

Protean eGov Technologies Limited



protean
Change *is* growth

Reset of I-PIN (PrAO/DTA)
Version 1.0

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REVISION HISTORY

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

Abbreviation	Expansion
CDDO	Cheque Drawing DDOs
CRA	Central Recordkeeping Agency
CRA-FC	Facilitation Centre
CGA	Controller General of Accounts
CSRF	Common Subscriber Registration Form
DDO	Drawing and Disbursing Office
DDO Reg. No.	Unique DDO Registration Number allotted by CRA
DTA	Directorate of Treasuries and Accounts
DTO	District Treasury Office
I-PIN	Internet Personal Identification Number
NPS	National Pension System
NPSCAN	National Pension System Contribution Accounting Network
Protean	Protean eGov Technologies Limited
PAN	Permanent Account Number
PAO	Pay and Accounts Office
PAO/DTO Reg. No.	Unique PAO/DTO Registration Number allotted by CRA
PFM	Pension Fund Manager
PFRDA	Pension Fund Regulatory & Development Authority
PRAN	Permanent Retirement Account Number
Pr.AO	Principal Accounts Office
PPAN	Permanent Pension Account Number
PRN	Provisional Receipt Number
T-PIN	Tele-query Personal Identification Number

Standard Operating Procedure for Reset IPIN by Nodal office (PrAO/DTA)

Background:

As per the existing process, Nodal Office (PrAOs/DTAs) submits a written request to CRA for generation of new IPIN. Upon receipt of the written request, CRA processes the request in the system. Once processed, the new IPIN is printed and the pin mailer is dispatched to the concerned Nodal Office.

CRA has now developed a new functionality wherein Nodal Office can reset IPIN instantly of its choice. This functionality allows Nodal Office to reset IPIN by entering the IPIN and getting it authorized by Central Recordkeeping Agency (CRA). This functionality will ensure efficient and faster issuance of IPIN. The IPIN is reset instantly and hence it saves the time required to reissue of physical IPIN in current process.

Process:

PrAO/DTA initiating (capturing) the request for 'Instant Reset IPIN'.

1. PrAO/DTA needs to click on the 'Reset Password?' link on the home page (www.cra-nsdl.com) (refer Image 1.1)

Image 1.1

The screenshot displays the NSDL e-Gov National Pension System (NPS) website. The header includes the NSDL e-Gov logo, the Protean logo with the tagline "Change is growth", and the text "National Pension System (NPS)". Below the header, there is a list of services on the left and two login forms on the right. The first form is for "Subscribers" and the second is for "Nodal Offices / Other Intermediaries". Both forms have fields for "User ID", "Password", and "Enter Captcha". The "Subscribers" form has a "Submit" button and links for "Reset Password", "IPIN for eNPS", and "Help/Instructions for Login". The "Nodal Offices / Other Intermediaries" form has a "Submit" button and a link for "Help/Instructions for Login".

1), if so please [Click here](#)

Subscribers

User ID _____
Password _____
Enter Captcha $7 + 3 + 9 =$ _____

[Reset Password](#) [IPIN for eNPS](#) [Help/Instructions for Login](#)

Nodal Offices / Other Intermediaries

LPIN Digital Certificate

User ID _____
Password _____
Enter Captcha $6 + 2 + 4 =$ _____

[Reset Password](#) [Help/Instructions for Login](#)

2. Select the 'Instant Set/Reset password' Option and select the "Nodal Office" option (refer Image 2.1). After selection, the PrAO/DTA should provide its User ID in the designated field & enter the captcha

Image 2.1

NSDL e-Gov is now **protean** Change is growth National Pension System (NPS)

[Steps/Process to Reset Password for Nodal Office](#)

Reset Password using secret question Instant Set/Reset Password

Reset Password

Nodal Office Generate OTP

User Id *

Enter Captcha *

[Home](#)

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Home | Contact Us | System Configuration | Best Viewed | Entrust Secured | Privacy Policy | Grievance Redressal Policy

3. After providing the respective User ID, the user is required to provide certain mandatory details (marked in red asterisk) along with the new password (IPIN) as per the choice of Nodal Office (refer Image 3.1).

Image 3.1

NSDL e-Gov is now **protean** Change is growth National Pension System (NPS)

Reset IPIN

*** Mandatory Fields**

User ID 1115E2301

Entity Reg. No. *

Name of the Person *

First Name * Middle Name Last Name

Designation *

Office City

Registered Email Address *

Email Address for PIN mailer

Pin Code *

New Password *

Confirm Password *

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4. Nodal Offices should ensure that the details entered should match with the details available in PCRA system. Click on "Submit Button" to process. (refer Image 4.1).

Image 4.1

The screenshot shows the 'Reset i-PIN' form on the NSDL e-Gov Protean National Pension System (NPS) website. The form is titled 'Reset i-PIN' and includes a 'Mandatory Fields' indicator. The fields are as follows:

User ID	111582301
Entity Reg. No *	3100742
Name of the Person *	First Name * Middle Name Last Name
Designation *	
Office City	
Registered Email Address *	
Email Address for PIN mailer	
Pin Code *	
New Password *	*****
Confirm Password *	*****

Buttons: Submit, Reset

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5. Once the details are submitted, a confirmation screen will be displayed with the detail entered. The user needs to confirm the same (refer Image 5.1).

Image 5.1

The screenshot shows the 'Reset Password Confirmation Screen' on the NSDL e-Gov Protean National Pension System (NPS) website. The screen displays the details entered in the previous step for confirmation:

User ID	111582301
Entity Reg. No.	3100742
Name of the person	
Designation	
Registered Email Address	
Pin Code	

Buttons: Confirm, Cancel

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6. After confirmation, an acknowledgment number will be generated. A print option has been provided to print the Acknowledgement details as appearing in the screen (refer Image 6.1).

The office needs to submit this acknowledgement details to PCRA for authorization through its registered email id only.

Image 6.1



Note:

On receiving the Acknowledgement from the respective PrAO/DTA, PCRA will authorize the request. Once the request is authorized, an email confirming the activation of the IPIN will be sent to the registered e-mail ID provided by PrAO/DTA.
