WCR/P-BPL/ RECT /110 /SM & CA/169747

Office of the
Divisional Railway
Manager(P)Bhopal
Date- 25.11.2022

Dear candidate

Congratulations,

(1) You have been shortlisted for appointment to the post of Commercial Apprentice Level-6 cat no 1 of Employment notice no CEN- 01/2019, in Bhopal division of West central railway .

(2) Please read carefully the attachment prepare all the documents attached with this mail.

(3)Candidates are required to submit these documents at the time of appointment .

(4)The date of reporting for appointment will be informed shortly on your registered email id in your application.

(5) This letter has been sent to you on your registered email id as per your application submitted for CEN -01/2019.

(6)For further inquiry you may contact on mobile no **7909695642**

With best wishes,

25/11/22

Senior Divisionl Personnel officer
West Central Railway , Bhopal

Contact no-**7909695642**

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आवश्यक निर्देश

1 साक्ष्यांकन फार्म की एक प्रति भेजी जा रही है जिसकी पहले दो कापी कराएं इस तरह तीन प्रतियों में पासपोर्ट साइज का फोटो लगाकर उसे यथा विधि पूर्ण कर फोटो एवं पहचान प्रमाण पत्र एक ही राजपत्रित अधिकारी/फार्म पर दर्शाए गए संबंधित अधिकारी से सत्यापित कराएं ।

2 चरित्र प्रमाण पत्र के फार्म ए एवं बी भेजे जा रहे हैं । फार्म ए अंतिम शिक्षा के हेड ऑफ डिपार्टमेंट द्वारा जारी किया गया हो एवं उक्त चरित्र प्रमाण पत्र प्रथम श्रेणी एक्जीक्यूटिव मजिस्ट्रेट/एस.डी.एम./तहसीलदार द्वारा प्रति हस्ताक्षरित होना चाहिए । यदि आप सेवारत है तो फार्म बी में भी नियोक्ता के द्वारा जारी किया गया हो जो दो राजपत्रित अधिकारी द्वारा सत्यापित हो । यदि सेवारत नहीं हैं तो प्राचार्य/दो राजपत्रित अधिकारी द्वारा सत्यापित हो ।

3 शपथ पत्र/घोषणा पत्र 100/– के नॉन ज्यूडिसियल स्टाम्प पेपर पर एवं नोटरी करवाकर लाएं ।

4 बांड फार्म में फार्म ऑफ एग्रीमेंट पर 100/–एवं डीड ऑफ इंडेमिनिटी पर 25/– का नॉन ज्यूडिसियल स्पेशल एडरेसिव स्टेम्प लगाना आवश्यक है । इसे पूर्ण कर बांड फार्म पर एक रेल कर्मचारी/शासकीय कर्मचारी की श्योरिटी लेना है जिसका वेतनमान 9300–34800 ग्रेड पे 4200 या अधिक हो तथा उक्त ग्रेड पे से कम न हो एवं श्रम भुगतान नियम से शासित हो एवं कम से कम सेवा पांच वर्ष शेष होना आवश्यक है । दिए गए प्रोफार्मा से भिन्न स्टाम्प पेपर पर दिया बांड पत्र मान्य नहीं होगा ।

5 साक्ष्यांकन फार्म की तीन फोटो के अतिरिक्त आप अपने साथ सात पासपोर्ट साइज की फोटो और बैंक खाता नंबर, पेन कार्ड व आधार कार्ड की तीन फोटो प्रति अवश्य लावें एवं एक कैंसिल किया हुआ चैक अवश्य लेकर आए बिना इसके नियुक्ति आदेश जारी नहीं किए जाएंगे ।

6 शिक्षा/जाति/तकनीकी/व्यावसायिक योग्यता संबंधी सभी मूल प्रमाण पत्र उनकी किसी भी राजपत्रित अधिकारी से सत्यापित दो प्रतिलिपि, जन्मतिथि प्रमाण पत्र एवं अंतिम शिक्षा संस्थान का शाला छोड़ने का प्रमाण पत्र अवश्य ही लावें ।

7 यदि आप अनुसूचित जाति/जनजाति एवं पिछड़ी जाति के सदस्य हैं तो केन्द्र सरकार हेतु जारी जाति प्रमाण पत्र के प्रोफार्मा को संबंधित जारी करने वाले अधिकारी से आवश्यक रूप से पूर्ण कराकर ही लावें । जाति प्रमाण पत्र पर कार्यालय की राजचिंह वाली गोल मोहर व जारीकर्ता अधिकारी की खुद की मोहर दोनो होना आवश्यक है ।

8 इसके अतिरिक्त और भी फार्म भेजे जा रहे हैं जिनको भी सावधानी पूर्वक पढ़ कर एवं पूर्णकर लाना है । उक्त सभी फार्म पर काट–पीट, ओवरहैंड राइटिंग मान्य नहीं होगी ।

9 रेलवे बोर्ड के पत्र क E/(NG) II/2019/RR-1/29 New Delhi Dt. 08.11.2019 के अनुसार उम्मीदवार यदि निर्धारित देय अपेक्षित अवधि में ज्वांइन नहीं करता है तो प्रस्ताव स्वतः समाप्त हो जाएगा ।

10 यदि निर्धारित अवधि के अंदर किसी उम्मीदवार से समय बढ़ाने संबंधी आवेदन प्राप्त होता है तो उसे स्वीकार किया जा सकता है किन्तु उसे तीन माह से अधिक का समय नहीं दिया जाएगा । विशेष परिस्थितियों में जहां तथा एवं परिस्थितियां गंभीर हो वहां मूल नियुक्ति प्रस्ताव जारी होने की तिथि से अधिकतम छः माह का समय ही दिया जाएगा । नियुक्ति प्रस्ताव मूल नियुक्ति प्रस्ताव जारी होने की तिथि से छः माह बाद स्वतः ही समाप्त हो जाएगा ।

11 यदि सक्षम प्राधिकारी द्वारा समय बढ़ाने की कोई अवधि स्वीकृत की जाती है और उम्मीदवार ज्वाइन नहीं करता (छः माह की अवधि से अधिक नहीं) तो नियुक्ति प्रस्ताव समाप्त हो जाएगा

12 एक बार नियुक्ति प्रस्ताव सामान्यतः पुनः अस्तित्व में नहीं आएगा केवल कुछ विशेष परिस्थितियों व जनहित को छोडकर ।

13 अगर आप निर्धारित अवधि में उपस्थित नहीं होते हैं तो आपका नियुक्ति का प्रस्ताव रद्द समझा जाएगा । संतोषजनक प्रशिक्षण पूर्ण करने एवं अपेक्षित परीक्षा उत्तीर्ण करने के उपरान्त ही मंडल पर उपलब्ध रिक्तियों के आधार पर निम्न शर्तों के अनुसार आपकी नियुक्ति आपके चयनित ग्रेड पे में की जाएगी ।

क. प्रशिक्षण अवधि के दौरान आपकी प्रगति संतोषजनक नहीं होने और प्रशिक्षण पूर्ण होने के उपरांत अपेक्षित परीक्षा उत्तीर्ण नही होने की स्थिति में भारतीय रेल स्थापना संहिता भाग–1 में निहित नियमों के अनुसार कार्यवाही करते हुए आपकी सेवा समाप्त की जा सकेगी ।

