



कार्यालय महालेखाकार (लेखा एवं हक), पश्चिम बंगाल
ट्रेजरी बिल्डिंग्स, 2, गवर्नमेंट प्लेस, वेस्ट, कोलकाता-700001
OFFICE OF THE ACCOUNTANT GENERAL (A&E), WEST BENGAL
TREASURY BUILDINGS, 2, GOVERNMENT PLACE WEST, KOLKATA- 700001



No. PAGAEWB/03/57/02/MISC-III/ 29

Date: 03.06.2025

OFFICE ORDER

Copy of the office order Admin-III/UPS/Circular/2025-26/03 dated 09.04.2025 regarding “Option Form” for opting to Unified Pension Scheme (UPS), for those who are opting to United Pension Scheme by the existing NPS subscriber, is enclosed herewith for information and necessary action of officials under Divisional Accountant cadre.

In this regard, it is to inform that existing NPS subscribers shall exercise option for being covered under Unified Pension Scheme (UPS) by applying in Form- A2 and submitted to the concerned Executive Engineer /Divisional Officer/DDO in triplicate. The concerned DDO/ Executive Engineer/Divisional Officer shall verify the application, mention the DDO Registration No on the prescribed format, sign it and forwarded to the concerned Treasury officer/ Pay & Accounts Officer. The concerned PAO/Treasury Officer shall verify the DDO / Divisional Officers details, mention the POA/TO Registration no on the form and return back to DDO/Divisional Officer.

After that the concerned DDO/Divisional Officer shall forward two copies of the option form to this office for onwards transmission to the Directorate of Treasuries and Accounts (DTA), West Bengal, being the state Nodal office to process the application. One copy of the option form preserved in the respective office for noting in the service book. The “Option Form” (two copies) should also be forwarded to the Cadre Controlling Authority /WM Section on or before 12.06.2025 for necessary action at this end.

Enclosed: As stated above.

Sd/-


Sr. Accounts Officer/W.M

No. PAGAEWB/03/57/02/MISC-III/ 260-62

Date: 03.06.2025

Copy forwarded for information to:

1. The Divisional Officers/ Executive Engineers of all divisions. They are requested to download the office order from the official website.
2. The Directorate of Treasuries and Accounts (DTA), Finance Department, 8, Lyons Range, 3rd floor, Kolkata – 700001.
3. Sr. A.O/ITSC with request to upload the order in DA cadre platform of the official website.

 03/06/2025
Sr. Accounts Officer/W.M



भारतीय लेखा तथा लेखा-परीक्षा विभाग
प्रधान महालेखाकार (लेखा एवं हक), पश्चिम बंगाल
Indian Audit and Accounts Department
Pr. Accountant General (A&E), West Bengal



संख्या/No. Admn-III/UPS/Circular/2025-26/ 03
 07.04.2025

दिनांक/Date: 09.04.2025

CIRCULAR

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All the NPS subscriber are hereby requested to go through the Gazette Notification issued by Government of India, Ministry of Finance vide No. F. No. FX-1/3/20245-PR dated 24.01.2025 and submit the option form (Form-A2) (enclosed) in triplicate to Administration-III section by **30th June 2025 positively** in case if they are willing to avail the benefit of Unified Pension Scheme (UPS) w.e.f. 01.04.2025. In this connection it is also informed that, the option once exercised shall be final and irrevocable.

This may be treated as **"MOST URGENT"**.

[Authority : DAG (Admn)'s order dated .08.04.2025...]

Sd/-
Sr. Accounts

O f f i c e r
(Administration-III)

ट्रेजरीबिल्डिंग्स, २ गवर्नमेंट प्लेसवेस्ट, कोलकाता ७००००१
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<http://cag.gov.in/ae/west-bengal>

UNIFIED PENSION SCHEME (UPS) – SUBSCRIBER MIGRATION FORM - Government Sector**[See Regulation 4]****Exercise of Option by an eligible Central Government employee presently subscribed to National Pension System (NPS) For being covered under Unified Pension Scheme (UPS)****Protean eGov Technologies Limited (formerly NSDL e- Governance Infrastructure Ltd.)**

I, Son/ Daughter of Mr/Mrs. being a subscriber of NPS as on 01/04/2025 with permanent retirement account number (PRAN), having read and fully understood the provisions of Unified Pension Scheme (UPS) as notified by Central Government vide notification F.No. FX-1/3/2024-PR dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025 as amended from time to time, and being eligible to opt for Unified Pension Scheme, do hereby exercise the option to be covered under Unified Pension Scheme (UPS).

Further, I hereby acknowledge that this option exercised by me shall be final and irrevocable.

I authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data / details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder.

Signature / Thumb Impression* of Applicant

(*LTI in case of males and RTI in case of females to be provided. Toe impression in case no hands)

Place : _____

Date

D	D	M	M	Y	Y	Y	Y
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(To be filled and certified by the DDO based on Service records)

Employment Details (At the time of exercise of UPS option)									
Employee Code/ID									
Date of commencement of qualifying service (Qualifying Service as defined in Regulation 2(k) read with Regulation 13)	<table border="1"> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>	D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y		
Current Month Basic Pay									
Non-Practicing Allowance (NPA), if applicable									
Schedule date for next increment	<table border="1"> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>	D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y		

Signature & Name of DDO	Signature & Name of PAO
DDO Reg. No.	PAO Reg. No.
Date : _____ Place : _____	Date : _____ Place : _____

Note/Instruction:

- The duly signed copy of this Form shall be kept DDO in employee's service record and a copy of the same shall be provided to the employee for his record.
- DDO shall input the Head of Office verified data in the Central Record Keeping System and in case of physical submission of form by the subscriber, the DDO shall upload a copy of this duly signed option form. PAO shall authorise and approve the option exercised by the subscriber in the CRA system through their login.

PENSION FUND REGULATORY AND DEVELOPMENT AUTHORITY**NOTIFICATION**

New Delhi, the 19th March ,2025

PENSION FUND REGULATORY AND DEVELOPMENT AUTHORITY (OPERATIONALISATION OF UNIFIED PENSION SCHEME UNDER NATIONAL PENSION SYSTEM) REGULATIONS, 2025

F. No. PFRDA-12/01/0001/2023-LEGAL.—In exercise of the powers conferred by sub-section (1) of Section 52 read with clauses (f) and (w) of sub-section (2) thereof, of the Pension Fund Regulatory and Development Authority Act, 2013 (23 of 2013), the Pension Fund Regulatory and Development Authority hereby makes the following regulations to operationalise the Unified Pension Scheme (UPS) introduced by the Central Government as an option under the National Pension System (NPS) for the employees of the Central Government who are covered under NPS, namely:

CHAPTER I**PRELIMINARY**

1. Short Title and Commencement. -(1) These regulations may be called the Pension Fund Regulatory and Development Authority (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025.

(2) The objective of these regulations is to lay down the framework to operationalise the UPS notified by the Central Government in the Ministry of Finance *vide* notification number F. No. FX-1/3/2024-PR, dated the 24th January 2025, and to define the obligations, roles and responsibilities of intermediaries and such Central Government offices as are involved with implementation thereof, and for matters connected therewith or incidental thereto.

(3) These regulations shall come into effect from 1st April 2025.

2. Definitions. – (1) In these regulations, unless the context otherwise requires,-

- (a) “Act” means the Pension Fund Regulatory and Development Authority Act, 2013 (23 of 2013);
- (b) “Authority” means the Pension Fund Regulatory and Development Authority established under sub-section (1) of section 3 of the Pension Fund Regulatory and Development Authority Act, 2013;
- (c) “Admissible Payout” means the amount payable to a UPS subscriber for life, in such proportion and in such manner as specified under these regulations;
- (d) “Benchmark Corpus” means a corpus as specified under regulation 12;
- (e) “Default pattern” means such choice of pension fund(s) and of investment pattern(s), as may be determined by the Authority in respect of individual corpus under UPS, from time to time;
- (f) “Family Payout” means the monthly amount payable to the legally wedded spouse of a deceased subscriber;
- (g) “Head of Office” means a Gazetted Officer as defined under the Delegation of Financial Powers Rules, 2024, issued by the Central Government, and includes such other authority or person whom the Central Government may, by order, specify as Head of Office;
- (h) “Individual Corpus” means the net asset value of units outstanding in the individual Permanent Retirement Account Number (PRAN) of a subscriber;
- (i) “Legally wedded spouse” means the spouse of a subscriber whose name appears as such in the service records as on the date of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable, and who is surviving the deceased subscriber;
- (j) “Pool Corpus” means the fund specified under regulation 7;
- (k) “Qualifying Service” means the period of service in respect of a UPS subscriber, as determined in the manner specified under regulation 13;
- (l) “Schedule” means the schedules appended to these regulations;

- (m) “Unified Pension Scheme (UPS)” means an option available to employees of Central Government, who are covered under the NPS, in terms of the UPS Notification;
 - (n) “UPS Notification” means the notification bearing number F. No. FX-1/3/2024-PR, dated the 24th January 2025, issued by the Department of Financial Services, Ministry of Finance;
 - (o) “UPS Payout Order” means authorisation issued by the Pay and Accounts Officer (PAO) to National Pension System Trust containing such details as provided under regulation 20;
 - (p) “UPS Subscriber” for the purpose of these regulations shall mean a Central Government employee who opts for and is enrolled under UPS in accordance with these regulations.
- (2) Words and expressions used herein and not defined under these regulations, shall have the same meaning as defined under the Act and the existing regulations made thereunder.

CHAPTER II

APPLICABILITY

3. Applicability of Unified Pension Scheme. - (1) The option to avail benefits under UPS shall be available to the following category of persons—

- (i) An existing Central Government employee in service as on 1st April 2025, who is covered under NPS, in terms of sub-section (1) of section 20 of the Act;
- (ii) A new recruit in the Central Government services, who joins service on or after the 1st day of April 2025;
- (iii) (a) A Central Government employee who was covered under NPS and who has superannuated or voluntarily retired or has retired under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), on or before 31st March 2025; or
- (b) the legally wedded spouse in case of a subscriber who has superannuated or retired and has demised prior to exercising the option for UPS.

(2) The exercise of option in respect of an eligible employee to be covered under UPS shall be undertaken: -

- (i) within three months from 1st April 2025, or within such extended timelines if any, allowed by the Central Government, in respect of a person mentioned under clause (i) and clause(iii) of sub-regulation (1); and
 - (ii) within thirty days, from the date of joining Central Government services or within such extended timelines, if any, allowed by the Central Government, in respect of a person mentioned under sub-clause (ii) of sub-regulation (1)
- (3) The option once exercised shall be final and irrevocable.

CHAPTER III

ENROLMENT

4. Exercise of Option and Enrolment under UPS. - (1) A person falling under regulation 3, shall exercise the option for being covered under UPS, before end of the option exercise period in the following manner –

- (a) A Central Government employee in service as on 1st April 2025, who is subscribed to NPS shall submit an application to the concerned Drawing and Disbursing Officer (DDO) in Form A2 of *Schedule I* to enrol in UPS option under NPS in accordance with these regulations;
- (b) In case of a new recruit to the Central Government services joining on or after 1st April 2025, the existing process of enrolment under NPS shall continue. In case such new recruit chooses the UPS option under NPS, such person shall submit an application to the concerned DDO in Form A1 of *Schedule I*, to enrol in UPS option under NPS in accordance with these regulations;

(c) An eligible Central Government employee who has superannuated or retired under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable, on or before 31st March 2025, and was covered under NPS, shall submit an application in Form B2 of *Schedule I* along with KYC documents, to the concerned DDO, to avail the benefits under the UPS option, in the manner specified under these regulations;

(d) In case of a deceased Central Government employee who has superannuated or retired under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable, on or before 31st March 2025, and was covered under NPS and was eligible to avail benefits under UPS, the legally wedded spouse shall submit an application to the concerned DDO in Form B6 of *Schedule I*, along with KYC documents, to avail the benefits under the UPS option, when such benefits become due and payable in the manner specified under these regulations.

(2) The Forms listed as A1, A2, B2 and B6 in *Schedule I*, as may be applicable, may be submitted online through the CRA portal or physically to the Head of Office or DDO.

(3) In case of online submission of Forms through the CRA portal, the CRA shall provide an acknowledgement to such person and simultaneously forward the same to DDO for verification. The DDO shall update the records in CRA system after obtaining necessary details, from the Head of Office and forward the same to the PAO for its authorisation in such system.

(4) In case a person mentioned in sub-regulation (1) is not able to exercise the UPS option through the CRA portal, such person shall have the facility to submit Form physically to the Head of Office directly or through DDO. In such cases, the Head of Office shall forward the option information to the DDO. The DDO shall update the records in the CRA system after obtaining necessary information received from the Head of Office and forward the same to PAO for its authorisation in such system.

(5) A person eligible to exercise option as provided under sub-regulation (1) and who does not exercise the UPS option under NPS within the timelines laid down shall be deemed to have opted to continue under NPS without UPS option.

5. Permanent Retirement Account Number (PRAN). – (1) An employee specified under clause (a) and (b) of sub-regulation (1) of regulation 4 who has opted for UPS option under NPS by submitting Forms A1 or A2, as may be applicable and whose application has been duly authorised by the concerned PAO, in the manner specified under the said regulation, shall be identified by a Permanent Retirement Account Number tagged to UPS.

(2) In respect of a person specified under clause (c) and (d) of sub-regulation (1) of regulation 4 and who has opted for UPS option under NPS by submitting Form B2 or B6, as applicable and upon due authorisation by the concerned PAO, shall be identified by his erstwhile PRAN, tagged to UPS.

(3) The CRA shall transfer the individual corpus of UPS Subscriber falling under clause (a) of sub-regulation (1) of regulation 4, upon opting for UPS and after due authorisation by the concerned PAO, to the PRAN tagged to UPS in such manner and within such timelines as may be determined by the Authority.

(4) UPS Subscriber may, in addition to his UPS account, have additional account under NPS (Tier I and Tier II) on a voluntary basis under All Citizen model.

CHAPTER IV

CONTRIBUTIONS

6. Individual Corpus. – (1) The monthly contribution of the UPS Subscriber shall be ten percent. of the basic pay (including non-practising allowance, where applicable) and dearness allowance thereon, which shall be credited to the individual PRAN of UPS Subscriber.

(2) The monthly contribution of the UPS Subscriber shall be matched by the Central Government by crediting an equal amount, to the individual PRAN of the UPS subscriber.

(3) The DDO shall deduct the contribution from the salary of the Central Government employee and send the bill to the PAO or Cheque Drawing and Disbursing Officer (CDDO) as the case maybe along with the details of contribution deducted in respect of each UPS Subscriber on or before the twentieth day of each month.

(4) The PAO or the CDDO as the case may be shall, based on the details of contributions in respect of each UPS Subscriber sent by DDO to PAO or CDDO, prepare and upload a Subscriber Contribution File (SCF) and generate transaction ID in the system of the CRA, on or before the twenty fifth day of each month.

(5) The PAO or the CDDO as the case may be, shall remit the employee contribution and matching co-contribution by the Central Government to the trustee bank through the accredited bank by the last working day of each month.

Provided that the contribution for the month of March shall be remitted by the PAO or CDDO to the trustee bank through the accredited bank on the first working day of the month of April.

Provided further that in respect of an employee who has subscribed to NPS as on 31st March 2025, and has opted for UPS, the first contribution under UPS of such subscriber shall be credited in the month following exercise of choice by such subscriber.

Provided further that the first contribution of a newly recruited Central Government employee shall be credited to the individual PRAN within twenty days from the date of submission of application or by the last date of the month, in which the Central Government employee joined, whichever is later.

7. Pool Corpus. – (1) The Pool Corpus shall comprise of: -

(i) additional Central Government contribution at an estimated eight and half percent. of Basic Pay (including non-practising allowance, wherever applicable) plus Dearness Allowance, on aggregate basis of all employees who have chosen the UPS option;

(ii) transfer of balance from the individual corpus of a subscriber as per regulation 19 (3); and

(iii) any other contribution defined by the Central Government.

(2) The Pool Corpus shall be managed by the pension fund(s), in accordance with the instructions of the Central Government as specified under regulation 10 and such other directions as may be issued by the Authority in that behalf.

8. Fund Based System. -(1) The UPS, being a 'fund-based' system, relies on the regular and timely accumulation and investment of applicable contributions (from both the employee and the employer) for assured payout to the employees post superannuation or retirement, as the case may be.

(2) The assurance of timely and regular payout of benefits under UPS shall depend upon adequacy of funds under individual and pool corpus.

CHAPTER V

INVESTMENT OF CONTRIBUTIONS

9. Investment Objective. -The contributions shall be invested and managed by the pension fund(s) with an objective to optimize returns on the investments, ensuring safety of contribution in the interest of UPS subscriber(s). The pension fund(s) shall take adequate steps and exercise prudence, diligence, and its technical expertise while undertaking fund management.

10. Investment of Pool Corpus. – (1) The Pool Corpus shall be allocated to such pension fund(s) as determined by the Central Government, who shall invest the funds in accordance with the investment pattern and related aspects thereto, as approved by the Central Government. The Authority shall, subject to such instructions, issue investment guidelines which the pension funds shall adhere to.

(2) The Pool Corpus shall be audited annually by an auditor to be appointed by the Authority.

Explanation: Auditor shall have the same meaning as mentioned under section 141 of the Companies Act, 2013.

11. Investment of Individual Corpus. – (1) UPS Subscriber shall have an option to choose the pension fund and the investment pattern including a default pattern in accordance with the guidelines issued by the Authority, for the investment of contributions made in the individual corpus under UPS.

(2) UPS Subscriber shall have the choice of default pattern of pension fund(s) and default investment; or

(3) A UPS Subscriber may choose any one of the pension funds registered with the Authority.

Provided that a UPS subscriber not exercising such choice of pension fund shall be deemed to have opted for default pattern as determined by the Authority.

(4) A UPS Subscriber exercising choice of pension fund other than default pattern, shall choose any one of the following investment choices:

(i) option to invest hundred percent. of the funds in Government securities (Scheme G); or

(ii) option of any one of the following Life Cycle based schemes:

(A) Conservative Life Cycle Fund with maximum exposure to equity capped at twenty- five percent. LC-25; or

(B) Moderate Life Cycle Fund with maximum exposure to equity capped at fifty percent. LC-50.

(5) UPS Subscriber shall have an option to change the choice of pension fund once in a financial year and investment choice twice in a financial year.

(6) Pension fund shall give out easily understandable information about past performance of its schemes to the UPS Subscriber to enable such subscriber to make informed choices while opting for pension fund and investment patterns.

(7) UPS Subscriber exercising choice of pension fund and investment pattern, as permissible, shall be entitled to surplus amount, if any, or be liable for shortfall, if any, in the individual corpus under UPS, as compared to the benchmark corpus.

(8) Surplus amount (*i.e.*, the excess of individual corpus over benchmark corpus), if any, computed on the date of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable, shall be paid to the UPS subscriber after issuance of the UPS Payout order.

(9) Shortfall amount (*i.e.*, the deficit of individual corpus as compared to benchmark corpus), if any, may be replenished by the UPS subscriber at any point of time before or on superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable, and not later than submission of Form B1. If such shortfall is not replenished by the

UPS Subscriber, then such subscriber shall be entitled to proportionately reduced payout at the time of superannuation or retirement.

(10) The value and units in the individual corpus and benchmark corpus of the UPS Subscriber shall be informed to such subscriber by the CRA.

Provided that a final computation of the value of the individual corpus as compared to the benchmark corpus of a UPS Subscriber shall, for the purpose of availing benefits, be determined as on the date of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable.

(11) The information of individual corpus and the benchmark corpus of a UPS Subscriber shall be available in the UPS PRAN account statement on a monthly basis.

12. Benchmark Corpus. - (1) For each employee covered under NPS, who has exercised the UPS option, a benchmark corpus value shall be computed by CRA for comparison with individual corpus based on the following assumptions:

- (i) regular and timely receipt of applicable contributions of both, employer and employee, for each month of qualifying service, as specified under sub-regulation (1) and (2) of regulation 6;
- (ii) contributions being invested as per default pattern determined by the Authority;
- (iii) no partial withdrawals made during accumulation phase;
- (iv) any voluntary contributions made shall not be considered; and
- (v) any contributions for the period before the commencement of the qualifying service under the Central Government shall not be considered.

(2) The Benchmark Corpus value shall be based on the net asset value (NAV) of the default pattern, and corresponding units in the benchmark corpus. In respect of missing contribution(s), for any period, the net asset value shall be based on last working day of the month in which contribution(s) is to be received, for the period from 01st April 2025 and the same shall be declared for each month by the Authority.

(3) Where UPS Default Pattern is managed by more than one pension fund, the weighted average NAV shall be considered based on the ratio of the monthly average asset under management (AAUM) of UPS scheme managed by the pension fund to the total AAUM of UPS Default pattern managed by such multiple pension funds. The formula for calculating the weighted average NAV is as under:

$$NAV = \sum_{i=1}^n W_i * NAV_i$$

Where,

$$W_i = \frac{AAUM_i}{\sum_{i=1}^n AAUM_i}$$

where 'i' is the pension fund and 'n' is the total number of Pension Funds under Default Pattern;

$AAUM_i$ is the average scheme AUM for the said month for the i th pension fund

$W_1, W_2, W_3, \dots, W_n$ are the weights based on the average scheme AUM of the month for each pension fund for the considered month; and

$NAV_1, NAV_2, NAV_3, \dots, NAV_n$ are the NAVs corresponding to each pension fund respectively on last working day of the month

The NAV computed using the above-mentioned methodology for the past period is provided under *Schedule II*.

