

मध्यप्रदेश शासन  
वित्त विभाग  
वल्लभ भवन-मंत्रालय-भोपाल

क्रमांक: एफ 9-8/2013/नियम/चार  
प्रति,

भोपाल, दिनांक 25 अगस्त, 2013

शासन के समस्त विभाग  
अध्यक्ष, राजस्व मंडल, ग्वालियर  
समस्त विभागाध्यक्ष  
समस्त कमिश्नर  
समस्त कलेक्टर  
मध्यप्रदेश ।

अंशदायी

विषय- नवीन पेंशन योजनान्तर्गत PRAN Application Form {SI} तथा नामिनी की प्रविष्टि सर्विस बुक में कराए जाने के संबंध में ।

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मध्यप्रदेश शासन के अधीन दिनांक 1-1-2005 तथा उसके पश्चात् नियुक्त कर्मचारियों के लिए नवीन अंशदायी पेंशन योजना लागू की गयी है । उक्त पेंशन योजना के अंतर्गत अभिदाताओं को Physical Form SI (प्रति संलग्न) भरना अनिवार्य है । उक्त Form को भरने के बाद ही NSDL द्वारा IRA PRAN [IRA- Individual Retirement Account & PRAN-Permanent retirement Account Number] आवंटित किया जाता है । अभी भी अनेक अभिदाता Non-IRA हैं जिनका बिना IRA PRAN के वेतन आहरण होने से उनका अंशदान कटौती संबंधित विवरण PRAN Kit के अभाव में अभिदाता द्वारा नहीं देखा जा सकता है एवं SI फार्म के अभाव में उनके नामांकन संबंधी विवरण भी NSDL के पास उपलब्ध नहीं है । अतः समस्त Non-IRA PRAN को IRA PRAN में परिवर्तन की कार्यवाही पूर्ण की जाना अत्यन्त आवश्यक है ।

2/ उल्लेखनीय है कि NSDL द्वारा IRA PRAN होने की स्थिति में ही PRAN Kit तथा Subscribers Master Report प्रदाय की जाती है, जिसमें अभिदाता को उसके कटौती की समस्त जानकारी प्राप्त होती है ।

PTO

3/ अतः अनुरोध है कि कृपया नवीन अंशदायी पेंशन योजना अंतर्गत PRAN Form (SI) तथा नामिनी विवरण को DDO एवं कार्यालय प्रमुख से सत्यापित कर सर्विसबुक में संलग्न कर विधिवत प्रविष्टि की जाए जिससे अभिदाता का (SI) फार्म तथा नामिनी की जानकारी सर्विस बुक में उपलब्ध रहे एवं भविष्य में सेवानिवृत्त अथवा त्याग पत्र अथवा मृत्यु होने की दशा में नवीन पेंशन योजनान्तर्गत नियमानुसार देय राशि के भुगतान संबंधी समस्या न आए ।

मध्यप्रदेश के राज्यपाल के नाम से  
तथा आदेशानुसार



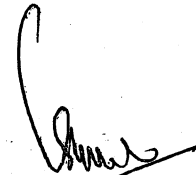
( मनीष रस्तोगी )  
सचिव

मध्य प्रदेश शासन, वित्त विभाग

पृष्ठा.क्रं.: एफ 9-8/2013/नियम/चार  
प्रतिलिपि,

भोपाल, दिनांक 20 अगस्त, 2013

1. निज सहायक, अपर मुख्य सचिव, वित्त विभाग, मंत्रालय, भोपाल
2. आयुक्त, कोष एवं लेखा मध्यप्रदेश पर्यावास भवन भोपाल
3. संचालक, पेंशन भविष्य निधि एवं बीमा किसान भवन भोपाल
4. समस्त संभागीय संयुक्त संचालक कोष एवं लेखा म.प्र
5. समस्त संभागीय एवं जिला पेंशन अधिकारी मध्यप्रदेश
6. समस्त कोषालय अधिकारी मध्यप्रदेश
7. समस्त प्राचार्य लेखा प्रशिक्षण शाला मध्यप्रदेश



अवर सचिव,  
मध्य प्रदेश शासन, वित्त विभाग



10. Email ID

Grid for Email ID

11. Subscribers Bank Details \*: (Please refer instruction no. 4)

Savings A/c

Current A/c

Bank A/c Number

Grid for Bank A/c Number

Bank Name

Grid for Bank Name

Bank Branch

Grid for Bank Branch

Bank Address

Grid for Bank Address

Pin Code

Grid for Pin Code

Bank IFS Code

Grid for Bank IFS Code

(If IFS code is not available, then provide MICR)

