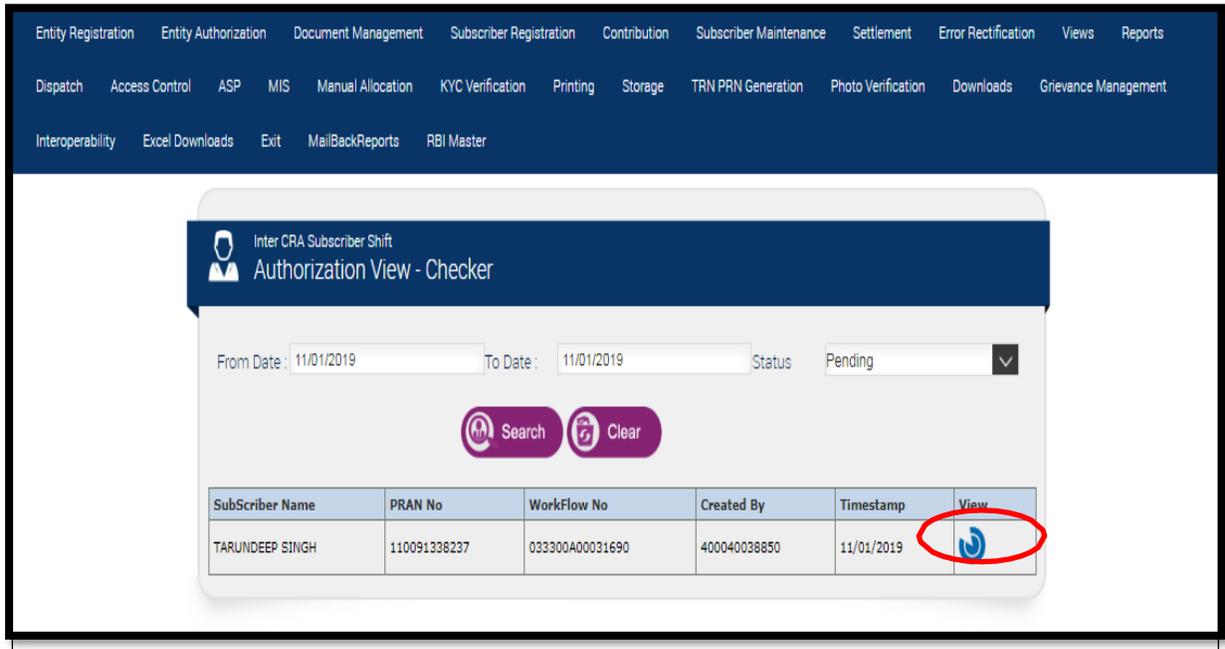


Figure 44

User has to click search option to view the pending details.



Inter CRA Subscriber Shift
 Authorization View - Checker

From Date: 11/01/2019 To Date: 11/01/2019 Status: Pending

Search Clear

SubScriber Name	PRAN No	WorkFlow No	Created By	Timestamp	View
TARUNDEEP SINGH	110091338237	033300A00031690	400040038850	11/01/2019	

Figure 45

User will verify the detail which is non- editable and can check the Accept or Reject the request as shown below. If User is rejecting the request, he/she has to mandatorily provide the remarks. User will click on Authorize button to authorize the request.

SubScriber Name	PRAN No	WorkFlow No	Created By	Timestamp	View
TARUNDEEP SINGH	110091338237	033300A00031690	400040038850	11/01/2019	

PRAN*	<input type="text" value="110091338237"/>	DoB (dd/mm/yyyy)*	<input type="text" value="25/07/1980"/>
PoP ID*	<input type="text" value="6001052"/>	Sector*	<input type="text" value="UOS"/>
Subscriber Name	<input type="text" value="TARUNDEEP SINGH"/>	Mobile Num	<input type="text"/>
Email ID	<input type="text"/>	Sector	<input type="text" value="UOS"/>
Gender	<input type="text" value="M"/>	PAN	<input type="text" value="BFFPS1439Q"/>
Tier1 Status	<input type="text" value="Active"/>	Tier2 Status	<input type="text" value="Active"/>

Existing PRAN Association		Target PRAN Association	
POP-SP Reg.No*	<input type="text" value="6047436"/>	POP-SP Reg.No*	<input type="text" value="1000025"/>
POP-SP Name*	<input type="text" value="NPS Online"/>	POP-SP Name*	<input type="text" value="NPS Online"/>
Date Of Receipt	<input type="text" value="11/01/2019"/>	Receipt No	<input type="text"/>
		Status:	<input checked="" type="radio"/> Accept <input type="radio"/> Reject
		Remarks	<input type="text"/>

Figure 46

Once the Request is authorized by User, an acknowledgment ID is provided as pop up as shown in the screen below:

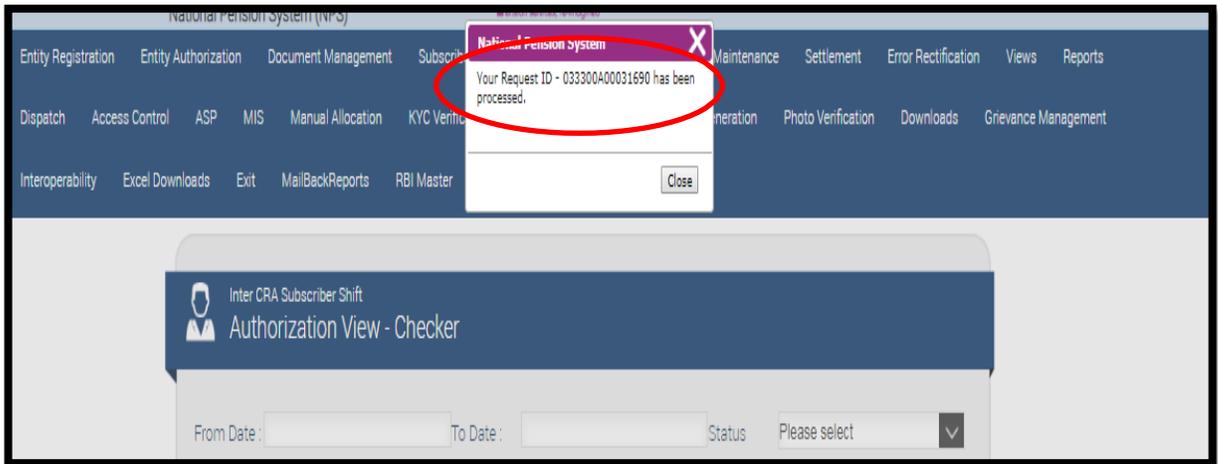


Figure 47

On successful authorized, request will be placed in system. The other CRA will accept the request and transfer the details to Target CRA. All the details of subscriber such as profile, contribution, grievance, withdrawals etc. will be forwarded to Target CRA. Target CRA will record the details in its system.

.....X.....