

Protean eGov Technologies Limited



protean
Change *is* growth

STANDARD OPERATING PROCEDURE (SOP)

Subscriber Maintenance by Nodal Office for Govt. Subscriber

Part I

Bank and Nominee details update

Version 1.4

© 2026 Protean eGov Technologies Limited (Formerly known as NSDL e-Governance Infrastructure Limited), All rights reserved. Property of Protean eGov Technologies Limited.

No part of this document may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying or recording, for any purpose, without the express written consent of Protean eGov Technologies Limited.

REVISION HISTORY

Sr. No.	Date of Revision	Version	Section Number	Description of Change
1	-	1.0	-	Initial Version
2	15-12-2024	1.1	-	New Screenshots provided
3	05-02-2025	1.2	-	Addition of subscriber journey
4	16-09-2025	1.3	5	Change in menu option for Nominee Details updation
5	27-04-2026	1.4		Change in URL and Option for Bank and Nominee Details update

Indexx`

Sr. No.	Content	Page Number
1	Background	4
2	Subscriber Journey	6
3	Process to Update Subscriber Bank Detail	7-19
3.1	Request initiation by PAO/DTO office Nodal Office User 1	7-12
3.2	Request Authorization by PAO/DTO office Nodal Office User 2	13-19
4	Process to Update Subscriber Nomination Details	20-29
4.1	Request initiation by PAO/DTO office Nodal Office User 1	20 -24
4.2	Request Authorization by PAO /DTO office Nodal Office User 2	25 – 29

***Note:**

The request can be initiated by DDO or by PAO/DTO (through one user id). In case, the request is initiated by DDO, the same can be authorised by PAO/DTO by any of the user id and if the request is initiated by PAO/DTO through user 1, the same is to be authorised by the concern PAO/DTO through user 2.

1. Background:

Subscribers registered with CRA are allowed to update the existing details in the available CRA system. For the purpose of carrying out these changes, Subscriber has to submit a Subscriber Detail Change Request form (S2 form) to the concerned PAO/DTO. The said form is available at CRA website wherein the subscriber can download the S2 form.

Link for site is: <https://cra.nps-proteantech.in/CRA/>

The subscriber is required to go through below mentioned option

Home -- → Central Government/State Government -- → Forms -- → NPS Account Maintenance -- → Form S2: Subscriber Details Change

NPS Account Maintenance

- Form S2 : Subscriber Details Change
- Form S7 : Subscriber's Photo and Signature Change
- Form S8 : Covering Letter of DDO for Change in Photo and Signature of Subscriber
- PAN & Aadhaar Updation Form
- Form ISS - Inter Sector Shifting

Nodal office can update below mentioned details of subscriber in the CRA system by through login its User IDs.

- Nomination details
- Bank Details

Flow Matrix for Processing Change Request (Email ID/Mobile Number/ Address Details /Nomination and Bank Details)	
Request Initiation	Authorization
PAO/DTO (User 1)	PAO/DTO (User 2)

The subscribers can submit the documents for change request to concerned DDO office. Based on the availability of option, DDO office may initiate the subscriber details change request in CRA log in and forward to DTO/PAO office for further verification/authorization. If DDO has no access for processing any modification, the office needs to send the request the concern DTO/PAO.

It is the responsibility of the office to check veracity of documents as provided by the subscriber before processing any modification in the system.

Updation of core details in PRAN

- For updation in core details i.e. Name/DoB/ DoJ and DoR, the same can be updated by Nodal office only through its login. For the same, a separate SOP is available namely "[8. SOP Subscriber Details Update Version 1.4](#)". The offices are requested to refer the same for updation of core details.

2. Subscriber based Journey:

Subscribers registered under NPS also have an option to initiate the request for updation of their personal details such as bank account and nominee details in CRA System using the I-PIN provided to them by CRA. Alternatively, the subscriber can provide the request to nodal office and nodal office would initiate the request on behalf of its subscribers based on documents received.

The steps for modification of these details thorough subscriber end are mentioned below.

(Please note for updation of address/contact details/ mobile, these details can get updated through self authorisation based on OTP/e-sign and in case of bank /nominee details, the modification request is required to be verified and authorised by nodal office as mentioned in SOP).

➤ Steps for Updation of Nominee details of subscriber

- Login into CRA using user id & password
- Under Manage my Account, Click on Update my Profile, Click on update nomination
- Click on update nominee details.
- Update the nominee details, click on submit.
- On submission, OTP will be sent to registered mobile no. on submission of OTP ack id will generated & same need to be Verify/ Authorize by nodal office.

➤ Steps for updation of Bank details of subscriber

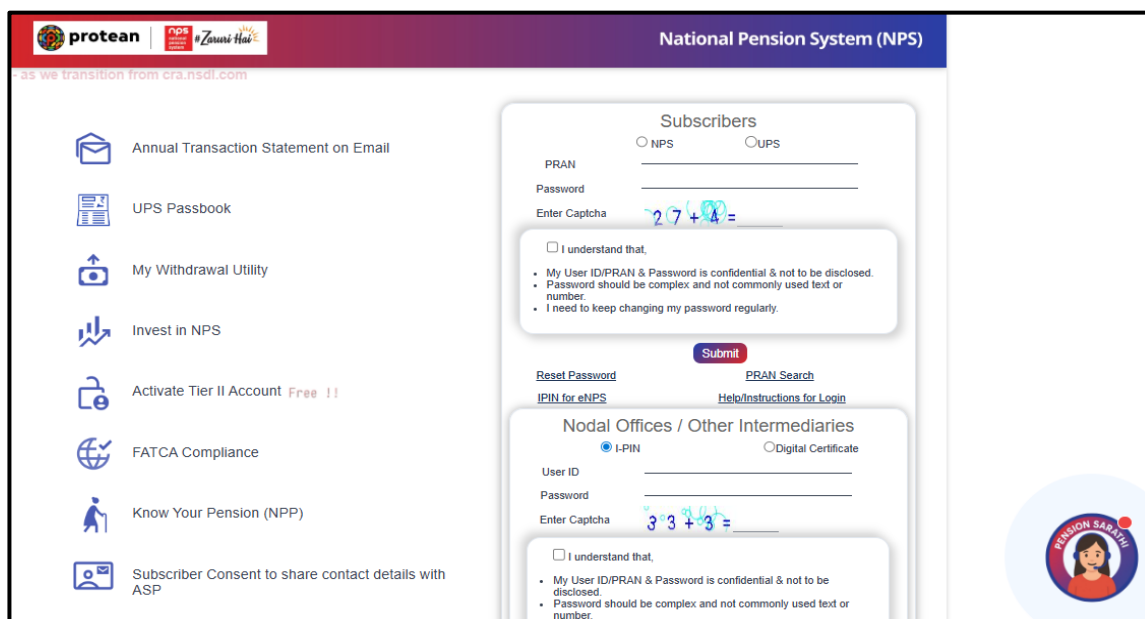
- Login into CRA using user id & password
- Under Manage my Account, Click on Update my Profile,
- Click on update Bank details - Tier 1 / Tier 2
- Select Type of Transaction - Modify Bank Details
- The existing bank details will be shown to the subscriber. Also, the subscriber is requested to enter new bank details.
- The Govt. subscriber need to tick on the following declaration
"I hereby declare that my NPS Bank account is my salary bank account and at least one salary has been credited"
- The subscriber is required to do penny drop for updated bank account.
- On successful penny drop, Ack id will get generated and the same need to be verify/ authorize by nodal office.

