OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE
SOUTH-EAST DISTRICT, SAKET COURT COMPLEX, NEW DELHI

No. 4138-M /NPS/Acctts./SE/ND/2025 Dated 18/6/25

Sub.:- Option to avail benefits of Unified Pension Scheme (under National Pension System) Regulations 2025

Copy of circular No. 22440-740/NPS/Acctts./124/2025 dated 09.06.2025 is being forwarded for information and necessary action to :-

1. P.S. to Ld. Principal District & Sessions Judge, South-East District, Saket Courts, New Delhi.
2. All the Ld. Judicial Officers, South-East District Saket Court Courts, New Delhi with request to circulate the same amongst the staff under their control.
3. The Administrative Officer (Judl.)/Accounts Officer/Branch In-charges with request to circulate the same amongst the staff posted in their respective branches.
4. The Administrative Officer (Judl.)/Branch In-Charge, Computer Branch, Saket Court Complex, New Delhi to upload the aforesaid circular alongwith its enclosures on the website of South-East District, Saket Courts, New Delhi.
5. The Branch In-Charge, R & I Branch, South-East District, Saket Court Complex, New Delhi to upload the same on LAYERS.

PRINCIPAL DISTRICT & SESSIONS JUDGE (OFFICIATING)
South-East District, Saket Court, New Delhi

1855-T

Acces

Dated: 11/6/25

Receipt & Issue Branch
South East/Saket Court
New Delhi

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (HQs): DELHI

CIRCULAR

Sub:- Option to avail benefits of Unified Pension Scheme (Under National Pension System) Regulations,2025.

The attention is invited to endorsement No. F.10(71)S-IV/GOI Gazette Notification /2025/649-652 dated 26.05.2025 forwarded by Dy. Secretary (Services) Government of National Capital Territory of Delhi Services Department (Services –IV Branch), Delhi Secretariat, 5th Level "A" Wing I.P. Estate, New Delhi-110002 on the subject cited above, it is informed that Unified Pension Scheme (UPS) has been notified by notification F.No. FX-1/3/2024-PR dated 24.01.2025 issued by the Department of Finance, (Department of Financial Services). PFRDA (Operationalisation of Unified Pension Scheme under NPS) Regulations,2025 has been notified on 19.03.2025.

Pursuant to aforesaid Notifications, all the Judicial Officers/Officers/Officials/Ex-Officers/Officials, who are/were drawing salary from Central District covered under the NPS and wish to avail the benefits under the UPS scheme shall exercise their option (NPS to UPS) preferably through online mode in the following link https://enps.nsdl.com/eNPS/NationalPensionSystem.html in case of any technical problem, the Judicial Officers/Officers/Officials/Ex. Officers/Officials can also fill up all the relevant details in physical form (Copy of notification dated 24.01.2025,19.03.2025 and Form A2, B1 & B2 are available on website of the District Court, Central District) after going through all the details of the scheme (UPS) and its operationalization and due care be taken before submitting the request since **option once exercised shall be final and irrevocable.** The last date of submission of option is **30th June, 2025**. The timelines for exercising the UPS option are as given below

Sl	Particulars	Form
1	Exercise of Option by an eligible Central Government employee presently subscribed to National Pension System (NPS) for being covered under Unified Pension Scheme (UPS)	A2
2	Claim and Payout Form: Unified Pension Scheme (UPS) subscriber who superannuated or retired on or after 1st April,2025	B1
3	Claim and Payout Form: Unified Pension Scheme (UPS) subscriber who superannuated or retired on or before 31st March,2025	B2

(Ankur Jain-I)
Addl. Sessions Judge -04(Central)
Head of Office
O/o Pr. District & Sessions Judge (HQs.)
Tis Hazari Courts, Delhi

