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GOVERNMENT OF INDIA
DEPARTMENT OF TELECOMMUNICATIONS
MINISTRY OF COMMUNICATION AND INFORMATION TECHNOLOGY
SANCHAR BHAWAN NEW DELHI 110 001
(TA -II SECTION)


No:7-24/TA-II/FA/2012/3442 to 3970

Dated 20.05.2015
1/6/2015

All Heads of Circles/DG NICF
Director TEC/Director TDSAT/Director (A/Cs-II)

Subject- Revision of Subscriber Registration forms

Kindly find enclosed circular no. CRA/PO&RI/Master/2015/003 dated 31st March, 2015 and AS/MK/SB/201525885 dated 9/04/2015 regarding revision of Subscriber Registration Forms for necessary action at your end please. Copy of the new Subscriber Registration Form is enclosed for ready reference.


(Gp. Capt Vivek Trivedi)
Director (Accounts-I)
Ph-23036511

Enclosure – 3

**NSDL e-Governance Infrastructure Limited
Central Recordkeeping Agency**



Circular

Circular No.: CRA/PO&RI/Master/2015/003

March 31, 2015

Subject: Revision of Subscriber Registration Forms

All Nodal Offices are hereby informed that the existing Subscriber Registration Form has been revised and a new Subscriber Registration Form which is common across all sectors has been notified by Pension Fund Regulatory and Development Authority (PFRDA). The Nodal Offices are advised to use the new **Common Subscriber Registration Form** from April 1, 2015 for registration of subscribers in National Pension System (NPS).

The Nodal Office are requested to note that the subscribers are required to submit the self-attested copies of supporting documents which needs to be verified with originals by the Nodal Office before submission to CRA-Facilitation Centre for processing. The **Common Subscriber Registration Form** has been enclosed as **Annexure**. Same can also be downloaded from CRA website (www.npscra.nsdl.co.in).

In case any further clarification is required in this regard, you may contact Mr. Sunny Gonsalves at 022-24994856 (E-mail ID -sunnyg@nsdl.co.in) or Mr. Avdhoot Shetye at 022-2499 4949 (E-mail ID -avdhoots@nsdl.co.in).

For and on behalf of

NSDL e-Governance Infrastructure Limited

Mandar Karlekar
Asst. Vice President

Encl: a/a

3729/DDG/AC/19/5/15

2015

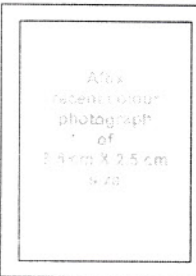
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Date	19/5/15
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Date	

NATIONAL PENSION SYSTEM (NPS) SUBSCRIBER REGISTRATION FORM



Please Select your Category [Please tick(✓)]

- To, Government Sector Corporate Sector
 National Pension System Trust. All Citizen Model NPS Lite/Swavalamban
 Dear Sir/Madam,

I hereby request that an NPS account be opened in my name as per the particulars given below:

* indicates mandatory fields. Please fill the form in English and BLOCK letters with black ink pen. (Refer general guidelines at instructions page)

1. PERSONAL DETAILS:

Name of Applicant in full Shri Smt. Kumari

First Name*

Middle Name

Last Name

Date of Birth* / / (Date of Birth should be supported by relevant documentary proof)

Gender [Please tick (✓)] Male Female Others

Father's Name*
(Refer Sr. No. 1 of instructions)

2. IDENTITY DETAILS* (Any one of the documents need to be provided)

PAN Aadhaar Voter ID

Passport Others

Please refer Sr. No. 2 of the instructions.

3. CORRESPONDENCE ADDRESS DETAILS*

Flat/Room/Door/Block no. Landmark

Premises/Building/Village

Road/Street/Lane

Area/Locality/Taluk

City/Town/District PIN Code

State/U.T.

4. PERMANENT ADDRESS DETAILS Tick (✓) in the box in case the address is same as above.

Flat/Room/Door/Block no. Landmark

Premises/Building/Village

Road/Street/Lane

Area/Locality/Taluk

City/Town/District PIN Code

State/U.T.