3. Process to Update Subscriber Bank Details:-

4.1 Request initiation by PAO/DTO office Nodal Office User 1 (Maker)

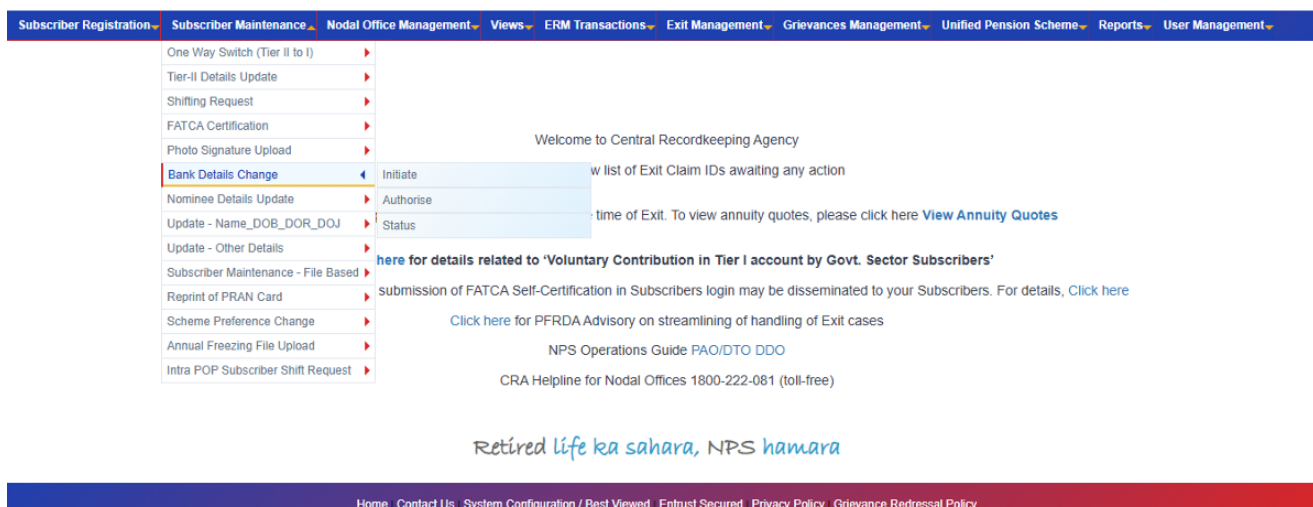
1. Log in to <https://cra.nps-proteantech.in/CRA> Enter PAO office user Id and password. Click on **“Submit”** (Refer figure 1)

Figure 1



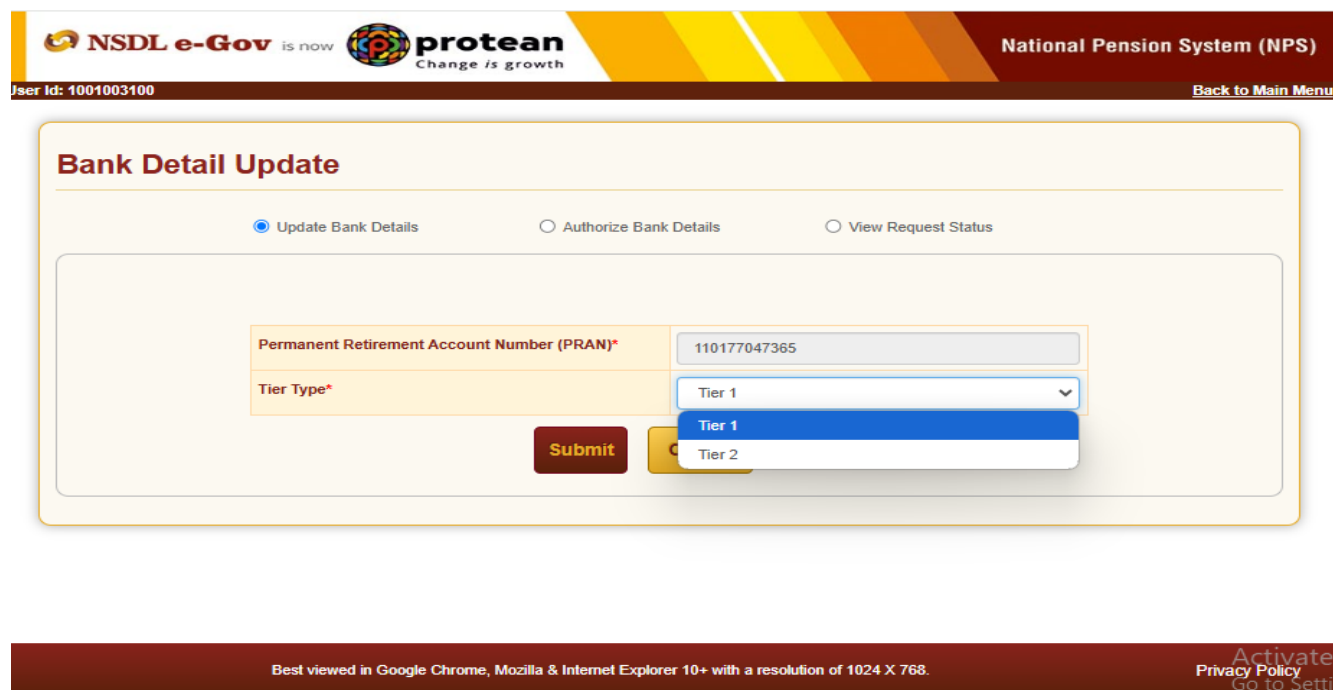
2. Click on option “Subscriber Maintenance”-> **“Bank Details Change”** (Refer figure 2)

Figure 2



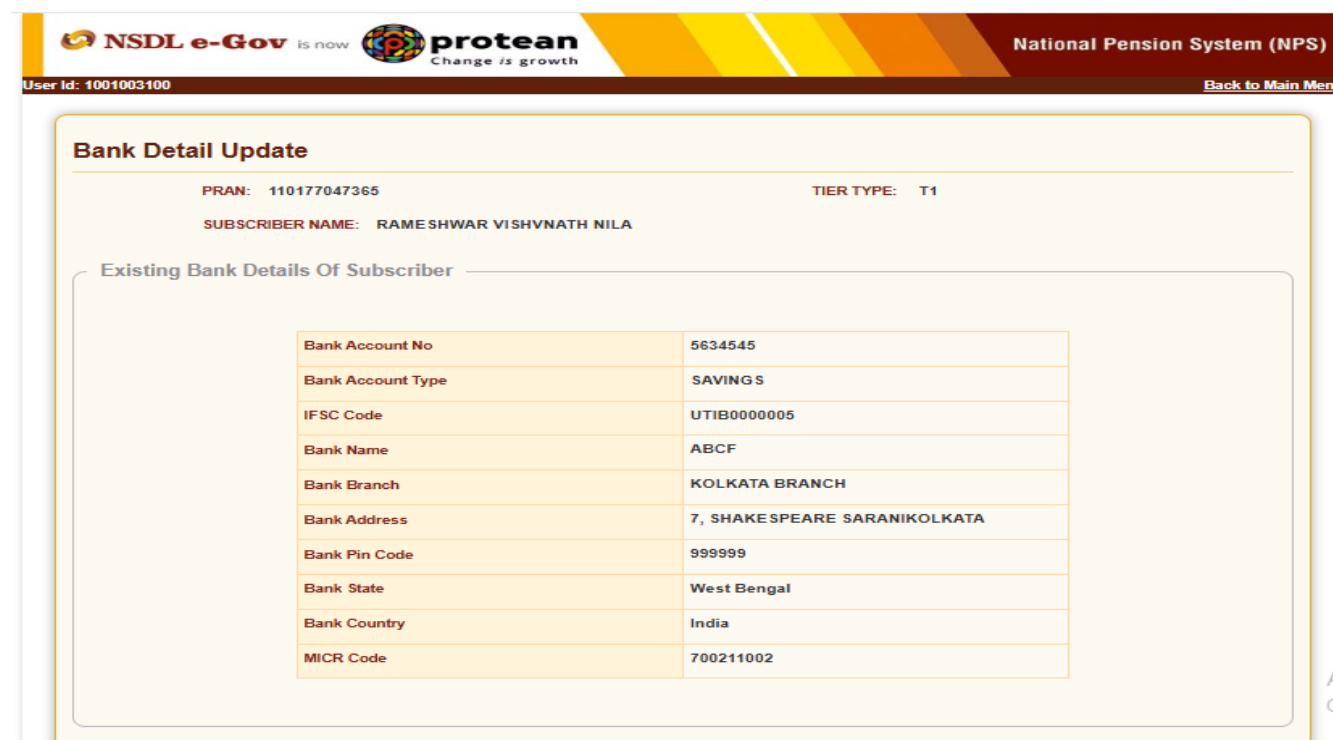
3. Click on option Initiate→**“Update Bank Details”**→ **“Submit”** (Refer figure 3)