No. 22440 - 740 /NPS/Accts./124/2025

Dated : 09.06.2025

Copy forwarded to :-

1. PS to Ld. Principal District & Sessions Judge (HQs), Delhi, Room No. 302- A.
2. The Registrar General, Delhi High Court, with the request that these instructions may kindly brought to the notice of the staff posted in Delhi High Court on diverted capacity.
3. The Principal District & Sessions Judge-cum-Special Judge (PC Act) (CBI), Rouse Avenue Courts Complex, New Delhi, with the request to circulate the same among the staff under their control.
4. The Principal Judge, Family Courts, Dwarka with the request that these instructions may kindly brought to the notice of the staff posted in Family Courts on diverted capacity.
5. The Director, Delhi Judicial Academy, Dwarka, Delhi with the request to circulate the same among the trainee Judicial Officers and staff posted in Judicial Academy on diverted capacity.
6. The Delhi Legal Service Authority, Central, West (THC), New Delhi (PHC), East, North East & Shahadra (KKD), South and South East, (Saket), North & North-West & Outer (Rohini) and South-West (Dwarka) with the request that these instructions may kindly be brought to the notice of the staff posted in their office on diverted capacity.
7. All Ld. Drawing & Disbursing Officers, West (THC), New Delhi (PHC), East, North- East & Shahadra (KKD), South and South East, (Saket), North & North-West & Outer (Rohini) and South-West (Dwarka).
8. All the Judicial Officers (**Central District**), Tis Hazari Court with the request to circulate the same among the staff under their control.
9. All the Judicial Officers (Rouse Avenue Court Complex) with the request to circulate the same among the staff under their control.
10. The Railway Magistrate, Old Delhi Railway Station, Delhi.
11. Sr. Administrative Officer (Judicial)/Administrative Officer (Judicial)/Sr. AO / AAO / PRO / APRO / Branch In-charge at Tis Hazari Court and Rouse Avenue Court with the direction to circulate the same among the staff under their control.
12. Website committee with request to upload the same on website of the District Courts.
13. The R & I Branch, Branch Incharge for uploading the circular on LAYERS Software.

Addl. Sessions Judge -04(Central)
Head of Office (HQs.)
Tis Hazari Courts, Delhi

FORM A2

UNIFIED PENSION SCHEME (UPS) – SUBSCRIBER MIGRATION FORM - Government Sector

[See Regulation 4]

Exercise of Option by an eligible Central Government employee presently subscribed to National Pension System (NPS) For being covered under Unified Pension Scheme (UPS)

Protean eGov Technologies Limited *(formerly NSDL e- Governance Infrastructure Ltd.)*

I,..... Son/ Daughter of Mr/Mrs. ..... being a subscriber of NPS as on 01/04/2025 with permanent retirement account number (PRAN) ....., having read and fully understood the provisions of Unified Pension Scheme (UPS) as notified by Central Government vide notification F.No. FX-1/3/2024-PR dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025 as amended from time to time, and being eligible to opt for Unified Pension Scheme, do hereby exercise the option to be covered under Unified Pension Scheme (UPS).

Further, I hereby acknowledge that this option exercised by me shall be final and irrevocable.

I authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data / details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder.

Signature / Thumb Impression* of Applicant
(*LTI in case of males and RTI in case of females to be provided. Toe impression in case no hands)

Place : _____ Date D D M M Y Y Y Y

(To be filled and certified by the DDO based on Service records)

Employment Details (At the time of exercise of UPS option)	
Employee Code/ID	
Date of commencement of qualifying service *(Qualifying Service as defined in Regulation 2(k) read with Regulation13)*	D D M M Y Y Y Y
Current Month Basic Pay	
Non-Practicing Allowance (NPA), if applicable	
Schedule date for next increment	D D M M Y Y Y Y

Signature & Name of DDO	Signature & Name of PAO
DDO Reg. No.	PAO Reg. No.
Date : Place :	Date : Place :

Note/Instruction:

- The duly signed copy of this Form shall be kept DDO in employee's service record and a copy of the same shall be provided to the employee for his record.
- DDO shall input the Head of Office verified data in the Central Record Keeping System and in case of physical submission of form by the subscriber, the DDO shall upload a copy of this duly signed option form. PAO shall authorise and approve the option exercised by the subscriber in the CRA system through their login.