ख. संतोषजनक प्रशिक्षण पूर्ण करने पर आप अस्थायी पदपर अस्थायी रोजगार/नियुक्ति के पात्र होंगे और अस्थायी कर्मचारी पर लागू नियमों से शासित होंगे ।

ग. स्थाई संवर्ग में आपकी नियुक्ति स्थाई कर्मचारी के रूप में तभी की जावेगी जब उस संवर्ग में स्थान रिक्त होगा ।

घोषणा पत्र

मैं_____पुत्र_____
निवासी_____यह घोषणा करता हूँ कि:–

1. मेरा उपरोक्त नाम, पिता का नाम, पता सही एवं सच है।

2. यह कि मेरे द्वारा प्रस्तुत किए गये शैक्षणिक प्रमाण पत्र, आयु प्रमाण पत्र एवं जाति प्रमाण पत्र सही एवं सच है।

3. यह कि मेरे विरूद्ध कोई आपराधिक/दीवानी मामला न्यायालय या कोई विधिक प्रकिया लंबित नहीं है।

मैं_____पुत्र_____
निवासी_____यह अग्रेतर घोषणा करता हूँ, कि यदि मेरे द्वारा प्रस्तुत किये गये प्रमाण पत्र/पत्रों को गलत पाया जाता है या प्रस्तर 3 में की गयी घोषणा गलत पाई जाती है, तो नियुक्ति प्राधिकारी को यह अधिकार होगा कि मेरी सेवाएं तत्काल प्रभाव से समाप्त करते हुए मुझे बर्खास्त कर दे। इसके अतिरिक्त इसका प्रभाव यह होगा कि मैं किसी भी राजकीय सेवा के लिए अयोग्य हो जाउंगा और सक्षम प्राधिकारी को यह अधिकार होगा कि मेरे विरूद्ध भारतीय दण्ड संहिता के समुचित प्रावधानों के अन्तर्गत वांछित कार्यवाही करे।

( )

दिनांक:–
स्थान:–

घोषणाकर्ता

पश्चिम मध्य रेल

भोपाल मंडल

नियुक्ति में भेजे जाने विषयक

राजपत्रित अधिकारी से सत्यापित फोटो
अगूंठे का निशान
(सील एवं हस्ताक्षर आधा फोटो एवं आधा पेपर होने चाहिये)

मै, प्रमाणित करता हूँ कि यह फोटो एवं अंगूठे का निशान श्री / कुमारी / श्रीमती.....
.....आत्मज श्री .....की है ।

मैं इन्हें व्यक्तिगतरूप से पिछले.....वर्ष ..... माह से जानता हूँ ।

हस्ताक्षर
नाम .....
पदनाम.....

सील.....

उम्मीदवार नियुक्ति के समय यह प्रमाण पत्र किसी राजपत्रित अधिकारी से सत्यापित करवाकर प्रस्तुत करें अन्यथा नियुक्ति की कार्यवाही नहीं की जायेगी ।

FORMET``A"

CHARACTER CERTIFICATE
HEAD OF EDUCATION INSTITUTION LAST ATTENDED
(For Group C Non-sensitive Service)

Certified that I have know Shri/Smt/Ku ..... .S/o, D/o, H/o Shri.....for the last..... ..years and.....months and that to the best of my knowledge and belief he has no antecedents which will render him unsuitable for Government employment.
Shri/Smt/Ku..... is not related to me

Place:-

Date:-

Signature.
Designation
Seal

(To be attested by stipendiary Ist class Executive Magistrare/district Magistrate or sub Divisional Megistrate)

Signature.
Designation
Seal

CHARACTER CERTIFICATE

FORMAT –"B"

Certified that I have know Shri/Smt/Ku ..... .S/o, D/o, H/o Shri.....for the last..... ..years and.....months and that to the best of my knowledge and belief he has no antecedents which will render him unsuitable for Government employment.

2. Shri/Smt/Ku..... is not related to me.

Date:

Signature of the Headmaster/
Principal of the School/College/Emp.
Last attended, with Official Seal.

(This certificate to be attested by Two Gazetted Officers)

1. Signature

Designation

Date

Office Seal

2. Signature

Designation

Date

Office Seal

Note:- This certificate should be issued by the Head of last educational institution attended by the candidate. If you are employed, you should submit a certificate in the same proforma from your employer. This certificate should also be attested by Two Gazetted Officers.

इस घोषणा पत्र को सौ/(100) रुपए के स्टाम्प पेपर पर बनवाकर नोटरी से सत्यापित कराके प्रस्तुत करें ।

:: शपथ-पत्र/घोषणा-पत्र/सहमति-पत्र ::

1. मैं नाम ..... पिता का नाम .....ग्राम .....तहसील.....जिला.....राज्य.....पिन कोड नं. ..... शपथपूर्वक सत्यनिष्ठा से घोषणा करता हूँ कि :-

2. यह कि मेरे विरूद्ध किसी भी प्रकार का पुलिस/न्यायायिक/अन्य प्रकार का सिविल वाद किसी भी न्यायालय/पुलिस थाने में लंबित नहीं है । यदि पुलिस सत्यापन के दौरान यह घोषणा गलत पाई जाती है तो रेल प्रशासन को इस बात का पूरा अधिकार होगा कि कभी भी बिना किसी कारण बताए मेरी सेवाएँ समाप्त कर सकता है।

3. यह कि मेरी शैक्षणिक योग्यता की अंकसूची व जाति प्रमाण पत्र का सत्यापन गलत/त्रुटिपूर्ण पाया जाता है तो रेल प्रशासन को यह अधिकार होगा कि मुझे तत्काल प्रशिक्षण/सेवा से हटा दें, इस बाबत मेरा कोई दावा मान्य नहीं होगा ।

4. यह कि यह शपथ पत्र मैं मंडल रेल प्रबंधक (कार्मिक), भोपाल के पत्रांक : प.म.रे./का-भो/भर्ती/110/[redacted]./.....दिनॉक .....के अनुपालन में प्रस्तुत कर रहा हूँ ।

स्थान :-
दिनॉक :-

शपथकर्ता (उम्मीदवार) के हस्ताक्षर

घोषणा-पत्र

यह कि मैं .....पुत्र श्री.....निवासी – ग्राम .....तहसील.....जिला..... राज्य..... पिन कोड नं. .....घोषित करता हूँ कि मेरे द्वारा कंडिका 01 से 04 तक दी गई जानकारी सत्य है । किसी भी असत्य जानकारी हेतु मैं स्वयं जवाबदेह हूँ ।

स्थान :-
दिनॉक :-

शपथकर्ता (उम्मीदवार) के हस्ताक्षर
नाम .....

साक्षी :-

1 हस्ताक्षर
नाम .....
पता .....

2 हस्ताक्षर
नाम .....
पता .....

FORM OF AGREEMENT

WEST CENTRAL RAILWAY

ARTICLE OF AGREEMENT This----------day of----------between----------
s/o Shri----------residing at----------
----------(hereinafter referred as Trainee) of the first part and ----------
----------S/o Shri----------residing at (Father of the Second Part)
and the President of India acting by and through the West Central Railway Administration of the third part.