Figure 3



4. Existing bank details registered in CRA can be viewed. (Refer figure 4)

Figure 4



5. Enter **New bank details**. Click on declaration and **“Penny Drop”** option. (Refer figure 5 & 6)

It is the responsibility of the office to check veracity of documents as provided by the subscriber. Further, the office needs to ensure that the bank details to be updated are salary bank account only for Govt. subscribers.

In case bank detail entered by nodal office already exists in CRA system will prompt an error **“Duplicate Bank Account Number exists in CRA System. Please try Different combination of Bank Account number and Bank IFSC Code”**

Figure 5

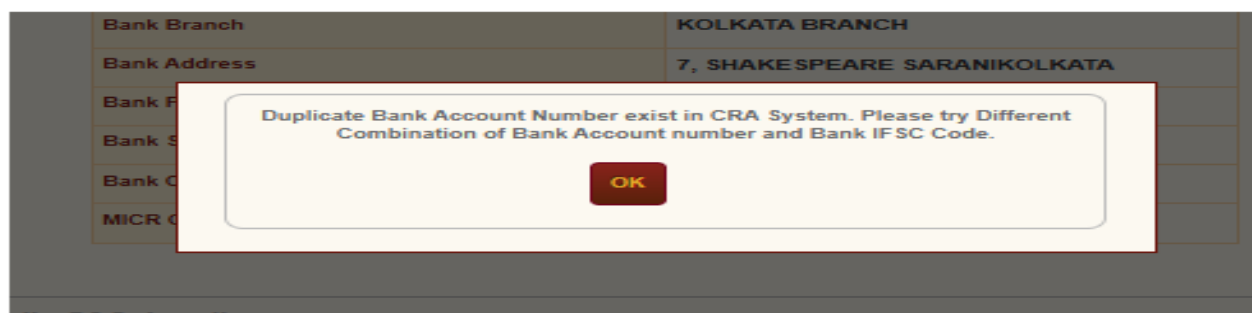
New Bank Details Of Subscriber

Account Type*	SAVINGS
Bank Account No*
Confirm Bank Account No*	50100541119022
Bank IFS Code*	HDFC0000212 Q
Edit Bank Details	<input type="checkbox"/>
Bank Name*	HDFC BANK
Bank Branch*	MUMBAI - GOREGAON (EAST)
Bank Address*	GROUND FLOOR , CONWOOD HOUSE, YASHODHAM GENERAL A.K. SARADNA
PIN Code*	400063 Q
State / U.T.*	Maharashtra
Country*	India
Bank MICR Code	400240037
Bank Account Linked to Aadhaar	<input checked="" type="checkbox"/>

I hereby declare that given bank account is salary bank account of the employee as per our office records and atleast one salary has been credited*

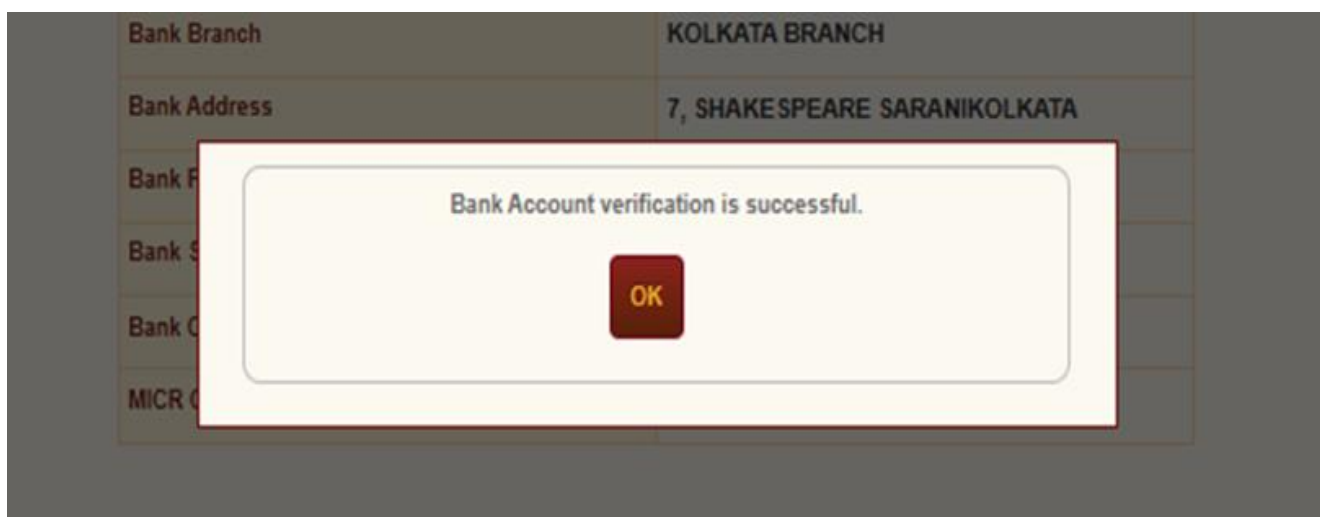
➔
Penny Drop

Figure 6



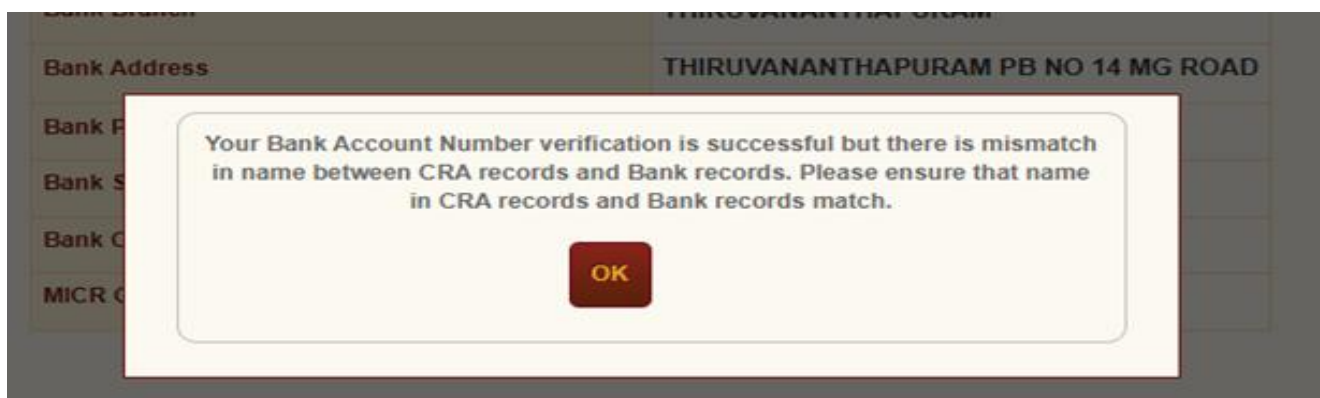
6. On successful **“Penny Drop”** verification through bank, below message will appear. (Refer figure 7)

