

Protean eGov Technologies Limited



protean
Change *is* growth

Document Name
Version 1.0

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OPGM SOP GDS NLAO Request Initiation

REVISION HISTORY

Sr. No.	Date of Revision	Ver	Section Number	Description of Change
1		1.0	-	Initial Version

OPGM SOP GDS NLAO Request Initiation

Online PRAN Generation Module (OPGM) For GDS subscribers

Subscriber Registration process flow by NL-AO

Sr. no.	Process	Page number
1	Registration process	4-19
2	Complete Pending GDS Registration	20
3	Download GDS Subscriber Registration form	21-22

OPGM SOP GDS NLAO Request Initiation

NLAO Flow - Initiator Level

Please visit below mentioned Protean CRA web site for online GDS subscriber registration

<https://enps.nsd.com/eNPS/NationalPensionSystem.html>

Select option - REGISTRATION FOR GDS SUBSCRIBER

OPGM SOP GDS NLAO Request Initiation



National Pension System Trust

eNPS

HOME MORE ABOUT NPS FAQ



Get your Annual Transaction Statement over Email

Please Select Your Language **ENGLISH** ▼

For making Instant Contribution through UPI, kindly use UPI ID - PFRDA.15DigitVirtualAccount@axisbank where, 15 Digit Virtual Account starts with 600101 for Tier I and 600102 for Tier II

To rectify any error in contribution [amount / Tier Type / incorrect Virtual ID (VID)], remitted through eNPS portal/D-Remit mode, raise a grievance on CRA portal (www.cra-nsdl.com) to NPS Trust/CRA. Required documents to be sent to CRA on email ID - enps@proteantech.in within 7 days from date of transaction. For rectification/refund requests involving incorrect VID, required documents to be sent within 15 days from date of transaction. [Click Here for List of required documents](#)

As per PFRDA guidelines, contribution payment in NPS Tier II A/c through Credit Card is not permitted. Use other modes of payment such as Net Banking/ Debit Card / UPI for contributing in Tier II

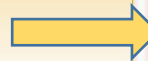
Guidelines for Online Registration

NPS Trust welcomes you to 'eNPS', which will facilitate:-

- ▶ Opening of Individual Pension Account under NPS (only Tier I / Tier I & Tier II) by All Indian Citizens (including NRIs) between 18 - 70 years
- ▶ Making initial and subsequent contribution to your Tier I as well as Tier II account

For Account opening, you need to:

- ✓ Have Mobile number, email ID and an active Bank account with net Banking facility enabled
 - ✓ In case, an applicant selects to open the individual pension account with PAN, the activation of the PRAN is subject to KYC verification by the empanelled POP (name and address should match with POP record) selected by applicant during the registration process.
- To view the list of empanelled POP, [Click Here](#)



NATIONAL PENSION SYSTEM

ATAL PENSION YOJANA

REGISTRATION FOR GDS SUBSCRIBERS

Nodal Office details section

- NL-AO shall select NL-CC wherein Subscriber is mapped/associated. The name can be searched by typing the division name also in the first field if the NL-CC reg. no. is not known. Enter NLCC Reg. No. or at least 3 characters of NLCC name to search NLCC office NLCC Name *

OPGM SOP GDS NLAO Request Initiation

Home > Online GDS Subscriber Registration

Online GDS Subscriber Registration

* Please ensure "Cookies" are enabled in your browser before proceeding for Registration. Click here to know the steps to enable cookies.

