

**GOVERNMENT OF TRIPURA
OFFICE OF THE DIRECTOR GENERAL OF POLICE
TRIPURA :: AGARTALA**

No. 7540-77 /F.RV(47)/PHQ/2018(Part-III)

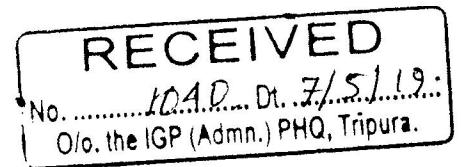
Dated 8 /05/2019

Copy for information to:-

- 01-08. The Superintendents of Police, West/Khowai/Sepahijala /South/Gomati/
North/Unakoti/Dhalai, Tripura.
- 09-17. The Superintendents of Police, MTF/ Comn./ Proc./Security/GRP/Traffic/
Special Branch/Anti Narcotics/SCRB, Tripura.
- 18-33. The Commandants- Home Guards/CTI/BW HG BN/SAF/TSR, 1st/2nd/3rd/5th/
6th/7th/8th/9th/10th/11th/12th/13th Bn TSR, Tripura.
34. The Principal KTDS, Narsingarh, Tripura.
35. The Co.A.Ch. Rama Rao TSR Training Centre, Tripura.
36. The Co. CIAT School, Kachucherra, Dhalai, Tripura.
- ✓ 37. The Addl. SP (E-Gov. Cell), PHQ, Agartala, Tripura, to post this in Tripura
Police website and also send it to all office concerned through e-mail.
38. The Drawing & Disbursing Officer, PHQ Tripura.

sent 07/05/2019
(G. Chakraborty, IPS)
Dy. Insp. Genl. of Police (HQr),
For Director General of Tripura,
Tripura, Agartala.

No. 1820 DGP/PS
Dated 06/05/19



Government of Tripura
Finance Department
National Pension Scheme

No.F.9 (1) (131)-Fin (E)/95(P)/STATE/14

Dated, Agartala, January, 2019

Memorandum

It has been decided by the Government of Tripura that the employees were recruited on or after 1st July, 2018 shall come under the purview of National Pension Scheme (NPS).

2. It is essential for the employees under NPS to have Permanent Retirement Account Number (PRAN) as mandated by the Scheme.

3. Those employees who have been recruited on or after 1st July, 2018, if have obtained PRAN should immediately furnish their PRAN details to their respective Head of Offices/DDOs for inclusion in the HRMS.

4. Those employees who were recruited on or after 1st July, 2018, have not obtained PRAN, shall apply for PRAN through their respective DDO in the enclosed NPS registration form for online submission of application for PRAN. All the Head of Departments are requested to circulate the blank NPS Registration Form to all employees through their respective DDO who shall take necessary steps for online submission of application for PRAN. All the HoD are also requested to enclose copy of NPS Registration Form along with offer of appointment letter to the future recruits for submission of duly filled in NPS Registration Form to concerned DDO while joining in the service.

Enclo. as stated above

(Signature)
(M. Darlong)

Secretary
Finance Department
Government of Tripura

1. The Additional Chief Secretary/Principal Secretary/Secretary/Special Secretary/DGP/PCCF.....Department
2. All Head of the Departments.....Department

Copy to:

1. PPS/PS to the Hon'ble Deputy Chief Minister for favour of kind information
2. PPS/PS to the Chief Secretary, Tripura for kind information

Indicates mandatory fields. Please fill the form in English and BLOCK letters with black ink pen only. Do not use white correction fluid.