(4) Benchmark corpus shall be computed in the following manner:

- (i) Partial withdrawals made out of individual corpus and voluntary contributions made into the individual corpus shall not be considered in the computation.
 - (ii) For contributions received prior to 1st April, 2025: monthly contributions shall be considered as and when they have been received and be valued on default pattern.
 - (iii) For contributions received on or after 1st April, 2025: (a) monthly contributions which are to be received in that month, shall be considered as and when received during the month and valued on default pattern.
 - (b) In the event of any missing contribution in any month, value shall be based on the weighted average NAV of default pattern as on the last working day of the month applied to monthly contributions of previous full month.
 - (iv) Contributions arising from arrears, such as arrears of Dearness Allowance shall be considered and valued on the default pattern as and when they are received.
- (5) Illustrative examples as to working of benchmark corpus under different scenarios are provided under *Schedule III*.

CHAPTER VI

BENEFITS

13. Eligibility to receive Benefits. – (1) Subject to the conditions specified, UPS benefits shall be available only in the following cases:

- (a) In case of an employee superannuating after qualifying service of ten years, from the date of superannuation.
 - (b) In case of Central Government retiring an employee under the provisions of Fundamental Rule 56 (j) (which is not a penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965) from the date of such retirement.
 - (c) In case of voluntary retirement after a minimum qualifying service period of twenty-five years, from the date such employee would have superannuated, if the service period had continued to superannuation.
- (2) Notwithstanding enrolment of an employee in the UPS option under NPS, such option shall cease to apply in case of a UPS Subscriber who has been removed or dismissed from service or who has resigned his services.

Explanation: For the purpose of benefits under these regulations, qualifying service shall be the completed months for which UPS subscriber has rendered regular services under the Central Government, to be determined by the Head of Office, where such subscriber was employed at the time of superannuation or retirement, as the case may be, taking into account the following:

- (i) (a) In respect of a Central Government employee covered under clause (i) and clause (iii) of sub-regulation (1) of regulation 3, qualifying service shall commence on such date from which such person was eligible to be enrolled under NPS in Central Government;
- (b) In respect of new recruits covered under clause (ii) of sub-regulation (1) of regulation 3, qualifying service shall commence on such date from which such person is eligible to be enrolled under UPS.
- (ii) The end date of qualifying service in respect of persons covered under sub-clause(a) and (b) of clause(i) of this explanation shall be the date of superannuation or retirement, as the case may be.
- (iii) In case of unauthorised absence from service, the qualifying service shall not include the entire past period of service including the period of such unauthorised absence, if the same is not condoned by the competent authority.

Provided that where any unauthorised absence is condoned by the competent authority, entire past period of service shall be counted towards qualifying service except the period of such unauthorised absence which shall not be counted.

Provided further that where any unauthorised absence is regularised by the competent authority through leave due and admissible to such employee, the entire past period and such regularised leave period shall be counted.

(iv) The qualifying service shall not include any period spent by an employee on deputation or foreign service for which applicable contribution has not been received under the individual corpus and the pool corpus. The applicable contribution share shall be calculated in such manner as may be determined by the Authority in consultation with Central Government.

(v) The qualifying service shall include the time passed by a Government employee under suspension pending inquiry into his conduct where, on conclusion of such inquiry, he has been fully exonerated or only a minor penalty is imposed and the suspension is held to be wholly unjustified. In cases not covered above, the period of suspension shall not count unless the authority competent to pass orders under the service rules governing such cases expressly declares at the time that it shall count to such extent as the competent authority may declare. In all cases of suspension, the competent authority shall pass an order specifying the extent to which, if any, the period of suspension shall count as qualifying service and a definite entry shall be made in the service book of the Government employee in this regard.

(vi) In case of extraordinary leave other than extraordinary leave granted on medical certificate, the appointing authority may, at the time of granting such leave, allow the period of that leave to count as qualifying service if such leave is granted to a Government employee - (i) due to his inability to join or re-join duty on account of civil commotion; or (ii) for prosecuting higher scientific and technical studies.

Provided that in the case of extraordinary leave other than extraordinary leave granted on medical certificate and extraordinary leave allowed to be counted as qualifying service under clause (v) above, at the time of grant of such leave, a definite entry shall be made in the service book of the Government employee to the effect that the period of extraordinary leave shall not be treated as qualifying service and such an entry in the service book, if not made at the time of grant of extraordinary leave, can be made subsequently but not later than six months before the date of retirement of the Government employee on superannuation and if no such entry is made in the service book, the period of extraordinary leave shall be treated as qualifying service.

The illustrative examples on computation of qualifying service are provided under *Schedule IV*.

14. Lumpsum Payment. -(1) A UPS Subscriber shall be entitled to lumpsum payment equivalent to one-tenth of last drawn basic pay (including non-practising allowance, if applicable) and dearness allowance thereon, as on the date of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable, for each completed six months of qualifying service as certified by Head of Office.

(2) The lumpsum amount shall be calculated based on the following formula:

$$\text{Lumpsum Payment} = (E/10) \times L$$

Where;

Emoluments (E) = {Basic Pay (including non-practising allowance, if applicable) + Dearness Allowance} on the date of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable

Length of service (L) = number of completed six months of qualifying service as certified by Head of Office

Explanation: For the purpose of calculation of every completed six months of qualifying service, any period less than six months shall not be taken into account.

(3) This Lumpsum Payment shall be in addition to the assured payout payable to the UPS subscriber and shall not affect the quantum of assured payout and shall be payable upon superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable.

15. Payout under UPS. -(1) Payout shall be computed and payable as applicable, in the following manner:

(i) **Assured payout:** Assured payout shall be payable at fifty-percent. of the average of the last twelve months Basic Pay (as certified by Head of Office) immediately prior to the date of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable, subject to completion of minimum twenty-five years of qualifying services by a UPS subscriber, computed as per regulation 13. The formula for calculating assured payout is as under:

$$\text{Assured Payout (A)} = (\frac{1}{2} \text{ of } P) \times (Q/300)$$

Where:

P = average of Basic Pay for last twelve months, as certified by the Head of Office, from the date of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable

Q = months of qualifying service as certified by the Head of Office

(Provided where Q is -

Less than 120, UPS shall not be applicable

More than 300, then Q shall be taken as 300)

(ii) **Minimum Guaranteed Payout:** The minimum guaranteed payout under UPS shall be Rupees Ten Thousand per month subject to completion of minimum ten years of qualifying services by a UPS subscriber. The formula for calculation of Minimum guaranteed payout:

If $(\frac{1}{2} \text{ of } P) \times (Q/300) < 10,000$, and:

Q is more than or equal to 120

Then Minimum guaranteed payout shall be Rs. 10,000/-

(iii) **Proportionate Payout:** In case of Qualifying service period of ten years or more, but less than twenty-five years, proportionate payout shall be payable.

(iv) **Admissible Payout:** Assured payout shall be proportionately reduced in any or both of the following cases –

(a) Individual corpus is less than the benchmark corpus as on the date of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable;

(b) Final withdrawal not exceeding sixty percent. of the individual corpus, as opted by a subscriber.

The assured payout so proportionately reduced shall be payable as admissible payout. The formula for calculating admissible payout is as under:

$$\text{Admissible Payout} = \text{Assured Payout} \times IC/BC \times (1-FW\%)$$

Where,

IC= value of Individual Corpus

BC= value of Benchmark Corpus

with condition of $IC \leq BC$

FW= Final withdrawal in percentage points (maximum upto sixty percent of Individual Corpus or Benchmark Corpus, whichever is lower).

Provided that if the individual corpus is less than benchmark corpus, UPS Subscriber shall have a choice to replenish the shortfall at any point of time before or on superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable.

Illustrative examples as to working of admissible payout under different scenarios are provided under *Schedule V*.

(2) Final Withdrawal Percentage:(i) UPS Subscriber or the legally wedded spouse, as the case may be, shall also have an option to withdraw an amount not exceeding sixty percent. of the individual corpus or benchmark corpus, whichever is lower, available in the PRAN tagged to UPS as on the date of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable, subject to proportionate reduction in the assured payout payable to such UPS Subscriber.

Provided that in case the individual corpus is more than the benchmark corpus as on the date of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable, the final withdrawal amount shall be calculated on the benchmark Corpus and the excess amount in the individual corpus shall be credited to the designated bank account of the UPS Subscriber.

(ii) Such final withdrawal shall be admissible on the date of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable.

16. Family Payout. – (1) Upon demise of a UPS Subscriber who was receiving admissible payout, as the case may be, the legally wedded spouse of such deceased subscriber shall receive for life, family pay out of sixty percent. of the amount of the admissible payout drawn by the subscriber immediately prior to the demise.

(2) In case of a deceased Central Government employee under NPS who has superannuated or retired on or before 31st March 2025, and was eligible to receive benefits under UPS, the legally wedded spouse, upon submission of claim and authorisation thereof, shall receive the difference of sixty percent. of the admissible payout payable to such UPS Subscriber and sixty percent. of representative annuity amount, as family payout after the date of demise, besides following benefits that shall become vested in the deceased employee, on the date of superannuation or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable, until the date of demise and be payable to the legally wedded spouse:

(i) lumpsum payment payable to such deceased employee;

(ii) monthly top-up amount payable to such deceased employee after the date of superannuation or retirement, until the date of demise;

(iii) applicable dearness relief; and

(iv) simple interest as per applicable Public Provident Fund rates on arrears with respect to above benefits for the past period, which interest shall become due from the following month after superannuation or retirement up to the month preceding the submission of claim Forms.

Provided that no interest shall be payable where the UPS option form is submitted beyond the stipulated time period, for the period of such delay.

17. Dearness Relief. – Dearness Relief as declared by the Central Government from time to time, shall be payable on the admissible payout and family payout, as the case may be. Dearness Relief shall be payable only when admissible payout commences.

CHAPTER VII

PARTIAL WITHDRAWAL

18. Partial Withdrawal. -(1) UPSSubscriber shall be eligible to make partial withdrawals from the individual corpus under the UPS PRAN, after completion of lock-in period of three years from the date of enrolment under UPS or NPS whichever is earlier, up to a maximum of three times in total including the number of withdrawals, if any already made under NPS in terms of PFRDA (Exits and Withdrawals under National Pension System) Regulations, 2015, during the entire tenure under UPS.

(2) Such withdrawals shall not be made for more than twenty-five percent. of the own contributions (excluding accretion thereon) made by the UPS Subscriber, as on the date of application for withdrawal and subject to such conditions as specified under this regulation.

(3) Such withdrawal request shall be permitted for any of the following purposes only:

(a) for higher education of his or her children including a legally adopted child;

(b) for the marriage of his or her children, including a legally adopted child;

(c) for the purchase or construction of a residential house or flat in his or her own name or in a joint name with his or her legally wedded spouse. In case, the subscriber already owns either individually or in the joint name a residential house or flat, other than ancestral property, no withdrawal under these regulations shall be permitted;

(d) for treatment of illnesses: if the UPS Subscriber, his legally wedded spouse, children, including a legally adopted child or dependent parents suffer from any illness, which requires hospitalization;

(e) to meet medical and incidental expenses arising out of the disability or incapacitation suffered by the UPS Subscriber;

(f) towards meeting the expenses by UPS Subscriber for skill development or reskilling or for any other self-development activities.

(4) Where a UPS Subscriber is suffering from any illness, the request for partial withdrawal may be submitted, by any family member of such subscriber, as recorded and certified by the nodal office.

(5) A subscriber who has made a partial withdrawal shall have an option to replenish the value of such withdrawal before the date of superannuation or retirement, as the case may be.

CHAPTER VIII

PAYMENT OF BENEFITS

19. Payments under UPS. – (1) The payment of benefits to UPS Subscriber shall be in accordance with the UPS Notification, these regulations and guidelines, circulars, instructions or any directions issued by the Authority or the Central Government, as the case may be.

(2) The application for payment of benefits under UPS shall be made in the applicable Forms in *Schedule I* and submitted to the Head of Office or DDO:

(i) In respect of benefits to a UPS subscriber covered under clause (i) and (ii) of sub-regulation (1) of regulation 3;

(a) The UPS Subscriber shall submit Form B1 contained in *Schedule I*, at the time of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable; or

(b) The legally wedded spouse shall submit Form B3, in case the deceased UPS subscriber has availed benefits under UPS or Form B5 in case the deceased UPS subscriber was eligible for UPS benefits but had not yet availed UPS benefits, to avail family payout after death of an employee.

(ii) In respect of benefits admissible to a UPS subscriber covered under clause (iii) of sub-regulation (1) of regulation 3:

(a) The past retiree shall submit Form B2 as provided in *Schedule I*.

(b) The legally wedded spouse shall submit Form B4, in case the deceased subscriber has availed benefits of UPS or Form B6 in case the deceased subscriber has not exercised the option of UPS as applicable, contained in *Schedule I* in case of past retirees, within the time specified for the purpose.

(3) The UPS Subscriber, at superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable, shall authorise the transfer of the value of units in the individual corpus to the pool corpus, which shall not exceed the value of the benchmark corpus. In case the value of the individual corpus authorised for transfer is less than the value of benchmark corpus, assured payout shall be proportionately reduced, unless the shortfall is replenished.

(4) In respect of employee who has superannuated or retired on or before 31st March 2025, there shall be no requirement of transfer of individual corpus to the pool corpus. However, benefits under UPS as are admissible to such employees shall be paid out of the Pool Corpus.

20. UPS Payout Order. – (1) The benefits payable to a UPS Subscriber shall be recorded by the respective PAO in a UPS Payout Order as provided in Form B1, B2, B3, B4, B5 or B6 in *Schedule I*, as may be applicable, and sent to the National Pension System Trust through CRA. A copy of such UPS Payout Order shall simultaneously be made available to the UPS Subscriber or the legally wedded spouse, as the case may be.

(2) The UPS Payout Order shall include the following details:

i. requisite details of UPS Subscriber including particulars of legally wedded spouse of such subscriber as appearing in the service records, as on the date of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable;

ii. the period of qualifying service (in accordance with regulation 13) determined by the Head of Office, at the time of superannuation or voluntary retirement or retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965), as may be applicable;

iii. Details of joint bank account of the UPS Subscriber and legally wedded spouse;

iv. Percentage of final withdrawal upto sixty percent. of individual corpus as opted by UPS Subscriber;

v. Details of benefits applicable under UPS as specified under these regulations, such as:

a. lumpsum payment;

b. value of individual corpus and benchmark corpus as computed by the CRA in its system;

c. assured payout;

d. admissible payout;

e. family payout;

f. applicable dearness relief.

vi. the date of commencement of admissible payout to subscriber; and

vii. such other details as may be determined for facilitating payments.

(3) In the case of an employee seeking voluntary retirement after completion of twenty-five years of qualifying service, the UPS payout order shall mention the date of commencement of admissible payout, being the next day after the date, employee would have superannuated if continued in service.

21. Processing of UPS Payout Order. - (1) Upon receipt of UPS Payout Order, NPS Trust shall authorise -

- (i) release of admissible payout;
- (ii) release of lumpsum payment;
- (iii) release of final withdrawal;
- (iv) release of the surplus amount in the individual corpus, if any over the benchmark corpus; and
- (v) dearness relief on the Admissible Payout.

(2) The NPS Trust shall ensure payment of monthly payout from the Pool Corpus to the bank account of the UPS Subscriber and periodic release of applicable dearness relief. For this purpose, CRA shall intimate to the pension fund to effect redemption from the Pool Corpus for payment of such payout to the subscriber.

22. Payment of benefits to Superannuated or Retired Employees under National Pension System. - (1) In respect of superannuated or retired employee under NPS on or before 31st March 2025, and who has complied with the requirements under regulation 4 and regulation 19 shall be eligible to receive the following benefits –

- (i) lumpsum payment;
- (ii) monthly top-up amounts due immediately after the date of superannuation or retirement;
- (iii) applicable dearness relief; and
- (iv) simple interest as per applicable Public Provident Fund rates on arrears with respect to above benefits for the past period from the month after superannuation up to the month preceding the submission of claim forms.

Provided that no interest shall be payable for the period beyond the last date of submission of option or claim as per clause (ii) of regulation 3.

(2) The benefits specified under sub-regulation (1) shall be in addition to the benefits availed or accrued to such employee under NPS including annuity, if any under NPS.

(3) The monthly top-up amount admissible to a person shall be the sum of admissible payout and Dearness Relief thereon less the applicable representative annuity amount for such person computed under this regulation. The computation of representative annuity amount for such person shall be based on the annuity rate declared by the Authority, utilising such percentage of the individual corpus under NPS Tier I annuitized at the time of exit from NPS. The representative annuity rates for the period from January 2014 to March 2025 are provided in *Schedule VI*.

(4) The formula for computing monthly top-up amount is as under:

Monthly top-up = (Admissible Payout + Dearness Relief on Admissible Payout) - Representative Annuity amount

Where;

(a) Admissible Payout = Assured Payout x ((IC / BC) x (1 - FW%))

In case IC is greater than BC, IC shall be taken as equal to BC.

Where, Assured Payout, IC, BC and FW shall be as per applicable regulations

(b) Representative Annuity Amount = Individual Corpus x (1 - FW%) x (Representative Annuity Rate) / (12 x 100).

In case IC is greater than BC, IC shall be taken as equal to BC.

The Dearness Relief in respect of employees superannuating or retiring as the case may be, after implementation of subsequent pay commission, shall be as determined by the Central Government.

Dearness relief shall only be applicable with effect from 01st January 2016 as per 7th Pay Commission rates.

Illustrative examples of top-up amount computation are given under *Schedule VII*.

(5) In respect of such superannuated or retired employee as on 31st March 2025, who wants to avail the benefit of assured payout, instead of availing monthly top-up shall have the option to replenish the shortfall on account of partial withdrawal, if any, and equivalent to the benchmark corpus, as on the date of superannuation or retirement, as the case may be. The amount to be replenished shall be calculated at the NAV rate of units as on date of exercising the option.

(6) The National Pension System Trust shall authorise the release of benefits as contained in the UPS Payout order, from the pool corpus. The National Pension System Trust shall ensure payment of monthly top-up amount from the pool corpus to the bank account of the UPS Subscriber and periodic release of applicable Dearness Relief. For this purpose, CRA shall intimate the pension fund to effect redemption from the pool corpus for payment of such payout to the subscriber.

23. Filing of claim by eligible employee superannuating or retiring, as the case may be, from 1st April 2025. – (1) Every Head of Office shall have a list prepared every three months *i.e.*, on the 1st January, 1st April, 1st July and 1st October of every year of all the Central Government employees who are due to retire within the next twelve months from the respective date, and who are eligible for benefits under UPS.

(2) A copy of such list as specified in sub-regulation (1) shall be provided to the PAO concerned, not later than 31st January, 30th April, 31st July or 31st October as the case may be.

(3) The PAO shall keep updated the service records of such employees covered under sub-regulation (1).

(4) The CRA shall make available to DDO and PAO in their CRA system login the details of partial withdrawals made if any, by superannuated or retired employee, and value of individual corpus and benchmark corpus as on the date of superannuation or retirement.

(5) The DDO shall update the records in CRA system after obtaining necessary details, if required from Head of Office and forward the same to PAO for its authorisation in such system.

(6) Based on the verification of subscriber details by Head of Office, the PAO shall issue a UPS Payout order, as per Form B1, B3 or B5, as applicable, containing details as specified under regulation 20.

(7) Upon receipt of UPS Payout Order by National Pension System Trust together with option of final withdrawal if any by the UPS subscriber, the National Pension System Trust shall authorise the release of UPS benefits as specified under these regulations and authorise the transfer of the balance in the individual corpus to pool corpus.

(8) The National Pension System Trust shall ensure payment of monthly payout from the Pool Corpus to the bank account of the UPS subscriber and periodic release of applicable dearness relief. For this purpose, CRA shall intimate to the pension fund to effect redemption from the Pool Corpus for payment of such payout to the subscriber.

CHAPTER IX

ROLE OF INTERMEDIARIES AND OTHER ENTITIES

24. Intermediaries and Entities implementing UPS. – (1) UPS shall be implemented through NPS architecture, by such of the intermediaries registered with the Authority, namely National Pension System Trust, Pension Fund, Central Recordkeeping Agency, Trustee Bank and Custodian of Securities and the registration granted by the Authority under the Act and in terms of specific regulations shall enable such intermediaries to undertake activities under UPS, during the tenure of such registration. The nodal offices of the Central Government including Head of Office, PAO, DDO and CDDO shall also be part of the implementation process.

(2) The entities involved in implementation process shall perform their roles, duties, obligations and responsibilities in accordance with the provisions of the Act, rules, regulations and any directives and instructions of the Central Government and the Authority, as the case may be.

(3) The performance of various obligations towards subscribers in discharge of its functions and the observance of code of conduct laid down under the specific regulations, under which such intermediary has been registered by the Authority shall *mutatis mutandis* apply to them under these regulations.

(4) The intermediaries entrusted with payout of benefits to subscribers including withdrawals and who hold and provide information and instructions for effecting such pay out, shall conduct its activities with utmost vigil and take measures to prevent unauthorised transactions. It shall be the duty of such intermediaries to prevent any fraud or mismanagement, causing any loss or prejudice to subscribers, in any manner. Towards this purpose, the intermediary shall deploy appropriate technology and trained human resources. The Key Managerial Personnel shall have the overall responsibility of discharging the obligation by the intermediary concerned.

Explanation: “Key Managerial Personnel” shall have the same meaning as defined under the Companies Act, 2013.