Figure 7



In case of penny drop request failure below error message will appear. (Refer figure 8)

Figure 8



7. Please upload scan copy of S2 form duly filled and signed by subscriber and supporting bank detail proof in system. Click on Submit option. (Refer figure 9)

(Only 'jpeg', 'jpg', 'png' & 'pdf' formats are allowed for document upload with maximum size of 2 MB)

Figure 9

Bank Branch*	MUMBAI - GOREGAON (EAST)
Bank Address*	GROUND FLOOR , CONWOOD HOUSE, YASHODHAMGENERAL A.K. MARG, MUMBAI
PIN Code*	400063
State / U.T.*	Maharashtra
Country*	India
Bank MICR Code	400240037
Bank Account Linked to Aadhaar	<input checked="" type="checkbox"/>

I hereby declare that given bank account is salary bank account of the employee as per our office records and atleast one salary has been credited*

Proof Name	Attach File
CANCELLED CHEQUE	<input type="button" value="Choose File"/> 812092024...06_NE_5.pdf
BANK PASSBOOK	<input type="button" value="Choose File"/> No file chosen
BANK CERTIFICATE	<input type="button" value="Choose File"/> No file chosen
SUBSCRIBER MODIFICATION FORM*	<input type="button" value="Choose File"/> No file chosen

Note:

- Online Bank Account Verification will be successful only for Penny Drop with name match successful requests.
- Only 'jpeg', 'jpg', 'png' & 'pdf' formats are allowed for document upload with maximum size of 2 MB.

8. Verify new updated details and click on "Confirm" (Refer figure 10)

Figure 10

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

User id: 1001003100 [Back to Main](#)

Bank Detail Update

PRAN: 110177047365 TIER TYPE: T1
SUBSCRIBER NAME: RAMESHWAR VISHVNAATH INDUR

Confirm Bank Details

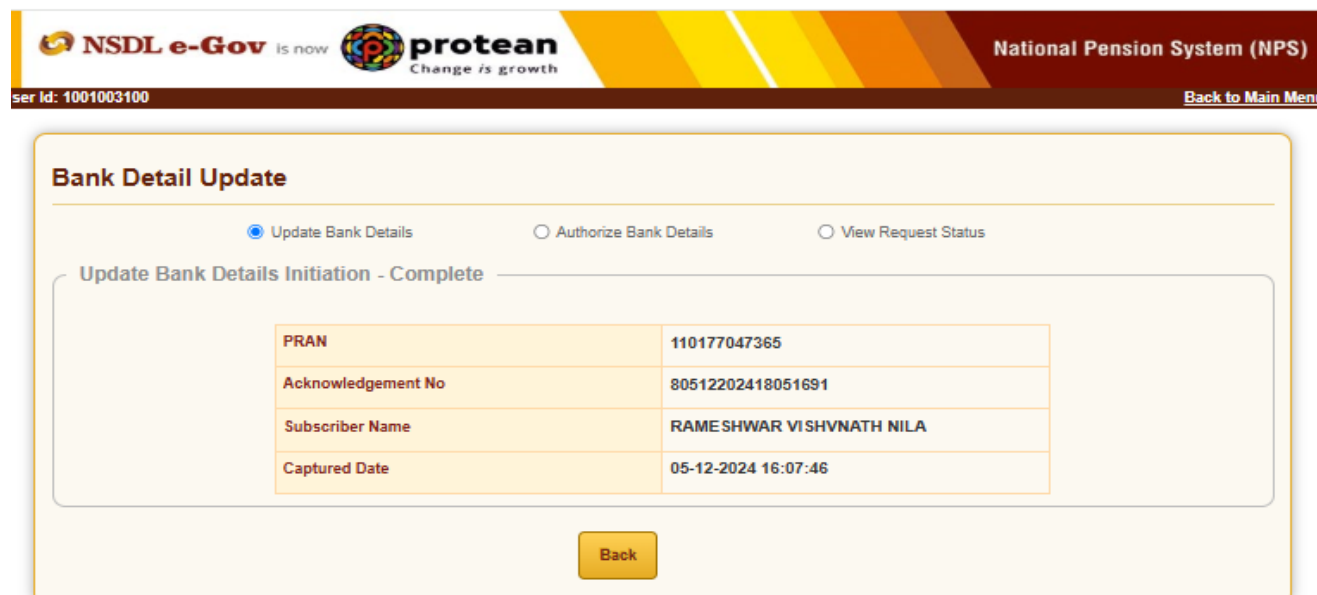
Bank Account No	5010056113022
Bank Account Type	SAVINGS
IFSC Code	HDFC0000212
Bank Name	HDFC BANK
Bank Branch	MUMBAI - GOREGAON (EAST)
Bank Address	GROUND FLOOR , CONWOOD HOUSE, YA SHODHAMGENERAL A.K. VAIDYA MARG, MUMBAI MAHARA SHTRA 400063
Bank Pin Code	400063
Bank State	Maharashtra
Bank Country	India
MICR Code	400240037

I hereby declare that given bank account is salary bank account of the employee as per our office records and atleast one salary has been credited*



9. On successful initiation of request, the subscriber will receive SMS on registered mobile number and email ID. (Refer figure 11)

Figure 11



ser id: 1001003100 [Back to Main Menu](#)

Bank Detail Update

Update Bank Details
 Authorize Bank Details
 View Request Status

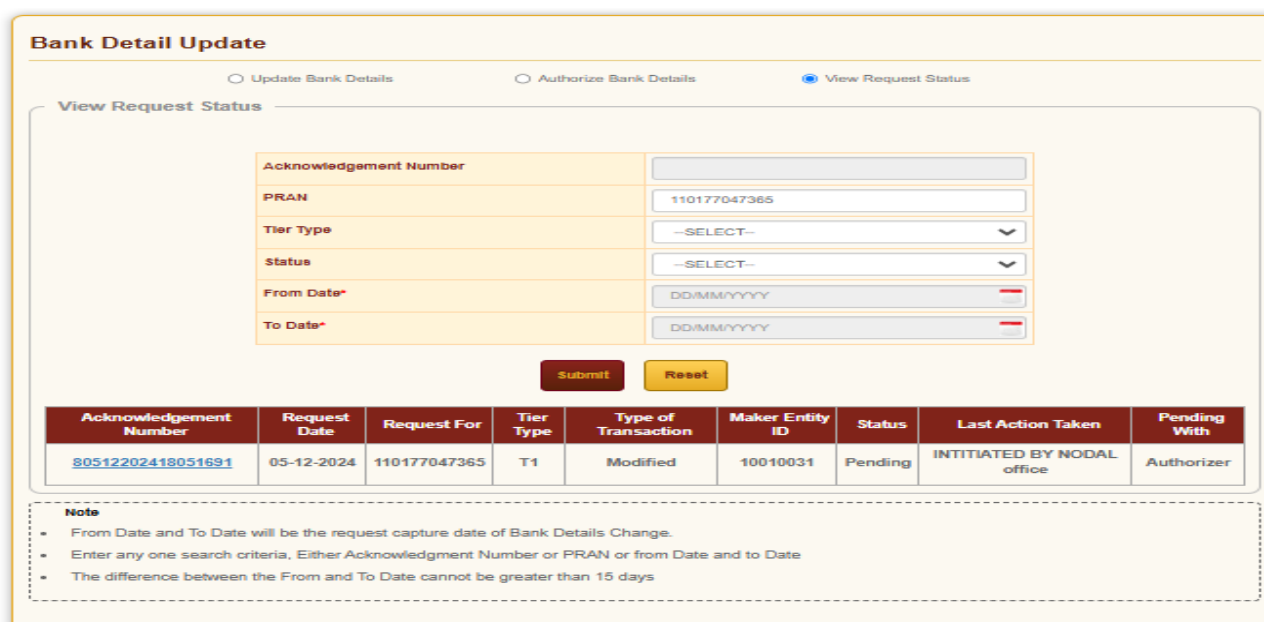
Update Bank Details Initiation - Complete

