

बिहार सरकार

वित्त विभाग

प्रेषक,

जय सिंह,
सचिव (संसाधन) ।

सेवा में,

सभी अपर मुख्य सचिव/प्रधान सचिव
सभी सचिव/विभागाध्यक्ष/प्रमंडलीय आयुक्त
सभी जिला पदाधिकारी/वरीय कोषागार पदाधिकारी, बिहार ।

पटना, दिनांक-18.09.2025

विषय:- बिहार राज्य के अधीन कार्यरत अखिल भारतीय सेवा एवं केन्द्रीय सिविल सेवा के पदाधिकारियों के संदर्भ में UPS के क्रियान्वयन के संबंध में ।

महाशय,

वित्तीय सेवाएँ विभाग, वित्त मंत्रालय, भारत सरकार के अधिसूचना सं0-FX-1/3/2024-PR दिनांक-24.01.2025 द्वारा राष्ट्रीय पेंशन प्रणाली से आच्छादित कर्मियों/पदाधिकारियों हेतु एक विकल्प के रूप में एकीकृत पेंशन योजना (UPS) दिनांक-01.04.2025 के प्रभाव से लागू की गयी है । पुनः कार्मिक, लोक शिकायत एवं पेंशन मंत्रालय, भारत सरकार के पत्रांक-25014/01/2025-AIS दिनांक-30.04.2025 द्वारा अखिल भारतीय सेवा के पदाधिकारियों के संदर्भ में UPS के समयबद्ध क्रियान्वयन हेतु राज्य सरकारों को निदेशित किया गया है ।

2. बिहार राज्य के अधीन कार्यरत अखिल भारतीय सेवा एवं केन्द्रीय सिविल सेवा के पदाधिकारियों के संदर्भ में UPS के क्रियान्वयन के संदर्भ में निम्न दिशा-निर्देश निर्गत किया जाता है :-

(i). जो पदाधिकारी दिनांक-01.04.2025 को सेवारत थे, वे UPS के संदर्भ में अपना विकल्प चयन हेतु अपना आवेदन प्रपत्र-A2 में तीन प्रति में भरकर अपने नियंत्री पदाधिकारी को समर्पित करेंगे । नियंत्री पदाधिकारी के डी.डी.ओ. द्वारा प्रपत्र में डी.डी.ओ. एवं डी.टी.ओ. निबंधन संख्या अंकित करते हुए एक प्रति सम्वर्ग नियंत्री विभाग को तथा एक प्रति वित्त विभाग को प्रेषित की जाएगी । संवर्ग नियंत्री प्राधिकार द्वारा संबंधित पदाधिकारी को HRMS में UPS के तहत चिन्हित/फ्लैग करने की कार्रवाई की जाएगी ।

(ii). नव-नियुक्त पदाधिकारी UPS के संदर्भ में अपना विकल्प चयन हेतु अपना आवेदन प्रपत्र-A1 में तीन प्रति में भरकर अपने नियंत्री पदाधिकारी को समर्पित करेंगे । शेष प्रक्रिया उपर्युक्त कंडिका-(i) के अनुरूप ही होगी ।

(iii). जो पदाधिकारी UPS हेतु विकल्प का चयन नहीं करेंगे, वे NPS के तहत बने रहेंगे एवं उन्हें NPS के तहत प्रदत्त लाभ अनुमान्य होंगे ।

(iv). UPS से अच्छादित पदाधिकारियों के फंड अंतरण की कार्रवाई SNO

(State Nodal Officer) के रूप में निबंधित डी.डी.ओ./डी.टी.ओ. के द्वारा की जाएगी। इस हेतु TCS के द्वारा CFMS में आवश्यक व्यवस्था सुनिश्चित की जाएगी।

(v). UPS से आच्छादित पदाधिकारियों के मूल वेतन एवं मंहगाई भत्ता के जोड़ की दस प्रतिशत राशि की कटौती उनके वेतन से की जाएगी तथा समान राशि सरकारी अंशदान के रूप में जोड़ते हुए उसका फंड अंतरण किया जाएगा। पूल कॉर्पस (Pull Corpus) “8.5%” के संदर्भ में अपेक्षित कार्रवाई वित्त विभाग के स्तर से की जाएगी।

अनुरोध है कि अपने अधीनस्थ कार्यालयों को उपर्युक्त वस्तुस्थिति से अवगत कराते हुए अपेक्षित अग्रतर कार्रवाई हेतु निदेशित करने की कृपा की जाए।

अनु०- (प्रपत्र A1 एवं A2)

विश्वासभाजन

(जय सिंह)

सचिव (संसाधन)।

17.9.25

US Person Yes ☐ No ☐

Particulars		Country (1)	Country (2)	Country (3)
Country/countries of Tax Residency				
Address in the jurisdiction for Tax Residence	Address Line 1			
	City/Town/Village			
	State			
	ZIP/Post Code			
Tax Identification Number (TIN)/Functional equivalent Number				
TIN/ Functional equivalent Number Issuing Country				
Validity of documentary evidence provided (Wherever applicable)		ddmmyyyy	ddmmyyyy	ddmmyyyy

Signature / Thumb Impression* of
Applicant (refer instructions)

Date:	d	d	m	m	y	y	y	y	Place:	
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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)

Employment Details (At the time of exercise of UPS option)