Proof of Address (Correspondence/Permanent)

Aadhar card Passport Voter ID card Driving License Ration Card Registered Lease Sale agreement of residence

Latest Gas Bill* Electricity Bill* Telephone [Landline] Bill* Others (please specify) _____

*Not more than 3 months old. Please refer Sr. No. 2 of the instructions

5. CONTACT DETAILS

Landline Phone (with STD Code) Mobile + 9 1

Email ID

Do you want to subscribe to SMS Alerts : Yes No Mobile number is essential for receiving sms alerts regarding your NPS account

6. OTHER DETAILS (Please refer to Sr no. 3 of the instructions)

Occupation Details [please tick(✓)]

Private Sector Government Sector Public Sector Business Professional Agriculture

Homemaker Student NRI Other (please specify) _____

Please Tick If Applicable Politically exposed person Related to Politically exposed Person

Income Range (per annum) Upto 1 lac 1 lac to 5 lac 5 lac to 10 lac 10 lac to 25 lac 25 lac and above

Educational Qualifications Below SSC SSC HSC Graduate Masters Professionals (CA, CS, CMA, etc.)

7. SUBSCRIBER BANK DETAILS (Please refer to Sr no. 4 of the instructions)

Account Type [please tick(✓)] Saving A/c Current A/c

Bank A/c Number

Bank Name

Branch Name

Branch Address PIN Code

Bank MICR Code IFSC Code

8. SUBSCRIBERS NOMINATION DETAILS* (Please refer to Sr. No. 5 of the instructions)

Name of the Nominee (You can nominate up to a maximum of 3 nominees and if you desire so please fill in Annexure III (Additional Nomination Form) provided separately)

Nominee Name _____

Relationship with the Nominee _____ Date of Birth (In case of Minor) / /

Nominee's Guardian Details (in case of a minor) _____

Nominee's Guardian _____

9. NPS OPTION DETAILS (Please tick (√) as applicable)

I would like to subscribe for Tier II Account also YES NO If yes, please submit details in Annexure I. (Tier II account is not available for NPS Lite/Swavalamban subscribers).

I would like my PRAN to be printed in Hindi YES NO If Yes, please submit details on Annexure II

10. PENSION FUND (PF) SELECTION AND INVESTMENT OPTION*

(i) **PENSION FUND SELECTION (Tier I) :** The names of the all PFs are mentioned in the instructions page and are available to the all sector subscribers with following conditions:

(i) **Government Sector:** For Government Subscribers, the following PFs act as default PFs as per the guidelines issued by the Government:
 (a) LIC Pension Fund Limited (b) SBI Pension Funds Pvt. Limited (c) UTI Retirement Solutions Ltd.

(ii) **NPS Lite/Swavalamban:** NPS Lite Swavalamban is a group choice model where subscriber has a choice of PF and investment option as available with Aggregator.

(iii) **All Citizen Model:** Subscribers under All Citizen model has the option to choose the available PFs as per their choice in the table below.

(iv) **Corporate Model:** Subscribers shall have the option to choose the available PFs as per the below table in consultation with their respective Employer.

Name of the Pension Fund	Please Tick (√)	Availability of the Pension Funds			
		Available to Government Sector	Available to NPS Lite/Swavalamban	Available to All Citizen Model*	Available to Corporate Model*
LIC Pension Fund Limited	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SBI Pension Funds Private Limited	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UTI Retirement Solutions Limited	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ICICI Prudential Pension Funds Management Company Limited	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kotak Mahindra Pension Fund Limited	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reliance Capital Pension Fund Limited	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HDFC Pension Management Company Limited	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* Selection of Pension Fund is mandatory both in Active and Auto Choice. In case, you do not indicate a choice of PF, please note that it is deemed that you have consented for the default PF specified by PFRDA. Currently, SBI Pension Funds Private Limited is the default PF.

(ii) **INVESTMENT OPTION (Available for All Citizen Model and Corporate Model Subscribers)**
 (Please Tick (√) in the box given below showing your investment option).

Active Choice Auto Choice

For details on Auto Choice, please refer to the Offer Document. Please note:

- In case you do not indicate any investment option, your funds will be invested in Auto Choice
- In case you have opted for Auto Choice, DO NOT fill up section below relating to Asset Allocation. In case you do, the Asset Allocation instructions will be ignored and investment will be made as per Auto Choice.