PRAN	110177047365
Acknowledgement No	80512202418051691
Subscriber Name	RAMESHWAR VISHVNATH NILA
Captured Date	05-12-2024 16:07:46

[Back](#)

10. To check the status of request, click on option Transaction → “View Request Status” → Submit. (Refer figure 12)

Figure 12



Bank Detail Update

Update Bank Details
 Authorize Bank Details
 View Request Status

View Request Status

Acknowledgement Number	<input type="text"/>
PRAN	<input type="text" value="110177047365"/>
Tier Type	<input type="text" value="--SELECT--"/>
Status	<input type="text" value="--SELECT--"/>
From Date*	<input type="text" value="DDMMYYYY"/>
To Date*	<input type="text" value="DDMMYYYY"/>

[Submit](#) [Reset](#)

Acknowledgement Number	Request Date	Request For	Tier Type	Type of Transaction	Maker Entity ID	Status	Last Action Taken	Pending With
80512202418051691	05-12-2024	110177047365	T1	Modified	10010031	Pending	INITIATED BY NODAL office	Authorizer

Note

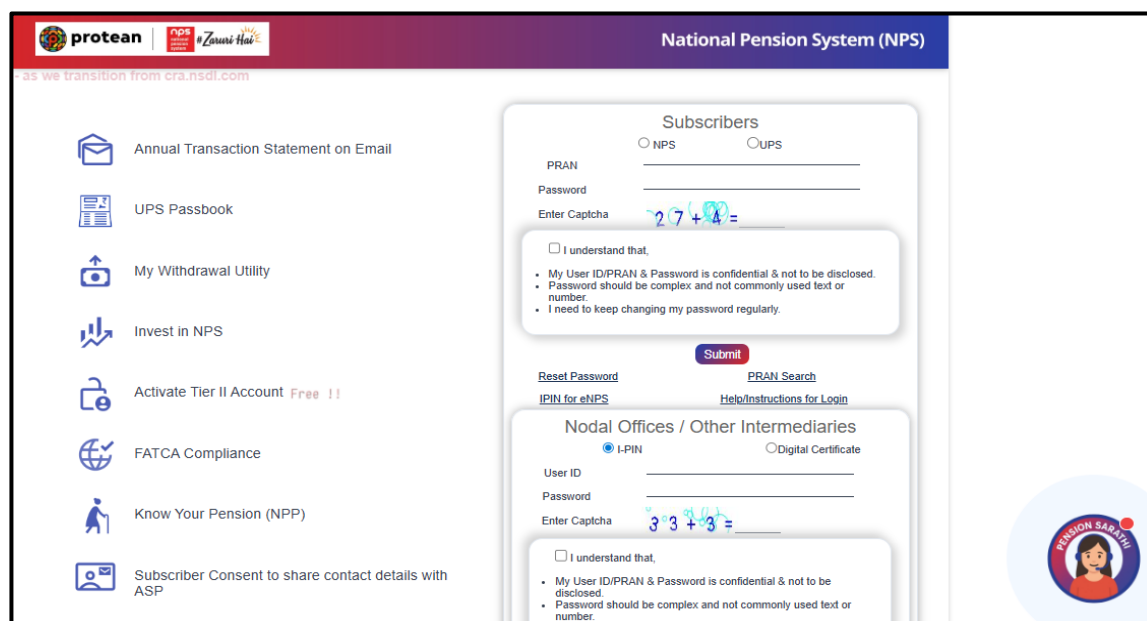
- From Date and To Date will be the request capture date of Bank Details Change.
- Enter any one search criteria, Either Acknowledgment Number or PRAN or from Date and to Date
- The difference between the From and To Date cannot be greater than 15 days

Please note the office is required to click on the declaration confirming that the given bank account is salary bank account of the employee as per office record.

4.2 Request Authorization by PAO/DTO office Nodal Office User 2 (Checker/Authorizer)

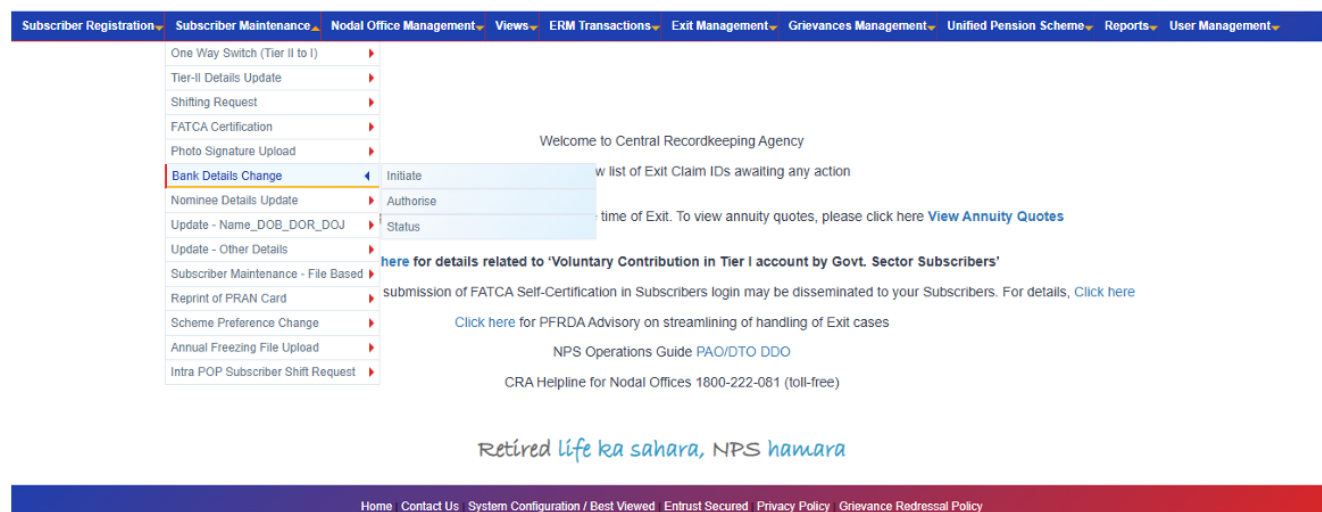
11. Nodal office will log in to CRA (<https://cra.nps-proteantech.in/CRA>) with user ID 2 (Checker/Authorizer) (Refer figure 13)