Whereas the President of India (hereinafter referred to as the Govt.) has it the request of the parties of the first part and second part engaged the Trainee and the Trainee has with the consent of the part of the second part agreed to serve the Govt. as a trainee with a vice to his subsequent appointment to the ---------- Deptt. of Indian Railway on the terms and conditions hereinafter appearing.

NOW THESE PRESENTS WITNESS AND THE PARTIES HERE TO RESPECTIVELY agree as follows:-

1. The trainee and his own face will and with the consent of the part of the second part hereby binds himself to serve the Govt. as----------in any place situated on the W.C.Rly system for a period of the year connecting from the----------of ----------and the Govt. engage to give Training in India as ----------mentioned provided always as the Govt. may at their discretion alter or modify that periods and courses of place of training before the expiry of the said period of one year as hereinafter provided.

2. The period of training shall to one year as aforesaid and that the trainee shall receive monthly stipend of Rs.---------- per month along with dearness and other allowance as they be admissible under the rules of extent orders from time to time.

3. The continuance of the training shall depend on the satisfactory conduct & progress of the trainee as certified to the Govt. the Authority under whom he may be serving should be at any time during the training not satisfy the authority under whom he working, he is making good progress or that his conduct is otherwise satisfactory, he shall be liable to be discharged from his training herein provided. The Govt. of the Officer appointed by whom in that behalf shall be the sole and absolute judge (whose decision shall be final) for the purpose of determining whether the progress of the trainee in training is or is not satisfactory.

4. The trainee shall employee himself honestly, efficiently and diligently under the orders, instructions required of under whom he shall do all things which his capacity as trainee him or which are necessary to be

5. The trainee having first obtained the permission of the authorized in that behalf of the Govt. or in case of or accident without forwarding medical certificate satisfactory to such officer.

6. The trainee shall devote his whole time to the training and shall not carry on or be concerned in any other trade of business or occupation whatever.

7. The trainee shall be responsible for the charge and the care of Govt. money, goods and stores and other property entrusted to him or in his hands and shall truly and faithfully account for or pay ever of deliver to the proper officers all money, goods, and stores and property which shall at any time come to his hands or be under his charge on account of the Government.

8. The trainee shall confirm to all the rules and regulations of Deptt. to which he may be attached for training time and shall obey all such orders and directions as he shall get from time to time received the officer and or officers placed in authority above him.

9. The trainee will if required, pass an examination in any Indian languages.

10. The Govt. shall be at liberty to deduct from time to time of the money is due to be paid to the Trainee as aforesaid any sum or sums of money which may be reasonable for any loss of the occasioned by the absence, sickness without any approved medical certificate or their in capacity to work and also for any loss which the Govt. may sustain by reason of the negligence misconduct of the Trainee.

11. Should the trainee be guilty of any in-subordination, interference or other misconduct of any breach of non-performance or provision of those presented if any time during the continuance of the training it shall be lawful for the Govt. of the officer having authority in that behalf immediately and without previous notice be dismiss or discharge him from the training and the Govt. or such officer shall be the sole and absolute judge whose decision shall be final for the purpose of determining whether the trainee has been guilty of any during training period.

12. The trainee should be lawful for the Govt. with satisfication on the medical evidence that the trainee is unfit and if likely for a considerable period to 'continue unfit by reason of illness, ill health to obtain or to complete their training to determination the training without previous notice (the decision of the Govt. being otherwise) and thereupon his training shall be terminated.

I. Signature of the Trainee----------

Witness (2) to the Trainee's signature, sign, name & Address.

1.----------

2..----------

II. Signature of Surety----------

(a) His name----------

(b) His occupation & his address

(c) His home address----------

Witness to the Surety.

1. His signature, name & address:-

2. His sign, name & address:-

Signed by

On behalf of the President of India (Name & Design.)

DEED OF INDEMNITY

This deed of indemnity made at this----------day of 201------- by Shri/Smt/ Ku.---------- ----------S/o, D/o, f/o Shri---------- residing at---------- hereinafter referred to as trainee which expression shall include his/her heirs executors administrators and representatives where the context so admits and Shri---------- S/o, D/o, f/o Shri---------- residing at---------- hereinafter referred to as which expression shall include his heirs, executors administrators and representatives where the context as admits of the one part and the President of India, owner and administrator of the West Central Railway (hereinafter referred to as the Government of the other part).

Where the Govt. has engaged the trainee on the terms and conditions contained in the joining report dated ---------- executed by the trainee and between the trainees and the Govt. and whereas the surety is interested in the Welfare of the said trainee and therefore was agreed by those presents as surety.

AND WHEREAS one of the term and condition to the said engagement of the trainees in that the trainee shall complete the prescribed training and after such completion shall accept service under the Govt. and serve the Govt. for a minimum period of five years and if the trainee deserves the service or resigns from the service during the term and training or thereafter without the written consent of the Govt. of is discharged there from for misconduct or any other offence as enumerated in the deed the trainee shall repay on demand by the Govt. the whole amount of training or any other amounts excluding traveling and running allowances drawn by the trainee from the Govt. under these terms and conditions.

And where as the surety has agreed to indemnity and or throm bosis the Govt. to the extent.

Now those present witnesses ibid is hereby agreed by and between the parties as follows:-

(1) That in consideration of the premises and in consideration the government agreeing to engage the trainee for the course mentioned in the joining report referred to above the trainee after completion period of 05 years thereafter in accordance with the said joining report executed between the trainee and the Govt. to the complete satisfaction of the Govt. decision of the Govt. about which shall be final and conclusively.

(2) That the training the surety hereby undertake jointly and severely to indemnity the reimburse the Govt. to that extent as aforesaid.

(3) That in the event of trainee setting an advance report regarding the progress of his/her training or studies of conduct or in continuation of his stands or being from the course or refusal to continuous for any reasons as aforesaid trainee and shall jointly and severely be liable to pay refund forthwith the Government.

(4) That the liability of the surety here under shall not be impaired or discharged Govt. or any present authorised by the Govt. whether with or without the by reason of time being granted or any forbearance, act or omission of the knowledge or consent of the surety nor shall it be necessary for the Govt. to use the trainee before using the surety for the amount due here and under.

(5) That if there is any dispute as the affect measuring to these presents or otherwise, how so ever, except as to a matter of which specific provision presents, the same shall be referred to the sole arbitration of the Secretary to the Govt. of India in the Ministry of Railways or any person appointed by him whose decision shall be final and binding on the party. The provisions of the Arbitration and Conciliation Act 1996 as amended from time to time shall apply.

In witness thereof the parties have set their hands on the day and year first above written.

Name of applicant ----------

Signature----------

Signed by the trainee above named in the presence of following witness:-

1. Name---------- Signature----------

2. Name---------- Signature----------

Signed by the surety as under.

Signature----------

Name----------

Date of birth----------

Office----------

Pay & Grade----------verification by Officer/Deptt.

Signed by the surety in presence of following witness:-

1. Name---------- Designation----------

2. Name---------- Designation----------

For and on behalf of the President of India in the presence of :-

---

Annexure-II

OBC CERTIFICATE FORMAT

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES
APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kumari.....son/daughter of ……of Village/Town .....in District/ Division ..... in the State/ Union Territory……. belongs to the ..... community which is recognised as a Backward Class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No……. dated……*.