New GDS Registration

Complete Pending GDS Registration

Download GDS Subscriber Registration Form

New Registration - GDS Employee

Associated NPS Lite Contact Centre (NLCC) *

Enter NLCC Reg No or atleast 3 characters

NLCC Name *

NLAO Name *

NLOO Name *

Continue

NPS

- NPS000409D-Sr. Supdt. Of Post Offices, Dehradun Di
- NPS000119A-DoP-CRA-NL-CC
- NPS000162B-Sr.Supdt. Of Post Offices, Ambala Divisi
- NPS000163C-Supdt. Of Post Offices, Bhiwani Division
- NPS000164D-Supdt. Of Post Offices, Faridabad Divisi
- NPS000165E-Supdt. Of Post Offices, Gurgaon Division
- NPS000166F-Supdt. Of Post Offices, Hisar Division
- NPS000167G-Sr.Supdt. Of Post Offices, Karnal Divisio
- NPS000168A-Supdt. Of Post Offices, Kurukshetra Di
- NPS000169B-Sr.Supdt. Of Post Offices, Rohtak Divisio
- NPS000170C-Supdt. Of Post Offices, Sonapat Divisio
- NPS000411F-Supdt. Of Post Offices, Tehri division.

Please search NLCC by entering minimum 3 characters

- Once the associated NL-CC is selected in the first field, other details will get auto populated which the NL-AO can verify and select continue.

OPGM SOP GDS NLAO Request Initiation



National Pension System Trust



Home > Online GDS Subscriber Registration

Online GDS Subscriber Registration

* Please ensure "Cookies" are enabled in your browser before proceeding for Registration. Click here to know the steps to enable cookies.

New GDS Registration

Complete Pending GDS Registration

Download GDS Subscriber Registration Form

New Registration - GDS Employee

Associated NPS Lite Contact Centre (NLCC) * NPS000457C-SUPDT. OF POST OFFICES THANE WEST

Enter NLCC Reg No or atleast 3 characters of NLCC name to search NLCC office

NLCC Name * SUPDT. OF POST OFFICES THANE WEST DIVISION

NLAO Name * DIRECTOR OF ACCOUNTS POSTAL MAHARASHTRA C

NLOO Name * DIRECTOR GENERAL POSTS MINISTRY OF COMMUN

Continue

Personal details:

- Fill the personal details.
- Field indicated as "*" (star mark) is mandatory to fill
- Enter captcha and click on "Generate Acknowledgment No"
- SMS will be sent on the mobile number provided in the below screen for the ack ID generated for initiating registration.

OPGM SOP GDS NLAO Request Initiation



National Pension System Trust



Home > Online GDS Subscriber Registration

GDS Subscriber Registration

1
2
3
4
5
6
7

Personal Details
Contact Details
Bank & Other Details
Nomination Details
Photo & Signature Details
Declarations

Fields marked with * are mandatory for registration.

Personal Details

Title *

First Name *

Last Name

Middle Name

Gender *

Date of Birth *
(DD/MM/YYYY)

Name to be printed on PRAN card *

Mobile *

Email ID

Telephone with STD Code

Family Details

Father's First Name *

Father's Middle Name

Father's Last Name

Mother's First Name

Mother's Middle Name

Mother's Last Name

Identity Details


PAN

Add and Enter Captcha 3 4 + 3 = 37


Generate Acknowledgement No Reset

- Confirm NLCC and NLAO mapping once again on screen.

OPGM SOP GDS NLAO Request Initiation



National Pension System Trust



Alert

NLCC Reg No.	NPS000457C	NLCC Name	Supdt. Of Post Offices Thane west Division
NLAO Reg No.	8000241	NLAO Name	DIRECTOR OF ACCOUNTS POSTAL MAHARASHTRA CIRCLE NAGPUR
NLOO Reg No.	7000070	NLOO Name	DIRECTOR GENERAL POSTS MINISTRY OF COMMUNICATION & IT GOVT OF INDIA

Kindly check details displayed above. You won't be able to change above details once you click on 'OK' button.