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)	
Mother's Name*	
(Refer Sr No 1 of instructions)	
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*	(Date of Birth should be supported by relevant documentary proof)
City of Birth*	
Country of Birth*	I N D I A
Gender* [Please tick (✓)]	Male <input type="checkbox"/> Female <input type="checkbox"/> Others <input type="checkbox"/> Nationality* Indian <input checked="" type="checkbox"/>
Marital Status*	Married <input type="checkbox"/> Unmarried <input type="checkbox"/> Others <input type="checkbox"/>
Spouse Name*	
(Refer Sr No 1 of instructions)	
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
Voter ID Card	PAN Card
Driving License	Driving License Expiry Date
NREGA JOB Card	
Others	Name of the ID

I hereby authorize CRA registered under Pension Fund Regulatory and Development Authority (PFRDA) to use my Aadhaar details for National Pension System (NPS) and authenticate my identity through Aadhaar Authentication system (Aadhaar based e-KYC services of UIDAI) in accordance with the provisions of the (Regulated Delivery of Financial and other Subsidies, Benefits and Services) Act, 2016 and the allied rules and regulations notified thereunder. I understand that the Aadhaar details (physical and / or digital, as the case maybe) submitted for availing services under NPS will be maintained in NPS till the time the account is not inactive in NPS or the timeframe decided by PFRDA, the regulator of NPS, whichever is later. I understand that Security and confidentiality of personal identity data provided, for the purpose of Aadhaar based authentication is ensured by CRA registered with PFRDA till such time it is acting as CRA for my NPS account.

As per the amendments made under Prevention of Money-Laundering (Maintenance of Records) Second Amendment Rules, 2017 Aadhaar and PAN are mandatory under NPS. If you do not have Aadhaar and / or 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 3 months old
Please refer Sr No 2 of the instructions

Correspondence Address

Passport /Driving License/UID (Aadhaar)/Voter ID card/NREGA Job Card/Ration Card/Others
Registered Lease/Sale agreement of residence
#Latest Gas/Electricity/Telephone/Landline Bill

Permanent Address

Passport /Driving License/UID (Aadhaar)/Voter ID card/NREGA Job Card/Ration Card/Others
Registered Lease/Sale agreement of residence
#Latest Gas/Electricity/Telephone/Landline Bill

4.1 CORRESPONDENCE ADDRESS DETAILS*

Address Type*	Residential/Business <input checked="" type="checkbox"/>
Flat/Room/Door/Block no	Landmark
Premises/Building/Village	
Road/Street/Lane	
Area/Locality/Taluk	
City/Town/District	PIN Code
State/U T	I N D I A

4.2 PERMANENT ADDRESS DETAILS*

☒ Tick (✓) in the box in case the address is same as above.

Address Type*	Residential/Business <input checked="" type="checkbox"/>
Flat/Room/Door/Block no	Landmark
Premises/Building/Village	
Road/Street/Lane	
Area/Locality/Taluk	
City/Town/District	PIN Code
State/U T	

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

7. Occupation Details (Please refer to Sr no. 3 of the instructions)

Government Sector ☒

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 Qualification Below SSC SSC HSC Graduate Masters Professionals (CA, CS, CMA, etc.)

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

(All the bank details are mandatory except MICR Code)

!!! ENCLOSE CANCELLED CHEQUE

Account Type [please tick (✓)] Savings A/c ☐ Current A/c ☐
Bank A/c Number
Bank Name
Branch Name
Branch Address
Bank MICR Code
PIN Code
IFS Code

8. SUBSCRIBERS NOMINATION DETAILS* (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)

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

☒ If Yes, please submit details in Annexure I

(If you wish to create Tier II account subsequently, you may submit separate application (Annexure S10) to the associated Social Office or to POP Point SP of your choice (POPP))

POP SPs providing services under NPS and Annexure S10 is available on CRA website

I would like my PRAN to be printed in Hindi

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)

NOT APPLICABLE FOR STATE GOVERNMENT EMPLOYEES

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

Section I*

US Person*

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 of tax residency	INDIA
Address in the jurisdiction for Tax Residence	Address Line 1
	City/Town/Village
	State
	Tripura
Postal Code	
Permanent Account Number (PAN)	
PAN Issuing Country	INDIA
Validity of documentary evidence provided (Wherever applicable)	Lifetime Validity

Please fill up these details

I certify that

- 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.
- 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.
- 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.
- 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.
- 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.
- 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
- 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.
- I shall indemnify NPS Trust for any loss that may arise to the NPS Trust on account of providing incorrect or incomplete information

Date

Place

Name of subscriber

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

Further agreement to the terms and conditions of service and services by (2A) is required to be filled and attested by the Deptt. (All Details are Mandatory)

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 disclose my financial profile or share the information with other government authorities. I further agree that NPS Trust has the right to use my PRAN in case I am found violating the provisions of any law relating to prevention of money laundering.