Form B1
[See Regulation 19, 20 and 23]
Claim and Payout Form Unified Pension Scheme (UPS) subscriber who superannuated/retired on or after 01/04/2025

Before filling the form, please read the INSTRUCTIONS carefully given at the end of the form

Protean eGov Technologies Limited *(formerly NSDL e- Governance Infrastructure Ltd.)*

Joint photograph of Subscriber & Spouse

3.5 cm × 2.5 cm size / passport size

(Do not sign across / stapple / clip)

PART - A (to be filled by the subscriber)

1. Category *(any one)*:

Superannuation (After minimum 10 years of Qualifying Service)	
Voluntary Retirement (After 25 years of Qualifying Service)	
Retirement under Fr 56(j) (which is not a penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965)	

2. Detail of Subscribers:

Name

Employee Code / ID

PRAN

Date of Birth (d d m m y y y y)

Date of Joining Service (d d m m y y y y)

Date of Voluntary Retirement (*if applicable*) (d d m m y y y y)

Gender ☐ Male ☐ Female ☐ Transgender

Date of Superannuation / Retirement under FR 56(j) (d d m m y y y y)

In case of Voluntary Retirement, Date of Deemed Superannuation (d d m m y y y y)

PAO (*office name*)

DDO (*office name*)

PAN

Ministry / Department (*from where retired*)

3. KYC Details:

Document (*one of the documents*)	Document Type	Identification Number	Validity (*in case of Passport and Driving License*)
Aadhaar* / Driving License / Passport / Voter ID / CKYC ID / Letter issued by NPR			

4. Current Address:

Flat/House No./Bldg. Name

Street / Locality

Village & Post Office / Block

City / District State

Country Pin Code

5. Contact Details:

Telephone No. (If any) Mobile No.

E-mail ID

6. Details of Legally Wedded Spouse as on Date of Superannuation:

Name

DOB (d d m m y y y y) PAN*

Gender ☐ Male ☐ Female ☐ Transgender Mobile No.

E-mail ID

Aadhaar No.* ☐☐☐☐ Provide last Four Digits

7. Details of Bank account:

Type of Bank A/C (As on date of superannuation) ☐ Joint with legally wedded Spouse ☐ Single (only in the absence of legally wedded Spouse)

Bank A/c No.

Bank Name IFSC

Note: Please ensure that the Government Servant is the Primary Account holder in the Joint Account.

8. Final Withdrawal Percentage – *(can be availed upto 60% of corpus)*

I desire to opt for Final Withdrawal *(applicable where subscriber had not availed UPS benefits)*	.....% of individual corpus
I am exercising this option being fully aware that the final withdrawal will proportionately reduce the assured payout.	

FORM B1

Declaration:

I _____ Son / Daughter of Mr. / Mrs. _____ a subscriber of Unified Pension Scheme (UPS) with PRAN_____ and have fully read and understood the provisions of Unified Pension Scheme (UPS) as notified by GoI vide notification F. No. FX-1/3/2024-PR, dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025 as amended from time to time. I hereby declare that I am eligible to avail benefits under UPS in terms of the aforesaid notification and Regulations. I certify that the information given above is true and correct.

I authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data/ details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder.