OK
Cancel

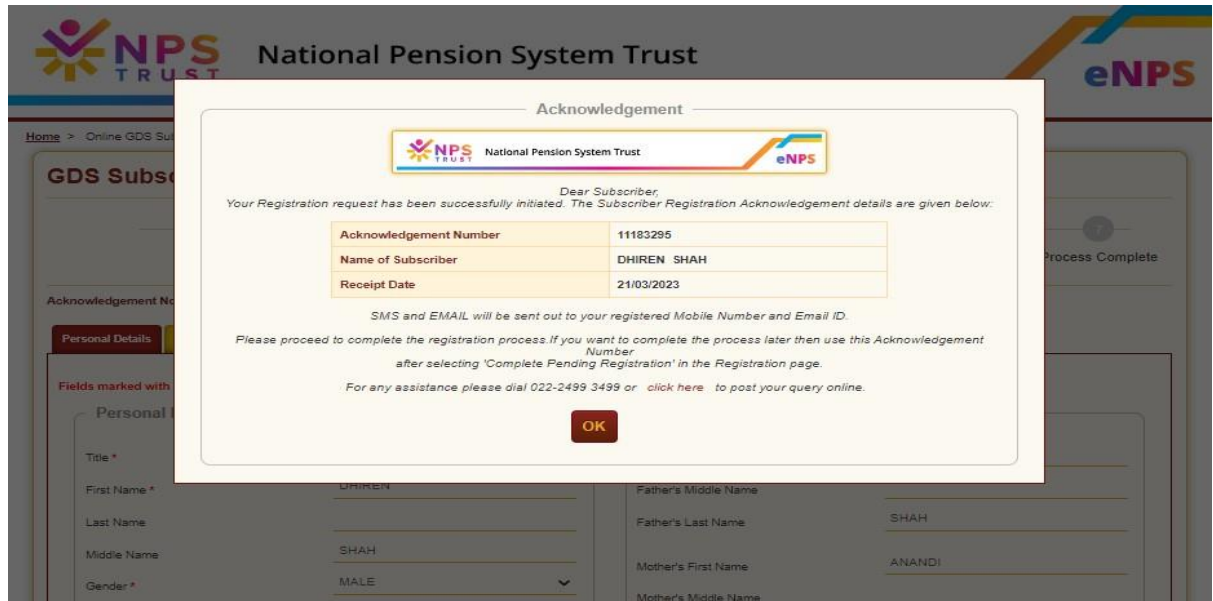
Personal Details

Fields marked with *

Title *	SHRI	Father's First Name *	BHALERAM
First Name *	DHIREN	Father's Middle Name	
Last Name		Father's Last Name	SHAH
Middle Name	SHAH	Mother's First Name	ANANDI
Gender *	MALE	Mother's Middle Name	
Date of Birth *	12/04/1989	Mother's Last Name	SHAH
	(DD/MM/YYYY)		
Name to be printed on PRAN card *	MOTHER'S NAME	Identity Details	

OPGM SOP GDS NLAO Request Initiation

- **Acknowledgement ID will be generated**
- **Please save Acknowledgement ID for tracking purpose**



- Provide complete address as the PRAN card will be dispatched to the registered address once PRAN is generated.
- Click on "Save & Proceed" option before to go on next page

OPGM SOP GDS NLAO Request Initiation



National Pension System Trust



Home > GDS Subscriber Contact Registration

GDS Subscriber Registration



Acknowledgement No: 11183295

Subscriber Name: DHIREN

- Personal Details
- Contact Details**
- Bank & Other Details
- Nomination Details
- Photo & Signature Details
- Declarations

Address Details

Flat/Room/Door/Block no.*	1152
Landmark	AUDI SHOWROOM
Premises/Building/Village	DAFFODILS
Road/Street/Lane	LAKE STREET
Area/Locality/Taluk	
PIN Code*	4000
City/Town/District*	MUMBAI
State/U.T.*	MAHARASHTRA
Country*	INDIA

Pincode search will autopopulate the City, State & Country



Save & Proceed

Reset



OPGM SOP GDS NLAO Request Initiation

- Provide Bank Details of the subscriber. Though the bank details are not mandatory, if provided, should be complete. □ Click on “Save & Proceed” option to proceed

GDS Subscriber Registration

✓
 Start

✓
 Acknowledgement ID Generated

3
 Registration Details Submitted

4
 Verification

5
 Authorization

6
 PRAN Generated

7
 Process Complete

Acknowledgement No: 11183295 Subscriber Name: DHIREN

Personal Details
Contact Details
Bank & Other Details
Nomination Details
Photo & Signature Details
Declarations