(iii) **ASSET ALLOCATION (to be filled up only in case you have selected the 'Active Choice' investment option)**

Asset Class	E (Cannot exceed 50%)	C	G	Total	Note:- The total allocation across E, C and G asset classes must be equal to 100%. In case, the allocation is left blank and/or does not equal 100%, the application shall be rejected.
%	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

11. DECLARATION BY SUBSCRIBER* (Please refer to Sr no. 6 of the instructions)

Declaration & Authorization by all subscribers
 I have read and understood the terms and conditions of the National Pension System and hereby agree to the same and declare that the information and documents furnished by me are true and correct, to the best of my knowledge and belief. I undertake to inform immediately the Central Record Keeping Agency/National Pension System Trust, of any change in the above information furnished by me. I do not hold any pre-existing account under NPS. I understand that I shall be fully liable for submission of any false or incorrect information or documents.
 I further agree to be bound by the terms and conditions of provision of services by CRA, from time to time and any amendment thereof as approved by PFRDA, whether complete or partial without any new declaration being furnished by me. I shall be bound by the terms and conditions for the usage of I-pin (to access CRA/NPSCAN and view details) & T-pin on the CRA website.

Additional declaration by Swavalamban subscriber
 I have read/explained to me and understood the Swavalamban guidelines and I meet the prescribed eligibility criteria for assistance under the scheme. I also undertake to adhere to the prescribed contribution limit of minimum Rs. 1000/- and maximum of Rs. 12000/-, failing which the Central Government contribution credited to my account may be forfeited along with such interest rates as may be prescribed.

Declaration under the Prevention of Money Laundering Act, 2002
 I hereby declare that the contribution paid by me/on my behalf has been derived from legally declared and assessed sources of income. I understand that NPS Trust has the right to peruse my financial profile or share the information, with other government authorities. I further agree that NPS Trust has the right to close my PRAN in case I am found violating the provisions of any law relating to prevention of money laundering.

Date / /

Place :

Signature/Thumb Impression* of Subscriber in black ink
 (* LTI in case of male and RTI in case of female)

ACKNOWLEDGEMENT

Name of the Subscriber: _____

Contribution Amount Remitted: ₹ _____

Date of Receipt of Application and Contribution Amount: / /

Stamp and Signature of the Employer/PoP/Aggregator:

INSTRUCTIONS FOR FILLING THE SUBSCRIBER REGISTRATION FORM

General Guidelines

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

S.No	Item No.	Item Details	Instructions																																				
		Date of Birth	Please ensure that the date of birth matches as indicated in the document provided in the support.																																				
1	1	Father's Name	i. If father's name has more than 30 digits, you may fill Annexure II for the same. ii. Father's name is mandatory. However, if applicant does not want to provide father's name, he/she has an option to provide mother's name on Annexure II and the mother's name will be printed on PRAN card iii. If the applicant wants mother's name to be printed instead of Father's name on PRAN Card, he/she must fill Annexure II																																				
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Note:

- (i) If the address on the document submitted for identity proof by the prospective customer is same as that declared by him/her in the account opening form, the document may be accepted as a valid proof of both identity and address.
- (ii) If the address indicated on the document submitted for identity proof differs from the current address mentioned in the account opening form, a separate proof of address should be obtained. All future communications will be sent to correspondence address. If correspondence & Permanent address are different, then proof for both have to be submitted.
- (iii) In case of Government subscribers, the KYC documents may be submitted within a period of 30 days after generation of PRAN.

3	6	Other Details (Occupation Details)	An NRI subscriber would need to furnish an Indian address for communication and bank details within India. Fund transfers by NRIs would be subject to regulatory requirements as prescribed by RBI from time to time and FEMA requirements.
		Politically Exposed Person	Politically Exposed Persons' (PEPs) are individuals who are or have been entrusted with prominent public functions in a foreign country, for example heads of state or of the government, senior politicians, senior government, judicial or military officials, senior executives of state-owned corporations, important political party officials.
4	7	Subscriber's Bank Details	For Tier I, bank details are optional. For activation of Tier II, bank details are mandatory. Please attach a Cancelled cheque (containing Subscriber Name, Bank Account Number and IFS Code) or Bank Certificate containing Name, Bank Account Number and IFS code, for direct credit or electronic transfer. In case if the cheque is not preprinted with name, additionally, a copy of the bank passbook or bank certificate containing Name, Bank Account Number and IFS code should be submitted.
5	8	Subscriber's Nomination Details	In case of more than one nominee, percentage share value for all the nominees must be integer. Decimals/Fractional values shall not be accepted in the nomination(s). Sum of percentage share across all the nominees must be equal to 100. If sum of percentage is not equal to 100, entire nomination will be rejected.
6	12	Declaration by Subscriber	Signature / Thumb impression should only be within the box provided in the form. Thumb impression, if used, should be attested by the nodal officer with the official seal and stamp. Left Thumb Impression in case of male and Right Thumb Impression in case of female.