Place: _____ Name: _____

Date: d d m m y y y y

Signature / Thumb Impression* of Applicant
(*LTI in case of males and RTI in case of females to be provided. Toe impression in case no hands)

PART - B (Details as recorded in the CRA System)

1. Details for Calculation of UPS Benefits Payable to Subscriber:

I.	Individual Corpus (IC): Value of corpus as on Date of Superannuation / Retirement	
II.	Benchmark Corpus (BC) (*on date of superannuation / retirement*)	
III.	Excess / Shortfall of Individual Corpus vis-a-vis Benchmark Corpus (IC-BC)	
IV.	Final Withdrawal (FW in %)	

PART - C (to be filled by the DDO in the CRA system)

1. Employment Details as per service record:

File No:

Employee Code / ID

Date of Commencement of Qualifying Service
(Qualifying Service as defined in Regulation 2(k) read with Regulation 13) d d m m y y y y

Date of Superannuation/ Retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965) / Voluntary Retirement d d m m y y y y

Length of Qualifying Service in Months (Q)

Length of Qualifying Service in Completed Half Years (L)
(fraction to be ignored)

Date of Start of Monthly Admissible Payout
(in case of superannuation, Voluntary Retirement : Form next day of superannuation, in case of retirement under FR 56 (j) From next day of retirement) d d m m y y y y

2. Basic Pay details for last 12 months before Superannuation/ Retirement under FR 56 (j) / Voluntary Retirement :

	Basic Pay	NPA (*non-practicing allowance granted to medical officer in lieu of private practice*)	Total (Basic Pay + NPA)		Basic Pay	NPA (*non-practicing allowance granted to medical officer in lieu of private practice*)	Total (Basic Pay + NPA)
Month 1				Month 7			
Month 2				Month 8			
Month 3				Month 9			
Month 4				Month 10			
Month 5				Month 11			
Month 6				Month 12			
Average of 12 Months of (Basic Pay +NPA) = P							

3. Salary Details of last month before Superannuation/ Retirement under FR 56 (j) / Voluntary Retirement :

Month / Year	**Basic Pay** *(includes non-practicing allowance granted to medical officer in lieu of private practice) if any)* **(BP)**	**Dearness Allowance (DA)**	**Total E = (BP + DA)**
Last month emolument **(E)** for lump-sum payment			

Certified that the details provided by subscriber in **Part-A**, details of employment and salary i.e., qualifying service, last basic pay, average basic pay, superannuation/retirement date, legally wedded spouse details on the date of superannuation, which has been verified by HOO and the entry has been made as per such certification.

Verified and Certified that the details are true and correct.

Signature & Name of DDO :

DDO Name	**DDO Registration No.**
Date:	**Place:**

FORM B1

Form B1
(Part D)
UPS Payout Order (UPO) issued by PAO
(System Generated)

Joint photograph of Subscriber & spouse

3.5 cm × 2.5 cm size / passport size

(Do not sign across / stapple / clip)

To,
National Pension System Trust
Tower B, B-302, Third Floor, World Trade Center Nauroji Nagar, New Delhi-110029

File No: Date of Issue: d d m m y y y y

UPS Payout Order (UPO) No:

1. Subscriber Category (*any one*):

Superannuation (After minimum 10 years of qualifying service)	
Voluntary Retirement (After 25 years of qualifying service)	
Retirement under FR 56(j) which is not a penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965	

2. Details of Subscriber:

Name

Employee Code / ID

PRAN Date of Birth d d m m y y y y

Date of Joining Service d d m m y y y y Date of Voluntary Retirement (*if applicable*) d d m m y y y y

Gender ☐ Male ☐ Female ☐ Transgender

Date of Superannuation / Retirement under FR 56(j)

In case of Voluntary Retirement, Date of Deemed Superannuation

PAO (*office name*)

DDO (*office name*)

PAN

Ministry / Department (*from where retired*)

3. Details of Legally Wedded Spouse on the Date of Superannuation / Retirement:

Name

DOB d d m m y y y y PAN

Gender ☐ Male ☐ Female ☐ Transgender Mobile No.