Employment Details

Membership Number(PPAN)

Bank Details

Account Type	SAVINGS ACCOUNT ▼
Bank A/C Number	000012345678900000000000000000
Bank IFS Code	SBIN0000032 🔍
Bank Name	STATE BANK OF INDIA
Branch Name	BEGUSARAI
Branch Address	NR. PALIKA MARKET, BEGUSARAI-851101
PIN Code	851101 🔍
State/U.T.	BIHAR ▼
Country	INDIA ▼
Bank MICR Code	851002102

⏪

Save & Proceed
Reset

⏩

- Provide Nomination Details of the subscriber
- Field indicated as “*” (star mark) is mandatory to fill
- Click on “Save & Proceed” option to proceed

OPGM SOP GDS NLAO Request Initiation

1
2
3
4
5
6
7

Start
Acknowledgement ID Generated
Registration Details Submitted
Verification
Authorization
PRAN Generated
Process Complete

Acknowledgement No: 11183295
Subscriber Name: DHIREN

Personal Details
Contact Details
Bank & Other Details
Nomination Details
Photo & Signature Details
Declarations

Nominee Details

Nominee 1

First Name *	<input type="text" value="AYESHA"/>
Middle Name	<input type="text" value="SHETTY"/>
Last Name / Surname	<input type="text" value="SHETTY"/>
Major/Minor*	<input type="text" value="MAJOR"/> ▼
Date of Birth	<input type="text" value="17/09/1990"/> (DDMMYYYY)
Relationship *	<input type="text" value="WIFE"/>
Percentage Share*	<input type="text" value="100"/> %
Guardian First Name (in case of a minor)	<input type="text"/>
Guardian Middle Name	<input type="text"/>
Guardian Last Name	<input type="text"/>

Add


⏪

Save & Proceed
Reset


⏩

- Upload Photo & Signature of subscriber which is mandatory
- Please refer the instructions provided for file size and format of uploading photo & signature
- Click on save once photo & signature is uploaded successfully

OPGM SOP GDS NLAO Request Initiation



National Pension System Trust



Home > GDS Subscriber Registration (Photo & Signature Details)

GDS Subscriber Registration

1 ✔ Start
2 ✔ Acknowledgement ID Generated
3 ○ Registration Details Submitted
4 ○ Verification
5 ○ Authorization
6 ○ PRAN Generated
7 ○ Process Complete

Acknowledgement No: 11609843 Subscriber Name: KANHA

Personal Details
Contact Details
Bank & Other Details
Nomination Details
Photo & Signature Details
Declarations

Upload Photo & Signature

Photo

Preview Photo


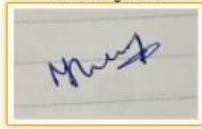


Photo Successfully Uploaded

Choose File NO FILE CHOSEN

Signature

Preview Signature



Signature Successfully Uploaded

Choose File NO FILE CHOSEN

[Steps to Scan Signature](#)

Note: * Photo & Signature should be in *.jpg format. If your Photograph/Signature image is in other format, please save it as in .jpg format. Size of photo should be between 2KB and 5MB. Scan a signature and upload it.

⏪

Save
Confirm

- System will show entire details submitted once again to verify.
- For any modification, Edit option is available so that correct details can be filled before submission of application

OPGM SOP GDS NLAO Request Initiation



National Pension System Trust



Home > Subscriber Confirmation (Core)