Shri/Smt./Kum.*.....and/or his/her family ordinarily reside(s) in the….....District/Division of the.....state/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy layer) mentioned in column 3 (of the Schedule to the Government of India, Department of Personnel & Training OM No. 36012/22/93-Estt(SCT), dated 8.9.1993 and modified vide Government of India, Department of Personnel and Training O.M.No.36033/1/2013-Estt. (Res) dated 27.05.2013**.

DISTRICT MAGISTRATE /
DY. COMMISSIONER ETC.

Date:

(Seal)

***_ The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate as OBC.**

****_ As amended from time to time.**

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

Annexure-I

FORM OF CASTE CERTIFICATE FOR SC/ST

This is to certify that Shri*/ Srimati/ Kumari* .....son/daughter* of..... Village/ Town...../District/Division*.....of the.....State/UnionTerritory* belongs to the.....Caste*/Tribe which is recognised as a Scheduled Caste / Scheduled Tribe under :-
*The Constitution Scheduled Castes Order 1950.
*The Constitution Scheduled Tribes Order 1950.
*The Constitution (Scheduled Castes) (Union Territories) (Part C States) Order 1951;
*The Constitution (Scheduled Tribes) (Union Territories) (Part C States) Order 1951;
[As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order 1956, the Bombay Re-organisation Act 1960, the Punjab Re- organisation Act 1966, the State of Himachal Pradesh Act 1970, the North Eastern Areas (Re-organisation) Act 1971 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act 1976]
The Constitution (Jammu and Kashmir) Scheduled Castes Orders, 1956
The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled *Tribes Orders (Amendment) Act, 1976
The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962
*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes, Order, 1962
*The Constitution (Pondicherry) Scheduled Castes Orders, 1964
*The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
*The Constitution (Nagaland) Scheduled Tribes Order, 1970
*The Constitution (Sikkim) Scheduled Castes Order, 1978
*The Constitution (Sikkim) Scheduled Tribes Order, 1978
*The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989
*The Constitution (SC) Orders (Amendment) Act, 1990
*The Constitution (ST) Orders (Amendment) Ordinance Act, 1991
*The Constitution (ST) Orders (Amendment) Ordinance Act, 1996
*The Constitution (Scheduled Castes) Orders (Amendment) Act, 2002
*The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002
*The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002.
2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes Certificate issued to Shri/Srimati*.....father/mother*.....of Shri/Srimati/Kumari…… of Village/ Town*.....in/District/Division*.....of the State/Union Territory*…….who belongs to the.....Caste*/Tribe which is recognised as a Scheduled Caste/ Scheduled Tribe in the State/ Union Territory* issued by the .....dated.

3. Shri/Srimati/Kumari* and /or* his/her* family ordinarily resides in Village/Town*..... District/ Division* of the State/ Union Territory* of.....

Place.....
Date.....

Signature.....
Designation.....
(with seal of Office)
State/ Union Territory.....

* Please delete the words which are not applicable.
@ Please quote the specific presidential order.
% Delete the Paragraph, which is not applicable
Note: (a) The term “ordinarily reside(s)’ used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner. 2. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate. 3. Revenue Officers not below the rank of Tehsildar. 4. Sub-Divisional Officer of the area where the candidate and / or his / her family normally reside(s). 5. Certificates issued by Gazetteed Officers of the Central or of a State Government Countersigned by the District Magistrate concerned. 6. Administrator/ Secretary to Administrator (Laccadive, Minicoy and Admindivi Islands).

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ANNEXURE

ATTESTATION FORM

Affix signed Passport size (5 cms. X 7 cms.) Approx. copy of recent photograph	1.	"WARNING The furnishing of false information or suppression of any factual information in the Attestation Form would be disqualification, and is likely to render the candidate unfit for employment under the government.
	2.	If detained, arrested prosecuted, bound down, fines convicted, debarred, acquitted etc. subsequent to the completion and submission of this form, the details should be communicated immediately to the authorities to whom the Attestation Form has been sent early, failing which it will be deemed to be a suppression of factual information
	3.	If, the fact that false information has been furnished or that there has been suppression of any factual information in the Attestation Form comes to notice at any time during the service of a person. his services would be liable to be terminated".

		Surname	Name
1.	Name in full (in block capitals) with aliases, if any, (Please indicate if you have added or dropped in any stage, any part of your name or surname):		
2.	Present Address in full (i.e. Village, Thana and District, or House No., Lane/Street/Road & Town):		
3.(a) (b)	Home Address in full (i.e. Village, Thana & District, or House No., Lane/Street/Road and Town and name of District Headquarters) If originally a resident of Pakistan/Bangladesh (erstwhile East Pakistan) the address in that country and the date of migration to Indian Union.		
4.	Adhar Card No. (if available)		
5.	PAN No. (if available)		
6.	Nationality		
7.(a) (b) (c)	Date of Birth Present age Age at Matriculation		
8.(a)	Place of birth, district and state in which situated		

(3) 6 07/2

(b)	District and State to which you belong	
(c)	District and State to which your father originally belong	
9.(a)	Your Religion	
(b)	Are you a member of a scheduled Caste/Scheduled Tribe/Other Backward Classes? (Answer Yes/No	

10. Particulars of places (with periods of residence) where you have resided for more than one year at a time during the proceeding five years. In case of stay abroad (including Pakistan), particulars of all places where you have resided for more than one year after attaining the age of 21 years, should be given.

From	To	Residential Address in full (i.e. Village Thana & District or House No. Lane/Street/Road & Town	Name of the District Head Quarter or the place mentioned in preceding column.

11.	Name (in full & aliases if any	Nationality (by birth & or by domicile	Place of birth	Occupation if employed give designation & official address	Present postal address (if dead vive last address	Perma-nent Home address
a) Father						
b) Mother						
c) Spouse						

12. Information to be furnished with regard to son(s) and/or daughters in case they are studying/living in a foreign country:

Name	Nationality by birth & or by domicile	Place of birth	Country in which studying/living with full address	Date from which studying/living in the country mentioned in the previous column

13. Educational Qualification showing Places of education with years in Schools and Colleges since 15th year of age:

Name of School/College (with full address	Date of Entering	Date of Leaving	Examination Passed

7-9-12

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14. (a)	Are you holding or have any time held an appointment under Central or State Government or a Semi-Government or a Quasi Government body or an autonomous body or a public Sector Undertaking or a private firm or institution? If so, give full particulars with date of employment up-to –date

Period		Designation, emoluments & nature of employment	Full name & address of employer	Reasons for leaving previous service
From	To			

14.(b)	If the previous employment was under the Government of India/a State Government/ undertaking owned or controlled by the Government of India or a State Government/ and Autonomous Body/University/Local Body. If you had left service on giving a month's notice under Rule 5 of the Central Civil Services (Temporary Service) Rules 1965, or any similar corresponding rules, were any disciplinary proceedings framed against you, or had you been called upon to explain your conduct in any matter at the time you gave notice of termination of service, or at a subsequent dates(s), before your service actually terminated?