Date

Place

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

13. DECLARATION BY EMPLOYER

To be filled by Nodal Office

Applicable to Government Subscribers only

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

Date of Joining		Date of Retirement	
Employee Code/ID (If applicable)		Employee Code/ID and PPAN are optional. If you intend to provide, mention any one.	
PPAN (If applicable)			
Group of Employee (Tick as applicable)	Group A <input type="checkbox"/>	Group B <input type="checkbox"/>	Group C <input type="checkbox"/>
Office			
Department			
Ministry	S T A T E G O V T		
DDO Registration Number			
DTO Registration Number			
Basic Pay			
Pay Scale			

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

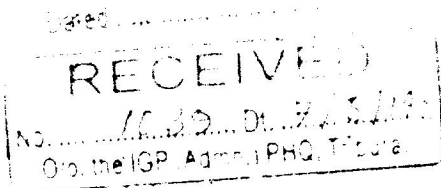
Signature of the Authorised person (In the box above)	Rubber Stamp of the DDO (In the box above)	Signature of the Authorised person (In the box above)	Rubber Stamp of the DTO/PAO/CDDO/ DTA/PrAO (In the box above)
Designation of the Authorised Person		Designation of the Authorised Person	
Name of the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

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

Received by		CRA-FC Registration Number	
Received at		Date	
Acknowledgement Number (by CRA-FC)			
PRAN Allotted			

ACKNOWLEDGEMENT

Name of the Subscriber	
Contribution Amount Remitted	
Date of Receipt of Application and Contribution Amount	



GOVERNMENT OF TRIPURA
DEPARTMENT OF FINANCE

Dated, Agartala, the 26th April, 2019.

MEMORANDUM

I am directed to inform that for better information and fund flow under National Pension Scheme, the Finance Department, Government of Tripura has integrated Online Treasury System with the server of NSDL and Trustee Bank for facilitating the flow information to NSDL Portal and flow of fund to Trustee Bank.

The procedure for Online PRAN Generation, preparation of salary bill for the employees who comes under the NPS and further information and fund flow are as under:-

1. The DDOs will be responsible for the Online PRAN Generation of the employees who have joined on or after 01-07-2018. The regular employees under State Government and Fixed Pay employees whose post have been created by keeping Regular Scale post in abeyance. The contribution from the Government towards NPS and employee's contribution as under Tier - I and Tier - II of NPS scheme will be governed by the memo given by the Finance Department vide No.F.8(1)-FIN(C-2004(P-I), dated, 13th July, 2018.
2. The DDOs will first collect filled Subscriber Registration Form from the employee concerned. Then DDOs will generate online PRAN Generation request by filling up the particulars of the employee through the portal: - www.cra-nsdl.com and submit to the Treasury / Sub-Treasury Officer. DDOs will also send the copy of the Subscriber Registration Form as submitted by the employee to the Concerned Treasury/ Sub-Treasury for verification.
3. Then the Treasury Officer/ Sub-Treasury Officer will verify the online PRAN Generation request and submit it to NSDL through NSDL portal.
4. After generation of PRAN, the DDOs will enter the same in the HRMS Software against concerned employee in the appropriate cell in the Employee Basic Details and also select pension type as 'NPS' for that employee.
5. For Regular Monthly Contribution:
 - (i) The DDO will prepare the monthly Salary Bill through HRMS software as per present procedure. The NPS contribution under Tier - I of the employee will be calculated automatically.