Bank MICR Code

Grid for Bank MICR Code

In the absence of IFSC as well as MICR, I hereby confirm that:

"The IFSC/MICR is not available for the Bank-Branch mentioned above"  [Please tick (✓) in case, IFSC and MICR are not available]

Declaration by subscriber for Bank details: At present, I do not have a Bank account. However, I confirm to provide the requisite Bank account details within six months or on opening of Bank account whichever is earlier to the associated nodal office for updating the same in CRA system. (Please tick (✓) in case, Bank details are not available)

12. Value Added Services:

i) SMS Alert

Yes

No

ii) Email Alert:

Yes

No

I \_\_\_\_\_, the applicant, do hereby declare that what is stated above is true to the best of my information & belief.

Date:

Grid for Date (DDMMYYYY)

Signature/Left Thumb Impression of Subscriber

Section B - Subscribers Employment Details to be filled and attested by DDO (All Details are Mandatory)

1. Date of Joining

Grid for Date of Joining

2. Date of Retirement

Grid for Date of Retirement

D D M M Y Y Y Y

D D M M Y Y Y Y

3. PPAN

Grid for PPAN

(Please refer to instructions No.5.)

4. Group of the Employee (Please Tick)

Group A

Group B

Group C

Group D

5. Office

Grid for Office

6. Department

Grid for Department

7. Ministry

Grid for Ministry

8. DDO Registration Number

Grid for DDO Registration Number

9. DTO Registration Number

Grid for DTO Registration Number

(Please refer to instructions No.6.)

10. Basic Salary

Grid for Basic Salary

11. Pay Scale

Grid for Pay Scale

Certified that the above declaration has been signed / thumb impressed before me by \_\_\_\_\_ after he / she has read the entries / entries have been read over to him / her by me and got confirmed by him / her. Also certified that the date of birth and employment details is as per employee records available with the Department.

Signature of the Authorised Person

Rubber Stamp of the DDO

Designation of the Authorised Person :

Date :

Grid for Date

Name of the DDO

D D M M Y Y Y Y

Department / Ministry

**Section C - Subscriber's Nomination Details (\* Indicates Mandatory Field for nominee)**

1. Name of the Nominee \*:  
1st Nominee

1st Nominee	2nd Nominee	3rd Nominee
First Name *	First Name *	First Name *
Middle Name	Middle Name	Middle Name
Last Name	Last Name	Last Name

2. Date of Birth (In case of a minor)\*:

1st Nominee	2nd Nominee	3rd Nominee

3. Relationship with the Nominee\*:

1st Nominee	2nd Nominee	3rd Nominee

4. Percentage Share \*:

1st Nominee	2nd Nominee	3rd Nominee

5. Nominee's Guardian Details (in case of a minor)\*:

1st Nominee's Guardian Details	2nd Nominee's Guardian Details	3rd Nominee's Guardian Details
First Name *	First Name *	First Name *
Middle Name	Middle Name	Middle Name
Last Name	Last Name	Last Name

6. Conditions rendering nomination invalid:

1st Nominee	2nd Nominee	3rd Nominee

**Section D - Subscriber Scheme Details**

1st Scheme	2nd Scheme	3rd Scheme
Pension Fund Managers Name/Code	Pension Fund Managers Name/Code	Pension Fund Managers Name/Code
Scheme ID No./Name	Scheme ID No./Name	Scheme ID No./Name
Percentage Share	Percentage Share	Percentage Share

**Section E - Declaration**

I understand that there would be PFRDA approved *Terms and Conditions* for Subscribers on the CRA website *governing I-Pin (to access CRA / NPSCAN and view details) & T-pin*. I agree to be bound by the said terms and conditions and understand that CRA may, as approved by PFRDA, amend any of the services completely or partially without any new Declaration/Undertaking being signed.

I \_\_\_\_\_, the applicant, do hereby declare that what is stated above is true to the best of my information & belief.

Date :          
D D M M Y Y Y Y

Signature/Left Thumb  
Impression of Subscriber

## INSTRUCTIONS FOR FILLING PRAN FORM

- This form is to be used by State Governments/Union Territories/State Autonomous Bodies employees.
- Form to be filled legibly in BLOCK LETTERS and in BLACK INK only.
- Details Marked with (\*) are the mandatory fields.
- Each box, wherever provided, should contain only one character (alphabet/number/punctuation mark) leaving a blank box after each word.
- 'Individual' Subscriber should affix a recent colour photograph (size 3.5 cm x 2.5 cm) in the space provided on the form. The photograph should not be stapled or clipped to the form. (The clarity of image on PRAN card will depend on the quality and clarity of photograph affixed on the form.)
- Signature /Left thumb impression should only be within the box provided in the form. The signature should not be on the photograph. If there is any mark on the photograph such that it hinders the clear visibility of the face of the Subscriber, the application will not be accepted.
- Thumb impression, if used, should be attested by a Magistrate or a Notary Public or a Gazetted Officer under official seal and stamp.