Figure 13



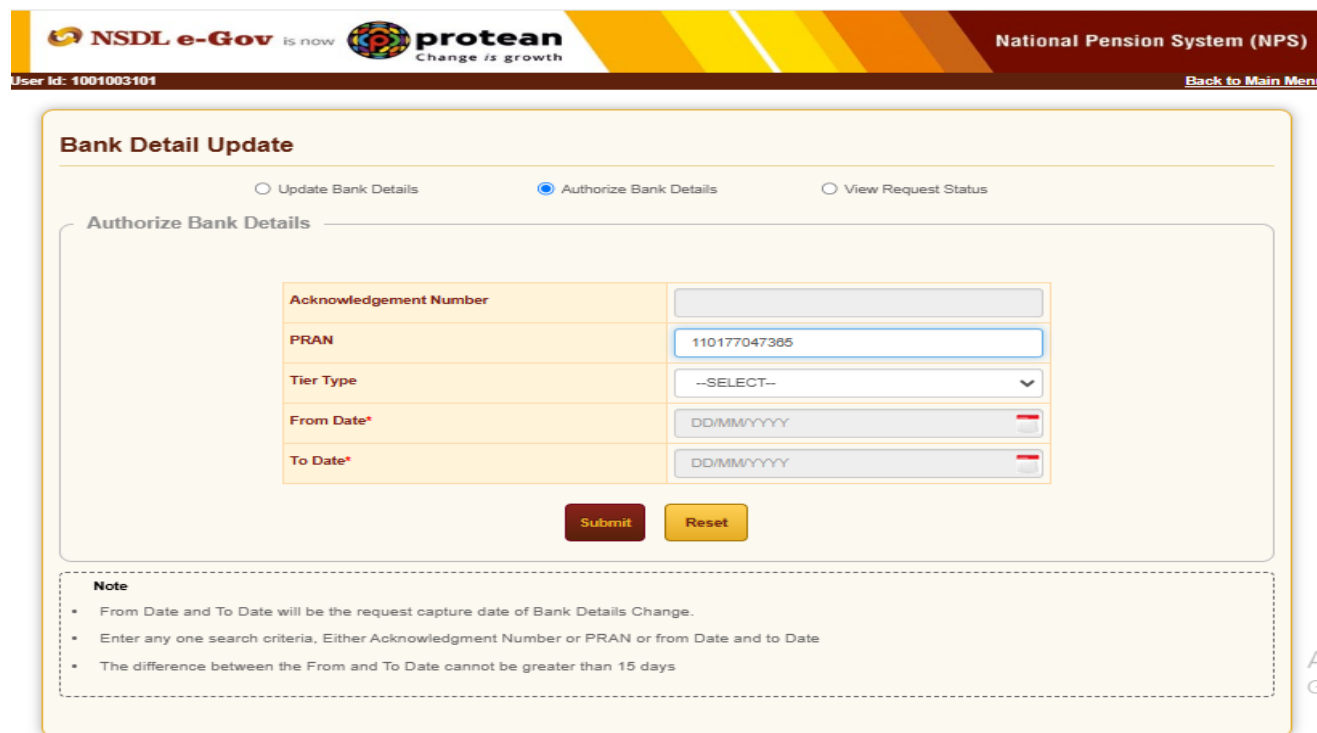
12. Click on option Subscriber Maintenance→ **“Bank Details Change”**→ **Authorize** (Refer figure 14)

Figure 14



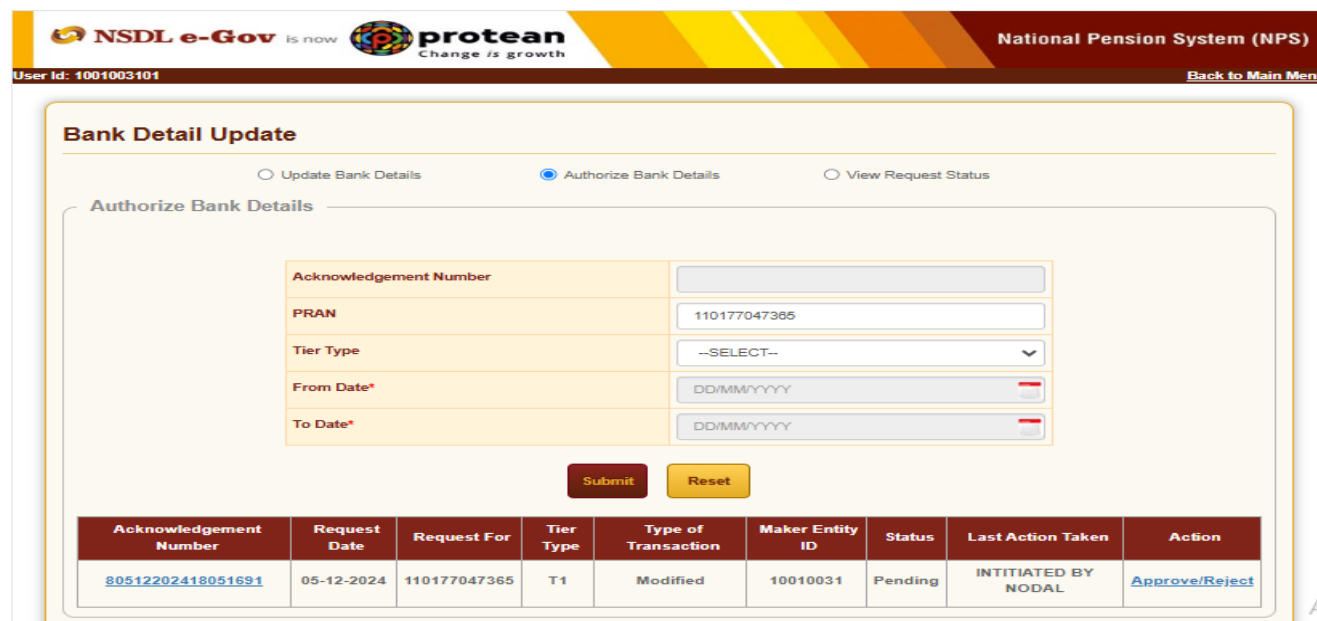
13. Enter PRAN/Acknowledgement details→ **Submit** (Refer figure 15)

Figure 15



14. Click on Hyperlink **“Acknowledgement Number”** to check and verify the details. (Refer figure 16)

Figure 16



Acknowledgement Number	Request Date	Request For	Tier Type	Type of Transaction	Maker Entity ID	Status	Last Action Taken	Action
80512202418051691	05-12-2024	110177047365	T1	Modified	10010031	Pending	INITIATED BY NODAL	Approve/Reject

15. Details of pending request will be visible along with status. Click on Hyperlink **“Click Here to Check Bank Details”** (Refer figure 17)

Figure 17

Request Raised For

PRAN	110177047365
Tier Type	T1
Subscriber Name	RAMESHWAR VISHVNATH NILA

Maker Details

Maker Entity ID	10010031
Maker User ID	1001003100
Acknowledgement Number	80512202418051691
Ack Generated Date	05-12-2024
Current Status	INITIATED BY NODAL
Penny Drop status	Penny Drop Success
Request By	Level 2 Entity

[Click Here to Check Bank Details](#)

Flow View

✔
 Nodal Initiator

●
 Nodal Authorizer

●
 Completed

Entity ID	User ID	Date	Action Taken	Remarks
10010031	1001003100	05-12-2024	-	REQUEST RAISED

Close

16. Office can view and download the supporting documents uploaded while initiating maker request.

To authorize/reject the request close existing preview. (Refer figure 18)

It is the responsibility of the office to check veracity of documents as provided by the subscriber.