(5) An intermediary shall ensure appropriate measures and secure its systems, commensurate to its roles and responsibilities, so as to prevent any fraud or mismanagement and avoid any loss to subscribers, either of monetary or non-monetary nature. Towards this purpose, the intermediary shall conduct periodic checks and report to its management and shall thereafter report to the Authority, through its compliance officer. Besides the intermediary concerned, other entities involved with implementation of UPS shall also devise suitable systems and procedures to avoid any prejudice to subscribers, and the Central Government. The intermediary shall submit a compliance certificate(s) to the Authority in respect of its activities under UPS while submitting the compliances under NPS, as stipulated under the respective intermediary regulations.

(6) The intermediaries and entities shall ensure seamless provision of services to subscriber by working in close coordination with each other and sharing of such facilities and information as is required. The National Pension System Trust shall be responsible to ensure such coordination as is required.

(7) Where any deviation or breach has been noticed by the Intermediary or the entity, it shall forthwith take corrective measures and remove any prejudice caused to subscribers or any group of subscribers, including provision of suitable restitution or compensation, as if such subscriber was not adversely affected, in any manner, notwithstanding any proceedings that may be initiated by the Authority.

(8) The functions, roles, duties, obligations and responsibilities of the intermediary towards provision of services under UPS, shall be in addition to and not in derogation of its functions, duties and responsibilities as laid down under the Act, rules and other regulations notified by the Authority.

25. National Pension System Trust. - (1) The National Pension System Trust undertaking the activities under UPS shall act in accordance with the trust deed and the Pension Fund Regulatory and Development Authority (National Pension System Trust) Regulations, 2015, including the code of conduct.

(2) The National Pension System Trust shall perform its roles and responsibilities as provided under Chapter III of Pension Fund Regulatory and Development Authority (National Pension System Trust) Regulations, 2015 as if the reference to “National Pension System” in such regulations shall extend to “Unified Pension Scheme” option under NPS, as well.

(3) The power, functions and obligations of the Board of Trustees and Chief Executive Officer of the National Pension System Trust, arising under Pension Fund Regulatory and Development Authority (National Pension System Trust) Regulations, 2015 shall extend to activities under UPS, as provided under these regulations. The Chief Executive Officer and the Board of Trustees shall have the overall responsibility of discharging obligation of the National Pension System Trust under these regulations.

(4) The National Pension System Trust shall undertake activities for implementation of UPS in accordance with these regulations, including:

- (i) authorise release of UPS benefits, after due verification of UPS Payout Order issued by the PAO of the Central Government;
- (ii) authorise release of monthly payout from the Pool Corpus to the bank account of the UPS Subscriber or the legally wedded spouse, as the case may be, and periodic release of applicable dearness relief;
- (iii) periodic instructions to CRA to release applicable Dearness Relief;
- (iv) checking availability of valid life certificate in CRA system for release of monthly payouts;
- (v) authorizing transition of assured payout to legally wedded spouse, upon demise of the UPS subscriber;
- (vi) segregation of UPS scheme accounting;
- (vii) concurrent audits of assured pay out from pool corpus and its monitoring for Asset-Liability Management;
- (viii) ensure coordination among intermediaries and other entities implementing UPS and monitoring such activities;
- (ix) ensure adequate and timely reporting to the Authority and the Central Government as may be required; and
- (x) any other functions and activities instructed by the Authority.

26. Central Recordkeeping Agency. – (1) The CRA undertaking the activities under UPS shall comply with the terms and conditions of registration as provided under the Pension Fund Regulatory and Development Authority (Central Recordkeeping Agency) Regulations, 2015, including the code of conduct and fit and proper criteria.

(2) The CRA shall perform its roles and responsibilities as provided under Chapter III of Pension Fund Regulatory and Development Authority (Central Recordkeeping Agency) Regulations, 2015 as if the reference to “National Pension System” in such regulations shall extend to “Unified Pension Scheme” option under NPS, as well.

(3) The CRA shall develop appropriate, adequate and dynamic technology, infrastructure, systems, procedures and processes for facilitating the activities under UPS by the concerned intermediaries and subscribers, including:

- (i) enrolment and identifiable UPS account to UPS Subscribers;
- (ii) enabling permissible choices to UPS Subscribers;
- (iii) providing systems and forms to intermediaries and entities to implement UPS;
- (iv) designing and providing UPS calculator;
- (v) disseminating information to UPS Subscriber, intermediaries and other entities involved in implementation of UPS;
- (vi) enabling National Pension System Trust to compute and authorise release of UPS benefits in terms of UPS Payout Order;
- (vii) undertaking activities for assured payout;
- (viii) obtaining valid life certificate of the payee on an annual basis and report the same to NPS Trust;
- (ix) periodic reporting to National Pension System Trust and Authority;
- (x) comparison of individual corpus with benchmark corpus;
- (xi) reconciliation of Pool Corpus;
- (xii) recordkeeping of UPS Payout Order;
- (xiii) recordkeeping of dearness relief and its application on assured payout;
- (xiv) providing UPS Subscribers’ data on an aggregate basis to pension fund for managing Asset-Liability Management;

(xv) authenticating partial withdrawals in accordance with regulation 18; and

(xvi) any other functions and activities instructed by the Authority.

(4) The CRA shall develop necessary system design and functionalities in its system and maintain adequate technological platform for operationalising the UPS, end to end, within the timelines laid down by the Authority.

(5) The obligations of the management of CRA, Compliance Officer and Principal Officer, appointed by CRA, arising under Pension Fund Regulatory and Development Authority (Central Recordkeeping Agency) Regulations, 2015 shall *ipso facto* extend to activities under UPS, as provided under these regulations.

(6) The CRA shall abide by the provisions of *Schedule III* of the Pension Fund Regulatory and Development Authority (Central Recordkeeping Agency) Regulations, 2015, pertaining to infrastructure requirements with such modifications as are required to undertake its activities under UPS.

27. Pension Fund. - (1) The pension fund undertaking the activities under UPS shall comply with the terms and conditions of registration as provided under the Pension Fund Regulatory and Development Authority (Pension Fund) Regulations, 2015.

(2) The pension fund shall perform its roles and responsibilities as provided under Chapter III and Chapter IV of Pension Fund Regulatory and Development Authority (Pension Fund) Regulations, 2015, as if the reference to “National Pension System” in such regulations shall extend to “Unified Pension Scheme” option under NPS, as well.

(3) The obligations of the management of pension fund, compliance officer and key personnel arising under Pension Fund Regulatory and Development Authority (Pension Fund) Regulations, 2015 shall *ipso facto* extend to activities under UPS, as provided under these regulations.

(4) The pension fund shall abide by the provisions of *Schedule VI* of the Pension Fund Regulatory and Development Authority (Pension Fund) Regulations, 2015 with such modifications as are required to undertake its activities under UPS.

(5) The pension fund shall undertake activities for implementation of UPS, including:

(i) maintenance of separate scheme and books of account for UPS;

(ii) executing assured pay out from pool corpus based on instructions from CRA;

(iii) liquidity management of Pool Corpus;

(iv) managing the Pool Corpus with the portfolio objective; and

(v) any other functions and activities instructed by the Authority.

28. Trustee Bank. - (1) The trustee bank undertaking the activities under UPS shall comply with the terms and conditions of registration as provided under the Pension Fund Regulatory and Development Authority (Trustee Bank) Regulations, 2015, including the code of conduct and fit and proper criteria.

(2) The trustee bank shall perform its roles and responsibilities as provided under Chapter III of Pension Fund Regulatory and Development Authority (Trustee Bank) Regulations, 2015, as if the reference to “National Pension System” in such regulations shall extend to “Unified Pension Scheme” option under NPS as well.

(3) The obligations of the management of the trustee bank, compliance officer and principal officer, appointed by Trustee Bank, arising under Pension Fund Regulatory and Development Authority (Trustee Bank) Regulations, 2015 shall *ipso facto* extend to activities under UPS, as provided under these regulations.

(4) The trustee bank shall abide by its obligation pertaining to infrastructure requirements with such modifications as are required to undertake its activities under UPS.

29. Custodian of Securities. - (1) The custodian of securities undertaking the activities under UPS shall comply with the terms and conditions of registration as provided under the Pension Fund Regulatory and Development Authority (Custodian of Securities) Regulations, 2015, including the code of conduct and fit and proper criteria.

(2) The custodian of securities shall perform its roles and responsibilities as provided under Chapter III of Pension Fund Regulatory and Development Authority (Custodian of Securities) Regulations, 2015, as if the reference to “National Pension System” in such regulations shall extend to “Unified Pension Scheme” option under NPS as well.

(3) The obligations of the management of the custodian of securities, compliance officer and principal officer, appointed by custodian of securities, arising under Pension Fund Regulatory and Development Authority (Custodian of Securities) Regulations, 2015, shall *ipso facto* extend to activities under UPS, as provided under these regulations.

(4) The custodian of securities shall abide by the provision of *Schedule IV* of the Pension Fund Regulatory and Development Authority (Custodian of Securities) Regulations, 2015, pertaining to infrastructure requirements with such modifications as are required to undertake its activities under UPS.

CHAPTER X

FEES AND CHARGES

30. Fees and Charges. -The fees and charges for the services rendered by the intermediaries shall be in the mode and manner, and subject to such limits, as approved by the Authority. CRA shall be entitled to recover the charges in respect of services to UPS subscribers in the payout phase from Pool Corpus, within the limits approved by the Authority.

31. Regulatory Fees. -The intermediary shall be liable to pay to the Authority such fees and applicable taxes thereon for undertaking activities under these regulations, as determined by the Authority. In case of delay in payment of fee, the intermediary shall be liable for payment of simple interest at rates determined by the Authority or any late fee alongwith applicable taxes thereon.

CHAPTER XI

ACTION IN CASE OF DEFAULT BY INTERMEDIARIES

32. Action in case of Default. - (1) In case of any act of omission or commission by an intermediary which *prima-facie* entails violation of the provisions of the Act, or the rules or this regulation or any other regulations or instructions, directions or notifications issued either by the Central Government or the Authority, in relation to the provision of UPS, or is considered to be prejudicial to the interest of subscribers under UPS, such intermediary shall be liable to be proceeded against in terms of the provisions of the Act, these regulations and such other specific regulations applicable to the said intermediary, under which it has been granted registration by the Authority.

(2) The provisions of the specific regulations applicable to the said intermediary, dealing with suspension or cancellation of certificate of registration and action in case of default shall apply *mutatis mutandis* in respect of proceedings referred to in sub-regulation (1).

(3) The proceedings under sub-regulation (1) shall be without prejudice to any action that the Authority may initiate under the provisions of the Pension Fund Regulatory and Development Authority (Procedure for inquiry by Adjudicating Officer) Regulations, 2015.

(4) Besides the intermediary concerned, any person who is connected with such intermediary and in charge of and responsible for provision of services under UPS, including the principal officer(s) and compliance officer, shall also be liable to be proceeded with.

(5) Notwithstanding the provisions of sub-regulation (1) and sub-regulation (2) above, the conduct of any entity involved with the implementation of UPS, which *prima-facie* is in violation of the provisions of these regulations shall be reported by the Authority, to the Central Government, for taking appropriate action.

CHAPTER XII

INSPECTION AND AUDIT

33. Inspection and Audit. - (1) The inspection and audit of any intermediary, in relation to activities performed under these regulations, shall be in accordance with the provisions of the specific regulations, applicable to the said intermediary, under which it has been granted registration by the Authority. The relevant provisions pertaining to inspection and audit, shall apply *mutatis mutandis* in such a case.

(2) Without prejudice to provisions of sub-regulation (1), the Central Government or the Authority, may cause any special inspection or audit to be done, in relation to the activities of any intermediary under these regulations or any other entity involved with implementation of UPS, for securing orderly conduct and implementation of UPS or in the interest of subscribers under UPS. The Authority may devise any suitable mechanism for conduct of such special inspection or audit.

CHAPTER XIII

MISCELLANEOUS

34. Redressal of Subscriber Grievances. - The grievances of the subscriber shall be redressed in accordance with the provisions of the Pension Fund Regulatory and Development Authority (Redressal of Subscriber Grievance) Regulations, 2015, and the intermediary shall have suitable mechanism for redressal of grievance of subscribers in accordance with the provisions of the said regulations.

35. Confidentiality. - The intermediary shall maintain absolute confidentiality with respect to all records, data and information received or acquired by it during the course of its working. The intermediary shall ensure updated cyber security measures and prevent breach of data, at all times. It shall not, without the prior permission of the Authority, produce or share such data or information as evidence, or for any other purpose, except as required by the due process of law.

36. Conflict of Interest. -The intermediary shall avoid conflict of interest and make adequate disclosure of its interest and shall put in place a mechanism to resolve any conflict-of-interest situation that may arise in the conduct of its business or where any conflict of interest arises, shall take reasonable steps to resolve the same in an equitable manner. The intermediary shall make appropriate disclosure to Authority of its possible source or potential areas of conflict of duties and interest while acting as such intermediary which would impair its ability to render fair, objective and unbiased services.

37. Compliance and Corporate Governance. -(1) The intermediary shall ensure that good corporate policies and corporate governance is in place. It shall not engage in fraudulent and manipulative transactions and shall not indulge in any unfair competition including resorting to unfair means for inducing other intermediary of the Authority, which is likely to harm the interests of other intermediary or subscriber or is likely to place such other intermediary in a disadvantageous position while competing for or executing any assignment.

(2) The intermediary shall take adequate and necessary steps to ensure that continuity in data and record keeping is maintained and that the data or records are not lost or destroyed. It shall also ensure that for electronic records and data, up-to-date back up is always available with it.

(3)The intermediary shall comply with the directions given to it by the Authority, and shall co-operate with any person or entity designated by the Authority, as and when required and shall not make any untrue statement or suppress any material fact in any documents, reports, papers or information furnished to the Authority or neglect or fail or refuse to submit to the Authority or other agencies with which it is registered, such books, documents, correspondence and papers or any part thereof as may be demanded or requested from time to time.

(4) The intermediary shall ensure that any change in its registration status or any penal action taken by any authority or any material change in financials which may adversely affect the interests of other intermediaries or subscribers is promptly informed to the Authority and any business remaining outstanding is transferred to another registered person in accordance with any instructions of the Authority and as per the provisions of the relevant regulations.

38. Power of Authority to issue Clarifications. -In order to remove any difficulties in the implementation, application or interpretation of these regulations, the Authority may issue clarifications, instructions, guidelines or circulars.

Schedule I

[See Regulation 4, 19, 20 and 23]

Summary of Forms contained in Schedule I

Sl	Particulars	Form
1	Exercise of Option to be covered under Unified Pension Scheme (UPS) and to avail its Benefits (new recruits on or after 1 st April 2025)	A1
2	Exercise of Option by an eligible Central Government employee presently subscribed to National Pension System (NPS) for being covered under Unified Pension Scheme (UPS)	A2
	Claim by Subscriber	
3	Claim and Payout Form: Unified Pension Scheme (UPS) subscriber who superannuated or retired on or after 1 st April 2025	B1
4	Claim and Payout Form: Unified Pension Scheme (UPS) subscriber who superannuated or retired on or before 1 st April 2025	B2
	Claim by Spouse (Death Cases)	
5	Claim and Payout Form: Spouse of the deceased Unified Pension Scheme (UPS) subscriber who superannuated or retired on or after 1 st April 2025 and eligible for UPS benefits and subscriber had already availed benefits under UPS	B3
6	Claim and Payout Form: Spouse of the deceased Unified Pension Scheme (UPS) subscriber who superannuated or retired on or before 31 st March 2025 and eligible for UPS benefits and subscriber had already availed benefits under UPS	B4
7	Claim and Payout Form: Spouse of the deceased Unified Pension Scheme (UPS) subscriber who superannuated or retired on or after 1 st April 2025 and eligible for UPS benefits and subscriber had not availed benefits under UPS	B5
8	Claim and Payout Form: Spouse of the deceased Unified Pension Scheme (UPS) subscriber who superannuated or retired on or before 31 st March 2025 and eligible for UPS benefits and subscriber had not availed benefits under UPS	B6

Form A1

UNIFIED PENSION SCHEME (UPS) – SUBSCRIBER REGISTRATION FORM - Government Sector																		
Exercise of Option to be covered under Unified Pension Scheme (UPS) and to avail its Benefits																		
Name of CRA														Paste recent photograph of 3.5 cm x 2.5 cm size / passport size (Do not sign across / staple / clip)				
Print my PRAN in Hindi		Yes		No		If yes, please submit details as per Annexure I												
Select your category [Please tick (✓)]						Central Government												
To, National Pension System Trust Dear Sir/Madam,																		
I.....Son/Daughter of Mr/Mrs.....having joined Central Government service on..... and having read and fully understood the provisions of the Unified Pension Scheme (UPS) as notified by the Central Government vide notification F.No. FX-1/3/2024-PR, dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025, as amended from time to time, and being eligible to opt for Unified Pension Scheme, do hereby exercise the option to be covered under Unified Pension Scheme (UPS). Further, I hereby acknowledge that this option exercised by me shall be final and irrevocable. I hereby request that an UPS account be opened in my name as per the particulars given below:																		
* indicates mandatory fields. Please fill the form in English and BLOCK letters (Refer general guidelines at instructions page.)																		
1. PERSONAL DETAILS: (Refer Sr. No. 1 of the instructions)														Use Annexure II if name exceeds the space provided below				
Salutation*		Shri		Smt		Kumari												
Applicant Name*																		
Father's Name																		
Mother's Name																		
Orphan Status*		Yes		No														
Either Father's or Mother's name is mandatory* on PRAN Card*						Select the name to appear				Father's Name		Mother's Name						
Date of Birth*		d	d	m	m	y	y	y	y									
Place of Birth*																		
Country of Birth*																		
PAN*										Nationality*								
Applicant Gender*		Male		Female		Transgender		Marital Status*		Unmarried		Married						
Legally wedded Spouse Gender (if married) *				Male		Female		Transgender		Legally wedded Spouse DOB (if married) *								
Legally wedded Spouse Name (if married)*																		
Income Range (per annum) *		Below 1 lac		1 lac to 5 lac		5 lac to 10 lac		10 lac to 25 lac		25 lac to 1 Cr		Above 1 Cr						
Please Tick if Applicable		Politically exposed person		Related to Politically exposed person		(Refer instruction no. 1)												
2. PROOF OF IDENTITY and ADDRESS (POI / POA)* (Any one of the following to be submitted)																		
Passport										Passport Expiry Date								
Driving License										Driving License Expiry Date								
Government ID Card										Voter ID Card								
CKYC Number																		
National Population Register																		
Proof of possession of Aadhaar						Provide last Four Digits. Redact or black-out first 8 digits of the Aadhaar number on submitted copy (Refer Sr. No. 2 of the instruction)												
3. ADDRESS DETAILS*																		
Line 1																		
Line 2		V I L L A G E / C I T Y																

[illegible]

I have understood the information requirement of the Form (read along with the FATCA / CRS Instructions and Terms & Conditions) and hereby confirm that the information provided by me/us on this Form is true, correct and complete and hereby accept the same.															Signature / Thumb Impression* of Applicant (refer instructions)				
8. DECLARATION BY APPLICANT* (Refer Sr no. 6 of the instructions)																			
<p>I have read and understood the terms and conditions of the Unified Pension Scheme (UPS). The information and documents furnished by me are true and correct, to the best of my knowledge. Any changes in the information furnished by me shall be informed to CRA / NPS Trust. I understand that I shall be fully liable for submission of any false or incorrect information or documents.</p> <p>I authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data/ details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder.</p> <p>Declaration under the Prevention of Money Laundering Act, 2002</p> <p>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.</p>															Signature / Thumb Impression* of Applicant (*LTI in case of males and RTI in case of females to be provided. Toe impression in case no hands)				
Date										Place									
9. DECLARATION BY NODAL OFFICER (All * Mark fields are Mandatory)																			
Employment Details (At the time of exercise of UPS option)																			
Date of joining*												Date of Superannuation*							
Date of commencement of qualifying service*																			
Employee Code/ID*																			
Post (Optional)																			
Group (Optional)		A		B (Gazetted)		B (non-Gazetted)		C		D		E		other					
Service(Optional)		IAS		IPS		IFS		Group A		Group B		other							
Basic Pay*																			
Pay Scale (Optional)																			
Name of the office*																			
Department*																			
Ministry*																			
DDO Registration Number*								PAO / CDDO / PrAO Registration Number*											

*Qualifying Service as defined in Regulation 2(k) read with Regulation 13 of PFRDA (Operationalisation of Unified Pension Scheme under NPS) Regulations, 2025.

It is certified that Shri./Smt./Kumari.....is employed in this office and the details provided in this subscriber registration form have been verified as per service record. The given address and officially valid documents (OVDs) of KYC are verified by this office. Also, it is further certified that he/she has read entries/entries have been read over him/her by us and got confirmed by him/her.

Name of DDO		Name of PAO	
Signature of DDO		Signature of PAO	
DDO Code No. (As per record in CRA System)		PAO Code No. (As per record in CRA System)	
Seal of DDO		Seal of PAO	
Date		Date	
Place		Place	

ACKNOWLEDGEMENT

[illegible]

INSTRUCTIONS FOR FILLING THE SUBSCRIBER REGISTRATION FORM

General guidelines

- (a) Please fill in legible handwriting to avoid errors. Do not overwrite. Corrections should be countersigned by the applicant. Applications incomplete in any aspect (or) if mandatory fields are left blank (or) with unclear photograph (or) not accompanied by required documents (or) not authenticated by the Nodal Office are liable to be rejected.
- (b) Copies of documents submitted by the applicant should be self-attested.
- (c) Applicant is advised to retain the acknowledgement slip signed / stamped by the designated nodal officer where they submit the application.

