Pr.CCA/CBIC/Expdr-Coord/NSDL/Correspondence/Vol.III/2024-25/139   Dated:- 31|07

CIRCULAR

Subject: Instructions regarding the cases related to NSDL -reg.

All the Zonal Heads and Field PAOs are hereby directed to ensure the compliance of below mentioned points while forwarding/submitting cases related to NSDL:-

I. In case of Withdrawal of Fund request due to switch from NPS to OPS.

1. Forwarding letters must contain the details of Subscriber i.e Name, PRAN No. Acknowledgement Number and reference of Sanctioned Order under which subscriber permitted to switch over from NPS to OPS.
2. Copy of Sanction Order must be enclosed.
3. Copy of Acknowledgement Slip of GPF Rectification Erroneous Transfer Withdrawal PRAN request.

II. In case of Bank updation request in CRA system.
1. Forwarding letters must contain in details of Bank and Acknowledgement Number.
2. Original NE-5 form along with Bank Certificate.

III. In case of Reset Password request
1. Forwarding letter along with verified acknowledgement slip.

IV. In case of Aadhar Based Authentication request.
1. Forwarding letters must contain in Acknowledgement Number and Aadhar Number
2. Copy of Aadhar Card and office identity card of the Govt. employee.

V. In case of any other request initiated under ERM module at CRA system, the supporting documents must be attached with the forwarding letter.

VI. In case of change in Subscriber Master details/Profile (S2 form etc.) data at CRA system, the same may be sent directly to the NSDL.

VII. PAOs are requested to go through the SOP issued by NSDL before raising query related to NSDL to this office.

This issues with the approval of the Competent Authority.

Yours faithfully,

(Jaspal Singh)
Sr.Accounts Officer(CDN)

~~Encl: As above~~

GST-I7|147
31-7-24

To:
1. All Zonal Heads and All PAOs of CBIC.
2. PPS to Pr.CCA, CBIC
3. PS to CCA/CA, CBIC
4. Sr. AO(ITD)-requested to upload on the ARPIT portal

Pl. upload on ARPIT
AAO(AKS) 31/07 31/07/2024
Amit