Figure 18

New Bank Details to Update

Bank Account No	50100541318022
Bank Account Type	SAVINGS
IFSC Code	HDFC0000212
Bank Name	HDFC BANK
Bank Branch	MUMBAI - GOREGAON (EAST)
Bank Address	GROUND FLOOR , CONWOOD HOUSE, YA SHODHAM GENERAL A.K. VAIDYA MARG, MUMBAI MAHARA SHTRA 400063
Bank Pin Code	400063
Bank State	Maharashtra
Bank Country	India
MICR Code	400240037
Declaration By Nodal Verifier	<input checked="" type="checkbox"/> I hereby declare that given bank account is salary bank account of the employee as per our office records and atleast one salary has been credited

Uploaded Documents*

Proof Name	Download Attached File
CANCELLED CHEQUE	
BANK PASSBOOK	
BANK CERTIFICATE	
SUBSCRIBER MODIFICATION FORM	

[Close](#)

17. To approve /reject the request, select click on hyperlink under tab "Action" (Refer figure 19)

Figure 19

is now

National Pension System (NPS)
Back to Main M

Bank Detail Update

Update Bank Details
 Authorize Bank Details
 View Request Status

Authorize Bank Details

Acknowledgement Number	<input type="text" value="80512202418051691"/>
PRAN	<input type="text"/>
Tier Type	<input type="text" value="--SELECT--"/>
From Date*	<input type="text" value="DD/MM/YYYY"/>
To Date*	<input type="text" value="DD/MM/YYYY"/>

Submit
Reset

Acknowledgement Number	Request Date	Request For	Tier Type	Type of Transaction	Maker Entity ID	Status	Last Action Taken	Action
80512202418051691	05-12-2024	110177047365	T1	Modified	10010031	Pending	INITIATED BY NODAL	Approve/Reject

18. Remarks can be entered into while authorization of request if any. Click on **“Approve”** (Refer figure 20 & 21)

Figure 20

Bank Detail Update

Acknowledgement Number: 30612202413061881 IIBH TYPE: T1
 ITRAN: 110177047385 SUBSCRIBER NAME: RAMESH RAMESH RAMESH

Authorize Subscriber Bank Details

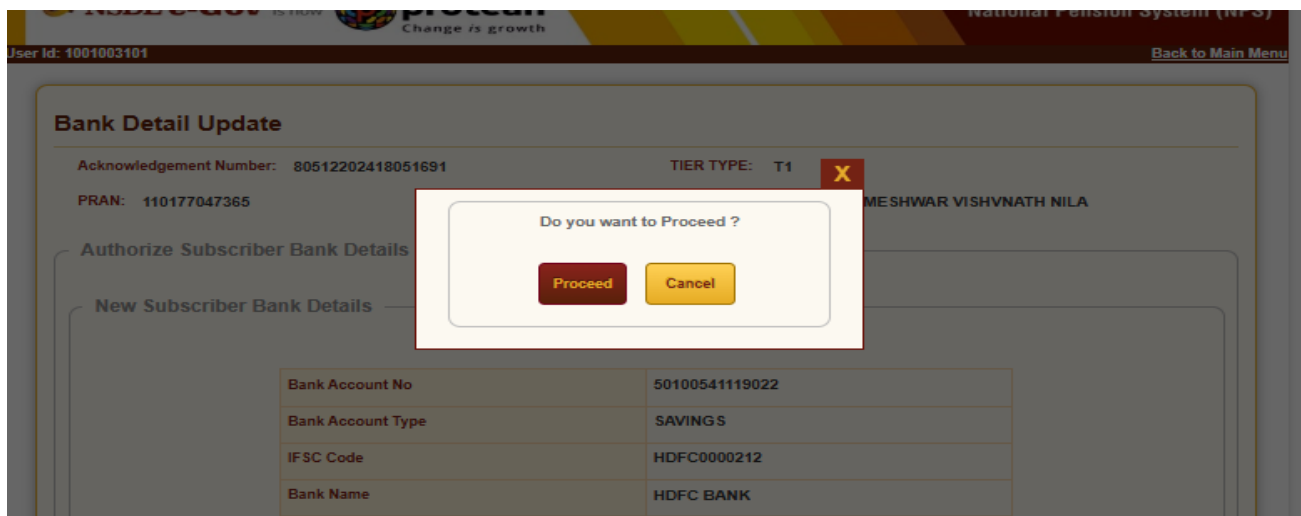
New Subscriber Bank Details

Bank Account No	501006411002K
Bank Account Type	SAVINGS
IFSC Code	HDFC0000212
Bank Name	HDFC BANK
Bank Branch	MUMBAI - GOREGAON (EA 8T)
Bank Address	GROUND FLOOR , CONWOOD HOUSE, YA SHODHAM GENERAL A.K. VAIDYA MARG, MUMBAI MAHARA SHTRA 400083
Bank Pin Code	400083
Bank State	Maharashtra
Bank Country	India
MICR Code	400240037
Declaration By Nodal Vendor	<input type="checkbox"/> I hereby declare that given bank account is salary bank account of the employee as per our office records and atleast one salary has been credited