GDS Subscriber Registration



Acknowledgement No: 11183295


Subscriber Name: DHIREN

Personal Details	Contact Details	Bank & Other Details	Nomination Details	Photo & Signature Details	Declarations																																
<table border="1"> <caption>Personal Details</caption> <tr><td>Title</td><td>SHRI</td></tr> <tr><td>First Name *</td><td>DHIREN</td></tr> <tr><td>Last Name</td><td></td></tr> <tr><td>Middle Name</td><td>SHAH</td></tr> <tr><td>Gender *</td><td>MALE</td></tr> <tr><td>Date of Birth *</td><td>12/04/1989</td></tr> <tr><td>Name to be printed on PRAN card *</td><td>MOTHER'S NAME</td></tr> <tr><td>Mobile *</td><td>+91 8889909790</td></tr> <tr><td>Email ID</td><td>DHIREN@YAHOO.COM</td></tr> <tr><td>Telephone with STD Code</td><td></td></tr> </table>		Title	SHRI	First Name *	DHIREN	Last Name		Middle Name	SHAH	Gender *	MALE	Date of Birth *	12/04/1989	Name to be printed on PRAN card *	MOTHER'S NAME	Mobile *	+91 8889909790	Email ID	DHIREN@YAHOO.COM	Telephone with STD Code		<table border="1"> <caption>Family Details</caption> <tr><td>Father's First Name *</td><td>BHALERAM</td></tr> <tr><td>Father's Middle Name</td><td></td></tr> <tr><td>Father's Last Name</td><td>SHAH</td></tr> <tr><td>Mother's First Name</td><td>ANANDI</td></tr> <tr><td>Mother's Middle Name</td><td></td></tr> <tr><td>Mother's Last Name</td><td>SHAH</td></tr> </table>				Father's First Name *	BHALERAM	Father's Middle Name		Father's Last Name	SHAH	Mother's First Name	ANANDI	Mother's Middle Name		Mother's Last Name	SHAH
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Mother's First Name	ANANDI																																				
Mother's Middle Name																																					
Mother's Last Name	SHAH																																				
<p>In case, you wish to modify any details you can click on edit and modify</p>																																					
<p>Edit »»</p>																																					


etailsConfirm.html?ID=904988831&oe...

- Verify photo & Signature page, click on arrow available on right side for screen.

OPGM SOP GDS NLAO Request Initiation



National Pension System Trust




Home > Subscriber Confirmation (Core) > Subscriber Registration (Photo & Signature Confirmation)

GDS Subscriber Registration

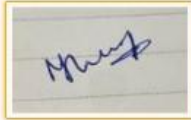
Acknowledgement No: 11609843 Subscriber Name: KANHA

Personal Details
Contact Details
Bank & Other Details
Nomination Details
Photo & Signature Details
Declarations

Preview Photo



Preview Signature



«
Edit
»

Note

- Click on "Edit" button to make changes in Form.

- **Declaration Part:**

- a) Please select "Declaration by Nodal office"
- b) Click on "Confirm" for final submission

OPGM SOP GDS NLAO Request Initiation



National Pension System Trust



Home > Subscriber Registration (Declaration Details)

GDS Subscriber Registration



Acknowledgement No: 11183295

Subscriber Name: DHIREN

- Personal Details
- Contact Details
- Bank & Other Details
- Nomination Details
- Photo & Signature Details
- Declarations

Declaration By Subscriber

I hereby certify that the details provided in CSRF including the personal, address bank, nominee and employment details. Further, I certify that all my related documents have been submitted for this PRAN generation request. All information provided by me is correct, complete and true to the best of my knowledge and belief.

Declaration By Nodal Office

It is certified that the details provided by subscriber in this CSRF including the personal, address bank, nominee and employment details are correct. Further, it is certified that all the related documents have been submitted for this PRAN generation request. All information provided by subscriber is correct, complete and true.

Confirm



To be ticked by NL-AO



- System will generate Acknowledgement number
- For another registration, office may click on option "Register Another Employee"

OPGM SOP GDS NLAO Request Initiation



National Pension System Trust



[Home](#) >

GDS Subscriber Registration




Your Registration Details has been submitted successfully.

Name Of the Subscriber	DHIREN
Acknowledgement Number	11183295
Acknowledgement Number Generation Date	21/03/2023


[REGISTER ANOTHER EMPLOYEE](#)

- NL-AO will be able to download the registration form.