General Information for Subscribers

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

TIER II DETAILS

I hereby submit the following details for activation of Tier – II account under NPS.

1. PAN card Number (Mandatory) :

2. **Subscribers Bank Details:** (Mandatory)

If same as Tier I, Please Tick (√) else, provide the details below: Savings A/c Current A/c

Bank A/c Number

Bank Name

Branch Name

Branch Address

PIN CODE

Bank MICR Code

IFSC Code

Subscriber's Nomination Details

If same as Tier I, Please Tick (√) else, provide the details below. In case you desire to nominate more than one person, please fill Annexure III.

3. Name of the Nominee:

First Name

Middle Name

Last Name

4. Date of Birth (In case of Minor) / /

5. Relationship with the Nominee:

6. Nominee's Guardian Details (in case of a minor):

First Name

Middle Name

Last Name

Subscriber Scheme Preference (Please refer offer document for further details):

7. (i). **Pension Fund (PF) Selection (Select only one PF):** Selection of PFM is mandatory both in Active and Auto Choice. In case, if you do not indicate a choice of PF, please note that it is deemed that you have consented to opting for the default option for the PF as prescribed by PFRDA. Currently, SBI Pension Funds Private Limited is the default PFM.

If same as Tier I, Please Tick (√) else, provide the details below

Pension Fund Name	Please tick only one (√)
LIC Pension Fund Limited	<input type="checkbox"/>
SBI Pension Funds Private Limited	<input type="checkbox"/>
UTI Retirement Solutions Limited	<input type="checkbox"/>
ICICI Prudential Pension Funds Management Company Limited	<input type="checkbox"/>
Kotak Mahindra Pension Fund Limited	<input type="checkbox"/>
Reliance Capital Pension Fund Limited	<input type="checkbox"/>
HDFC Pension Management Company Limited	<input type="checkbox"/>

(ii). **Investment Option** (Please Tick (✓) in the box given below showing your investment option)

Active Choice	Auto Choice	(For details on Auto Choice, please refer to the Offer Document)
		<p>Note:- (a) In case you do not indicate any investment option, your funds will be invested in Auto Choice</p> <p>(b) In case you have opted for Auto Choice, DO NOT fill up section (iii) below relating to Asset Allocation. In case you do, the Asset Allocation instructions will be ignored and investment made as per Auto Choice.</p>

(iii). **Asset Allocation** (to be filled up only in case you have selected the 'Active Choice' investment option)

Asset Class %	E (Cannot exceed 50%)	C	G	Total	Note:- The allocation across E, C and G asset classes must equal 100%. In case, the allocation is left blank and/or does not equal 100%, the application shall be rejected by the POP.
				100%	

Declaration & Authorization by subscriber

I have read and understood the terms and conditions of the National Pension System and hereby agree to the same and declare that the information and documents furnished by me are true and correct, to the best of my knowledge and belief. I undertake to inform immediately the National Pension System Trust, of any change in the above information furnished by me. I do not hold any pre-existing account under NPS. I understand that I shall be fully liable for submission of any false or incorrect information or documents.

I further agree to be bound by the terms and conditions of provision of services by CRA, from time to time and any amendment thereof as approved by PFRDA, whether complete or partial without any new declaration being furnished by me. I shall be bound by the terms and conditions for the usage of I-pin (to access CRA/NPSCAN and view details) & T-pin on the CRA website.

Declaration under the Prevention of Money Laundering Act, 2002

I hereby declare that the contribution paid by me/on my behalf has been derived from legally declared and assessed sources of income. I understand that NPS Trust has the right to peruse my financial profile or share the information, with other government authorities. I further agree that NPS Trust has the right to close my PRAN in case I am found violating the provisions of any law relating to prevention of money laundering.