Date of Joining*	d	d	m	m	y	y	y	y	Date of Superannuation*	d	d	m	m	y	y	y	y				
Date of Commencement of qualifying service*	d	d	m	m	y	y	y	y													
Employee Code/ID*																					
Post (Optional)																					
Group (Optional)	☐	A		☐	B (Gazetted)		☐	B (Non-Gazette)		☐	C		☐	D		☐	E		☐	Other	
Service (Optional)	☐	IAS		☐	IPS		☐	IFS		☐	Group A		☐	Group B		☐	Other				
Basic Pay*																					
Pay Scale (Optional)																					
Name of the office*																					
Department*																					
Ministry*																					
DDO Registration Number*									PAO / CDDO / PrAO Registration Number*												

It is certified that Shri./Smt./Kumari _____ is employed in this office and the details provided in this subscriber registration form have been verified as per service record. The given address and officially valid documents (OVDs) of KYC are verified by this office. Also, it is further certified that he/she has read entries/entries have been read over him/her by us and got confirmed by him/her.

Name of DDO		Name of PAO	
Signature of DDO		Signature of PAO	
DDO Code No. (As per record in CRA System)		PAO Code No. (As per record in CRA System)	
Seal of DDO		Seal of PAO	
Date		Date	
Place		Place	

ACKNOWLEDGEMENT

Name of the Subscriber

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Date of Receipt of Application :

d	d	m	m	y	y	y	y
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INSTRUCTIONS FOR FILLING THE SUBSCRIBER REGISTRATION FORM

General guidelines

- (a) Please fill in legible handwriting to avoid errors. Do not overwrite. Corrections should be countersigned by the applicant. Applications incomplete in any aspect (or) if mandatory fields are left blank (or) with unclear photograph (or) not accompanied by required documents (or) not authenticated by the Nodal Office are liable to be rejected.
- (b) Copies of documents submitted by the applicant should be self-attested.
- (c) Applicant is advised to retain the acknowledgement slip signed / stamped by the designated nodal officer where they submit the application.

SI	Item No	Item Details	Instructions
1	1	Fathers Name, Mother's Name	(a) If the name has more than 30 digits, fill Annexure II for the same. (b) If the applicant is an Orphan, he/she may leave the fields blank. However, an official document to support the status to be submitted.
		Politically Exposed Person	Politically Exposed Person's (PEPs) are individuals who are or have been entrusted with prominent public functions such as heads of state or of the government, senior politicians, senior government, judicial or military officials, senior executives of state-owned corporations, important political party officials.
2	2	Proof of Identity	If the applicant is submitting Aadhaar as proof of Identity, the first 8 digits of the Aadhaar number should be redacted / masked on the submitted copy.
3	5	Bank Details	For UPS account opening through physical form (FORM A1) bank details and documentary proof are mandatory. Please submit a cancelled cheque / copy of bank passbook / bank statement / bank certificate / letter from Bank containing applicant's Name, Bank Name, Bank Account Number and IFS Code.
4	6	Selection of Pension Fund (PF) & Investment Choice	Government employee/subscribers can exercise choice of Pension Funds and allocate their investments either in Asset Class 'G' under 'Active Choice' or in Life Cycle Funds - LC 50 or LC 25 under 'Auto Choice'. If no choice is provided, the contributions will be distributed among the default Pension Funds and investment pattern selected by the Government.
5	7 & 8	FATCA & CRS Declaration / Signature by Applicant	Clarification / Guidelines on filling details if applicant residence for tax purposes in jurisdiction(s) outside India: - Jurisdiction(s) of Tax Residence : Since US taxes the global income of its citizen, every US citizen of whatever nationality, is also a resident for tax purpose in USA. - Tax identification Number (TIN) : TIN need not be reported if it has not been issued by the jurisdiction. However, if the said jurisdiction has issued a high integrity number with an equivalent level of identification (a "Functional equivalent"), the same may be reported. Examples of that type of number for individual include, a social security/insurance number, citizen/personal identification/services code/number and resident registration number). - In case applicant is declaring US person status as 'No' but his/her Country of Birth is US, document evidencing Relinquishment of Citizenship should be provided or reasons for not having relinquishment certificate is to be provided. - In case applicant is declaring US person status as 'Yes', provide PAN and 'father name' in addition to details required under section 9 of form. - In case the applicant is unable to affix signature, Left Thumb Impression in case of male and Right Thumb Impression in case of female should be affixed and in case there is no hands, toe impression of the applicant to be provided. The thumb / toe impression should be attested by two persons, one of whom should be the designated nodal officer attesting the same under his/her official seal and stamp.

General Information for Subscribers

- a) The Subscriber can obtain the status of his/her application from CRA and respective Nodal Office.
- b) Subscribers are advised to retain the acknowledgement slip signed/ stamped by the designated respective nodal office where they submit the application.
- c) For more information / clarifications, contact CRA:

Website: <https://www.npskra.nsdl.co.in>
Call: 020 6906 6906
Address: Central Recordkeeping Agency (CRA)
Protean eGov Technologies Limited
(formerly NSDL e-Governance Infrastructure Limited)
1st Floor, Times Tower, Kamala Mills Compound, Senapati Bapat Marg,
Lower Parel (W), Mumbai - 400013

Annexure I - Print PRAN Card in Hindi (Fill the details in Devnagri script)

[illegible][illegible]

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
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(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 Regulation 13)	<table border="1"> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>	D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y		
Current Month Basic Pay									
Non-Practicing Allowance (NPA), if applicable									
Schedule date for next increment	<table border="1"> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>	D	D	M	M	Y	Y	Y	Y
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.