Sr. No.	Item No	Item Details	Guidelines for Filling the Form
<b>Section A - Subscribers Personal Details</b>			
All Dates Should be in "DDMMYYYY" Format			
1	3.	Date of Birth	All future communications will be sent to present address.
2	6.	Present Address	
3	8, 9, 10	Phone No., Mobile No. & Email ID	It is advisable to mention either "Telephone number" or "Mobile number" or "Email id" so that Subscriber can be contacted in future for any discrepancy.
4	11	Subscriber's Bank Details	For subscribers, the Bank details are mandatory. In case, Bank details are not available at the time of filling the form, subscriber has to accept the declaration for providing the Bank details within six months or on opening of Bank account whichever is earlier. The subscriber has to provide IFS Code. If IFS code is not available, MICR code can be provided. If both, IFS code as well as MICR is not available, the subscriber has to accept the declaration - "The IFS/MICR is not available for the Bank-Branch mentioned above" by ticking in the adjacent box. Subscriber shall provide a cancelled cheque, the details of which should match with the details provided.
<b>Section B - Subscribers Employment Details</b>			
It is mandatory to fill Subscriber's Employment details in the application. The employment details should be filled by the respective DDO of the Subscriber and should be verified by the Authorised Signatory. DDO should re-verify/overwriting / Striking off of any of the employment details.			
5	3.	PPAN	Kindly provide the PPAN (Permanent Pension Account Number) or equivalent number, if it has been allotted to the subscriber by the respective state government / Union Territory/ State Autonomous Body.
	8 & 9	DTO Reg. No. & DDO Reg. No.	DTO Reg. No. and DDO Reg. No. is the unique Registration number allotted by Central Recordkeeping Agency.
<b>Section C - Subscriber's Nomination Details</b>			
7	4.	Percentage Share	Subscriber can nominate maximum of three nominees. Subscriber can not fill the same nominee details more than once. Percentage share value for all the nominees must be integer. Fractional value will not be accepted. 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.
8	5.	Nominee's Guardian Details	If a nominee is a minor, then nominee's guardian details will be mandatory.
<b>Section D - Subscriber scheme details</b>			
If the Subscriber is unable to mention the Scheme details i.e. PFM Name, Scheme Name & Percentage Allocation he can contact the nearest Facilitation Centre (FC) for information or the Subscriber can also search for the scheme details on <a href="http://www.npscra.nsdl.co.in">http://www.npscra.nsdl.co.in</a>			
9	Scheme		Subscriber can select maximum three schemes. Details of the schemes are available on <a href="http://www.npscra.nsdl.co.in">http://www.npscra.nsdl.co.in</a> Subscriber can not fill the same scheme details more than once. If a scheme name is filled in the form for scheme setup there must be a PFM name and percentage contribution filled for that scheme. If the Scheme details are not filled, default scheme as approved by PFRDA will be applicable.
10	Percentage Share		Scheme Contribution Value will be in terms of percentage. It cannot be in terms of amount. Percentage contribution value for all the schemes must be integer. Fractional value will not be accepted. If the sum of contributions (in percentage) across all the schemes is not equal to 100, the balance will be allotted to the default scheme approved by PFRDA.

## GENERAL INFORMATION FOR PRAN SUBSCRIBERS

- Subscribers can obtain the application form for PRAN in the format prescribed by PFRDA (Pension Fund Regulatory & Development Authority) from DDO or can freely download from the CRA website (<http://www.npscra.nsdl.co.in>).
- The request for a reprint of PRAN card with the same PRAN details or/and changes or correction in PRAN data can be made by filling up 'Request for change/correction in subscriber master details and/or re-issue of I-Pin/T-Pin/PRAN card' or/and 'Request For change in signature and/or change in photograph'. The form is available from the sources mentioned in (a) above.
- The Subscriber can obtain the status of his/her application from the CRA website or through the respective DTO.
- For more information  
Visit us at <http://www.npscra.nsdl.co.in>  
Call us at 022-24994200  
e-mail us at [info.cra@nsdl.co.in](mailto:info.cra@nsdl.co.in)  
Write to: Central Recordkeeping Agency, National Securities Depository Limited, 4th Floor, 'A' Wing, Trade World, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel (W), Mumbai - 400 013.