SI	Item No	Item Details	Instructions
1	1	Fathers Name, Mother's Name	(a) If the name has more than 30 digits, fill Annexure II for the same. (b) If the applicant is an Orphan, he/she may leave the fields blank. However, an official document to support the status to be submitted.
		Politically Exposed Person	Politically Exposed Person's (PEPs) are individuals who are or have been entrusted with prominent public functions such as 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
2	2	Proof of Identity	If the applicant is submitting Aadhaar as proof of Identity, the first 8 digits of the Aadhaar number should be redacted / masked on the submitted copy.
3	5	Bank Details	For UPS account opening through physical form (FORM A1) bank details and documentary proof are mandatory. Please submit a cancelled cheque / copy of bank passbook / bank statement / bank certificate / letter from Bank containing applicant's Name, Bank Name, Bank Account Number and IFS Code.
4	6	Selection of Pension Fund (PF) & Investment Choice	Government employee/subscribers can exercise choice of Pension Funds and allocate their investments either in Asset Class 'G' under 'Active Choice' or in Life Cycle Funds - LC 50 or LC 25 under 'Auto Choice'. If no choice is provided, the contributions will be distributed among the default Pension Funds and investment pattern selected by the Government.

5	7&8	FATCA & CRS Declaration / Signature by Applicant	<p>Clarification / Guidelines on filling details if applicant residence for tax purposes in jurisdiction(s) outside India:</p> <ul style="list-style-type: none"> • Jurisdiction(s) of Tax Residence: Since US taxes the global income of its citizen, every US citizen of whatever nationality, is also a resident for tax purpose in USA. • Tax identification Number (TIN): TIN need not be reported if it has not been issued by the jurisdiction. However, if the said jurisdiction has issued a high integrity number with an equivalent level of identification (a “Functional equivalent”), the same may be reported. Examples of that type of number for individual include, a social security/insurance number, citizen/personal identification/services code/number and resident registration number). • In case applicant is declaring US person status as ‘No’ but his/her Country of Birth is US, document evidencing Relinquishment of Citizenship should be provided or reasons for not having relinquishment certificate is to be provided. • In case applicant is declaring US person status as ‘Yes’, provide PAN and ‘father name’ in addition to details required under section 9 of form. • In case the applicant is unable to affix signature, Left Thumb Impression in case of male and Right Thumb Impression in case of female should be affixed and in case there is no hands, toe impression of the applicant to be provided. The thumb / toe impression should be attested by two persons, one of whom should be the designated nodal officer attesting the same under his/her official seal and stamp.
<p align="center"><u>General Information for Subscribers</u></p> <p>a) The Subscriber can obtain the status of his/her application from CRA and respective Nodal Office.</p> <p>b) Subscribers are advised to retain the acknowledgement slip signed/ stamped by the designated respective nodal office where they submit the application.</p> <p>c) For more information / clarifications, contact CRA: Website: Call: Address of CRA.</p>			

Annexures - Subscriber Registration Form for Government Sector applicants *(Tick and fill applicable annexures below)*

Annexure I - Print PRAN Card in Hindi (Fill the details in Devanagari script)

Applicant's First Name	
Middle Name	
Last Name	
Father / Mother's First Name	
Middle Name	
Last Name	
Annexure II - If Alphabets of name exceeded the space provided on page 1 of the application form	
Applicant's First Name	
Middle Name	
Last Name	
Father's First Name	
Middle Name	
Last Name	
Mother's First Name	
Middle Name	
Last Name	

Form A2

[See Regulation 4]

Exercise of Option by an eligible Central Government employee presently subscribed to National Pension System (NPS) for being covered under Unified Pension Scheme (UPS)

I,.....Son / Daughter of Mr. / Mrs. being a subscriber of NPS as on 01/04/2025 with permanent retirement account number (PRAN)....., having read and fully understood the provisions of Unified Pension Scheme (UPS) as notified by Central Government vide notification F. No. FX-1/3/2024-PR, dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025 as amended from time to time, and being eligible to opt for Unified Pension Scheme, do hereby exercise the option to be covered under Unified Pension Scheme (UPS).

Further, I hereby acknowledge that this option exercised by me shall be final and irrevocable.

I authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data / details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder

Date: -----

Place: -----

Signature of Subscriber

Name-----

(To be filled and certified by the DDO based on Service records)

Employment Details (At the time of exercise of UPS option)	
Employee Code/ID	
Date of commencement of qualifying service (Qualifying Service as defined in Regulation 2(k) read with Regulation 13)	
Current month Basic Pay	
Non-Practicing Allowance (NPA), if applicable	
Schedule date for next increment	

Signature & Name of DDO	Signature & Name of PAO
DDO Reg. No.	PAO Reg. No.
Date: Place:	Date: Place:

Note/Instruction:

- The duly signed copy of this Form shall be kept by DDO in employee's service record and a copy of the same shall be provided to the employee for his record.
- DDO shall input the Head of Office verified data in the Central Record Keeping System and in case of physical submission of form by the subscriber, the DDO shall upload a copy of this duly signed option form. PAO shall authorise and approve the option exercised by the subscriber in the CRA system through their login.

FORM B1

[See Regulation 19, 20 and 23]

Claim and Payout Form**Unified Pension Scheme (UPS) subscriber who superannuated/retired on or after 01/04/2025****Before filling the form, please read the INSTRUCTIONS carefully given at the end of the form**

Joint Photograph
Of
Subscriber & spouse

PART -A (to be filled by the subscriber)**1. Category (any one):**

Superannuation (After minimum 10 years of qualifying service)	
Voluntary Retirement (After 25 years of qualifying service)	
Retirement under Fr 56(j) (which is not a penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965)	

2. Detail of Subscriber:

Name		Employee Code/ID		PRAN	
Date of birth		Date of joining service		Date of Voluntary Retirement (if applicable)	
Gender		Date of Superannuation/ Retirement under FR 56(j)		In case of voluntary retirement, date of deemed superannuation	
DDO (office name)		PAN		Ministry/Department (from where retired)	
PAO (office name)					

3. KYC details:

Document (one of the documents)	Document Type	Identification number	Validity (in case of Passport and Driving License)
Aadhaar* /Driving License/ Passport/Voter ID/CKYC ID/ Letter issued by NPR			

4. Current Address:

Flat/House No./Bldg. Name		Street/Locality	
Village & Post Office/Block		City/District	
State		Pin Code	
Country			

5. Contact Details:

Telephone No. (If any)		Mobile No.	
E-mail ID			

6. Details of legally wedded spouse as on date of superannuation:

Name		PAN*	
DOB		Aadhaar No.*	
Gender			
Mobile No.		E-mail Id	

7. Details of Bank account:

Type of Bank A/c	Joint with legally wedded Spouse as on date of superannuation Single (only in the absence of a legally wedded Spouse as on date of superannuation)	Bank A/c No.	
Bank Name		IFSC	
Note: Please ensure that the Government servant is the Primary Account holder in the Joint Account.			

8. Final withdrawal percentage – (can be availed upto 60% of corpus)

I desire to opt for final withdrawal (applicable where subscriber had not availed UPS benefits)% of individual corpus
I am exercising this option being fully aware that the final withdrawal will proportionately reduce the assured payout.	

Declaration:

I _____ Son/Daughter of Mr./Mrs. _____ a subscriber of Unified Pension Scheme (UPS) with PRAN----- and have fully read and understood the provisions of Unified Pension Scheme (UPS) as notified by GoI vide notification F. No. FX-1/3/2024-PR, dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025, as amended from time to time. I hereby declare that I am eligible to avail benefits under UPS in terms of the aforesaid notification and Regulations. I certify that the information given above is true and correct.

I authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data/ details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder.

Place: _____

Signature: _____

Date: _____

Name: _____

2. Basic Pay details for last 12 months before superannuation/ retirement under FR 56 (j)/ voluntary retirement:

3. Salary details of last month before superannuation/ retirement under FR 56 (j)/voluntary retirement:

Month/Year	Basic Pay (includes non-practicing allowance granted to medical officer in lieu of private practice if any) (BP)	Dearness Allowance (DA)	Total E= (BP+ DA)
Last month emolument (E) for lump-sum payment			

Certified that the details provided by subscriber in Part-A , details of employment and salary i.e., qualifying service, last basic pay, average basic pay, superannuation/retirement date, legally wedded spouse details on the date of superannuation, which has been verified by HOO and the entry has been made as per such certification.	
Verified and certified that the details are true and correct.	
Signature & Name of DDO	
DDO Name	DDO Registration No.
Date:	Place:

Form B1 (Part D) UPS Payout Order (UPO) issued by PAO <i>(System Generated)</i>

To,

National Pension System Trust
 (address to be added)

Joint Photograph of
Subscriber & spouse

File no:		Date of issue:	
UPS Payout Order (UPO) No:			

1. Subscriber Category (any one):

Superannuation (After minimum 10 years of qualifying service)	
Voluntary Retirement (After 25 years of qualifying service)	
Retirement under FR 56(j) which is not a penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965	

2. Details of subscriber:

Name		Employee Code/ID		PRAN	
Date of birth		Date of joining service		Date of Voluntary Retirement (if applicable)	

Gender		Date of Superannuation/ Retirement under FR 56(j)		In case of voluntary retirement, date of deemed superannuation	
DDO (<i>office name</i>)		PAN		Ministry/Department (<i>from where retired</i>)	
PAO (<i>office name</i>)					

3. Details of legally wedded spouse on the date of superannuation/retirement:

Name		PAN	
DOB		E-mail Id	
Gender		Mobile No.	

4. Details of Bank account:

Bank A/c No.		Bank Name		IFSC	
--------------	--	-----------	--	------	--

5. Details of Employment & Salary:

	Length of Qualifying service in number of months	
	Average of last 12 Months basic pay	
	Assured Payout	
	Last month salary (Basic Pay + DA)	
	Length of qualifying service in completed six months	
	Date of start of monthly admissible Payout	

Sanction of Admissible UPS Benefits payable to Subscriber**6. UPS Benefits payable to Subscriber:**

	Lump-sum payment	
	Excess, if any, of Individual Corpus <i>vis-a-vis</i> Benchmark Corpus	
	Final Withdrawal amount	
	Monthly Admissible Payout [Assured Payout *IC/BC (1- Final Withdrawal%)]	
	DR amount on admissible payout	
	Arrears of admissible Payout and applicable DR	

Signature & Name of PAO	
PAO Name	PAO Registration No.
Date:	Place:

Authorising the release of benefits upon receipt of UPS payout Order after due verification

Authorised Signatory NPS Trust	
Date:	Place:

Copy to,
To Subscriber
(address and email and mobile) – over email

Instructions to fill the form

1. All fields are mandatory, unless marked with Asterisks.
2. Please fill the details of the subscriber as per the service records.
3. Please give details of DDO, PAO, Department/Ministry of the office from where you retired.
4. Any one of the 5 KYC documents may be provided. In case of online filling of the form Aadhar Number or CKYC ID may be provided.
5. The current address shall be as per the KYC document provided. In case there is change in the current address, the concerned KYC documents is to be updated first.
6. The mobile number and e-mail id of the claimant shall be verified separately by sending an OTP or a link as may be applicable.
7. The field of date of joining in Central Govt regular service shall be captured from the CRA system, however, in case of any change, it shall be editable by the subscriber and duly verified by DDO.
8. In case, Aadhaar number is being given for legally wedded spouse, only the last four digits of the Aadhaar number may be provided.

List of Documents to be attached with this form**By Claimant:**

- i. Photocopy of the first page of Pass Book/Bank Statement or cancelled cheque of the Bank Account or any other bank document showing the name and account details of Account Holder, in which the payout is to be credited
- ii. Copy of PAN Card of claimant.
- iii. KYC documents of claimant
- iv. One joint photograph
- v. Specimen signature of claimant

By DDO:

- i. Copy of the document containing employment details verified by HOO
- ii. Copy of the signed Form by subscriber (in case the form submitted by subscriber in physical mode)

FORM B2

[See Regulation 4,19 and 20]

**Claim and Payout Form: Unified Pension Scheme (UPS) subscriber who
superannuated/retired on or before 31/03/2025*****Before filling the form, please read the INSTRUCTIONS carefully given at the end of the form***Joint Photograph of
Subscriber & spouse**PART -A (to be filled by the subscriber)****1.Detail of Subscriber:**

Name		Employee Code/ID		PRAN	
Date of birth		Date of Superannuation/ Retirement under FR 56(j)		Date of joining service	
Gender		PAO (<i>office name</i>)		DDO (<i>office name</i>)	
PAN		Ministry/Department (<i>from where retired</i>)			

2. KYC details:

Document (<i>one of the documents</i>)	Document Type	Identification number	Validity (<i>in case of Passport and Driving License</i>)
Aadhaar*/ Driving License / Passport/Voter ID/CKYC/ Letter issued by NPR			

3. Current Address:

Flat/House No./Bldg. Name		Street/Locality	
Village & Post Office/Block		City/District	
State		Pin Code	
Country			

4.Contact Details:

Telephone No. (If any)		Mobile No.	
E-mail ID			

5. Details of legally wedded spouse as on date of superannuation:

Name		PAN*	
DOB		Aadhaar No.*	
Gender			
Mobile No.		E-mail Id	

6. Details of Bank account:

Type of Bank A/c	Joint with legally wedded Spouse as on date of superannuation Single (only in the absence of legally wedded Spouse as on date of superannuation)	Bank A/c No.	
Bank Name		IFSC	

Note: Please ensure that the Government servant is the Primary Account holder in the Joint Account.

Declaration:

I _____ Son/Daughter of Mr./Mrs. _____ a subscriber of National Pension System with PRAN----- and have fully read and understood the provisions of Unified Pension Scheme (UPS) as notified by GoI vide notification F. No. FX-1/3/2024-PR, dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025 as amended from time to time. I hereby declare that I am eligible to avail benefits under UPS in terms of the aforesaid notification and Regulations. I certify that the information given above is true and correct.

I authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data/ details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder.

Place: _____

Signature: _____

Date: _____

Name: _____

PART -B (Details as recorded in the CRA system)**1. Details of Partial Withdrawal:**

S. N.	Date of Partial withdrawal	Amount withdrawn	No. of units withdrawn as per default pattern	Default pattern NAV on the date of superannuation	Value of partial withdrawals (<i>no. of units withdrawn * NAV</i>) as per default pattern, as on date of superannuation
1					
2					
3					
Total					

2. Details of voluntary contribution:

S. N.	Date of voluntary contribution	Amount of voluntary contribution	No. of units allotted	NAV on the date of superannuation	Value of voluntary contribution (<i>no. of units * NAV</i>) as on date of superannuation
1					
2					
3					
...					
n					
Total					

3. Details for calculation of UPS benefits payable to subscriber:

	Individual Corpus (IC): Value of corpus as on date of superannuation/retirement	
	Benchmark Corpus (BC): Value of IC as per default pattern of Investment + Value of partial withdrawals amount at the time of Superannuation as per default pattern - value of voluntary contribution on date of superannuation/retirement	

	Final withdrawal (FW in %)	
	Representative Annuity Rate (<i>as on date of superannuation, as published by PFRDA</i>)	
	Representative annuity amount= (IC) x (1-FW%) *(Representative Annuity Rate)/ (12*100) where {IC <= BC}	

PART -C (to be filled by the DDO in the CRA system)

1. Employment Details as per service record:

	File no	
	Employee Code/ID	
	Date of commencement of qualifying service (<i>Qualifying Service as defined in Regulation 2(k) read with Regulation 13</i>)	
	Date of Superannuation/ retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965)	
	Length of Qualifying service in months (Q)	
	Length of qualifying service in completed half years (L) (<i>fraction to be ignored</i>)	
	Date of Start of monthly Payout (<i>in case of superannuation, next day of superannuation or in case of retirement under FR 56 (j), next day of retirement</i>)	

2. Basic pay details for last 12 months before superannuation/ retirement under FR 56 (j):

	Basic Pay	NPA (<i>non-practicing allowance granted to medical officer in lieu of private practice</i>)	Total (Basic pay +NPA)		Basic Pay	NPA (<i>non-practicing allowance granted to medical officer in lieu of private practice</i>)	Total (Basic pay +NPA)
Month 1				Month 7			
Month 2				Month 8			
Month 3				Month 9			
Month 4				Month 10			
Month 5				Month 11			
Month 6				Month 12			
Average of 12 Months of (Basic pay +NPA) = P							

3. Salary details of last month before superannuation/ retirement under FR 56 (j):

Month/Year	Basic Pay (<i>includes non-practicing allowance granted to medical officer in lieu of private practice if any</i>) (BP)	Dearness Allowance (DA)	Total E= (BP+ DA)
Last month emolument (E) for lump-sum payment			

Certified that the details provided by subscriber in **Part-A**, details of employment and salary i.e., qualifying service, last basic pay, average basic pay, superannuation/retirement date, legally wedded spouse details on the date of superannuation, which has been verified by HOO and the entry has been made as per such certification.

Verified and certified that the details are true and correct.

Signature & Name of DDO	
DDO Name	DDO Registration No.
Date:	Place:

<p align="center">Form B2 Part D UPS Payout Order (UPO) issued by PAO <i>(System Generated)</i></p>

<p align="center">Joint Photograph of Subscriber & spouse</p>

To,
National Pension System Trust
 (address to be added) – system

File no:		Date of issue:	
UPS Payout Order (UPO) No:			

1. Details of subscriber:

Name		Employee Code/ID		PRAN	
Date of birth		Date of Superannuation/ Retirement under FR 56(j)		Date of joining service	
Gender		PAO (<i>office name</i>)		DDO (<i>office name</i>)	
PAN		Ministry/Department (<i>from where retired</i>)			

2. Details of legally wedded spouse on the date of superannuation/retirement:

Name		PAN	
DOB		E-mail Id	
Gender		Mobile No.	

3. Details of Employment & Salary:

	Length of Qualifying service in number of months	
	Average of last 12 Months basic pay	
	Last month salary (Basic Pay + DA)	
	Length of qualifying service in completed six months	
	Date of start of monthly Payout	
	Admissible Payout: Assured Payout*(IC/BC) * (1-FW%) where {IC <= BC} <i>(Assured Payout = (1/2 of P) x (Q/300)) with the condition that if (P/2) XQ/300 is less than 10,000, it will be taken as 10,000, where P is basic pay and Q is qualifying service in months)</i>	

Sanction of Admissible UPS Benefits payable to Subscriber**4. UPS Benefits payable to Subscriber:**

	Date of start of top-up Payout	
	Lumpsum Payment	
	Interest on Lumpsum Payment	
	Monthly Top-up Amount	
	DR amount on admissible payout	
	Arrears on monthly top-up and applicable DR upto date of commencement of monthly top up	
	Interest on Arrears (if Applicable)	

Signature & Name of PAO	
PAO Name	PAO Registration No.
Date:	Place:

Authorising the release of benefits upon receipt of UPS payout Order after due verification

Authorised Signatory NPS Trust	
Date:	Place:

Copy to, To Subscriber
(address and email and mobile) – over email

Instructions to fill the form

1. All fields are mandatory, unless marked with Asterisks.
2. Please fill the details of the subscriber as per the service records.
3. Please give details of DDO, PAO, Department/Ministry of the office from where you retired.
4. Any one of the 5 KYC documents may be provided. In case of online filling of the form Aadhar Number or CKYC ID may be provided.
5. The current address shall be as per the KYC document provided. In case there is change in the current address, the concerned KYC documents is to be updated first.
6. The mobile number and e-mail id of the claimant shall be verified separately by sending an OTP or a link as may be applicable.
7. The field of date of joining in Central Govt regular service shall be captured from the CRA system, however, in case of any change, it shall be editable by the subscriber and duly verified by DDO.
8. In case, Aadhaar number is being given for legally wedded spouse, only the last four digits of the Aadhaar number may be provided.

List of Documents to be attached with this form**By Claimant:**

- i. Photocopy of the first page of Pass Book/Bank Statement or cancelled cheque of the Bank Account or any other bank document showing the name and account details of Account Holder, in which the payout is to be credited
- ii. Copy of PAN Card of claimant.
- iii. KYC documents of claimant
- iv. One joint photograph
- v. Specimen signature of claimant

By DDO:

- i. Copy of the document containing employment details verified by HOO
- ii. Copy of the signed Form by subscriber (in case the form submitted by subscriber in physical mode)

FORM B3

[See Regulation 19, 20 and 23]

Claim and Payout Form

Spouse of the deceased Unified Pension Scheme (UPS) subscriber who superannuated/retired on or after 01/04/2025 and eligible for UPS benefits and subscriber had already availed benefits under UPS

Before filling the form, please read the INSTRUCTIONS carefully given at the end of the form

Photograph
of
spouse

PART -A (to be filled by the spouse)**1.Details of deceased Subscriber:**

Name		PRAN No.		Date of death (as per death certificate)	
------	--	----------	--	------------------------------------------------	--

2. Details of legally wedded spouse on the date of superannuation:

Name		PAN	
DOB		Gender	

3. KYC Details

Document (any one)	Document Type	Identification number	Validity (in case of Passport and Driving License)
Aadhaar* / Driving License / Passport/Voter ID/CKYC ID/ Letter issued by NPR			

4. Current Address:

Flat/House No./Bldg. Name		Street/Locality	
Village & Post Office/Block		City/ District	
State		Pin Code	
Country			

5. Contact Details:

Telephone No. (If any)		Mobile No.	
E-mail ID			

6. Details of Bank a/c of spouse for credit of UPS benefits:

Type of Bank A/c		Bank A/c No.	
Bank Name		IFSC	

Declaration:

I _____ spouse of late _____ have fully read and understood the provisions of Unified Pension Scheme (UPS) as notified by GoI vide notification F. No. FX-1/3/2024-PR, dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025 as amended from time to time. I hereby declare that I am eligible to avail benefits under UPS in terms of the aforesaid notification and Regulations. I certify that the information given above is true and correct.

