



## PENSION FUND REGULATORY AND DEVELOPMENT AUTHORITY

PFRDA/2017/10/CSG/3

Date: 01<sup>st</sup> March, 2017

To,

All Central Government Ministries & Departments/ State Governments  
PrAOs, PAOs, CDDOs, NCDDOs & other CG Nodal offices;  
DTAs, DTOs, DDOs & other SG Nodal offices  
Autonomous Bodies

**Subject: High number of rejections in Subscriber Registration forms**

The role of nodal officers in Government Sector – Central Government and State Governments in relation to National Pension System (NPS) is very important and crucial. The role of nodal officers begin with subscriber registration and continues till the very exit of the subscriber from the system.

2. However, it has been observed from the data and reports of Central Recordkeeping Agency (CRA) that there are a large number of rejections of Subscriber Registration forms (CSRF-1) for the employees of the government sector, which is a cause of concern and needs to be addressed on priority. Further analysis of the reports provided by the CRA point out that the following are the prominent reasons of rejections in Subscriber Registration forms:

- 1) Photograph/ signature not as per specification
- 2) Mandatory personal details not filled in CSRF-1
- 3) Address not mentioned in CSRF-1
- 4) Incorrect PAN mentioned
- 5) Details in Aadhar not tallying
- 6) Nomination not filled, which is a mandatory column

3. Delay in opening of Permanent Retirement Account Number (PRAN) for a government sector subscriber leads to delay in initiating credit of NPS contributions. Such delays adversely impact the total corpus available in the account leading to lesser monthly pension receivables to the subscriber and defeating the very purpose of providing NPS to an employee subscriber. It is therefore of utmost importance that the nodal officer carefully examines the account opening form before sending it to CRA – FC.

4. Complete scrutiny of the form before sending it for account opening is essential for ensuring that there are minimal rejections. Thus, all the nodal officers in government sector – Central Government Ministries/ Departments and State Governments are hereby advised to adhere to the laid down procedure before sending account opening forms to CRA –FC/ CRA.

  
Ashish Kumar  
General Manager