



रक्षा लेखा नियंत्रक कार्यालय, चन्नई
Controller of Defence Accounts, Chennai
६१८, अन्ना सालै, तेनामपेट, चेन्नई - ६०० ०१८
618, Anna Salai, Teynampet, Chennai - 600 018
वेतन अनुभाग PAY Section
Ph.: 044-24349980 Ext.: 130 Fax : 044-24348142



No: Pay/Tech/6050/NPS/REPORTS

Dt. 19/12/2022

To

IMPORTANT CIRCULAR

1. All PAOs
2. All DDOs

Sub: PRAN generation through e-NPS portal-reg

In order to avoid delay in generation of PRAN, NSDL has provided online generation of PRAN through e-NPS portal. Through this portal an employee can apply online for generation of PRAN using email id and PAO can validate details of employees online leading to generation of PRAN without any delay. The user guide provided by NSDL for them are also enclosed herewith for reference.

2. The following links can be used for Registration of subscriber/employee on e-NPS for generation of PRAN and online validation by PAO.

- a. <https://enps.nsdl.com/eNPS> (for Request Initiation by Employee)
- b. <https://cra-nsdl.com> (for Request Verification and Authorization by Nodal Office)

3. The DDOs are, therefore, requested to inform new appointees to bring with him/her necessary documents required on the date of joining which to be uploaded at the time of filling up online application 'Form' for generation of his/her PRAN such as :

- i. Aadhar Number
- ii. Aadhar linked Mobile Number
- iii. PAN Number
- iv. Cancelled Cheque
- v. Identity Card
- vi. Appointment letter
- vii. Name of Nominees for NPS

4. For any assistance during online generation of PRAN following officials of NSDL can be contacted :

- a. Mohd Rahim Shaikh -Assistant Manager
022 40903294
Rahims@proteantech.in
- b. Shweta Patil -Executive
022 40904849
ShwetaB@proteantech.in

Encls : As above

Sr. Accounts Officer (NPS)

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Copy to :-

1. AN-III (NPS) - for info along with User Guide for reference and further necessary
(Local) action please.

2. EDP Section - Pl upload the Circular in our website.
(Local)


Sr. Accounts Officer (NPS)