I hereby authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data/ details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder.

Place: _____

Signature: _____

Date: _____

Name: _____

PART -B (Details as recorded in the CRA system)

Details of UPS benefits that were being paid for deceased subscriber:

Monthly admissible payout to deceased subscriber as on the date of demise	
DR amount on the date of demise	

PART -C (to be filled by the DDO in the CRA system)

Employment details as per service record:

	File no	
	Employee Code/ID	
	Date of Start of family Payout to spouse (on demise of subscriber)	

Certified that the details provided by spouse of deceased subscriber in Part-A , details of employment, legally wedded spouse on the date of superannuation/retirement, date of death of subscriber which has been verified by HOO and the entry has been made as per such certification.

Verified and certified that the details are true and correct.

Signature & Name of DDO

DDO Name	DDO Registration No.
----------	----------------------

Date:	Place:
-------	--------

**Form B3
(Part D)
UPS Payout Order (UPO) issued by PAO
(System Generated)**

Photograph of spouse

To,
National Pension System Trust
(address to be added) – system

File no:		Date of issue:	
UPS Payout Order (UPO) No:			

1. Details of deceased subscriber:

Name		PRAN No.		Date of death (as per death certificate)	
------	--	----------	--	---------------------------------------------	--

2. Details of legally wedded spouse on the date of superannuation:

Name		PAN	
DOB		Gender	

Sanction of Admissible UPS Benefits payable to Spouse

3. UPS Benefits payable to Spouse:

Date of start of family Payout to spouse (<i>on demise of subscriber</i>)	
Monthly Family Payout (<i>60% of the monthly pay out to subscriber</i>)	
DR amount on family payout	
Adjustment of excess monthly payout paid for deceased subscriber upto the date of commencement of family payout, if any	

Signature & Name of PAO	
PAO Name	PAO Registration No.
Date:	Place:

Authorising the release of benefits upon receipt of UPS payout Order after due verification

Authorised Signatory NPS Trust	
Date:	Place:

Copy to,
To Subscriber
(address and email and mobile) – over email

Instructions to fill the form

1. All fields are mandatory, unless marked with Asterisks.
2. Please fill the details of the subscriber as per the service records.
3. Please give details of DDO, PAO, Department/Ministry of the office from where you retired.
4. Any one of the 5 KYC documents may be provided. In case of online filling of the form Aadhar Number or CKYC ID may be provided.
5. The current address shall be as per the KYC document provided. In case there is change in the current address, the concerned KYC documents is to be updated first.
6. The mobile number and e-mail id of the claimant shall be verified separately by sending an OTP or a link as may be applicable.
7. In case, Aadhaar number is being given for legally wedded spouse, only the last four digits of the Aadhaar number may be provided.

List of Documents to be attached with this form**By Claimant:**

- i. Photocopy of the first page of Pass Book/Bank Statement or cancelled cheque of the Bank Account or any other bank document showing the name and account details of Account Holder, in which the payout is to be credited
- ii. Copy of Death certificate of deceased Government Subscriber
- iii. Copy of PAN Card of claimant.
- iv. KYC document of claimant
- v. One photograph
- vi. Specimen signature of claimant

By DDO:

- i. Copy of the document containing employment details verified by HOO
- ii. Copy of the signed Form by claimant

FORM B4

[See Regulation 19 and 20]

Claim and Payout Form

Spouse of the deceased Unified Pension Scheme (UPS) subscriber who superannuated/retired on or before 31/03/2025 and eligible for UPS benefits and subscriber had already availed benefits under UPS

Before filling the form, please read the INSTRUCTIONS carefully given at the end of the form

Photograph
of
Spouse

PART -A (to be filled by the spouse of deceased subscriber)

1. Details of deceased Subscriber:

Name		PRAN No.		Date of death (as per death certificate)	
------	--	----------	--	---------------------------------------------	--

2. Details of legally wedded spouse on the date of superannuation:

Name		PAN	
DOB		Gender	

3. KYC Details:

Document (one of the documents)	Document Type	Identification number	Validity (in case of Passport and Driving License)
Aadhaar* / Driving License / Passport/Voter ID/CKYC ID/ Letter issued by NPR			

4. Current Address:

Flat/House No./Bldg. Name		Street/Locality	
Village & Post Office/Block		City/ District	
State		Pin Code	
Country			

5. Contact Details:

Telephone No. (If any)		Mobile No.	
E-mail ID			

6. Details of Bank a/c of spouse for credit of UPS benefits:

Type of Bank A/c		Bank A/c No.	
Bank Name		IFSC	

Declaration:

I _____ spouse of late _____ have fully read and understood the provisions of Unified Pension Scheme (UPS) as notified by GoI vide notification F. No. FX-1/3/2024-PR, dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025 as amended from time to time. I hereby declare that I am eligible to avail benefits under UPS in terms of the aforesaid notification and Regulations. I certify that the information given above is true and correct.

I hereby authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data/ details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder.

Place: _____

Signature: _____

Date: _____

Name: _____

PART -B (Details as recorded in the CRA system)

Details of UPS benefits that were being paid for deceased subscriber:

Monthly top-up payout to deceased subscriber as on the date of demise	
DR amount on admissible payout on the date of demise of subscriber	

PART -C (to be filled by the DDO in the CRA system)

Employment details as per service record:

	File no	
	Employee Code/ID	
	Date of Start of eligibility of family Payout to spouse (on demise of subscriber)	

Certified that the details provided by spouse of deceased subscriber in Part-A , details of employment, legally wedded spouse on the date of superannuation/retirement, date of death of subscriber which has been verified by HOO and the entry has been made as per such certification.

Verified and certified that the details are true and correct.

Signature & Name of DDO

DDO Name	DDO Registration No.
----------	----------------------

Date:	Place:
-------	--------

Form B4
(Part D)
UPS Payout Order (UPO) issued by PAO
(System Generated)

Photograph
of
Spouse

To,
National Pension System Trust
 (address to be added)

File no:		Date of issue:	
UPS Payout Order (UPO) No:			

1. Details of deceased subscriber:

Name		PRAN No.		Date of death (as per death certificate)	
------	--	----------	--	---------------------------------------------	--

2. Details of legally wedded spouse on the date of superannuation:

Name		PAN	
DOB		Gender	

Sanction of Admissible UPS Benefits payable to Spouse

3. UPS Benefits payable to Spouse:

Date of family Payout to spouse (on demise of subscriber)	
Monthly Family Pay-out (60 % of top-up amount payable to subscriber)	
DR amount (on 60% of admissible payout to subscriber)	
Adjustment of excess monthly top up paid for subscriber upto the date of commencement of family payout, if any	

Signature & Name of PAO	
PAO Name	PAO Registration No.
Date:	Place:

Authorising the release of benefits upon receipt of UPS payout Order after due verification

Authorised Signatory NPS Trust	
Date:	Place:

**Copy to,
 To Subscriber**

(address and email and mobile) – over email

Instructions to fill the form

1. All fields are mandatory, unless marked with Asterisks.
2. Please fill the details of the subscriber as per the service records.
3. Please give details of DDO, PAO, Department/Ministry of the office from where you retired.
4. Any one of the 5 KYC documents may be provided. In case of online filling of the form Aadhar Number or CKYC ID may be provided.
5. The current address shall be as per the KYC document provided. In case there is change in the current address, the concerned KYC documents is to be updated first.
6. The mobile number and e-mail id of the claimant shall be verified separately by sending an OTP or a link as may be applicable.
7. In case, Aadhaar number is being given for legally wedded spouse, only the last four digits of the Aadhaar number may be provided.

List of Documents to be attached with this form**By Claimant:**

- i. Photocopy of the first page of Pass Book/Bank Statement or cancelled cheque of the Bank Account or any other bank document showing the name and account details of Account Holder, in which the payout is to be credited
- ii. Copy of Death certificate of deceased Government Subscriber
- iii. Copy of PAN Card of claimant.
- iv. KYC document of claimant
- v. One photograph
- vi. Specimen signature of claimant

By DDO:

- i. Copy of the document containing employment details verified by HOO
- ii. Copy of the signed Form by claimant

FORM B5

[See Regulation 19, 20 and 23]

Claim and Payout Form

Spouse of the deceased Unified Pension Scheme (UPS) subscriber who superannuated/retired on or after 01/04/2025 and eligible for UPS benefits and subscriber had not availed benefits under UPS

Before filling the form, please read the INSTRUCTIONS carefully given at the end of the form

Photograph
of
Spouse

PART -A (to be filled by the spouse)**1. Details of deceased Subscriber:**

Name		PAN No	
Gender		Date of Superannuation/ Retirement under FR 56(j) /Retirement	
PRAN No.		Date of death (as per death certificate)	
Date of joining service			

2. Details of legally wedded spouse on the date of superannuation:

Name		PAN	
DOB		Gender	

3. KYC Details:

Document (one of the documents)	Document Type	Identification number	Validity (in case of Passport and Driving License)
Aadhaar * / Driving License / Passport/Voter ID/CKYC ID/ Letter issued by NPR			

4. Current Address:

Flat/House No./Bldg. Name		Street/Locality	
Village & Post Office/Block		City/ District	
State		Pin Code	
Country			

5. Contact Details:

Telephone No. (If any)		Mobile No.	
E-mail ID			

6. Details of Bank a/c of spouse for credit of UPS benefits:

Type of Bank A/c		Bank A/c No.	
Bank Name		IFSC	

7. Final withdrawal percentage – (can be availed upto 60% of corpus)

I desire to opt for Final withdrawal (applicable where subscriber had not availed UPS benefits)% of individual corpus
I am exercising this option being fully aware that the final withdrawal will proportionately reduce the assured payout.	

Declaration:

I _____ spouse of late _____ have fully read and understood the provisions of Unified Pension Scheme (UPS) as notified by GoI vide notification F. No. FX-1/3/2024-PR, dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025 as amended from time to time. I hereby declare that I am eligible to avail benefits under UPS in terms of the aforesaid notification and Regulations. I certify that the information given above is true and correct.

I hereby authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data/ details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder.

Place: _____

Signature: _____

Date: _____

Name: _____

PART -B (Details as recorded in the CRA system)**1. Details for calculation of UPS benefits payable to deceased subscriber:**

	Individual Corpus (IC): Value of corpus as on date of superannuation/retirement	
	Benchmark Corpus (BC) (on date of superannuation/retirement)	
	Excess/shortfall of Individual Corpus vis-a-vis Benchmark Corpus (IC-BC)	
	Final withdrawal (FW in %)	

PART -C (to be filled by the DDO in the CRA system)**1. Employment Details as per service record:**

	File no	
	Employee Code/ID	
	Date of commencement of qualifying service (Qualifying Service as defined in Regulation 2(k) read with Regulation 13)	
	Date of Superannuation/ retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965)/ Voluntary Retirement	

	Length of Qualifying service in months (Q)	
	Length of qualifying service in completed half years (L) (fraction to be ignored)	
	Date of Start of monthly Admissible Payout (in case of Superannuation and Voluntary Retirement: <i>From next day of superannuation,</i> in case of Retirement under 56(j): <i>From next day of Retirement</i>)	
	Date of Start of family Payout to spouse (on demise of subscriber)	

2. Basic Pay details for last 12 months before superannuation/ retirement under FR 56 (j):

	Basic Pay	NPA (non-practicing allowance granted to medical officer in lieu of private practice)	Total (Basic pay +NPA)		Basic Pay	NPA (non-practicing allowance granted to medical officer in lieu of private practice)	Total (Basic pay +NPA)
Month 1				Month 7			
Month 2				Month 8			
Month 3				Month 9			
Month 4				Month 10			
Month 5				Month 11			
Month 6				Month 12			
Average of 12 Months of (Basic pay +NPA) = P							

3. Salary details of last month before superannuation/ retirement under FR 56 (j):

Month/Year	Basic Pay (includes non-practicing allowance granted to medical officer in lieu of private practice) if any) (BP)	Dearness Allowance (DA)	Total E= (BP+ DA)
Last month emolument (E) for lump-sum payment			

Certified that the details provided by spouse of deceased subscriber in Part-A , details of employment, legally wedded spouse on the date of superannuation/retirement, date of death of subscriber which has been verified by HOO and the entry has been made as per such certification.	
Verified and certified that the details are true and correct.	
Signature & Name of DDO	
DDO Name	DDO Registration No.
Date:	Place:

Form B5
(Part D)
UPS Payout Order (UPO) issued by PAO
(System Generated)

To,

National Pension System Trust
(address to be added) – system

Photograph
of
Spouse

File no:		Date of issue:	
UPS Payout Order (UPO) No:			

1. Details of deceased subscriber:

Name		PRAN No.		Date of death (as per death certificate)	
------	--	----------	--	---------------------------------------------	--

2. Details of legally wedded spouse on the date of superannuation:

Name		PAN	
DOB		Gender	

3. Details of Employment & Salary:

	Length of Qualifying service in number of months	
	Average of last 12 Months basic pay	
	Assured Payout	
	Last month salary (Basic Pay + DA)	
	Length of qualifying service in completed six months	
	Date of start of monthly admissible Payout	
	Date of start of family Payout to spouse (on demise of subscriber)	

Sanction of Admissible UPS Benefits payable to Spouse

4. UPS Benefits payable to Spouse:

Lumpsum Payment	
Excess, if any, of Individual Corpus <i>vis-a-vis</i> Benchmark Corpus	
Final Withdrawal (if opted)	
Monthly Family Payout (60% of admissible payout) where Admissible payout=Assured Payout *IC/BC (1- Final Withdrawal%)	
DR amount on family payout	
Arrears upto date of commencement of Family Payout (including arrears of monthly payout and DR on admissible payout)	
i) Payable to subscriber till the date of demise of subscriber	
ii) Payable to Spouse after date of demise of subscriber	

Signature & Name of PAO	
PAO Name	PAO Registration No.
Date:	Place:

Authorising the release of benefits upon receipt of UPS payout Order after due verification

Authorised Signatory NPS Trust	
Date:	Place:

**Copy to,
To Subscriber
(address and email and mobile) – over email**

Instructions to fill the form

1. All fields are mandatory, unless marked with Asterisks.
2. Please fill the details of the subscriber as per the service records.
3. Please give details of DDO, PAO, Department/Ministry of the office from where you retired.
4. Any one of the 5 KYC documents may be provided. In case of online filling of the form Aadhar Number or CKYC ID may be provided.
5. The current address shall be as per the KYC document provided. In case there is change in the current address, the concerned KYC documents is to be updated first.
6. The mobile number and e-mail id of the claimant shall be verified separately by sending an OTP or a link as may be applicable.
7. The field of date of joining in Central Govt regular service shall be captured from the CRA system, however, in case of any change, it shall be editable by the subscriber and duly verified by DDO.
8. In case, Aadhaar number is being given for legally wedded spouse, only the last four digits of the Aadhaar number may be provided.

List of Documents to be attached with this form

By Claimant:

- i. Photocopy of the first page of Pass Book/Bank Statement or cancelled cheque of the Bank Account or any other bank document showing the name and account details of Account Holder, in which the payout is to be credited
- ii. Copy of Death certificate of deceased Government Subscriber
- iii. Copy of PAN Card of claimant.
- iv. KYC document of claimant
- v. One photograph
- vi. Specimen signature of claimant

By DDO:

- i. Copy of the document containing employment details verified by HOO
- ii. Copy of the signed Form by claimant

FORM B6

[See Regulation 4, 19 and 20]

Claim and Payout Form

Spouse of the deceased Unified Pension Scheme (UPS) subscriber who superannuated/ retired on or before 31/03/2025 and eligible for UPS benefits and subscriber had not availed benefits under UPS

Before filling the form, please read the INSTRUCTIONS carefully given at the end of the form

**Photograph
of
Spouse**

PART -A (to be filled by the spouse of deceased subscriber)

1. Details of deceased Subscriber:

Name		PAN No	
Gender		Date of Superannuation/ Retirement under FR 56(j) /Retirement	
PRAN No.		Date of death (as per death certificate)	
Date of joining service			

2. Details of legally wedded spouse on the date of superannuation:

Name		PAN	
DOB		Gender	

3. KYC Details

Document (one of the documents)	Document Type	Identification number	Validity (in case of Passport and Driving License)
Aadhaar * /Driving License/Passport / Voter ID/CKC ID/Letter issued by NPR			

4. Current Address:

Flat/House No./Bldg. Name		Street/Locality	
Village & Post Office/Block		City/ District	
State		Pin Code	
Country			

5. Contact Details:

Telephone No. (If any)		Mobile No.	
E-mail ID			

6. Details of Bank a/c of spouse for credit of UPS benefits:

Type of Bank A/c		Bank A/c No.	
Bank Name		IFSC	

Declaration:

I _____ spouse of late _____ have fully read and understood the provisions of Unified Pension Scheme (UPS) as notified by GoI vide notification F. No. FX-1/3/2024-PR, dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025 as amended from time to time. I hereby declare that I am eligible to avail benefits under UPS in terms of the aforesaid notification and Regulations. I certify that the information given above is true and correct.

I hereby authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data/ details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder.

Place: _____

Signature: _____

Date: _____

Name: _____

PART -B (Details as recorded in the CRA system)**1.Details of Partial Withdrawal:**

S. N.	Date of Partial withdrawal	Amount withdrawn	No. of units withdrawn as per default pattern	Default pattern NAV on the date of superannuation	Value of partial withdrawals (<i>no. of units withdrawn * NAV</i>) as per default pattern, as on date of superannuation (A)
1					
2					
3					
Total					

2. Details of voluntary contribution:

S. N.	Date of voluntary contribution	Amount of voluntary contribution	No. of units allotted	NAV on the date of superannuation	Value of voluntary contribution (<i>no. of units * NAV</i>) as on date of superannuation
1					
2					
3					
...					
n					
Total					

3. Details for calculation of UPS benefits payable for deceased subscriber:

Individual Corpus (IC): Value of corpus as on date of superannuation/retirement	
Benchmark Corpus (BC): Value of IC as per default pattern of Investment + Value of partial withdrawals amount at the time of Superannuation as per default pattern - value of voluntary contribution on date of superannuation/retirement	
Final withdrawal (FW in %)	
Representative Annuity Rate (as on date of superannuation, as published by PFRDA)	
Representative annuity amount= (IC) x (1-FW%) *(Representative Annuity Rate)/ (12*100) where {IC ≤ BC}	

PART -C (to be filled by the DDO in the CRA system)

1. Employment details as per office records:

	File no	
	Employee Code/ID	
	Date of commencement of qualifying service (Qualifying Service as defined in Regulation 2(k) read with Regulation 13)	
	Date of Superannuation/ Retirement under FR 56(j)	
	Length of Qualifying service in months (Q)	
	Length of qualifying service in completed half years (L) (fraction to be ignored)	
	Date of Start of Payout to deceased subscriber (in case of superannuation, next day of superannuation/ in case of retirement, next day of retirement)	
	Date of start of family Payout to spouse (on demise of subscriber)	

2. Basic Pay details for last 12 months before superannuation/ retirement under FR 56 (j):

	Basic Pay	NPA (non-practicing allowance granted to medical officer in lieu of private practice)	Total (Basic pay +NPA)		Basic Pay	NPA (non-practicing allowance granted to medical officer in lieu of private practice)	Total (Basic pay +NPA)
Month 1				Month 7			
Month 2				Month 8			
Month 3				Month 9			
Month 4				Month 10			
Month 5				Month 11			
Month 6				Month 12			
Average of 12 Months of (Basic pay +NPA) = P							

3. Salary details of last month before superannuation/ retirement under FR 56 (j):

Month/Year	Basic Pay (includes non-practicing allowance granted to medical officer in lieu of private practice if any) (BP)	Dearness Allowance (DA)	Total E= (BP+ DA)
Last month emolument (E) for lump-sum payment			

Certified that the details provided by spouse of deceased subscriber in **Part-A**, details of employment, legally wedded spouse on the date of superannuation/retirement, date of death of subscriber which has been verified by HOO and the entry has been made as per such certification.

Verified and certified that the details are true and correct.

Signature & Name of DDO

DDO Name

DDO Registration No.