DL (HRS)
DL (HRS)

[Signature]

[Signature]

[Signature]
circulate to all units
24/4/19
15/5/19

- (iii) Then, the DDO will deduct employee contribution from pay bill and issue a book transfer (BT) bill to concerned Treasury Officer booked as Government contribution through CTOS Software (Annexure A).
- (iii) The TO/STO will upload the NPS contribution information to NSDL through HRMS Software using regular contribution module
6. For the legacy data:
- (i) The DDO will deduct employee contribution from pay bill and issue a book transfer (BT) bill to concerned Treasury Officer booked as Government contribution through CTOS Software.
- (ii) The TO/STO in consultation with the DDO will upload the month wise arrears contribution details through HRMS Software using arear contribution module.
7. The TO/STO will prepare a single bill paid to NPS Trust accumulating the employee and Government contribution through CTOS Software (Annexure A).
8. Head of Accounts for Deduction of Government Contribution and Employee's Contribution under NPS is given in Annexure - 'A'


(N. Darlong)
Secretary to the
Government of Tripura
Finance Department.

To

1. All Head of the Departments, Government of Tripura.
2. The Treasury / Sub-Treasury Officer, Govt. of Tripura.

Copy to:-

1. The PS to the Principal Secretary, Finance Department, Govt. of Tripura.
2. The Web Administrator of the Finance Department for uploading the same in the Finance Department's website.

under National pension system (NPS) in Computerised Treasury Operation System.

1. The DDO while preparing salary bill will deduct Employees contribution at the rate of 10% of 'Basic Pay plus Dearness Allowance (DA)' in case of All India Service Officers, and 10% of 'Basic Pay' for State Govt. Employees, from the monthly salary of the Employee concerned. The deduction will be shown under the 'Recoveries' Column of the salary Bill (Treasury Deduction) and will be classified under the following Heads of Accounts:

8342: Other Deposits

00:

117: Defined Contribution Pension Scheme for Government Employees

02: Pension

11: Government Servants Contributions under Tier-I

04: Pensionary Charges

2. The DDO will also prepare a 'Book Transfer (BT) Bill' for matching Government Contribution (Equal to Employee Contribution under Tier-I Account) and debit the amount against the following Heads of Accounts:

2071: Pensions and Other Retirement Benefits

01: Civil

117: Contribution for Defined Pension Scheme

02: Pension

10: Government Contribution - Defined Pension Scheme

04: Pensionary Charges

This amount will also be shown under 'Recoveries' against the following Heads of Account:

8342: Other Deposits

00:

117: Contribution for Defined Pension Scheme for Government Employees

02: Pension

15: Employees and Government Contribution for Defined Pension Scheme

04: Pensionary Charges

Therefore, the net payment on this Bill will be nil.

3. All the 'Recoveries' i.e. Employee Contribution under Tier-I & II and Government Contribution, will be deposited in favour of the concerned Treasury Officer (TO) / Sub Treasury Officer (STO) through the Treasury Challan.
4. Thereafter, the TO/ STO will prepare a BT bill to book the amount in Employee's contribution deduction head i.e.
8342: Other Deposits
00:
117: Defined Contribution Pension Scheme for Government Employees
02: Pension
11: Government Servants Contributions under Tier-I
04: Pensionary Charges

Account

8342: Other Deposits

00:

117: Contribution for Defined Pension Scheme for Government Employees

02: Pension

15: Employees and Government Contribution for Defined Pension Scheme

04: Pensionary Charges

The net payment on this Bill will be nil.

5. Thereafter, TO/ STO will prepare a bill for drawal of Employee Contribution and Government Contribution from Head,

8342: Other Deposits

00:

117: Contribution for Defined Pension Scheme for Government Employees

02: Pension

15: Employees and Government Contribution for Defined Pension Scheme

04: Pensionary Charges

And transfer the drawn fund through electronic transfer mode by TO/STO, to the concerned DTO Officer account in NPS Trustee Bank. The Bill should be raised latest by first week of the month of payment of salary.