OPGM SOP GDS NLAO Request Initiation



National Pension System Trust



Home >

GDS Subscriber Registration

Progress bar with 7 steps: 1. Start (checked), 2. Acknowledgement ID Generated (checked), 3. Registration Details Submitted (checked), 4. Verification (grey), 5. Authorization (grey), 6. PRAN Generated (grey), 7. Process Complete (grey).

Your Registration Details has been submitted successfully.

Name Of the Subscriber	KANHA
Acknowledgement Number	11609843
Acknowledgement Number Generation Date	24/03/2023

[DOWNLOAD REGISTRATION FORM](#)

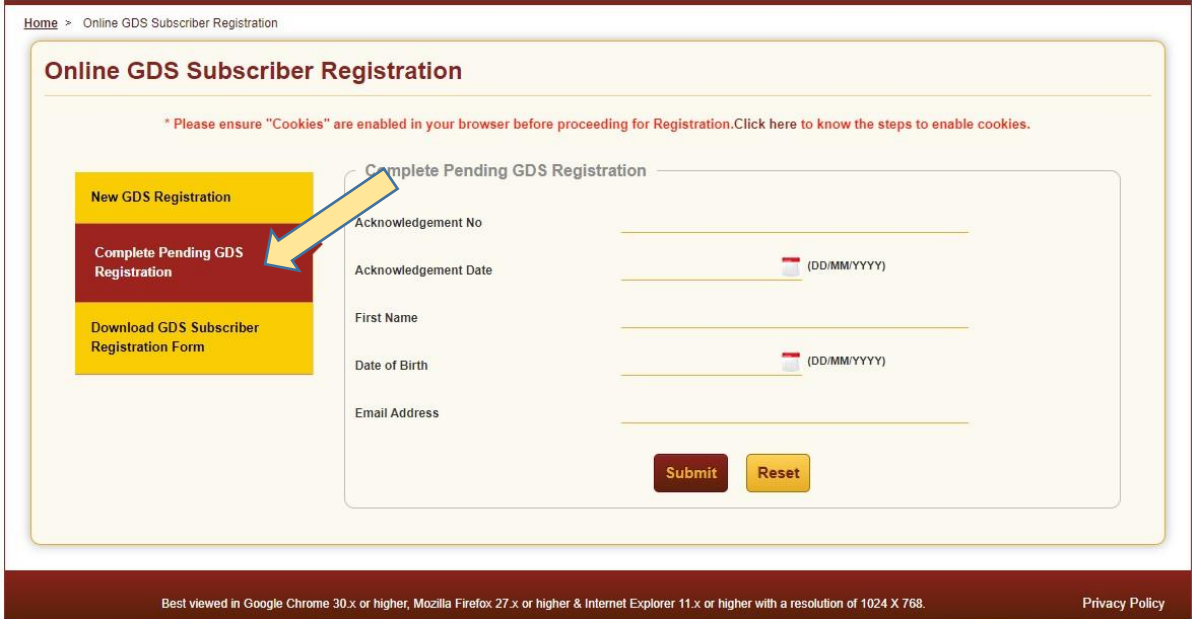
Best viewed in Google Chrome 30.x or higher, Mozilla Firefox 27.x or higher & Internet Explorer 11.x or higher with a resolution of 1024 X 768.

[Privacy Policy](#)

OPGM SOP GDS NLAO Request Initiation

- **Complete Pending GDS Registration:**

For any reason, if NL-AO could not complete the registration process after generation of Acknowledgement No., the same can be completed by subscriber later. Subscriber can select the option Complete Pending GDS Registration and provide Ack. No., Ack. date and DOB of the subscriber and continue with the registration process. The Ack. No. is sent as SMS and email to subscriber on the phone no. and email ID provided



Home > Online GDS Subscriber Registration

Online GDS Subscriber Registration

* Please ensure "Cookies" are enabled in your browser before proceeding for Registration. Click here to know the steps to enable cookies.

- New GDS Registration
- Complete Pending GDS Registration**
- Download GDS Subscriber Registration Form

Complete Pending GDS Registration

Acknowledgement No.