15. (i)	(a)	Have you ever been kept under detention?	Yes/No
	(b)	Have you ever been arrested?	Yes/No
	(c)	Have you ever been prosecuted? (i.e has a charge sheet in a criminal case been filed against you in any court of law)	Yes/No
	(d)	Is any criminal case pending against you in any Court of Law at the time or filling up this Attestation form?	Yes/No
	(e)	Have you ever been convicted by a court of Law for any Office?	Yes/No
	(f)	Whether discharged/expelled/withdrawn from any training/institution under the Government or otherwise?	Yes/No
	(g)	Have you ever been rusticated by any University or any other educational authority/institution?	Yes/No
	(h)	Have you ever been debarred / disqualified by any Public Service Commission/Staff Selection Commission for any of its examination/selection?	Yes/No
(ii)		If the answer to any of the above mentioned question is 'Yes' give full particulars of the case/arrest/detention/fine/conviction/sentence/punishment etc and/or the nature of the case pending in the Court/University/Educational Authority etc at the time of filling up this attestation form:	
Notes:	(i)	Please also see the 'WARNING' at the top of this Attestation Form	
	(ii)	Specific answers to each of the questions should be given by striking out 'Yes' or 'No' as the case may be	
16.	Names of two responsible person of your locality or two references to whom you are known:	1)	

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		2)

DECLARATION

I certify that the foregoing information is correct and complete to the best of my knowledge and belief.

I am fully aware that by providing false information or suppressing material information while filling this form, the authorities have full right to terminate my appointment letter and I am also liable for appropriate criminal/civil/legal action as a consequence.

I am not aware of any circumstances which might impair my fitness for employment under Government.

Signature of Candidate:
Date:
Place:

TO BE FILLED BY THE OFFICE

i) Name, Designation and full address of the appointment authority.

ii) Post for which the candidate is being considered.

NATIONAL PENSION SYSTEM (NPS) – SUBSCRIBER REGISTRATION FORM

Central Recordkeeping Agency (CRA) - Protean eGov Technologies Limited *(formerly NSDL e-Governance Infrastructure Ltd.)*

Please select your category [Please tick(✓)]	Central Govt. ☐	State Govt. ☐
	Central Autonomous Body ☐	State Autonomous Body ☐
	All Citizen Model ☐	Corporate Sector ☐
	NPS Lite (GDS) ☐	

Affix recent photograph of 3.5 cm × 2.5 cm size / Passport size

To,
National Pension System Trust.
Dear Sir/Madam,
I hereby request that an NPS account be opened in my name as per the particulars given below:

*** indicates mandatory fields. Please fill the form in English and BLOCK letters with black ink pen.** (Refer general guidelines at instructions page)
KYC Number, Retirement Adviser Code and Spouse Name fields are not applicable for Government & NPS Lite Subscribers

KYC Number (if applicable)		Generated from Central KYC Registry
Retirement Adviser Code (If applicable)		

1. PERSONAL DETAILS: (Please refer to Sr. No.1 of the instructions)

Name of Applicant in full: Shri ☐ Smt. ☐ Kumari ☐

First Name*

Middle Name

Last Name

Subscriber's Maiden Name (if any)

Father's Name* (Refer Sr. No. 1 of instructions) — First / Middle / Last

Mother's Name* (Refer Sr. No. 1 of instructions) — First / Middle / Last

Father's name will be printed on PRAN card. In case, mother's name to be printed instead of father's name [Please tick (✓)] ☐

Date of Birth* d d / m m / y y y y (Date of Birth should be supported by relevant documentary proof)

City of Birth*

Country of Birth*

Gender* [Please tick (✓)] Male ☐ Female ☐ Others ☐ Nationality* Indian ☐

Marital Status* Married ☐ Unmarried ☐ Others ☐

Spouse Name* (Refer Sr. No. 1 of instructions) — First / Middle / Last

Residential Status* Indian

2. PROOF OF IDENTITY (PoI)* (Any one of the documents need to be provided along with the identification number)

Passport		Passport Expiry Date	d d / m m / y y y y
Voter ID Card		PAN Card	
Driving License		Driving License Expiry Date	d d / m m / y y y y
NREGA JOB Card			
Others	Name of the ID	ID Number	Please refer Sr. No. 2 of the instructions.

UID (Aadhaar) ☐ (UIDI [Aadhaar] number not required.)

As per the amendments made under Prevention of Money-Laundering (Maintenance of Records) Second Amendment Rules, 2019, PAN or Form 60 is mandatory under NPS.If you do not have PAN at present, please ensure that these details are provided within six months of submission of this Subscriber Registration Form.

3. PROOF OF ADDRESS (PoA)*

[Please tick (✓), as applicable]
#Not more than 2 months old.
Please refer Sr. No. 2 of the instructions

Correspondence Address	Permanent Address
Passport /Driving License/UID (Aadhaar)/Voter ID card/NREGA Job Card/Ration Card/Others	Passport /Driving License/UID (Aadhaar)/Voter ID card/NREGA Job Card/Ration Card/Others
Registered Lease/Sale agreement of residence/Municipal Tax Receipt	Registered Lease/Sale agreement of residence/Municipal Tax Receipt
#Latest Piped Gas/Water/Electricity/Telephone[Landline or postpaid mobile] Bill	#Latest Piped Gas/Water/Electricity/Telephone[Landline or postpaid mobile] Bill

4.1 CORRESPONDENCE ADDRESS DETAILS*

Address Type* Residential/Business ☐ Residential ☐ Business ☐ Registered Office ☐ Unspecified ☐

Flat/Room/Door/Block no. Landmark

Premises/Building/Village

Road/Street/Lane

Area/Locality/Taluk

City/Town/District PIN Code

State/U.T. Country

4.2 PERMANENT ADDRESS DETAILS* ☐ Tick (✓) in the box in case the address is same as above.

Address Type* Residential/Business ☐ Residential ☐ Business ☐ Registered Office ☐ Unspecified ☐

Flat/Room/Door/Block no. Landmark

Premises/Building/Village

Road/Street/Lane

Area/Locality/Taluk

City/Town/District PIN Code

State/U.T. Country

5. CONTACT DETAILS

Tel. (Off) (with STD code) + Tel. (Res): (with STD code) +

Mobile* (Mandatory) + 9 1 (Mobile Number is required for communication and to get SMS alerts)

Email ID

6. OTHER DETAILS (Please refer to Sr no. 3 of the instructions)

- Occupation Details* [please tick(✓)]
  - Private Sector ☐ Public Sector ☐ Government Sector ☐ Professional ☐
  - Self Employed ☐ Homemaker ☐ Student ☐ Others (Please Specify)
- Income Range (per annum) Upto 1 lac ☐ 1 lac to 5 lac ☐ 5 lac to 10 lac ☐ 10 lac to 25 lac ☐ 25 lac and above ☐
- Educational Qualifications Below SSC ☐ SSC ☐ HSC ☐ Graduate ☐ Masters ☐ Professionals (CA, CS, CMA, etc.) ☐
- Please Tick If Applicable Politically exposed person ☐ Related to Politically exposed Person ☐ (Please refer instruction no.3)

7. SUBSCRIBER BANK DETAILS* (Please refer to Sr no. 4 of the instructions)

(All the bank details are mandatory except MICR Code.)