E-Mail ID

4. Details of Bank Account:

Bank A/c No. IFSC

Bank Name

5. Details of Employment & Salary:

Length of Qualifying Service in Number of Months

Average of last 12 Months Basic Pay

Assured Payout

Last month salary (Basic Pay + DA)

Length of Qualifying Service in Completed Six Months

Date of start of monthly Admissible Payout d d m m y y y y

Sanction of Admissible UPS Benefits payable to Subscriber

6. UPS Benefits Payable to Subscriber:

Lumpsum Payment

Excess, if any, of Individual Corpus *vis-a-vis* Benchmark Corpus

Final Withdrawal Amount

Monthly Admissible Payout [Assured Payout *IC/BC (1- Final Withdrawal%)]

DR Amount on Admissible Payout

Arrears of Admissible Payout and Applicable DR

Signature & Name of PAO :

PAO Name	**PAO Registration No.**
Date:	**Place:**

Authorising the release of benefits upon receipt of UPS Payout Order after due Verification

Authorised Signatory
NPS Trust

Date:	Place:

Instructions to fill the form

1. All fields are mandatory, unless marked with Asterisks.
2. Please fill the details of the subscriber as per the service records.
3. Please give details of DDO, PAO, Department/Ministry of the office from where you retired.
4. Any one of the 5 KYC documents may be provided. In case of online filling of the form Aadhar Number or CKYC ID may be provided.
5. The current address shall be as per the KYC document provided. In case there is change in the current address, the concerned KYC documents is to be updated first.
6. The mobile number and e-mail id of the claimant shall be verified separately by sending an OTP or a link as may be applicable.
7. The field of date of joining in Central Govt regular service shall be captured from the CRA system, however, in case of any change, it shall be editable by the subscriber and duly verified by DDO.
8. In case, Aadhaar number is being given for legally wedded spouse, only the last four digits of the Aadhaar number may be provided.

List of Documents to be attached with this form

By Claimant:

i. Photocopy of the first page of Pass Book/Bank Statement or cancelled cheque of the Bank Account or any other bank document showing the name and account details of Account Holder, in which the payout is to be credited.
ii. Copy of PAN Card of claimant.
iii. KYC documents of claimant.
iv. One joint photograph.
v. Specimen signature of claimant.

By DDO:

i. Copy of the document containing employment details verified by HOO.
ii. Copy of the signed Form by subscriber (in case the form submitted by subscriber in physical mode).

Form B2
[See Regulation 4,19 and 20]
Claim and Payout Form: Unified Pension Scheme (UPS) Subscriber who Superannuated/Retired on or before 31/03/2025

Before filling the form, please read the INSTRUCTIONS carefully given at the end of the form

Protean eGov Technologies Limited *(formerly NSDL e- Governance Infrastructure Ltd.)*

Joint photograph of Subscriber & Spouse

3.5 cm × 2.5 cm size / passport size

(Do not sign across / stapple / clip)

PART - A (to be filled by the subscriber)

1. Detail of Subscribers:

Name

Employee Code / ID

PRAN

Date of Birth (d d m m y y y y)

Date of Superannuation / Retirement under FR 56(j) (d d m m y y y y)

Date of Joining Service (d d m m y y y y)

Gender ☐ Male ☐ Female ☐ Transgender

PAO (*office name*)

DDO (*office name*)

PAN

Ministry / Department (*from where retired*)

2. KYC Details:

Document (*one of the documents*)	Document Type	Identification Number	Validity (*in case of Passport and Driving License*)
Aadhaar* / Driving License / Passport / Voter ID / CKYC / Letter issued by NPR			

3. Current Address:

Flat/House No./Bldg. Name

Street / Locality

Village & Post Office / Block

City / District State

Country Pin Code

4. Contact Details:

Telephone No. (If any) Mobile No.

E-Mail ID

5. Details of Legally Wedded Spouse as on Date of Superannuation:

Name

DOB (d d m m y y y y) PAN*

Gender ☐ Male ☐ Female ☐ Transgender Mobile No.

E-Mail Id

Aadhaar No.* Provide last Four Digits

6. Details of Bank Account:

Type of Bank A/C (As on date of superannuation) ☐ Joint with legally wedded Spouse ☐ Single (only in the absence of legally wedded Spouse)

Bank A/C No.

