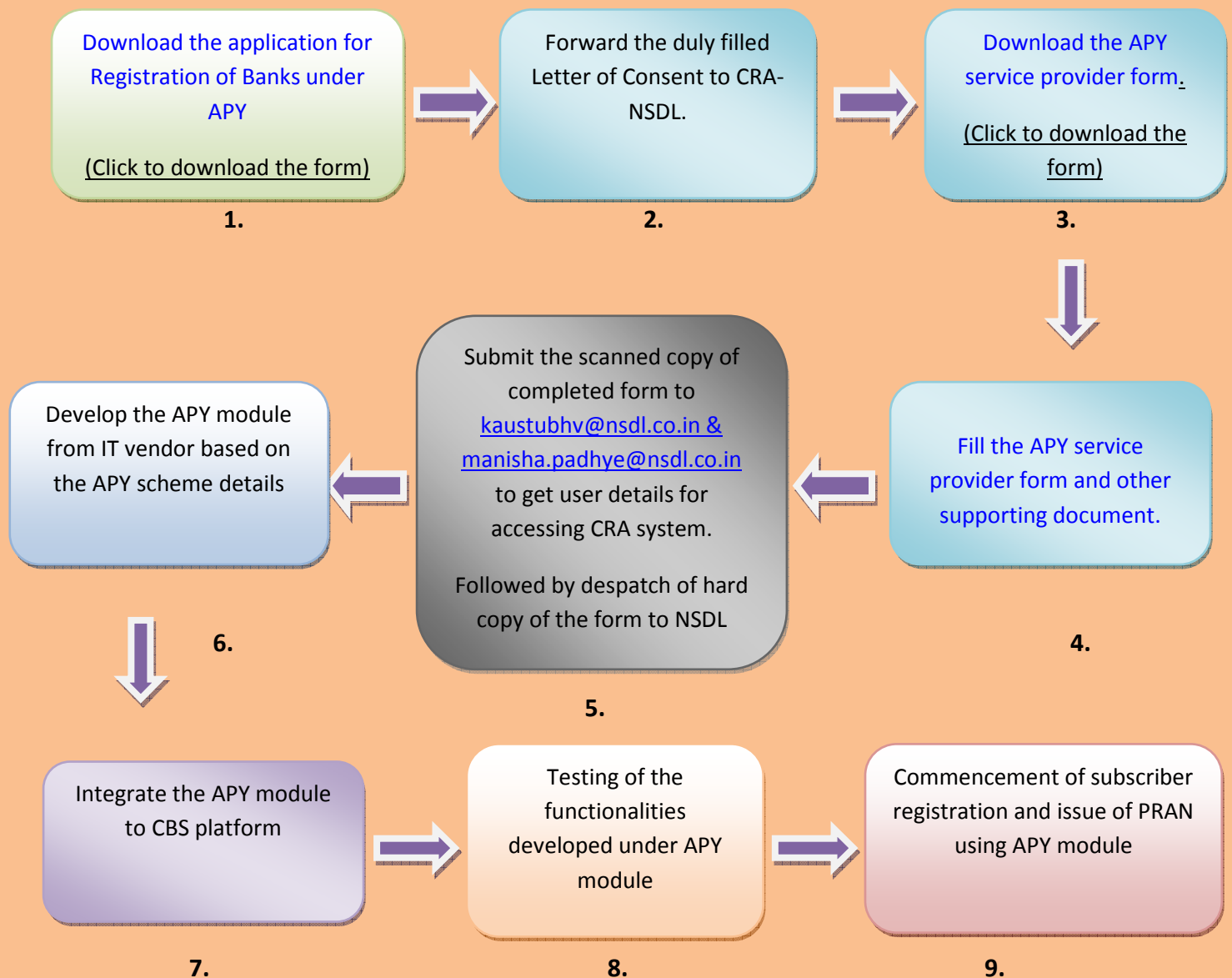


# Process Flow of Registration of Banks to roll out Atal Pension Yojana



## Activities at NLOO / Head Office level

Upload of files in CRA system and Transfer of funds to Trustee Bank on the second day of PRAN generation

## **Process of Registering as Service Provider under Atal Pension Yojana (APY):**

### **1. Process for registering the Banks Head office (NLOO - Oversight office/Nodal Office) under APY:**

The below mentioned documents need to be submitted for registering the Banks nodal office under APY.

#### **a. Application for registration of Banks under APY:**

This letter duly signed by the competent authority is to be submitted on the official letter head of the concerned Bank to PFRDA. The format of the letter can be downloaded from CRA website i.e. [www.npskra.nsdl.co.in](http://www.npskra.nsdl.co.in) (*Go to Home – Atal Pension Yojana – Forms*). The format of the Application is also available at PFRDA website (<http://pfrda.org.in/index1.cshtml?lsid=592>).