Account Type [please tick(✓)] Savings A/c ☐ Current A/c ☐

Bank A/c Number

Bank Name

Branch Name

Branch Address PIN Code

State/U.T. Country

Bank MICR Code IFS Code

8. SUBSCRIBERS NOMINATION DETAILS* (Nomination details are mandatory. Please refer to Sr. No . 5 of the instructions)

Name of the Nominee (You can nominate up to a maximum of 3 nominees and if you desire so please fill in Annexure III (Additional Nomination Form) provided separately)

First Name	Middle Name	Last Name

Relationship with the Nominee Date of Birth (In case of Minor) d d / m m / y y y y

Nominee's Guardian Details (in case of a minor)

First Name	Middle Name	Last Name

9. NPS OPTION DETAILS (Please tick (✓) as applicable)

I would like to subscribe for Tier II Account also YES ☐ NO ☐ If Yes, please submit details in Annexure I.

(If you wish to activate Tier II account subsequently, you may submit separate application (Annexure S10) to the associated Nodal Office or to POP/POP-SP of your choice. The list of POP/ POP-SPs rendering services under NPS and Annexure S10 is available on CRA website)

I would like my PRAN to be printed in Hindi YES ☐ NO ☐ If Yes, please submit details on Annexure II

10. PENSION FUND (PF) SELECTION AND INVESTMENT OPTION* (Please refer to Sr no. 6 of the instructions)

(i) PENSION FUND SELECTION (Tier I) : Please read below conditions before opting for the choice of Pension Funds:

1. **Government Sector**: The following Pension Funds (PFs) will act jointly as default PFs, if choice is not exercised by the government employee/subscriber (a) LIC Pension Fund Limited (b) SBI Pension Funds Pvt. Limited (c) UTI Retirement Solutions Ltd. In case of Central Autonomous Bodies (CAB)/ State Government (SG)/State Autonomous Bodies (SAB) employees, selection made under this section will be ignored, if choice to employees is not notified by the respective State Govt/Ministry.
2. **All Citizen Model**: Subscribers under All Citizen model have the option to choose the available PFs as per their choice in the table below.
3. **Corporate Model:** Subscribers shall have the option to choose the available PFs as per the below table in consultation with their respective Employer.
4. **NPS Lite:** NPS Lite is a group choice model where subscriber has a choice of PF and investment option as available with Aggregator.

Name of the Pension Fund (Please select only one)	**Please Tick (✓)**	**Default Choice of Pension Funds**
LIC Pension Fund Limited	☐	Available in Government sector, if employee/subscriber does not exercise choice of PF
SBI Pension Funds Private Limited	☐	
UTI Retirement Solutions Limited	☐	
ICICI Prudential Pension Funds Management Company Limited	☐	
Kotak Mahindra Pension Fund Limited	☐	
HDFC Pension Management Company Limited	☐	
Aditya Birla Sun life Pension Management Limited	☐	

* Selection of 01 Pension Fund is mandatory for All Citizen subscriber

(ii) INVESTMENT OPTION

(Please Tick (✓) in the box given below showing your investment option).

Active Choice ☐ Auto Choice ☐

Please note:

1. In case you select Active Choice fill up section (iii) below and if you select Auto Choice fill up section (iv) below.
2. In case you do not indicate any investment option, your funds will be invested in Auto Choice (LC 50).
3. In case you have opted for Auto Choice and fill up section (iii) below relating to Asset Allocation, the Asset Allocation instructions will be ignored and investment will be made as per Auto Choice (LC 50).

(iii) ACTIVE CHOICE – ASSET ALLOCATION (to be filled up only in case you have selected 'Active Choice' the investment option)

Asset Class	E (Cannot exceed 75%)	C (Max up to 100%)	G (Max up to 100%)	A (Cannot exceed 5%)	Total	Asset class E-Equity and related instruments; Asset class C-Corporate debt and related instruments; Asset class G - Government Bonds and related instruments; Asset Class A-Alternative Investment Funds including instruments like CMBS, MBS, REITS, AIFs, Invlts etc.
Specify %					100%	
Choices in Govt sector	Not available		Available	Not available		In case of Government employee/subscriber the Active choice of Asset Allocation is restricted to Asset Class 'G' only

Please note:

1. Upto 50 years of age, the maximum permitted Equity Investment is 75% of the total asset allocation.
2. From 51 years and above, maximum permitted Equity Investment will be as per the equity allocation matrix provided in Annexure A. The tapering off of equity allocation will be carried out as per the matrix on date of birth.
3. The total allocation across E, C, G and A asset classes must be equal to 100%. In case, the allocation is left blank and/or does not equal 100%, the application shall be rejected.

(iv) AUTO CHOICE OPTION (to be filled up only in case you have selected the 'Auto Choice' investment option). In case, you do not indicate a choice of LC, your funds will be invested as per LC 50.

Life Cycle (LC) Funds	Please Tick (✓) Only One	Choices in Govt sector	Note: 1. LC 75- It is the Life cycle fund where the Cap to Equity investments is 75% of the total asset 2. LC 50- It is the Life cycle fund where the Cap to Equity investments is 50% of the total asset 3. LC 25- It is the Life cycle fund where the Cap to Equity investments is 25% of the total asset 4. Govt. employee can exercise Auto Choice of Asset Allocation for LC 25 & LC 50 only
LC 75		Not available	
LC 50		Available	
LC 25			

11. DECLARATION ON FATCA* (Foreign Account Tax Compliance Act) COMPLIANCE (Please refer to Sr no. 7 of the instructions)**:**

Section I*

US Person* Yes ☐ No ☐

Section II*

For the purposes of taxation, I am a resident in the following countries and my Tax Identification Number (TIN)/functional equivalent in each country is set out below or I have indicated that a TIN/functional equivalent is unavailable (kindly fill details of all countries of tax residence if more than one):

Particulars		Country (1)	Country (2)	Country (3)
Country/countries of tax residency				
Address in the jurisdiction for Tax Residence	Address Line 1			
	City/Town/Village			
	State			
	ZIP/Post Code			
Tax Identification Number (TIN)/Functional equivalent Number				
TIN/ Functional equivalent Number Issuing Country				
Validity of documentary evidence provided (Wherever applicable)		dd / mm / yyyy	dd / mm / yyyy	dd / mm / yyyy

"I certify that:

a) It shall be my responsibility to educate myself and to comply at all times with all relevant laws relating to reporting under section 285BA of the Act read with the Rules 114F to 114H of the Income tax Rules, 1962 thereunder and the information provided in the Form is in accordance with the aforesaid rules,
b) the information provided by me in the Form, its supporting Annexures as well as in the documentary evidence are, to the best of my knowledge and belief, true, correct and complete and that I have not withheld any material information that may affect the assessment/categorization of the account as a Reportable account or otherwise.
c) I permit/authorise the NPS Trust to collect, store, communicate and process information relating to the Account and all transactions therein, by the NPS Trust and any of NPS intermediaries wherever situated including sharing, transfer and disclosure between them and to the authorities in and/or outside India of any confidential information for compliance with any law or regulation whether domestic or foreign.
d) I undertake the responsibility to declare and disclose within 30 days from the date of change, any changes that may take place in the information provided in the Form, its supporting Annexures as well as in the documentary evidence provided by me or if any certification becomes incorrect and to provide fresh self-certification along with documentary evidence,
e) I also agree that in case of my failure to disclose any material fact known to me, now or in future, the NPS Trust may report to any regulator and/or any authority designated by the Government of India (GOI) /RBI/IRDA/PFRDA for the purpose or take any other action as may be deemed appropriate by the NPS Trust if the deficiency is not remedied by me within the stipulated period.
f) I hereby accept and acknowledge that the NPS Trust shall have the right and authority to carry out investigations from the information available in public domain for confirming the information provided by me to the NPS Trust
g) I also agree to furnish such information and/or documents as the NPS Trust may require from time to time on account of any change in law either in India or abroad in the subject matter herein.
h) I shall indemnify NPS Trust for any loss that may arise to the NPS Trust on account of providing incorrect or incomplete information.