Date:

Place:

Form B6
(Part D)
UPS Payout Order (UPO) issued by PAO
(System Generated)

Photograph
of
Spouse

To,
National Pension System Trust
(address to be added)

File no:		Date of issue:	
UPS Payout Order (UPO) No:			

1. Details of deceased subscriber:

Name		PRAN No.		Date of death (as per death certificate)	
------	--	----------	--	------------------------------------------	--

2. Details of legally wedded spouse on the date of superannuation:

Name		PAN	
DOB		Gender	

3. Details of Employment & Salary:

	Length of Qualifying service in number of months	
	Average of last 12 Months basic pay	
	Last month salary (Basic Pay + DA)	
	Length of qualifying service in completed six months (<i>fraction ignored</i>)	
	Date of Start of Payout for deceased subscriber	
	Date of start of family Payout to spouse (<i>on demise of subscriber</i>)	
	Admissible Payout: Assured Payout*(IC/BC) * (1-FW%) where {IC <= BC} (<i>Assured Payout = (1/2 of P) x (Q/300)</i>) with the condition that if (P/2) XQ/300 is less than 10,000, it will be taken as 10,000, where P is basic pay and Q is qualifying service in months)	

Sanction of Admissible UPS Benefits payable to Spouse

4. UPS Benefits payable to Spouse:

Date of start of top-up Payout	
Lumpsum Payment	
Interest on Lump-sum Payment	
Monthly Family Pay-out (60 % of topup amount payable to subscriber)	
DR amount (on 60% of admissible payout)	
Arrears upto date of commencement of Family Payout (<i>including arrears of monthly top up payout and DR on admissible payout</i>)	
Top-up amount payable to subscriber till the date of demise of subscriber	
Family payout payable to Spouse after date of demise of subscriber	
Interest on Arrears for Top-up and applicable DR (if Applicable)	

Signature & Name of PAO	
PAO Name	PAO Registration No.
Date:	Place:

Authorising the release of benefits upon receipt of UPS payout Order after due verification

Authorised Signatory NPS Trust	
Date:	Place:

**Copy to,
To Subscriber
(address and email and mobile) – over email**

Instructions to fill the form

1. All fields are mandatory, unless marked with Asterisks.
2. Please fill the details of the subscriber as per the service records.
3. Please give details of DDO, PAO, Department/Ministry of the office from where you retired.
4. Any one of the 5 KYC documents may be provided. In case of online filling of the form Aadhar Number or CKYC ID may be provided.
5. The current address shall be as per the KYC document provided. In case there is change in the current address, the concerned KYC documents is to be updated first.
6. The mobile number and e-mail id of the claimant shall be verified separately by sending an OTP or a link as may be applicable.
7. The field of date of joining in Central Govt regular service shall be captured from the CRA system, however, in case of any change, it shall be editable by the subscriber and duly verified by DDO.
8. In case, Aadhaar number is being given for legally wedded spouse, only the last four digits of the Aadhaar number may be provided.

List of Documents to be attached with this form

By Claimant:

- i. Photocopy of the first page of Pass Book/Bank Statement or cancelled cheque of the Bank Account or any other bank document showing the name and account details of Account Holder, in which the payout is to be credited
- ii. Copy of Death certificate of deceased Government Subscriber
- iii. Copy of PAN Card of claimant.
- iv. KYC document of claimant
- v. One photograph
- vi. Specimen signature of claimant

By DDO:

- i. Copy of the document containing employment details verified by HOO
- ii. Copy of the signed Form by claimant

SCHEDULE II

[See Regulation 12]

Weighted Average NAV (Default Pattern)

Month-Year	NAV	Month-Year	NAV
Apr-08	10.0169	Jul-12	14.8845
May-08	10.0866	Aug-12	14.9999
Jun-08	9.9783	Sep-12	15.3255
Jul-08	9.9720	Oct-12	15.4229
Aug-08	10.0807	Nov-12	15.5895
Sep-08	10.2633	Dec-12	15.8031
Oct-08	10.4036	Jan-13	16.0547
Nov-08	10.6600	Feb-13	16.0440
Dec-08	11.7884	Mar-13	16.1008
Jan-09	11.4626	Apr-13	16.5458
Feb-09	11.5112	May-13	17.0449
Mar-09	11.5189	Jun-13	16.7816
Apr-09	12.0014	Jul-13	15.9781
May-09	11.9312	Aug-13	15.6236
Jun-09	11.9892	Sep-13	15.8324
Jul-09	12.0483	Oct-13	16.2803
Aug-09	11.9888	Nov-13	16.2586
Sep-09	12.1057	Dec-13	16.3700
Oct-09	12.1193	Jan-14	16.4305
Nov-09	12.3082	Feb-14	16.5176
Dec-09	12.3612	Mar-14	16.8651
Jan-10	12.4054	Apr-14	17.0500
Feb-10	12.3513	May-14	17.5693
Mar-10	12.5562	Jun-14	17.8120
Apr-10	12.6431	Jul-14	17.9483
May-10	12.8170	Aug-14	18.0605
Jun-10	12.9687	Sep-14	18.2917
Jul-10	12.9630	Oct-14	18.8614
Aug-10	13.0217	Nov-14	19.2479
Sep-10	13.3050	Dec-14	19.4854
Oct-10	13.3025	Jan-15	20.0057
Nov-10	13.3356	Feb-15	20.0860
Dec-10	13.4714	Mar-15	20.0660
Jan-11	13.2767	Apr-15	20.0252
Feb-11	13.3305	May-15	20.1517
Mar-11	13.5694	Jun-15	20.0376
Apr-11	13.5311	Jul-15	20.3518
May-11	13.3990	Aug-15	20.3791
Jun-11	13.5915	Sep-15	20.7275
Jul-11	13.6515	Oct-15	20.8447
Aug-11	13.7151	Nov-15	20.7871
Sep-11	13.7352	Dec-15	20.8167
Oct-11	13.6674	Jan-16	20.7299
Nov-11	13.6760	Feb-16	20.5749
Dec-11	13.8600	Mar-16	21.3101
Jan-12	14.2520	Apr-16	21.5913
Feb-12	14.4285	May-16	21.8058
Mar-12	14.3269	Jun-16	22.1155
Apr-12	14.3985	Jul-16	22.8321
May-12	14.5384	Aug-16	23.2344
Jun-12	14.7626	Sep-16	23.4793

Oct-16	23.6178
Nov-16	24.3138
Dec-16	23.7789
Jan-17	24.1363
Feb-17	23.7790
Mar-17	24.1551
Apr-17	24.1904
May-17	24.5885
Jun-17	25.0057
Jul-17	25.3881
Aug-17	25.4314
Sep-17	25.3854
Oct-17	25.5963
Nov-17	25.5021
Dec-17	25.4862
Jan-18	25.5615
Feb-18	25.1638
Mar-18	25.6182
Apr-18	25.4962
May-18	25.4489
Jun-18	25.4858
Jul-18	25.9063
Aug-18	26.0361
Sep-18	25.7509
Oct-18	25.9449
Nov-18	26.6298
Dec-18	27.1161
Jan-19	27.1381
Feb-19	27.0954
Mar-19	27.8787
Apr-19	27.8151
May-19	28.6110
Jun-19	28.9874
Jul-19	29.3996
Aug-19	29.3282
Sep-19	29.3810
Oct-19	29.8446
Nov-19	30.0717
Dec-19	30.2054
Jan-20	30.1999
Feb-20	30.5728
Mar-20	29.9191
Apr-20	30.5958
May-20	31.2102
Jun-20	31.7616
Jul-20	32.4631
Aug-20	32.2234
Sep-20	32.3033
Oct-20	33.0050
Nov-20	33.6894
Dec-20	34.2231
Jan-21	34.1974
Feb-21	33.8183
Mar-21	34.3118
Apr-21	34.5690

May-21	35.0699
Jun-21	35.0854
Jul-21	35.2202
Aug-21	35.8914
Sep-21	36.3718
Oct-21	36.3397
Nov-21	36.4770
Dec-21	36.5480
Jan-22	36.3760
Feb-22	36.4891
Mar-22	36.6811
Apr-22	36.3259
May-22	35.7391
Jun-22	35.6202
Jul-22	36.4361
Aug-22	37.1241
Sep-22	36.8472
Oct-22	37.1941
Nov-22	37.8499
Dec-22	37.8120
Jan-23	37.8312
Feb-23	37.8462
Mar-23	38.2325
Apr-23	38.9491
May-23	39.5675
Jun-23	39.7059
Jul-23	40.0364
Aug-23	40.1459
Sep-23	40.2593
Oct-23	40.1013
Nov-23	40.7170
Dec-23	41.5727
Jan-24	41.9909
Feb-24	42.6008
Mar-24	43.0157
Apr-24	43.0274
May-24	43.6209
Jun-24	44.3142
Jul-24	44.9167
Aug-24	45.3459
Sep-24	45.9843
Oct-24	45.6338
Nov-24	45.8298
Dec-24	45.9490
Jan-25	46.0805
Feb-25	45.6371

For period(s) subsequent to February 2025, the weighted average NAV for each month shall be declared.

SCHEDULE III

[see Regulation 12]

Illustrative examples of computation of Benchmark Corpus**1. For subscribers superannuated / retired on or before 31.03.2025**

Scenario 1: Subscriber has (i) continued in default scheme of investment (ii) made partial withdrawal and (iii) made voluntary contribution

Assumptions:

- i) Subscriber joined on 05/01/2012 and has continued in default pattern till superannuation
- ii) Subscriber has made partial withdrawal of Rs. 1,00,000 on 31.03.2021
- iii) Subscriber has made voluntary contribution of Rs. 50,000 on 31.03.2022
- iv) Subscriber has superannuated on 30.11.2024

Partial withdrawal	
Date of Partial Withdrawal	31.03.2021
Amount of Partial Withdrawal	Rs. 1,00,000
Weighted average NAV of default scheme	Rs. 34.3118
No. of withdrawal units	2914.4500
Voluntary Contribution	
Date of voluntary contribution	31.03.2022
Amount of contribution	Rs. 50,000
Weighted average NAV of default scheme	Rs. 36.6811
No. of units added as per default scheme	1363.1000
Superannuation	
Date of Superannuation	30.11.2024
Corpus as per default scheme (Individual Corpus)	Rs. 15,88,888.91
Weighted average NAV of default scheme	Rs. 45.8298
Units on the date of superannuation	34669.3400

Benchmark corpus units on the date of superannuation

$$\begin{aligned}
 &= \text{Individual Corpus units} \\
 &+ \text{No of units of partial withdrawal(s)} \\
 &- \text{No of units of voluntary contribution(s)} \\
 &= 34669.3400 + 2914.4500 - 1363.1000 \\
 &= 36,220.6900
 \end{aligned}$$

Benchmark Corpus value on the date of superannuation

$$\begin{aligned}
 &= \text{Cumulative units} \times \text{NAV (on the date of superannuation)} \\
 &= 36,220.6900 \times 45.8298 \\
 &= \text{Rs. 16,59,986.98}
 \end{aligned}$$

In case of past retirees upto 31st March 2025, who have not exercised active investment choice and continued in default pattern till superannuation/retirement, the benchmark corpus will be derived as per the above method.

Scenario 2 - Subscriber has made - i) active choice of investment ii) partial withdrawal and iii) voluntary contribution

Assumptions:

- i) Subscriber joined on 05/01/2012 and was covered under default scheme
- ii) Subscriber has exercised investment choice on 15.01.2020
- iii) Subscriber has made partial withdrawal of Rs. 1,00,000 on 31.03.2021
- iv) Subscriber has made voluntary contribution of Rs. 50,000 on 31.03.2022
- v) Subscriber has superannuated on 30.11.2024

Investment Choice – change	
Date of shifting to active choice	15.01.2020
Corpus on the date of shifting (no voluntary contributions or partial withdrawals were made before the date of shifting)**	Rs.8,00,000
Weighted average NAV of default scheme (15.01.2020)	Rs.30.1999
Units in default scheme (15.01.2020)	26,490.1539
Superannuation	
Date of Superannuation	30.11.2024
Weighted average NAV of Active Choice	Rs.29.6510
Units as per Active Choice (Individual Corpus)	58,273.2639
Units as per Default Scheme of all mandatory (employee + employer) contributions	36,220.6900
Weighted average NAV of default scheme	Rs.45.8298
Benchmark Corpus as per default scheme*	Rs.16,59,986.98
Corpus as per Active choice	Rs.17,27,860.55

*Benchmark derived since 15.01.2020 (partial withdrawals and voluntary contribution are ignored for the following computation)

** If any voluntary contributions or partial withdrawals were made before shifting to active choice, the effect will be computed as per scenario 1.

Contributions	Date of Contribution	Contribution Amount	NAV of Default Scheme as on date of Contribution	Units
Opening Balance of units as on 15.01.2020				26,490.1500
Mar-20	07.04.2020	9,540	29.9191	318.8599
Apr-20	09.06.2020	10,017	31.2102	320.9528
May-20	09.06.2020	10,017	31.2102	320.9528
Jun-20	10.07.2020	10,017	31.7616	315.3808
---	---	---	---	---
Oct-24	04.11.2024	21,000	45.6338	460.1852
Nov-24	30.11.2024	21,000	45.8298	458.2171
On superannuation	30.11.2024		45.8298	36,220.69

Benchmark Corpus on the date of superannuation = Value of Corpus on the date of superannuation based on default pattern

$$\begin{aligned}
 &= \text{Total units} \times \text{NAV}_{\text{Default}} \\
 &= 36,220.69 \times \text{Rs. } 45.8298 \\
 &= \text{Rs. } 16,59,986.98
 \end{aligned}$$

In case of past retirees upto 31st March 2025, who have exercised active investment choice on or after 01st April 2019, the benchmark corpus will be derived as per the above method.

2. For subscribers superannuating / retiring on or after 01.04.2025

Scenario 1: Subscriber has (i) continued in default scheme of investment (ii) made partial withdrawal and (iii) made voluntary contribution

Assumptions:

- i) Subscriber joined on 05/01/2012 and has continued in default pattern till superannuation
- ii) Subscriber has made partial withdrawal of Rs. 1,00,000 on 31.03.2021
- iii) Subscriber has made voluntary contribution of Rs. 50,000 on 31.03.2022
- iv) Subscriber will superannuate in 30.11.2027

Partial withdrawal	
Date of Partial Withdrawal	31.03.2021
Amount of Partial Withdrawal	Rs.1,00,000
Voluntary Contribution	
Date of voluntary contribution	31.03.2022
Amount of contribution	Rs.50,000
On 31.03.2025	
Balance of units in default scheme	36,220.6900
Superannuation	
Date of Superannuation	30.11.2027
Units as per Default Scheme of all mandatory (employee + employer) contributions	43,987.7522
Weighted average NAV of default scheme*	Rs.57.7864
Benchmark Corpus as per default scheme**	Rs. 25,41,893.84

*Projected NAV

Benchmark calculation till 31.03.2025 = Mandatory contributions received as per scenario 1 of part 1.

**Benchmark calculation since 01.04.2025

Contribution for the Month	Contribution Date	Contribution Amount (Rs.)	NAV Date	NAV of default pattern (Rs.)*	Units
Opening balance (on 31.03.2025)					36,220.6900
Mar-25	10.04.2025	10,000	10.04.2025	47.4578	210.7135
Apr-25	05.05.2025	10,000	05.05.2025	47.8877	208.8219
May-25	27.06.2025	10,000	27.06.2025	48.0861	207.9603
Jun-25	20.08.2025	10,000	31.07.2025	48.4457	206.4167
Jul-25	24.09.2025	10,500	31.08.2025	48.5155	216.4257
Aug-25	24.09.2025	10,500	24.09.2025	48.5290	216.3655
---	---	---	---	---	
Sep-27	04.10.2027	22,000	04.10.2027	57.1873	384.7008
Oct-27	07.11.2027	22,000	07.11.2027	57.6829	381.3955
Nov-27	30.11.2027	22,000	30.11.2027	57.7864	380.7124
On Superannuation 30.11.2027				57.7864	43,987.7522

*Projected NAV

Benchmark Corpus = Value of Corpus on the date of superannuation based on default pattern

$$\begin{aligned}
 &= \text{Total units} \times \text{NAV}_{\text{Default}}(\text{on the date of superannuation}) \\
 &= 43,987.7522 \times 57.7864 \\
 &= \text{Rs. 25,41,893.84}
 \end{aligned}$$

Scenario 2 - Subscriber has made - i) active choice of investment ii) partial withdrawal and iii) voluntary contribution

Assumptions:

- i) Subscriber joined on 05/01/2012 and was covered under default scheme
- ii) Subscriber has exercised investment choice on 15.01.2020
- iii) Subscriber has made partial withdrawal of Rs. 1,00,000 on 31.03.2021
- iv) Subscriber has made voluntary contribution of Rs. 50,000 on 31.03.2022
- v) Subscriber will superannuate on 30.11.2027

Investment Choice – change	
Date of shifting to active choice	15.01.2020
Corpus on the date of shifting (<i>no voluntary contribution or partial withdrawal till shifting</i>)	Rs.8,00,000
Weighted average NAV of default scheme (15.01.2020)	Rs.30.1999
Units in default scheme (15.01.2020)	26,490.1539
Superannuation	
Date of Superannuation	30.11.2027
Weighted average NAV of Active Choice	Rs.47.1677
Units as per Active Choice	58,273.2639
Units as per Default Scheme of all mandatory (employee + employer) contributions	50,200.6457
Weighted average NAV of default scheme	Rs.57.7864
Benchmark Corpus as per default scheme*	Rs. 29,00,914.59
Corpus as per Active choice	Rs.34,27,860.55

*Projected NAV

Benchmark derived since 15.01.2020 till 31.03.2025 = Mandatory contributions received on 'as and when' basis in default scheme.

Contribution for Month	Date of Contribution	Contribution Amount	NAV Date	NAV of Default Scheme*	Units
Benchmark calculation upto 31.03.2025 is as per scenario 1 of part 2					36,220.6900
<i>Benchmark calculation from 01.04.2025 onwards</i>					
Mar-25	10.04.2025	23,500	10.04.2025	47.4578	495.1768
Apr-25	05.05.2025	23,500	05.05.2025	47.8877	490.7314
May-25	27.06.2025	23,500	27.06.2025	48.0861	488.7067
Jun-25	20.08.2025	23,500	31.07.2025	48.4457	485.0792
Jul-25	24.09.2025	24,700	31.08.2025	48.5155	509.1156
Aug-25	24.09.2025	24,700	24.09.2025	48.5290	508.9740
Cont---	---	---	---	---	
Sep-27	04.10.2027	29,900	04.10.2027	57.1873	522.8434
Oct-27	07.11.2027	29,900	07.11.2027	57.6829	518.3512
Nov-27	30.11.2027	29,900	30.11.2027	57.7864	517.4228
On Superannuation 30.11.2027				57.7864	50,200.6457

*Projected NAV

Benchmark Corpus = Value of Corpus on the date of superannuation based on default pattern

$$\begin{aligned}
 &= \text{Total units} \times \text{NAV}_{\text{Default}}(\text{on the date of superannuation}) \\
 &= 50,200.6457 \times 57.7864 \\
 &= \text{Rs. 29,00,914.59}
 \end{aligned}$$

Schedule IV

[See Regulation 13]

Illustration for computation of qualifying service for purpose of UPS benefits

Particulars	Date	Period
Date of Joining Central Government Service	15.01.2010	-
Date of Superannuation	31.03.2026	
Service span	16 years, 2 months and 16 days OR 194 months and 16 days) (A month is taken for 30 days)	
Period of deputation on foreign service**	15.01.2015- 14.01.2017	24 months
Period of unauthorised absence**	07.01.2018- 06.12.2018	11 months
Period of extraordinary leave**	01.02.2019 – 01.04.2019	2 months
Period of suspension pending inquiry**	05.09.2023 – 04.03.2024	6 months

** For the purpose of computation of period of foreign service, unauthorised absence, extraordinary leave and suspension, actual period (months and days) shall be reckoned for calculation of qualifying service.

Scenario 1: suspension revoked and employee exonerated, extraordinary leave granted on medical ground, unauthorised absence not condoned with forfeiture of past service, applicable contribution was not received for the period of deputation

- Period from joining service till superannuation/retirement = 194 months and 16 days.
- Period of suspension counted as qualifying service = 6 months (05.09.2023 to 04.03.2024)
- Period of deputation excluded from qualifying service = 24 months (15.01.2015- 14.01.2017)
- Period of Extraordinary Leave counted as qualifying service = 2 months (01.02.2019 - 01.04.2019)
- Period of past service and unauthorised absence disqualified on account of unauthorised absence = 8 years, 10 months and 21 days or 106 months and 21 days (15.01.2010 to 06.12.2018)

Qualifying Service = 194 months and 16 days – (24 months + 106 months+ 21 days)

= 63 months and 25 days

***The Qualifying Service period shall be taken as 63 months in whole months and the balance fraction period of 25 days shall be excluded for the computation.**

UPS benefits not applicable as Q <120.