#### **b. APY service provider registration form:**

This form is to be submitted to NSDL-CRA. The registration form contains details such as Name, Address, Website, Compliance Officer's details, Bank Account Details, etc. The dully filled form along with attested copy of the Registration Certificate issued by RBI is required to be submitted to CRA. The Bank may forward the scanned copy of the duly filled APY service provider registration form alongwith the attested copy of the registration certificate issued by RBI to CRA. The physical documents may follow subsequently. The format of the letter can be downloaded from CRA website i.e., [www.npskra.nsdl.co.in](http://www.npskra.nsdl.co.in) (*Go to Home – Atal Pension Yojana – Forms*). The form is also available at PFRDA website (<http://pfrda.org.in/index1.cshtml?lsid=592>).

While filling the forms the following details to considered:

- One point contact person from bank as compliance and grievance officer
- Grievance officer - who will be handling grievances – name to be provided
- A specific collection account to be opened for APY related funds (This will be the account which will be credited while debiting the Subscriber account for APY contribution).

On receipt of dully filled registration form, the bank will get registered (after carrying out necessary checks) as APY Service Provider in the CRA system and an unique registration number will be allotted by CRA. This registration number will be used for all future communications with CRA. CRA will also provide the User IDs and passwords to access the CRA system.

### **2. Process for registering the Banks branches (NLCCs – Collection Centers) under APY:**

All the CBS branches of the bank need to be registered as NLCCs (Collection Centers) with NSDL-CRA under APY. For registering the bank branches under APY, the bank needs to provide certain details like Bank branch code, Bank branch name, address, phone no, email ID, authorized contact person's name & designation need to be submitted in an excel format (please refer Annexure). The excel file containing the Bank branch details needs to be forwarded to CRA. On receipt of the Bank branch details, NSDL-CRA would be allotting registration numbers to each of the bank branch after carrying out necessary checks.

**For any assistance in roll out of APY or Training on APY please contact below officials:**

**A) Contact List of Officials**

Sl. No	Activity under APY	Name of Contact Person	Contact Number	E-mail ID
1	Registration (CRA and PFRDAteam)	Shri Sunil Samuel, AVP, NSDL - CRA	022-24994279	<a href="mailto:sunils@nsdl.co.in">sunils@nsdl.co.in</a>
		Smt Purnima Sharma, DGM, PFRDA	011-26897948 ext. 153	<a href="mailto:purnima.s@pfrda.org.in">purnima.s@pfrda.org.in</a>
		Rupam Nath , DM, PFRDA	011-26897948 ext. 113	<a href="mailto:rupam.nath@pfrda.org.in">rupam.nath@pfrda.org.in</a>
2	APY Module (CRA team)	ShriSunil Samuel, AVP, NSDL -CRA	022-24994279	<a href="mailto:sunils@nsdl.co.in">sunils@nsdl.co.in</a>
3	Product Queries	Shri K.Mohan Gandhi, DGM, PFRDA	011-26897948 ext. 152	<a href="mailto:k.mohangandhi@pfrda.org.in">k.mohangandhi@pfrda.org.in</a>
		Shri Ismail Salam, DM, PFRDA, (South,East)	011-26897948 ext. 106	<a href="mailto:ismail.salam@pfrda.org.in">ismail.salam@pfrda.org.in</a>
		Shri Manish Mani,AM, PFRDA, (North,West)	011-26897948 ext. 150	<a href="mailto:manish.mani@pfrda.org.in">manish.mani@pfrda.org.in</a>

**B) Training Requirement on APY**

Zones	Name of Training Institute (Full Address)	Contact details (Name, Email Id, phone No
NORTH, EAST & WEST	Centum Learning Limited, 127 Neelagagan Mundi Road Sultanpur.Meharuli New Delhi-110030	1) MsSanyuktaChaturvedi M : +91-9868744756 Email : <a href="mailto:sanyukta.chaturvedi@centumlearning.com">sanyukta.chaturvedi@centumlearning.com</a>  2) Shri Vinod Simon M : +91-9711915819 Email : <a href="mailto:vinod.simon@centumlearning.com">vinod.simon@centumlearning.com</a>
SOUTH	Crux Management Services (P) Limited 410, 4th Floor, My Home Tycoon Kundanbagh, Begumpet. Hyderabad - 500016	1) A Lalit Prasad M: +91-9603402226 Email - <a href="mailto:learning@cruxmanagement.com">learning@cruxmanagement.com</a>  2) Arup Kumar Saha M :+91-9603702226 Email - <a href="mailto:bfsi@cruxmanagement.com">bfsi@cruxmanagement.com</a>  3) Lokesh M: +91-9010136300 Email : <a href="mailto:training@cruxmanagement.com">training@cruxmanagement.com</a>

**C) Important website:**

i) PFRDA:[www.pfrda.org.in](http://www.pfrda.org.in)

ii) NSDL - CRA:[www.npsdra.nsdl.co.in](http://www.npsdra.nsdl.co.in)

iii) DFS:[www.financialservices.gov.in](http://www.financialservices.gov.in)

iv)Jansuraksha: [www.jansuraksha.gov.in](http://www.jansuraksha.gov.in)