Date d d / m m / y y y y

Place :

Signature/Thumb Impression* of Subscriber in black ink
(* LTI in case of male and RTI in case of females)

Name of subscriber

12. DECLARATION BY SUBSCRIBER* (Please refer to Sr no. 8 of the instructions)

Declaration & Authorization by all subscribers

I have read and understood the terms and conditions of the National Pension System and hereby agree to the same along with the PFRDA Act, regulations framed thereunder and declare that the information and documents furnished by me are true and correct, to the best of my knowledge and belief. I undertake to inform immediately the Central Record Keeping Agency/National Pension System Trust, of any change in the above information furnished by me. I do not hold any pre-existing account under NPS. I understand that I shall be fully liable for submission of any false or incorrect information or documents.

I further agree to be bound by the terms and conditions of provision of services by CRA, from time to time and any amendment thereof as approved by PFRDA, whether complete or partial without any new declaration being furnished by me. I shall be bound by the terms and conditions for the usage of I-PIN (to access CRA website and view details) & T-PIN.

Declaration under the Prevention of Money Laundering Act, 2002

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.

Date d d / m m / y y y y

Place :

Signature/Thumb Impression* of Subscriber in black ink
(* LTI in case of male and RTI in case of females)

13. DECLARATION BY EMPLOYER

Applicable to Government Subscribers only

(Subscribers Employment Details to be filled and attested by the Deptt. (All Details are Mandatory)

Date of Joining d d / m m / y y y y Date of Retirement d d / m m / y y y y

Employee Code/ID (If applicable)
PPAN (If applicable)

Employee Code/ID and PPAN are optional. If you intend to provide, mention any one.

Group of Employee (Tick as applicable) Group A ☐ Group B ☐ Group C ☐ Group D ☐

Office

Department

Ministry

DDO Registration Number

DTO/PAO/CDDO/DTA/PrAO Registration Number

Basic Pay

Pay Scale

It is certified that the details provided in this subscriber registration form by _____ employed with us, including the address and employment details provided above are as per the service record of the employee maintained by us. Also, it is further certified that he/she has read entries/entries have been read over to him/her by us and got confirmed by him/her.

Signature of the Authorised person (In the box above)	Rubber Stamp of the DDO (In the box above)	Signature of the Authorised person (In the box above)	Rubber Stamp of the DTO/PAO/CDDO/ DTA/PrAO (In the box above)
Designation of the Authorised Person		Designation of the Authorised Person	
Name of the DDO		Name of DTO/PAO/CDDO/DTA/PrAO	
Deptt/Ministry		Date d d / m m / y y y y	

14. DECLARATION BY EMPLOYER/ CORPORATE

Applicable to Corporate Subscribers only

(Subscribers Employment Details to be filled and attested by Corporate (All Details are Mandatory))

Date of Joining d d / m m / y y y y Date of Retirement d d / m m / y y y y

Employee Code/ID

Corporate Regd. Number (CHO No.) Allotted by CRA

CBO No. allotted by CRA

Certified that the details provided in this subscriber registration form by _____ employed with us, including the employment details provided above are as per the service record of the employee maintained by us. Also, it is further certified that he / she has read the entries / entries have been read over to him / her by us and got confirmed by him / her.

Date d d / m m / y y y y Place

Signature of the Authorised person (In the box above)

Designation of the Authorised Person

Rubber Stamp of the Corporate (In the box above)

15. DECLARATION BY THE AGGREGATOR

Applicable to NPS Lite Subscribers

Authorisation by Aggregator's office (NL - AO)

Certified that the subscriber is registered with the aggregator and he/she has opted to join NPS. I hereby declare that the subscriber is eligible to join NPS and the above declaration has been signed /thumb impressed before me by .....after (s)he has read the entries/ entries have been read over to her/him by me.

Signature of the Authorised person (In the box above)	Rubber Stamp of the Aggregator (In the box above)

Name of the Aggregator

NPS Lite Account Office (NL-AO) Registration Number

NPS Lite - Collection Centre (NL - CC) Registration Number

Membership No. allotted by Aggregator (if any)

Place Date d d / m m / y y y y

16. TO BE FILLED BY POP-SP

Receipt No. (17 digits) POP-SP Registration Number

Document accepted for date of Birth Proof:

Copy of PAN card submitted YES NO KYC Compliance YES NO

Documents Received: (Originals Verified) Self Certified (Attested) True Copies

Identity Verification : Done

Existing Customer:

I/we hereby certify/confirm that Shri/Smt/Kum ..... is an existing KYC verified customer The above applicant is having an operative Bank/ Demat/Folio/.....account (specify nature of the account) having account number/client ID.....maintained at.....branch/office. The KYC documents available with us for this customer/client matches the requirement for opening NPS account and are in compliance with PMLA Rules. I / We further confirm that the Savings Bank a/c of Sh/Smt/Kum ..... is not a 'Basic Savings Bank Deposit Account (applicable in case of Bank PoP)

To be filled by POP-SP		Name:
		Designation: Place:
POP-SP Seal	Signature of Authorized Signatory	Date d d / m m / y y y y

[To be filled by CRA - Facilitation Centre (CRA-FC)]

Received by CRA-FC Registration Number

Received at Date d d / m m / y y y y

Acknowledgement Number (by CRA-FC)

PRAN Allotted

ACKNOWLEDGEMENT

Name of the Subscriber:

Contribution Amount Remitted: ₹

Date of Receipt of Application and Contribution Amount: d d / m m / y y y y

Stamp and Signature of the Employer/PoP:

INSTRUCTIONS FOR FILLING THE SUBSCRIBER REGISTRATION FORM

General Guidelines

(a) Please fill the form in legible handwriting so as to avoid errors in your application processing. Please do not overwrite. Corrections should be made by cancelling and re-writing and such corrections should be countersigned by the applicant. Each box, wherever provided, should contain only one character (alphabet / number / punctuation mark) leaving a blank box after each word.
(b) In case, you mention the KYC number submission of proof for the same is necessary.
(c) Applications incomplete in any respect and/or not accompanied by required documents are liable to be rejected. The application is liable to be rejected if mandatory fields are left blank or the application form is printed back to back
(d) The subscriber should not sign across the photograph. The photograph should not be stapled or clipped to the form. If there is any mark on the photograph such that it hinders the clear visibility of the face of the subscriber, the application shall not be accepted.
(e) Copies of all the documents submitted by the applicant should be self-attested and accompanied by originals for verification by the nodal office.
(f) Name and Address of the applicant mentioned on the form, should match with the documentary proof submitted.
(g) The subscriber's thumb's impression should be verified by the designated officer of POP-SP / Nodal Office.