Scenario 2: Major penalty imposed (barring dismissal and removal) after inquiry, extraordinary leave not allowed as qualifying service by the competent authority, unauthorised absence condoned with no forfeiture of past service, applicable contribution was received for the period of deputation

- Period from joining service till superannuation/retirement = 194 months and 16 days.
- Period of suspension excluded from qualifying service = 6 months
- Period of deputation counted as qualifying service = 24

iv. Period of Extraordinary Leave excluded from qualifying service = 2 months

v. Period of service disqualified on account of unauthorised absence = 11 months (07.01.2018- 06.12.2018)

Qualifying Service = 194 months and 16 days - (6 months + 2 months + 11 months)

= 175 months and 16 days

***The Qualifying Service period shall be taken as 175 months and the fraction period of 15 days shall be excluded for the computation.**

Scenario 3: Major penalty imposed after inquiry, extraordinary leave not allowed as qualifying service by the competent authority, unauthorised absence condoned with no forfeiture of past service, applicable contribution was not received for the period of deputation

i. Period from joining service till superannuation/retirement = 194 months and 16 days.

ii. Period of suspension excluded from qualifying service = 6 months

iii. Period of deputation not counted as qualifying service = 24

iv. iv. Period of Extraordinary Leave excluded from qualifying service = 2 months

v. Period of service disqualified on account of unauthorised absence = 11 months (07.01.2018- 06.12.2018)

Qualifying Service = 194 months and 16 days - (6 months + 24 months + 2 months + 11 months)

= 151 months and 16 days

***The Qualifying Service period shall be taken as 151 months and the fraction period of 16 days shall be excluded for the computation.**

SCHEDULE V

[See regulation 15(1)(iv)]

Illustrative examples of working of Admissible Payout under different scenarios

Scenario 1: The below mentioned scenarios have been considered based on the monthly assured payout $\{(P/2) \times (Q/300)\}$ of Rs. 22,500 (Individual Corpus is equal or more than benchmark corpus)

Case 1: Employee does not opt for any final withdrawal

Monthly Assured Payout = Rs. 22,500

Admissible Payout = Rs. 22,500 plus applicable Dearness Relief

Case 2: Employee opts for 60% final withdrawal

Monthly Assured Payout = Rs. 22,500

Admissible Payout = Rs. 22,500 \times (1-60/100)

Rs. 9,000 plus applicable Dearness Relief

Case 3: Employee opts for 40% final withdrawal

Monthly Assured Payout: Rs. 22,500

Admissible Payout = Rs. 22,500 \times (1-40/100)

Rs. 13,500 plus applicable Dearness Relief

Case 4: Employee opts for 20% final withdrawal

Monthly Assured Payout: Rs. 22,500

Admissible Payout: Rs. 22,500 \times (1-20/100)

Rs. 18,000 plus applicable Dearness Relief

Scenario 2: The employee superannuates on 30/05/2025 completing 15 years, 11 months and 12 days and has opted for UPS

- (i) qualifying service as certified by HOO is 191 months;
- (ii) twelve-month average basic pay prior to superannuation as certified by HOO is Rs 52,894;
- (iii) last month basic pay prior to superannuation as certified by HOO is Rs 53,600;
- (iv) partial withdrawal of Rs. 1,15,000 that has value of Rs. 1,95,130 on the date of superannuation based on number of units redeemed for partial withdrawal;
- (v) UPS Corpus on the date of superannuation Rs 27,43,000 with no voluntary contribution till superannuation.
- (vi) The subscriber has continued in the default pattern throughout the service, all the contributions were regular and timely,
- (vii) Opted for 60% final withdrawal at the time of superannuation.
- (viii) Benchmark corpus of the employee on the date of superannuation is Rs. 29,38,130
- (ix) Assuming DR to increase to 56% in Jan. 2025

Last month Basic Pay: Rs. 53,600

Dearness Allowance (@56% on 30/05/2025): Rs. 30,016

I. Lumpsum Payment = $(E/10) \times L$

E = last month Basic Pay (including non-practising allowance, if applicable) + Dearness Allowance
 $= 53,600 + 30,016 = \text{Rs. } 83,616$

L = Qualifying months of service/ 6 = $191/6 = 31.83$
 $= 31$ (fractions to be ignored considering 6-months of completed service)

Lumpsum Payment = $\left(\frac{83,616}{10}\right) \times 31 = 2,59,209.60$
Rounded to next integer Rs. 2,59,210

II. Assured payout = $(\frac{1}{2} \text{ of } P) \times (Q/300)$ with the condition that if $(P/2) \times Q/300$ is less than 10,000, it will be taken as 10,000

$= (\frac{1}{2} \text{ of } 52,894) \times (191/300) = 16,837.92$
rounded to next higher integer Rs. 16,838

III. Admissible Payout = Assured Payout $\times (IC/BC) \times (1-FW\%)$

Admissible Payout = $16,838 \times \frac{27,43,000}{29,38,130} \times 0.40$
 $= 6,287.90$
rounded to next higher integer Rs. 6,288

IV. Dearness Relief (01/06/2025) = Admissible Payout \times DR Rate (%)

$= 6,288 \times 56\%$
 $= 3,521.28$
rounded to next higher integer Rs. 3,522

Note: The Dearness relief amount will be based the Dearness Rate (%) as notified by the Central Government from time to time.

V. Monthly Payout

$= \text{Admissible Payout} + \text{Dearness Relief on Admissible payout}$
 $= 6,288 + 6,288 \times 56\%$
 $= 6,288 + 3,521.28$
Both figures rounded to next integer
 $= 9,810$

Scenario 3: The employee superannuates on 30/04/2025 completing 15 years, 11 months and 12 days and has opted for UPS

- (i) qualifying service as certified by HOO is 191 months;
- (ii) twelve-month average basic pay prior to superannuation as certified by HOO is Rs 52,894;
- (iii) last month basic pay prior to superannuation as certified by HOO is Rs 53,600;
- (iv) partial withdrawal of Rs.1,15,000 that has value of Rs.1,95,130 on the date of superannuation based on number of units redeemed for partial withdrawal;
- (v) UPS Corpus on the date of superannuation Rs.27,43,000 with no voluntary contribution till superannuation.
- (vi) The subscriber has continued in the default pattern throughout the service, all the contributions were regular and timely,
- (vii) Opted for no final withdrawal at the time of superannuation.
- (viii) Benchmark corpus of the employee on the date of superannuation is Rs.29,38,130
- (ix) Assuming DR to increase to 56% in Jan. 2025

I. Lumpsum Payment = $(E/10) \times L$

E = last month Basic Pay (including non-practising allowance, if applicable) + Dearness Allowance
= 53,600 + 30,016 = Rs. 83,616

L = Qualifying months of service/ 6 = 191/6 = 31.83

= 31 (fractions to be ignored considering 6-months of completed service)

$$\text{Lumpsum Payment} = \left(\frac{83,616}{10} \right) \times 31 = \mathbf{2,59,209.60}$$

Rounded to next integer Rs. 2,59,210

II. Assured payout = $(\frac{1}{2} \text{ of } P) \times (Q/300)$ with the condition that if $(P/2) \times Q/300$ is less than 10,000, it will be taken as 10,000

$$= (\frac{1}{2} \text{ of } 52,894) \times (191/300) = 16,837.92$$

rounded to next higher integer Rs. 16,838

III. Admissible Payout = Assured Payout $\times (IC/BC) \times (1-FW\%)$

$$\text{Admissible Payout} = 16,838 \times \frac{27,43,000}{29,38,130} \times 1$$

$$= 15,719.73$$

rounded to next higher integer Rs. 15,720

IV. Dearness Relief (01/06/2025) = Admissible Payout \times DR Rate (%)

$$= 15,720 \times 56\%$$

$$= 8,803.20$$

rounded to next higher integer Rs. 8,804

Note: The Dearness relief amount will be based the Dearness Rate (%) as notified by the Central Government from time to time.

V. Monthly Payout

$$= \text{Admissible Payout} + \text{Dearness Relief on admissible payout}$$

$$= 15,720 + 15,720 * 56\%$$

$$= 15,720 + 8,803.2$$

Both figures rounded to next integer

$$= 15,720 + 8,804$$

$$= \text{Rs. } 24,524$$

In the above illustrations, there may be a scenario where, the above-mentioned employee dies just after few days of superannuation on 28.06.2025. He already availed UPS benefits of Lumpsum Payment. In such case, the employee will be eligible to get Monthly admissible payout as per the above calculation upto 28.06.2025 and thereafter family payout would be admissible to legally wedded spouse on the date of superannuation.

VI. Family Payout (to the legally wedded spouse after demise of the employee) wef 29.06.2025:

Family Payout = 60% of Admissible Payout + Dearness Relief

$$= 60\% * 15,720 + (60\% * 15,720) * 56\%$$

$$= 9,432 + 5,281.92$$

Both figures rounded to next integer

$$= 9,432 + 5,282$$

$$= \text{Rs. } 14,714$$

Scenario 4: The employee superannuates on 30/05/2025 completing 10 years, 3 months and 12 days and has opted for UPS

- (i) qualifying service as certified by HOO is 123 months;
- (ii) twelve-month average basic pay prior to superannuation as certified by HOO is Rs 25,250,
- (iii) last month basic pay prior to superannuation as certified by HOO is Rs 25,400,
- (iv) UPS Corpus on the date of superannuation Rs 8,00,000 with no voluntary contribution till superannuation and also there has been no partial withdrawal,
- (v) The subscriber has continued in the default pattern throughout the service.
- (vi) No final withdrawal opted at the time of superannuation.
- (vii) Benchmark corpus of the employee on the date of superannuation is Rs. 8,00,000

Last month Basic Pay: 25,400

Dearness Allowance (@56% on 30/05/2025): 14,224

I. Lumpsum Payment = (E/10) x L

E = last month Basic Pay (including non-practising allowance, if applicable) + Dearness Allowance
 $= 25,400 + 14,224 = \text{Rs. } 39,624$

L = Qualifying months of service/ 6 = $123/6 = 20.5$
 $= 20$ (fractions to be ignored considering 6-months of completed service)

$$\text{Lumpsum Payment} = \left(\frac{39,624}{10} \right) * 20 = \text{79,248}$$

II. Assured payout:

$= (\frac{1}{2} \text{ of } P) \times (Q/300)$ with the condition that if $(P/2) \times Q/300$ is less than 10,000, it will be taken as 10,000

$$= (\frac{1}{2} \text{ of } 25,250) \times (123/300) = 5,176.25$$

rounded to next higher integer Rs. 5,177

Since $(P/2) \times Q/300$ is less than 10,000, the amount is taken as **Rs. 10,000**

III. Admissible Payout:

$$\text{Admissible Payout} = \text{Assured Payout} \times (\text{IC/BC}) \times (1 - \text{LW}\%)$$

$$\text{Admissible Payout} = 10,000 \times \frac{8,00,000}{8,00,000} \times 1$$

$$= 10,000$$

IV. Dearness Relief (01/06/2025) = Admissible Payout * DR Rate (%)

$$= 10,000 \times 56\%$$

$$= 5,600$$

Note: The Dearness relief amount will be based the Dearness Rate (%) as notified by the Central Government from time to time.

V. Monthly Payout:

$$= \text{Admissible Payout} + \text{Dearness Relief on admissible payout}$$

$$= 10,000 + 10,000 \times 56\%$$

$$= 10,000 + 5,600$$

$$= \text{Rs. 15,600}$$

SCHEDULE VI

[See Regulation 22]

Representative Annuity Rates (RAR) for the period Jan 2014 to March 2025

$$\text{Representative Annuity Rates} = JLWR50 + \frac{(0.6-0.5)}{(1.0-0.5)} * (JLWR100 - JLWR50)$$

Where;

JLWR50 is the average annuity rate corresponding to the annuity product- Joint life with 50 percent to the spouse without return of purchase price for the said month; and

JLWR100 is the average annuity rate corresponding to the annuity product- Joint life with 100 percent to the spouse without return of purchase price for the said month

The Representative Annuity Rate computed as per the above formula for the period from January 2014 to March 2025 is as follows:

Month-Year	Representative Annuity Rate
Jan-14	8.12%
Feb-14	8.12%
Mar-14	8.12%
Apr-14	8.12%
May-14	8.12%
Jun-14	8.12%
Jul-14	8.12%
Aug-14	8.12%
Sep-14	8.12%
Oct-14	8.12%
Nov-14	8.12%
Dec-14	8.12%
Jan-15	8.12%
Feb-15	8.12%
Mar-15	8.12%
Apr-15	8.12%
May-15	8.12%
Jun-15	8.12%
Jul-15	8.12%
Aug-15	8.12%
Sep-15	8.30%
Oct-15	8.30%
Nov-15	8.30%
Dec-15	8.30%
Jan-16	8.30%
Feb-16	8.30%
Mar-16	8.30%

Month-Year	Representative Annuity Rate
Apr-16	8.30%
May-16	8.30%
Jun-16	8.30%
Jul-16	8.30%
Aug-16	8.30%
Sep-16	8.30%
Oct-16	8.25%
Nov-16	8.25%
Dec-16	8.25%
Jan-17	8.25%
Feb-17	8.23%
Mar-17	8.23%
Apr-17	8.23%
May-17	8.05%
Jun-17	8.05%
Jul-17	8.23%
Aug-17	8.23%
Sep-17	8.23%
Oct-17	8.23%
Nov-17	8.26%
Dec-17	8.26%
Jan-18	8.18%
Feb-18	8.18%
Mar-18	8.19%
Apr-18	8.19%
May-18	8.19%
Jun-18	8.22%

Month-Year	Representative Annuity Rate
Jul-18	8.22%
Aug-18	8.22%
Sep-18	7.91%
Oct-18	7.92%
Nov-18	8.03%
Dec-18	8.03%
Jan-19	7.99%
Feb-19	8.03%
Mar-19	8.03%
Apr-19	7.96%
May-19	8.02%
Jun-19	8.02%
Jul-19	8.02%
Aug-19	7.96%
Sep-19	7.67%
Oct-19	7.67%
Nov-19	7.82%
Dec-19	7.82%
Jan-20	7.73%
Feb-20	7.73%
Mar-20	7.65%
Apr-20	7.59%
May-20	7.64%
Jun-20	7.64%
Jul-20	7.63%
Aug-20	7.63%
Sep-20	7.22%
Oct-20	7.22%
Nov-20	7.21%
Dec-20	7.20%
Jan-21	7.20%
Feb-21	7.20%
Mar-21	7.20%
Apr-21	7.20%
May-21	7.20%
Jun-21	7.20%
Jul-21	7.19%
Aug-21	7.20%
Sep-21	7.20%
Oct-21	7.20%
Nov-21	7.21%
Dec-21	7.21%
Jan-22	7.21%

Month-Year	Representative Annuity Rate
Feb-22	7.31%
Mar-22	7.31%
Apr-22	7.32%
May-22	7.32%
Jun-22	7.35%
Jul-22	7.42%
Aug-22	7.43%
Sep-22	7.46%
Oct-22	7.46%
Nov-22	7.54%
Dec-22	7.57%
Jan-23	7.52%
Feb-23	7.57%
Mar-23	7.57%
Apr-23	7.52%
May-23	7.50%
Jun-23	7.42%
Jul-23	7.44%
Aug-23	7.43%
Sep-23	7.43%
Oct-23	7.43%
Nov-23	7.50%
Dec-23	7.50%
Jan-24	7.50%
Feb-24	7.43%
Mar-24	7.43%
Apr-24	7.38%
May-24	7.38%
Jun-24	7.37%
Jul-24	7.37%
Aug-24	7.30%
Sep-24	7.30%
Oct-24	7.31%
Nov-24	7.31%
Dec-24	7.31%
Jan-25	7.31%
Feb-25	7.31%
Mar-25	7.31%*

*Provisional (to be declared separately)

SCHEDULE VII

[see Regulation 22]

Illustration for Retirees on or before 31.03.2025

Scenario 1: The employee has superannuated on 31/08/2016 completing 10 years, 3 months and 12 days of service, started receiving annuity from 01/10/2016 and has opted for UPS

- (i) qualifying service as certified by HOO is 123 months;
- (ii) twelve-month average basic pay prior to superannuation as certified by HOO is Rs 25,250;
- (iii) last month basic pay prior to superannuation as certified by HOO is Rs 25,400;
- (iv) partial withdrawal of units whose value was Rs. 91,000 and those units have value of Rs. 1,03,750 on the date of superannuation based on number of units redeemed for partial withdrawal;
- (v) NPS Tier-I Corpus on the date of superannuation Rs 8,00,000 with no voluntary contribution till superannuation.
- (vi) representative annuity rate applicable on the date of superannuation (31/08/2016) is 8.30% per annum as per Table in Schedule V
- (vii) employee has withdrawn 60% lumpsum withdrawal at the time of exit from NPS
- (viii) Benchmark corpus of the employee on the date of superannuation is Rs. 9,03,750

Last month Basic Pay: 25,400

Dearness Allowance (@2% on 31/08/2016): Rs. 508

I. Lumpsum Payment = $(E/10) \times L$

E = last month Basic Pay (including non-practising allowance, if applicable) + Dearness Allowance
 = 25,400 + 508 = Rs. 25,908

L = Qualifying months of service/ 6 = 123/6 = 20.5
 = 20 (*fractions to be ignored considering 6-months of completed service*)

Lumpsum Payment = $\left(\frac{25,908}{10}\right) \times 20 = \text{Rs. 51,816}$

II. Assured payout = $(\frac{1}{2} \text{ of } P) \times (Q/300)$ with the condition that if $(P/2) \times Q/300$ is less than 10,000, it will be taken as 10,000

= $(\frac{1}{2} \text{ of } 25,250) \times (123/300) = 5,176.25$

rounded to next higher integer Rs. 5,177

Since $(P/2) \times Q/300$ is less than 10,000, the assured payout is taken as Rs. 10,000

III. Admissible Payout = Assured Payout $\times (IC/BC) \times (1-FW\%)$

Admissible Payout = $10,000 \times \left(\frac{8,00,000}{9,03,750}\right) \times (1 - 60\%)$
 = 3,540.80

rounded to next higher integer Rs. 3,541

IV. Dearness Relief (on 01/09/2016) = Admissible Payout \times DR Rate (%)

= 3,541 \times 2%

= 70.82

rounded to next higher integer Rs. 71

Note: The Dearness relief amount will be based the Dearness Rate (%) as notified by the Central Government from time to time.

V. Representative annuity amount = Individual Corpus (1-Lumpsum Withdrawal %) * (Representative Annuity Rate)/(12)

$$=(8,00,000 * (1 - 0.6)) * \frac{8.3\%}{12} = 2,213.33$$

rounded to next higher integer Rs. 2,214

VI. Monthly top-up amount:

$$= (\text{Admissible Payout} + \text{Dearness Relief thereon}) - \text{Representative annuity amount}$$

$$= (3,541 + 3,541 * 2\%) - 2,214$$

$$= \text{Rs. } 1,397.82$$

Figures rounded to next integer

$$= \text{Rs. } 1,398$$

In the above illustrations, there may be a scenario where, the abovementioned employee died on 15/02/2021. In such case, the employee will be eligible to get Top-up amount as per the above calculation upto 15/02/2021 and thereafter family payout would be admissible to legally wedded spouse as on the date of superannuation.

VII. Family Payout (to the legally wedded spouse after demise of the employee) wef 16/02/2021:

DR rate on 16/02/2021: 17%

Family Payout to Spouse = 60% of {(Admissible Payout + Dearness Relief thereon) – Representative Annuity Amount}

$$= 60\% * \{(3,541 + 17\% \text{ of } 3541) - 2,214\}$$

$$= 1157.38$$

= rounded to next higher integer Rs. 1,158

Note: Simple Interest as per PPF rate will be payable on arrears of monthly top-up amount and lumpsum payment upto the previous month of submission of claim forms.

Scenario 2: The employee superannuated on 30/11/2024 completing 17 years, 09 months of qualifying service, started receiving annuity from 01/02/2025 and has opted for UPS

- (i) qualifying service as certified by HOO is 213 months;
- (ii) twelve-month average basic pay prior to superannuation as certified by HOO is Rs 52,894;
- (iii) last month basic pay prior to superannuation as certified by HOO is Rs 53,600;
- (iv) partial withdrawal of Rs.1,15,000 that has value of Rs.1,95,130 on the date of superannuation based on number of units redeemed for partial withdrawal;
- (v) UPS Corpus on the date of superannuation Rs.27,43,000 with no voluntary contribution till superannuation.
- (vi) The subscriber has continued in the default pattern throughout the service, all the contributions were regular and timely,
- (vii) representative annuity rate applicable on the date of superannuation (30/11/2024) is 7.31% per annum as per Table in Schedule V
- (viii) Opted for 60% lumpsum withdrawal at the time of superannuation.
- (ix) Benchmark corpus of the employee on the date of superannuation is Rs.29,38,130

Last month Basic Pay: 53,600

Dearness Allowance (@53% on 30/11/2024 0): Rs. 28,408

I. Lumpsum Payment = $(E/10) \times L$

E = last month Basic Pay (including non-practising allowance, if applicable) + Dearness Allowance
 = 53,600 + 28,408 = Rs. 82,008

L = Qualifying months of service/ 6 = 213/6 = 35.5
 = 35 (fractions to be ignored considering 6-months of completed service)

Lumpsum Payment = $\left(\frac{82,008}{10}\right) \times 35$ = **Rs. 2,87,028**

II. Assured payout = $(\frac{1}{2} \text{ of } P) \times (Q/300)$ with the condition that if $(P/2) \times (Q/300)$ is less than 10,000, it will be taken as 10,000

= $(\frac{1}{2} \text{ of } 52,894) \times (213/300) = 18777.37$

rounded to next higher integer Rs. 18,778

III. Admissible Payout = Assured Payout $\times (IC/BC) \times (1-FW\%)$

Admissible Payout = $18,778 \times \left(\frac{27,43,000}{29,38,130}\right) \times (1-0.60)$

= 7,012.38

rounded to next higher integer Rs. 7,013

IV. Dearness Relief (on 01/01/2025) = Admissible Payout \times DR Rate (%)

= $7,013 \times 53\%$

= 3,716.89

rounded to next higher integer Rs. 3,717

Note: The Dearness relief amount will be based the Dearness Rate (%) as notified by the Central Government from time to time.

V. Representative annuity amount = Individual Corpus $(1-\text{Lumpsum Withdrawal } \%) \times (\text{Representative Annuity Rate})/(12 \times 100)$

= $(27,43,000 \times (1 - 0.6)) \times \frac{7.31}{12 \times 100} = 6,683.78$

rounded to next higher integer Rs. 6,684

VI. Monthly top-up amount:

= (Admissible Payout + Dearness Relief thereon – Representative annuity amount)

= $(7,013 + 7,013 \times 53\% - 6,684)$

= 4,045.89

Figures rounded to next integer

= Rs. 4,046

Note: Simple Interest as per PPF rate will be payable on arrears of monthly topup amount and lumpsum payment upto the previous month of submission of claim forms.