Acknowledgement Date (DD/MM/YYYY)

First Name

Date of Birth (DD/MM/YYYY)

Email Address

Best viewed in Google Chrome 30.x or higher, Mozilla Firefox 27.x or higher & Internet Explorer 11.x or higher with a resolution of 1024 X 768. [Privacy Policy](#)

OPGM SOP GDS NLAO Request Initiation

- **Download GDS Subscriber Registration form:**

If the NL-AO wishes to download the registration form submitted online for PRAN generation, NL-AO can click on the Download GDS subscriber Registration form and provide Ack No., Ack Date and Date of Birth and click submit.

The screenshot shows the NPS National Pension System Trust eNPS portal. The main content area is titled 'Online GDS Subscriber Registration'. On the left, there is a sidebar with three buttons: 'New GDS Registration', 'Complete Pending GDS Registration', and 'Download GDS Subscriber Registration Form'. A yellow arrow points to the 'Download GDS Subscriber Registration Form' button. The main form area contains the following fields:

- Acknowledgement No: 11165819
- Acknowledgement Date: 16/03/2023 (DD/MM/YYYY)
- First Name: [Empty field]
- Date of Birth: 01/01/1990 (DD/MM/YYYY)
- Email Address: [Empty field]

At the bottom of the form are 'Submit' and 'Reset' buttons.

Below screen will appear. Click on the download registration form and the form will be downloaded.

The screenshot shows the NPS National Pension System Trust eNPS portal. The main content area is titled 'Online GDS Subscriber Registration'. A progress bar at the top indicates the following steps: 1. Start (checked), 2. Acknowledgement ID Generated (checked), 3. Registration Details Submitted (checked), 4. Verification, 5. Authorization, 6. PRAN Generated, 7. Process Complete. Below the progress bar, there is a table titled 'Download Subscriber Registration GDS Form' with the following data:


Acknowledgement No.	NLCC Name	NLAO Name	PRAN	Subscriber Name	PRAN Generation Date	Download Registration Form
11165819	DoP-CRA-NL-CC	DoP-CRA-NL-AO		MANISHA		

A yellow arrow points to the 'Download Registration Form' button in the table. Below the table is a 'Home Page' button.

OPGM SOP GDS NLAO Request Initiation

Sample form which will be downloaded is as given below:

pdf 1 / 3 66%

NATIONAL PENSION SYSTEM – GDS REGISTRATION FORM			
Central Recordkeeping Agency (CRA) - Protean eGov Technologies Limited (formerly NSDL e-Governance Infrastructure)			
Central Govt	<input type="checkbox"/>	State Govt	<input type="checkbox"/>
Central Autonomous Body	<input type="checkbox"/>	State Autonomous Body	<input type="checkbox"/>
All Citizen Model	<input type="checkbox"/>	Corporate Sector	<input type="checkbox"/>
NPS Lite (GDS)	<input checked="" type="checkbox"/>		
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 :			
KYC Number			
Retirement Advisor Code			
1. PERSONAL DETAILS:			
Name of Applicant in full	Shri <input type="checkbox"/>	Smt <input type="checkbox"/>	Kumari <input checked="" type="checkbox"/>
First Name *	MANISHA		
Middle Name			
Last Name			
Select the name to appear on PRAN Card	<input checked="" type="checkbox"/>	Father's Name	<input type="checkbox"/> Mother's Name
Father's Name*	VIJAY		
Mother's Name			
Date of Birth *	2 0 / 0 7 / 1 9 9 9		
City of Birth			
Country of Birth			
Marital Status	<input type="checkbox"/> Married	<input type="checkbox"/> Unmarried	<input type="checkbox"/> Others
Nationality	Indian <input checked="" type="checkbox"/>		
Spouse Name			
Residential Status	Indian		
2. PROOF OF IDENTITY(Pol)			
Passport		Passport expiry Date	
Voter ID Card		PAN Card	

NL-AO shall take a print out of the forms for verification and authorization of the request.

-----XXXXXXXXXXXXXXXXXX-----