Date:

Place:

**Signature/Thumb Impression* of
Subscriber in black ink**

(* LTI in case of male and RTI in case of female)

To be filled by POP/POP(SP)

POP-SP Registration Number

Copy of PAN Card Submitted YES NO

POP-SP Seal	Signature of Authorised Signatory	Name:
		Designation:
		Place:
		Date / /

ADDITIONAL REQUEST DETAILS**1. Name of Father** (required if name exceeds 30 characters and not able to be covered on page 1 of the application form)

First Name

Middle Name

Last Name

2. Name of Mother (required only if the applicant wants mother's name to be printed instead of Father's name on PRAN Card)

First Name

Middle Name

Last Name

3. Request for Printing Permanent Retirement Account Number (PRAN) card in Hindi (required only if applicant wants PRAN card in Hindi)

Please provide the following details in Devnagri script for printing the PRAN card in Hindi. Also, please note that the manner in which the names are provided in this annexure will be displayed on the PRAN card. However, date of birth will be printed in English only. All the given below fields are mandatory.

Subscriber's Full Name in Hindi	Father/Mother's Full Name in Hindi (As selected in the Subscriber Registration form) Please refer Sr. No. 1 of the instructions.
First Name	
Middle Name	
Last Name	

	Name:
	Place:
Signature/Thumb Impression* of Subscriber in black ink	Date: / /

(* LTI (Left Thumb Impression) in case of male and RTI (Right Thumb Impression) in case of female)

TO BE FILLED/ATTESTED BY DDO/POP-SP/NL-CC

Certified that the above declaration and nomination details has been signed / thumb impressed before me by Sh/Smt/Ms. _____ after he / she have read the entries / entries have been read over to him / her by me and got confirmed by him / her.

Rubber Stamp of the DDO/POP-SP/NL-CC

Signature of the Authorised Person

DDO/POP-SP/NL-CC Registration Number _____
(Allotted by CRA)

Designation of the Authorised Person : _____

DDO/POP-SP/NL-CC Office Name : _____

Date / /

TO BE FILLED/ATTESTED BY PAO/DTO/POP/POP-SP/NL-AO/DTA/PrAO

PAO/DTO/POP/POP-SP/NL-AO/DTA/PrAO Registration Number
(Allotted by CRA): _____

Rubber Stamp of the PAO/DTO/POP/POP-SP/NL-AO/DTA/PrAO

Signature of the Authorised Person

Ref: AS/MK/SB/201525885

April 09, 2015

Ms. Simmi R. Nakra
Deputy Director General (A/Cs)
Department of Telecommunications
Room No. 1305, 13th Floor
Sanchar Bhawan
20-Ashoka Road
New Delhi - 110001

Madam,

Sub: Revision of Subscriber Registration Forms

To ease the process of registration of subscribers across all sectors, PFRDA has revised the existing Subscriber Registration Form (S1 form) and introduced a new Subscriber Registration Form (CSRF 1) from April 1, 2015, which is common across all the sectors. CRA, vide its circular no. CRA/PO&RI/Master/2015/003 dated March 31, 2015 (copy enclosed) has circulated the new form along with annexures to all Nodal Offices advising them to use **CSRF 1** from April 1, 2015 for registration of subscribers in National Pension System (NPS).

Henceforth, government subscribers will be required to submit the CSRF 1 instead of the S1 Form for registration in CRA system. Along with the form, the subscriber will also be required to submit self attested copies of supporting documents which will be verified by the concerned Nodal Offices before submission to CRA - Facilitation Centres (CRA-FC) for processing. The salient features of the new form are as follows:

1. KYC Documents (Address/Identity/Date of Birth proof) to be collected by the Nodal Offices along with **CSRF 1**
2. Subscriber has an option to mention mother's name instead of father's name on the PRAN card. The details should be provided in Additional Request Details (Annexure II of CSRF 1).

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Sanjay

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3. Nomination details are to be mandatorily provided.
4. Along with DDO authorisation, PAO/PrAO also need to authorise CSRF 1 Forms.

The last date for acceptance of old S1 Forms is May 31, 2015 subsequent to which only CSRF 1 form will be accepted across all CRA-FCs. You are therefore, requested to issue an advisory to all Nodal Offices sensitising them about usage of CSRF 1.

For any further assistance or clarification, your office may contact Mr. Mandar Karlekar (Tel. 022-24994651, Email ID - mandark@nsdl.co.in) or Mr. Prasenjit Mukherjee (Tel. 022-24994565, Email ID - prasenjitm@nsdl.co.in).

Yours faithfully,



 **Amit Sinha**
Executive Vice President