Scenario 3: The employee has superannuated on 31/08/2016 completing 10 years, 3 months and 12 days of service, started receiving annuity from 01/10/2016 and has opted for UPS

(i) qualifying service as certified by HOO is 123 months;

(ii) twelve-month average basic pay prior to superannuation as certified by HOO is Rs 25,250;

- (iii) last month basic pay prior to superannuation as certified by HOO is Rs 25,400;
- (iv) partial withdrawal of units whose value was Rs. 91,000 and those units have value of Rs. 1,03,750 on the date of superannuation based on number of units redeemed for partial withdrawal;
- (v) voluntary contribution of units whose value was Rs. 1,80,000 and those units have value of Rs. 2,00,958 on the date of superannuation based on number of units;
- (vi) NPS Tier-I Corpus on the date of superannuation Rs 10,00,000.
- (vii) representative annuity rate applicable on the date of superannuation (31/08/2016) is 8.30% per annum as per Table in Schedule V
- (viii) employee has withdrawn 60% lumpsum withdrawal at the time of exit from NPS
- (ix) Benchmark corpus of the employee on the date of superannuation is Rs. 9,02,792

Last month Basic Pay: 25,400

Dearness Allowance (@2% on 31/08/2016): Rs. 508

I. Lumpsum Payment = (E/10) x L

E = last month Basic Pay (including non-practising allowance, if applicable) + Dearness Allowance
 = 25,400 + 508 = Rs. 25,908

L = Qualifying months of service/ 6 = 123/6 = 20.5
 = 20 (*fractions to be ignored considering 6-months of completed service*)

Lumpsum Payment = $\left(\frac{25,908}{10}\right) \times 20 = \text{Rs. } 51,816$

II. Assured payout:

= $\left(\frac{1}{2} \text{ of } P\right) \times \left(\frac{Q}{300}\right)$ with the condition that if $\left(\frac{P}{2}\right) \times \frac{Q}{300}$ is less than 10,000, it will be taken as 10,000

= $\left(\frac{1}{2} \text{ of } 25,250\right) \times \left(\frac{123}{300}\right) = 5,176.25$

rounded to next higher integer Rs. 5,177

Since $\left(\frac{P}{2}\right) \times \frac{Q}{300}$ is less than 10,000, the assured payout is taken as **Rs. 10,000**

III. Admissible Payout:

Admissible Payout = Assured Payout x (IC/BC) x (1-FW%)

Admissible Payout = Assured Payout * $\left(\frac{10,00,000}{9,02,792}\right) * (1-60\%)$

Since $IC > BC$, excess of IC is to be ignored; IC shall be taken as equal to BC and hence (IC/BC) in this case is 1.

= $10,000 \times 1 \times (0.40)$

= 4,000

rounded to next higher integer Rs. 4,000

IV. Dearness Relief (on 01/09/2016) = Admissible Payout x DR Rate (%)

= $4,000 \times 2\%$

= Rs. 80

Note: The Dearness relief amount will be based the Dearness Rate (%) as notified by the Central Government from time to time.

V. Representative annuity amount = Individual Corpus (1-Lumpsum Withdrawal %) x (Representative Annuity Rate)/(12 x 100)

$$=(9,02,792 * (1 - 0.6)) * \frac{8.30}{12*100} = 2,497.72$$

rounded to next higher integer Rs. 2,498

VI. Monthly top-up amount:

$$= (Admissible Payout + Dearness Relief thereon - Representative annuity amount)$$

$$= (4,000 + 4,000 * 2\% - 2,498)$$

$$= \text{Rs. 1,582}$$

In the above illustrations, there may be a scenario where, the abovementioned employee died on 15/02/2021. In such case, the employee will be eligible to get Top-up amount as per the above calculation upto 15/02/2021 and thereafter family payout would be admissible to legally wedded spouse as on the date of superannuation.

VII. Family Payout (to the legally wedded spouse after demise of the employee) wef 16/02/2021:

DR rate on 16/02/2021: 17%

$$\text{Family Payout to Spouse} = 60\% \text{ of } \{(Admissible Payout + Dearness Relief thereon)$$

$$- Representative Annuity Amount\} = 60\% \text{ of } \{(4,000 + 17\% * 4000) - 2,498\}$$

$$= \text{Rs. 1,309}$$

Note: Simple Interest as per PPF rate will be payable on arrears of monthly top-up amount and lumpsum payment upto the previous month of submission of claim forms.

DR. DEEPAK MOHANTY, Chairperson

[ADVT.-III/4/Ext./1044/2024-25]



Government of West Bengal
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No. DT/O/2/N-2020/437

Date: 05.05.2025

CIRCULAR

Sub: Implementation of Unified Pension Scheme [UPS] for All India Service Officers of West Bengal Cadre

The Department of Financial Services (DoFS), Ministry of Finance, Government of India, vide Notification No. FX-1/3/2024-PR dated 24.01.2025, has announced the implementation of the Unified Pension Scheme (UPS) under the National Pension System (NPS), to be made effective from 01.04.2025. In line with this, the Pension Fund Regulatory and Development Authority (PFRDA), through Gazette Notification dated 19.03.2025, has issued the PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025 for UPS.

The Department of Personnel & Administrative Reforms, Government of West Bengal, has requested the Director of Treasuries & Accounts, vide letter no. 702-PAR(IAS)/4P-09/2025 dated 25.04.2025, to take necessary steps for implementation of UPS.

The Department of Personnel & Training (DoPT), Govt. of India, vide letter no. 25014/01/2025-AIS-II (Pension) dated 30.04.2025, has advised all States and Union Territories for necessary compliance and to facilitate the implementation of UPS for the willing All India Services (AIS) Officers.

The following procedural guidelines are now being notified for the implementation of the Unified Pension Scheme [UPS] under the National Pension System [NPS] for All India Service (AIS) Officers borne on the West Bengal Cadre.

A. Procedure for opting to UPS by the existing NPS Subscribers

1. Existing subscribers under NPS, who are in service as on 01.04.2025, shall exercise Option for being covered under Unified Pension Scheme (UPS) by applying in **FORM A2** and submitting the same to the concerned Head of the Office (HOO) in Triplicate.
2. The DDO of the concerned HOO shall verify the application, mention the DDO Registration No. on the prescribed format, sign it and forward it to the concerned Pay & Accounts Officer/ Treasury Officer.
3. The concerned Pay & Accounts Officer/ Treasury Officer shall verify the DDO details, mention the PAO/ TO Registration No. on the Form and return it back to the DDO.
4. The HOO shall then forward the duly filled and signed copy of the application to the following Authorities:

- a) One copy to the Directorate of Treasuries & Accounts, West Bengal, being the State Nodal Office to process the application, at the following address:

8, Lyons Range, Mitra Building (3rd floor), Kolkata-700001

e-mail: jdtanps-wb@gov.in

(A scanned copy of the completed application in PDF format may be mailed at the designated e-Mail ID mentioned above. The hard copy of the same is also to be forwarded to DTA, WB for official records.)

- b) One Copy to the respective Cadre Controlling Authority (CCA) for necessary noting in the Service Book.
- c) One copy is to be preserved in the respective office.

B. Procedure for opting for UPS for AIS Officers due for enrolment under NPS for the first time

1. AIS Officers, who are due for enrolment under NPS for the first time and willing to opt for the UPS Option, shall apply in **FORM A1** along with KYC and Bank detailed documents as prescribed therein and submit the same to the concerned Head of the Office (HOO).
2. The DDO of the concerned HOO shall verify the application, mention the DDO Registration No. on the prescribed format, sign it and forward it to the concerned Pay & Accounts Officer/ Treasury Officer.
3. The concerned Pay & Accounts Officer/ Treasury Officer shall verify the DDO details, mention the PAO/ TO Registration No. on the Form and return it back to the DDO.
4. The HOO shall then forward the duly filled and signed copy of the application to the Directorate of Treasuries & Accounts, West Bengal at the address mentioned in point 4 (a) above.
5. The HOO shall also intimate the respective Cadre Controlling Authority regarding the option exercised by the Officer for necessary noting in the Service Book.

C. Procedure for applying for NPS (Not Opting for UPS) by the newly joined AIS Officers

The existing procedure for application and enrolment under NPS by submission of the form CSRF 1 to DTA, WB through the concerned HOO, as detailed in G.O. No. 1069-F(Y) dt. 03.02.2012 will continue.

D. Guidelines for the DDOs & PAOs/TOs:

1. The Head of Accounts (HOA) for transferring the employee contributions and employer contributions as mentioned in G.O. No. 1069-F(Y) dt. 03.02.2012 & 5332- F(Y) dt. 05.10.2016 will remain the same.
2. The employer contribution for the subscribers opting for UPS will be 10 % of (Basic + D.A.), i.e., equal to the employee contribution.
3. The additional Govt. Contribution in the Pool Corpus "under UPS" will be done by the Directorate of Treasuries & Accounts, West Bengal, being the Nodal Office for NPS/UPS.

4. In order to avoid shortfall in the accumulated "Individual Corpus (IC)", the DDOs shall strictly ensure to submit the salary & govt. contribution bills related to the NPS/UPS Subscribers by the 20th day of the month to the concerned PAO/ Treasury.

The PAO/ Treasury will ensure to process the bills within 25th day of the month.

This would ensure timely processing of the contributions by the Nodal Office so that funds can be transferred to the NPS Trust Bank Account on the last day of every month and the funds so transferred may get invested with the NAV of the first Working day of the corresponding month.

The last date of submitting the application for shifting from NPS to UPS by the existing subscribers under NPS, is 30th JUNE, 2025.

The deduction of contributions & investments as per the modalities prescribed under UPS will be applicable from the month of July, 2025.



Randhir Kumar, IAS
Director of Treasuries & Accounts
Finance Department
Government of West Bengal

No. DT/O/2/N-2020/437/1 (300)

Date: 05.05.2025

Copy forwarded for information and necessary action to:

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata-700 001.
2. The Director (Services), Department of Personnel and Training, Ministry of Personnel, Public Grievances and Pension, Government of India, North Block, New Delhi-110001.
3. The Additional Chief Secretary/Principal Secretary/Secretary_____Department.
4. The Resident Commissioner, New Delhi
5. The District Magistrate_____
6. The Sub-Divisional Officer_____
7. The Pay & Accounts Officer- I/II/III/ New Delhi
8. The Treasury Officer _____
9. Axis Bank, Kolkata Main Branch
10. National Securities Depository Limited (NSDL), 5th Floor, the Millennium, Flat No. 5W, 235/2A, Acharya Jagadish Chandra Bose Road, Kolkata - 700020.
11. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload a copy of this circular in the website of the Finance Department.

Joint Director of Treasuries & Accounts
Finance Department
Government of West Bengal

Form A1

UNIFIED PENSION SCHEME (UPS) – SUBSCRIBER REGISTRATION FORM - Government Sector																															
Exercise of Option to be covered under Unified Pension Scheme (UPS) and to avail its Benefits																															
Name of CRA																								Paste recent photograph of 3.5 cm x 2.5 cm size / passport size (Do not sign across / staple / clip)							
Print my PRAN in Hindi				Yes		No		If yes, please submit details as per Annexure I																							
Select your category [Please tick (✓)]										Central Government																					
To, National Pension System Trust Dear Sir/Madam,																															
I.....Son/Daughter of Mr /Mrs.....having joined Central Government service on..... and having read and fully understood the provisions of the Unified Pension Scheme (UPS) as notified by the Central Government vide notification F.No. FX-1/3/2024-PR, dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025, as amended from time to time, and being eligible to opt for Unified Pension Scheme, do hereby exercise the option to be covered under Unified Pension Scheme (UPS). Further, I hereby acknowledge that this option exercised by me shall be final and irrevocable. I hereby request that an UPS account be opened in my name as per the particulars given below:																															
* indicates mandatory fields. Please fill the form in English and BLOCK letters (Refer general guidelines at instructions page.)																															
1. PERSONAL DETAILS: (Refer Sr. No. 1 of the instructions)																								Use Annexure II if name exceeds the space provided below							
Salutation*				Shri		Smt		Kumari																							
Applicant Name*																															
Father's Name																															
Mother's Name																															
Orphan Status*				Yes										No																	
Either Father's or Mother's name is mandatory* on PRAN Card*										Select the name to appear										Father's Name				Mother's Name							
Date of Birth*				d	d	m	m	y	y	y	y																				
Place of Birth*																															
Country of Birth*																															
PAN*														Nationality*																	
Applicant Gender*				Male				Female				Transgender Status*				Marital				Unmarried				Married							
Legally wedded Spouse Gender (if married) *				Male				Female				Transgender				Legally wedded Spouse DOB (if married) *															
Legally wedded Spouse Name (if married)*																															
Income Range (per annum) *				Below 1 lac				1 lac to 5 lac				5 lac to 10 lac				10 lac to 25 lac				25 lac to 1 Cr				Above 1 Cr							
Please Tick if Applicable				Politically exposed person										Related to Politically exposed person										(Refer instruction no. 1)							
2. PROOF OF IDENTITY and ADDRESS (POI / POA)* (Any one of the following to be submitted)																															
Passport														Passport Expiry Date																	
Driving License														Driving License Expiry Date																	
Government ID Card														Voter ID Card																	
CKYC Number																															
National Population Register																															
Proof of possession of Aadhaar														Provide last Four Digits. Redact or black-out first 8 digits of the Aadhaar number on submitted copy (Refer Sr. No. 2 of the instruction)																	
3. ADDRESS DETAILS*																															
Line 1																															
Line 2				V I L L A G E / C I T Y																											

[illegible]

I have understood the information requirement of the Form (read along with the FATCA / CRS Instructions and Terms & Conditions) and hereby confirm that the information provided by me/us on this Form is true, correct and complete and hereby accept the same.																Signature / Thumb Impression* of Applicant (refer instructions)									
8. DECLARATION BY APPLICANT* (Refer Sr no. 6 of the instructions)																									
<p>I have read and understood the terms and conditions of the Unified Pension Scheme (UPS). The information and documents furnished by me are true and correct, to the best of my knowledge. Any changes in the information furnished by me shall be informed to CRA / NPS Trust. I understand that I shall be fully liable for submission of any false or incorrect information or documents.</p> <p>I authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data/ details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder.</p> <p>Declaration under the Prevention of Money Laundering Act, 2002</p> <p>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.</p>																Signature / Thumb Impression* of Applicant (*LTI in case of males and RTI in case of females to be provided. Toe impression in case no hands)									
Date										Place															
9. DECLARATION BY NODAL OFFICER (All * Mark fields are Mandatory)																									
Employment Details (At the time of exercise of UPS option)																									
Date of joining*																Date of Superannuation*									
Date of commencement of qualifying service*																									
Employee Code/ID*																									
Post (Optional)																									
Group (Optional)				A		B (Gazetted)		B (non-Gazetted)		C		D		E		other									
Service(Optional)				IAS		IPS		IFS		Group A				Group B				other							
Basic Pay*																									
Pay Scale (Optional)																									
Name of the office*																									
Department*																									
Ministry*																									
DDO Registration Number*								PAO / CDDO / PrAO Registration Number*																	

*Qualifying Service as defined in Regulation 2(k) read with Regulation 13 of PFRDA (Operationalisation of Unified Pension Scheme under NPS) Regulations, 2025.

It is certified that Shri./Smt./Kumari.....is employed in this office and the details provided in this subscriber registration form have been verified as per service record. The given address and officially valid documents (OVDs) of KYC are verified by this office. Also, it is further certified that he/she has read entries/entries have been read over him/her by us and got confirmed by him/her.

Name of DDO		Name of PAO	
Signature of DDO		Signature of PAO	
DDO Code No. (As per record in CRA System)		PAO Code No. (As per record in CRA System)	
Seal of DDO		Seal of PAO	
Date		Date	
Place		Place	
ACKNOWLEDGEMENT			
Name of the Subscriber			
Date of Receipt of Application:			
INSTRUCTIONS FOR FILLING THE SUBSCRIBER REGISTRATION FORM			
<p>General guidelines</p> <p>(a) Please fill in legible handwriting to avoid errors. Do not overwrite. Corrections should be countersigned by the applicant. Applications incomplete in any aspect (or) if mandatory fields are left blank (or) with unclear photograph (or) not accompanied by required documents (or) not authenticated by the Nodal Office are liable to be rejected.</p> <p>(b) Copies of documents submitted by the applicant should be self-attested.</p> <p>(c) Applicant is advised to retain the acknowledgement slip signed / stamped by the designated nodal officer where they submit the application.</p>			
SI	Item No	Item Details	Instructions
1	1	Fathers Name, Mother's Name	(a) If the name has more than 30 digits, fill Annexure II for the same. (b) If the applicant is an Orphan, he/she may leave the fields blank. However, an official document to support the status to be submitted.
		Politically Exposed Person	Politically Exposed Person's (PEPs) are individuals who are or have been entrusted with prominent public functions such as 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
2	2	Proof of Identity	If the applicant is submitting Aadhaar as proof of Identity, the first 8 digits of the Aadhaar number should be redacted / masked on the submitted copy.
3	5	Bank Details	For UPS account opening through physical form (FORM A1) bank details and documentary proof are mandatory. Please submit a cancelled cheque / copy of bank passbook / bank statement / bank certificate / letter from Bank containing applicant's Name, Bank Name, Bank Account Number and IFS Code.
4	6	Selection of Pension Fund (PF) & Investment Choice	Government employee/subscribers can exercise choice of Pension Funds and allocate their investments either in Asset Class 'G' under 'Active Choice' or in Life Cycle Funds - LC 50 or LC 25 under 'Auto Choice'. If no choice is provided, the contributions will be distributed among the default Pension Funds and investment pattern selected by the Government.

5	7&8	FATCA & CRS Declaration / Signature by Applicant	<p>Clarification / Guidelines on filling details if applicant residence for tax purposes in jurisdiction(s) outside India:</p> <ul style="list-style-type: none"> • Jurisdiction(s) of Tax Residence: Since US taxes the global income of its citizen, every US citizen of whatever nationality, is also a resident for tax purpose in USA. • Tax identification Number (TIN): TIN need not be reported if it has not been issued by the jurisdiction. However, if the said jurisdiction has issued a high integrity number with an equivalent level of identification (a “Functional equivalent”), the same may be reported. Examples of that type of number for individual include, a social security/insurance number, citizen/personal identification/services code/number and resident registration number). • In case applicant is declaring US person status as ‘No’ but his/her Country of Birth is US, document evidencing Relinquishment of Citizenship should be provided or reasons for not having relinquishment certificate is to be provided. • In case applicant is declaring US person status as ‘Yes’, provide PAN and 'father name' in addition to details required under section 9 of form. • In case the applicant is unable to affix signature, Left Thumb Impression in case of male and Right Thumb Impression in case of female should be affixed and in case there is no hands, toe impression of the applicant to be provided. The thumb / toe impression should be attested by two persons, one of whom should be the designated nodal officer attesting the same under his/her official seal and stamp.
<p align="center">General Information for Subscribers</p> <p>a) The Subscriber can obtain the status of his/her application from CRA and respective Nodal Office.</p> <p>b) Subscribers are advised to retain the acknowledgement slip signed/ stamped by the designated respective nodal office where they submit the application.</p> <p>c) For more information / clarifications, contact CRA: Website: Call: Address of CRA.</p>			

Annexures - Subscriber Registration Form for Government Sector applicants <i>(Tick and fill applicable annexures below)</i>	
Annexure I - Print PRAN Card in Hindi (Fill the details in Devanagari script)	
Applicant's First Name	
Middle Name	
Last Name	
Father / Mother's First Name	
Middle Name	
Last Name	
Annexure II - If Alphabets of name exceeded the space provided on page 1 of the application form	
Applicant's First Name	
Middle Name	
Last Name	
Father's First Name	
Middle Name	
Last Name	
Mother's First Name	
Middle Name	
Last Name	

Form A2

[See Regulation 4]

Exercise of Option by an eligible Central Government employee presently subscribed to National Pension System (NPS) for being covered under Unified Pension Scheme (UPS)

I,.....Son / Daughter of Mr. / Mrs. being a subscriber of NPS as on 01/04/2025 with permanent retirement account number (PRAN)....., having read and fully understood the provisions of Unified Pension Scheme (UPS) as notified by Central Government vide notification F. No. FX-1/3/2024-PR, dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025 as amended from time to time, and being eligible to opt for Unified Pension Scheme, do hereby exercise the option to be covered under Unified Pension Scheme (UPS).

Further, I hereby acknowledge that this option exercised by me shall be final and irrevocable.

I authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data / details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder

Date: -----
Place: -----

Signature of Subscriber
Name-----

(To be filled and certified by the DDO based on Service records)

Employment Details (At the time of exercise of UPS option)	
Employee Code/ID	
Date of commencement of qualifying service (Qualifying Service as defined in Regulation 2(k) read with Regulation 13)	
Current month Basic Pay	
Non-Practicing Allowance (NPA), if applicable	
Schedule date for next increment	

Signature & Name of DDO		Signature & Name of PAO	
DDO Reg. No.		PAO Reg. No.	
Date:	Place:	Date:	Place:

Note/Instruction:

- The duly signed copy of this Form shall be kept by DDO in employee's service record and a copy of the same shall be provided to the employee for his record.
- DDO shall input the Head of Office verified data in the Central Record Keeping System and in case of physical submission of form by the subscriber, the DDO shall upload a copy of this duly signed option form. PAO shall authorise and approve the option exercised by the subscriber in the CRA system through their login.