Bank Name IFSC

Note: Please ensure that the Government Servant is the Primary Account holder in the Joint Account.

Declaration:

I _____ Son / Daughter of Mr. / Mrs. _____ a subscriber of National Pension System with PRAN_____ and have fully read and understood the provisions of Unified Pension Scheme (UPS) as notified by GoI vide notification F. No. FX-1/3/2024-PR, dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025 as amended from time to time. I hereby declare that I am eligible to avail benefits under UPS in terms of the aforesaid notification and Regulations. I certify that the information given above is true and correct.

I authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data/ details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder.

Place: _____ Name: _____

Date: (d d m m y y y y)

Signature / Thumb Impression* of Applicant

(*LTI in case of males and RTI in case of females to be provided. Toe impression in case no hands)

PART - B (Details as recorded in the CRA System)

1. Details of Partial Withdrawal:

S. N.	Date of Partial Withdrawal	Amount Withdrawn	No. of Units Withdrawn as per Default Pattern	Default Pattern NAV on the Date of Superannuation	Value of Partial Withdrawals *(no. of units withdrawn * NAV) as per default pattern, as on date of superannuation*
1					
2					
3					
Total					

2. Details of Voluntary Contribution:

S. N.	Date of Voluntary Contribution	Amount of Voluntary Contribution	No. of Units Allotted	NAV on the Date of Superannuation	Value of Voluntary Contribution *(no. of units * NAV) as on date of superannuation*
1					
2					
3					
...					
n					
Total					

3. Details for Calculation of UPS benefits payable to Subscriber:

I.	Individual Corpus (IC): Value of Corpus as on Date of Superannuation/Retirement.	
II.	Benchmark Corpus (BC): Value of IC as per Default Pattern of Investment + Value of Partial Withdrawals amount at the time of Superannuation as per Default Pattern - value of Voluntary Contribution on Date of Superannuation/Retirement.	
III.	Final Withdrawal (FW in %).	
IV.	Representative Annuity Rate (*as on Date of Superannuation, as published by PFRDA*).	
V.	Representative Annuity Amount = (IC) x (1-FW%) *(Representative Annuity Rate) / (12*100) where {IC <= BC}.	

PART - C (to be filled by the DDO in the CRA System)

1. Employment Details as per service record:

File No:

Employee Code / ID

Date of Commencement of Qualifying Service *(Qualifying Service as defined in Regulation 2(k) read with Regulation 13)* d d m m y y y y

Date of Superannuation/ Retirement under Fundamental Rules 56(j) (which is not treated as penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965) d d m m y y y y

Length of Qualifying Service in Months (Q)

Length of Qualifying Service in Completed Half Years (L)
(fraction to be ignored)

Date of Start of Monthly Payout
(in case of superannuation, next day of superannuation or in case of retirement under FR 56 (j), next day of retirement) d d m m y y y y

2. Basic pay details for last 12 months before Superannuation/ Retirement under FR 56 (j):

	Basic Pay	NPA (*non-practicing allowance granted to medical officer in lieu of private practice*)	Total (Basic pay + NPA)		Basic Pay	NPA (*non-practicing allowance granted to medical officer in lieu of private practice*)	Total (Basic pay + NPA)
Month 1				Month 7			
Month 2				Month 8			
Month 3				Month 9			
Month 4				Month 10			
Month 5				Month 11			
Month 6				Month 12			

Average of 12 Months of (Basic pay +NPA) = P

FORM B2

3. Salary Details of last month before Superannuation/ Retirement under FR 56 (j):

Month / Year	Basic Pay *(includes non-practicing allowance granted to medical officer in lieu of private practice) if any)* (BP)	Dearness Allowance (DA)	Total E= (BP+ DA)
Last month emolument (E) for lump-sum payment			

Certified that the details provided by subscriber in **Part-A**, details of employment and salary i.e., qualifying service, last basic pay, average basic pay, superannuation/retirement date, legally wedded spouse details on the date of superannuation, which has been verified by HOO and the entry has been made as per such certification.