S. No	Item No.	Item Details	Instructions
1	1	Personal Details	i. This Form is applicable only for Resident Indians. There is a separate Form for Non Resident Indians & Overseas Citizen of India. ii. Currently, Foreign Nationals / Other Country Individuals (OCI) and Persons of Indian Origin (PIO) are not allowed to open PRAN. iii. The applicant shall mention father's name and mother's name and shall select the option to be printed on PRAN Card.
		Spouse Name	If married, spouse name is mandatory.
		Father's Name	i. Father's name is mandatory. ii. If Father's name has more than 30 digits, you may fill Annexure II for the same.
		Mother's Name	i. Mother's name is mandatory ii. If Mother's name has more than 30 digits, you may fill Annexure II for the same.
		Date of Birth	Please ensure that the date of birth matches as indicated in the document provided in the support.
2	2, 3 & 4	Identity, Correspondence & Permanent address details	

S.No	Proof of Identity (Copy of any one)	S.No	Proof of Address (Copy of any one)
1	Passport issued by Government of India.	1	Passport issued by Government of India
2	Ration card with photograph.	2	Ration card with photograph and residential address
3	Bank Pass book or certificate with Photograph.	3	Bank Pass book or certificate with photograph and residential address
4	Certificate of the POP for an existing customer.	4	Certificate of the POP for an existing customer.
5	Voters Identity card with photograph and residential address.	5	Voters Identity card with photograph and residential address
6	Valid Driving license with photograph	6	Valid Driving license with photograph and residential address
7	Certificate of identity with photograph signed by a Member of Parliament or Member of Legislative Assembly	7	Letter from any recognized public authority at the level of Gazetted officer like District Magistrate, Divisional commissioner, BDO, Tehsildar, Mandal Revenue Officer, Judicial Magistrate etc.
8	PAN Card issued by Income tax department	8	Certificate of address with photograph signed by a Member of Parliament or Member of Legislative Assembly
9	Aadhar Card / letter issued by Unique Identification Authority of India	9	Aadhar Card / letter issued by Unique Identification Authority of India clearly showing the address
10	Job cards issued by NREGA duly signed by an officer of the State Government	10	Job cards issued by NREGA duly signed by an officer of the State Government
11	Identity card issued by Central/State government and its Departments, Statutory/ Regulatory Authorities, Public Sector Undertakings, Scheduled commercial Banks, Public Financial Institutions, Colleges affiliated to universities and Professional Bodies such as ICAI, ICWAI, ICSI, Bar Council etc.	11	The identity card/document with address or letter of allotment of accommodation issued by any of the following: Central/ State Government and its Departments, Statutory/Regulatory Authorities, Public Sector Undertakings, Scheduled Commercial Banks, Financial Institutions and listed companies for their employees. Pension or Family Pension Payment Orders issued by Govt. Departments or PSU containing address.
12	Photo. Identity Card issued by Defence, Paramilitary and Police department's	12	Latest Electricity/water/piped gas bill in the name of the Subscriber / Claimant and showing the address (less than 2 months old)
13	Ex-Service Man Card issued by Ministry of Defence to their employees.	13	Latest Telephone bill (landline & postpaid mobile) in the name of the Subscriber / Claimant and showing the address (less than 2 months old)
14	Photo Credit card.	14	Latest Property/house Tax receipt (not more than one year old)
		15	Existing valid registered lease agreement of the house on stamp paper (in case of rented/leased accommodation)

Note:
(i) If the address on the document submitted for identity proof by the prospective customer is same as that declared by him/her in the account opening form, the document may be accepted as a valid proof of both identity and address.
(ii) If the address indicated on the document submitted for identity proof differs from the current address mentioned in the account opening form, a separate proof of address should be obtained. All future communications will be sent to correspondence address. If correspondence & Permanent address are different, then proof for both have to be submitted.
(iii) The KYC documents may be submitted within a period of 30 days after generation of PRAN. (Only for Government Subscribers)

3	6	Politically Exposed Person	Politically Exposed Persons' (PEPs) are individuals who are or have been entrusted with prominent public functions in a foreign country, for example 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.
4	7	Subscriber's Bank Details	For Tier I & Tier II account, bank details are mandatory and it should be supported by a documentary proof. Please attach a cancelled cheque containing Subscriber Name, Bank Name, Bank Account Number and IFS Code. If cheque is not available or cheque is not preprinted with Subscriber name, a copy of bank passbook or bank statement or bank certificate or letter from Bank mentioning Subscriber Name, Bank Name, Bank Account No. and IFS Code should be submitted.
5	8	Subscriber's Nomination Details	Nomination details are mandatory. In case of more than one nominee, percentage share value for all the nominees must be integer. Decimals/ Fractional values shall not be accepted in the nomination(s). Sum of percentage share across all the nominees must be equal to 100. If sum of percentage is not equal to 100, entire nomination will be rejected.
6	10	Pension Fund (PF) Selection and Investment Option	Government employee/subscribers can exercise choice of Pension Funds and allocate their investments either in Asset Class'G' under' Actice Choice' and in Life Cycle Funds - LC 50 or LC 25 under 'Auto Choice'. In case a Government employee/subscribers does not exercises the choices of Pension Fund, their contributions will be allocated among 03 Pension Funds namely (i) LIC Pension Fund Limited (ii) SBI Pension Funds Pvt. Limited (iii) UTI Retirement Solutions Ltd.
7	11	Declaration by subscriber on FATCA Compliance	Clarification / Guidelines on filling details if applicant residence for tax purposes in jurisdiction(s) outside India • 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) • If applicant residence for tax purpose in jurisdiction(s) within India, Permanent Account Number (PAN) to be provided as Tax Identification Number (TIN) • 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
8	12	Declaration by Subscriber	Signature / Thumb impression should only be within the box provided in the form. Thumb impression, if used, should be attested by the designated officer of POP/POP-SP/Nodal office with the official seal and stamp. Left Thumb Impression in case of males and Right Thumb Impression in case of females.

General Information for Subscribers

a) The Subscriber can obtain the status of his/her application from CRA and their designated nodal officer.
b) Subscribers are advised to retain the acknowledgement slip signed/ stamped by the designated nodal officer where they submit the application.
c) For more information / clarifications, contact CRA:

Website: https://www.npscra.nsdl.co.in
Call: 022-4090 4242
Address: Central Recordkeeping Agency (CRA)
Protean eGov Technologies Limited
(formerly NSDL e-Governance Infrastructure Limited)
1st Floor, Times Tower, Kamala Mills Compound, Senapati Bapat Marg,
Lower Parel (W), Mumbai - 400013

Equity Allocation Matrix for Active Choice

Age (years)	Max. Equity Allocation
Upto 50	75%
51	72.50%
52	70%
53	67.50%
54	65%
55	62.50%
56	60%
57	57.50%
58	55%
59	52.50%
60 & above	50%

Please note:

1. Upto 50 years of age, the maximum permitted Equity Investment is 75% of the total asset allocation.
2. From 51 years and above, maximum permitted Equity Investment will be as per the equity allocation matrix provided above. The tapering off of equity allocation will be carried out as per the matrix on date of birth.

भोपाल मण्डल के लिए चयनित केंद्रीय
रोजगार अधिसूचना संख्या -01/2019 की
कोटि संख्या -01 कमर्शियल अप्रेंटिस लेवल-06
के उम्मीदवार की सूची

Sr.No.	Candidate Nam	Fathers name
1	ANIL KUMAR	BACHAN SAH