Verified and Certified that the details are true and correct.

Signature & Name of DDO :

DDO Name	**DDO Registration No.**
Date:	**Place:**

Form B2
Part D
UPS Payout Order (UPO) issued by PAO
(System Generated)

Joint photograph of Subscriber & spouse

3.5 cm × 2.5 cm size / passport size

(Do not sign across / stapple / clip)

To,
National Pension System Trust
Tower B, B-302, Third Floor, World Trade Center Nauroji Nagar, New Delhi-110029

File No: Date of Issue: d d m m y y y y

UPS Payout Order (UPO) No:

1. Details of Subscriber:

Name

Employee Code / ID

PRAN Date of Birth d d m m y y y y

Date of Superannuation / Retirement under FR 56(j) d d m m y y y y Date of Joining Service d d m m y y y y

Gender ☐ Male ☐ Female ☐ Transgender

PAO (*office name*)

DDO (*office name*)

PAN

Ministry / Department (*from where retired*)

2. Details of Legally Wedded Spouse on the Date of Superannuation / Retirement:

Name

DOB d d m m y y y y PAN

Gender ☐ Male ☐ Female ☐ Transgender Mobile No.

E-mail Id

3. Details of Employment & Salary:

Length of Qualifying Service in number of months

Average of last 12 Months Basic Pay

Last Month Salary (Basic Pay + DA)

Length of Qualifying Service in completed Six Months

Date of Start of Monthly Payout d d m m y y y y

Admissible Payout: Assured Payout*(IC/BC)*(1-FW%) where {IC <= BC} ***(Assured Payout = (½ of P) x (Q/300))*** *with the condition that if (P/2) XQ/300 is less than 10,000, it will be taken as 10,000, where P is basic pay and Q is qualifying service in*

Sanction of Admissible UPS Benefits Payable to Subscriber

4. UPS Benefits Payable to Subscriber:

Date of start of Top-Up Payout d d m m y y y y

Lumpsum Payment

Interest on Lumpsum Payment

Monthly Top-Up Amount

DR Amount on Admissible Payout

Arrears on monthly Top-Up and applicable DR upto Date of Commencement of monthly Top Up

Interest on Arrears (if Applicable)

FORM B2

Signature & Name of PAO :	
PAO Name	**PAO Registration No.**
Date:	**Place:**

Authorising the release of benefits upon receipt of UPS payout Order after due Verification

Authorised Signatory **NPS Trust**	
Date:	**Place:**

Instructions to fill the form

1. All fields are mandatory, unless marked with Asterisks.
2. Please fill the details of the subscriber as per the service records.
3. Please give details of DDO, PAO, Department/Ministry of the office from where you retired.
4. Any one of the 5 KYC documents may be provided. In case of online filling of the form Aadhar Number or CKYC ID may be provided.
5. The current address shall be as per the KYC document provided. In case there is change in the current address, the concerned KYC documents is to be updated first.
6. The mobile number and e-mail id of the claimant shall be verified separately by sending an OTP or a link as may be applicable.
7. The field of date of joining in Central Govt regular service shall be captured from the CRA system, however, in case of any change, it shall be editable by the subscriber and duly verified by DDO.
8. In case, Aadhaar number is being given for legally wedded spouse, only the last four digits of the Aadhaar number may be provided.

List of Documents to be attached with this form

By Claimant:

i. Photocopy of the first page of Pass Book/Bank Statement or cancelled cheque of the Bank Account or any other bank document showing the name and account details of Account Holder, in which the payout is to be credited.

ii. Copy of PAN Card of claimant.

iii. KYC documents of claimant.

iv. One joint photograph.

v. Specimen signature of claimant.

By DDO:

i. Copy of the document containing employment details verified by HOO.

ii. Copy of the signed Form by subscriber (in case the form submitted by subscriber in physical mode).