Accept Reject

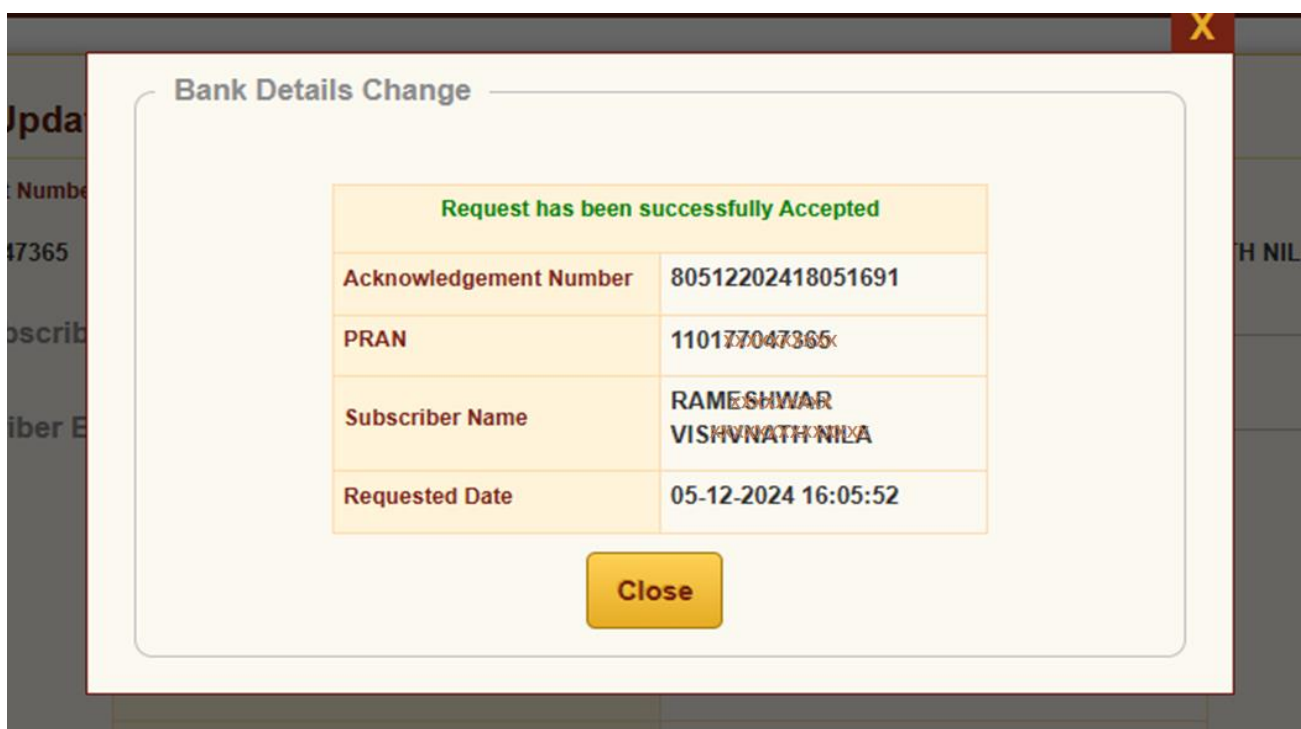
Remarks

Figure 21



19. On successful authorization below message will be displayed on screen. (Refer figure 22)

Figure 22



20. To check the status of request, click on option Transaction → **“View Request Status”** → Submit. (Refer figure 23)

Figure 23


Bank Detail Update

Update Bank Details
 Authorize Bank Details
 View Request Status

View Request Status

Acknowledgement Number	<input type="text"/>
PRAN	<input type="text" value="110177047365"/>
Tier Type	<input type="text" value="--SELECT--"/>
Status	<input type="text" value="--SELECT--"/>
From Date*	<input type="text" value="DD/MM/YYYY"/>
To Date*	<input type="text" value="DD/MM/YYYY"/>

Submit
Reset



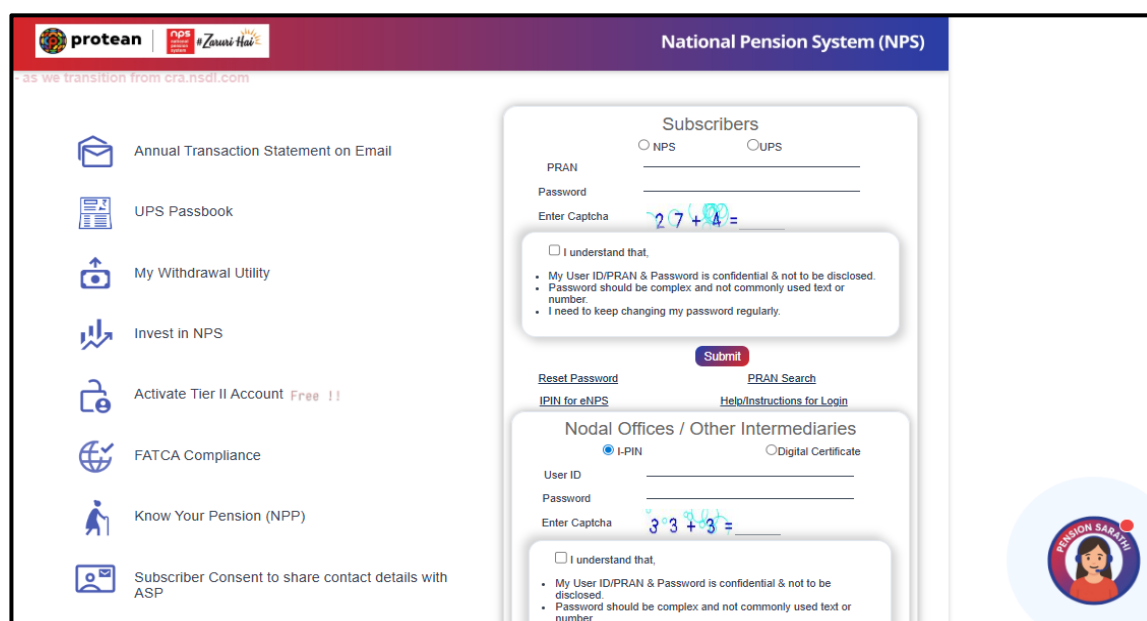
Acknowledgement Number	Request Date	Request For	Tier Type	Type of Transaction	Maker Entity ID	Status	Last Action Taken	Pending With
80512202418051691	05-12-2024	110177047365	T1	Modified	10010031	Accepted	Authorized by Nodal office	Completed

5. Process to Update Subscriber Nomination Details

5.1 Request initiation by PAO office Nodal Office User 1

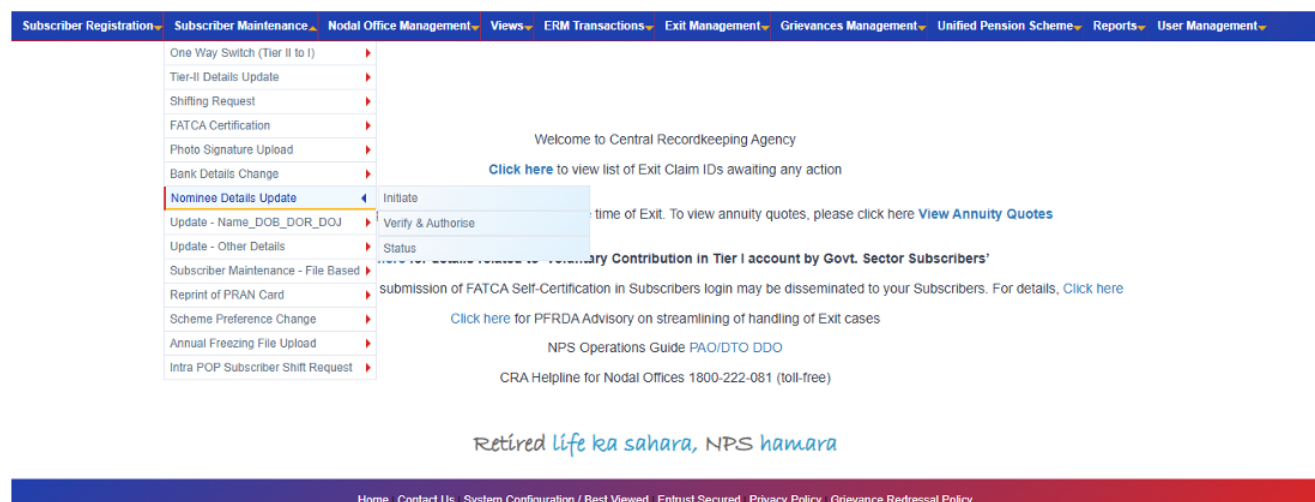
1. Log in to <https://cra.nps-proteantech.in/CRA> Enter PAO office user Id and password. Click on **“Submit”** (Refer figure 24)

Figure 24



2. Click on option **“Subscriber Maintenance”** → **“Nominee Details Update”** → **“Initiate”** (Refer figure 25)

Figure 25



3. Click on option "Update", enter PRAN of subscriber and click on "Submit" (Refer figure 26)

Figure 26

The screenshot shows the 'Add/Update Nominee/Spouse Details' page in the National Pension System (NPS) portal. At the top, there are logos for protean, NPS, and #Zaruri Hai. The page title is 'National Pension System (NPS)'. Below the title, the user ID is '1001001500' and there is a 'Back to Main Menu' link. The main heading is 'Add/Update Nominee/Spouse Details'. There are four radio buttons: 'Update' (selected), 'Download pending List', 'Verify/Authorize', and 'View Request Status'. Below this, there is a section titled 'Update Nominee/Spouse Details'. It contains a text input field for 'Permanent Retirement Account Number (PRAN)*' with the value '110146000952'. Below the input field are two buttons: 'Submit' and 'Cancel'. At the bottom of the page, there is a footer with the text 'Best viewed in Google Chrome, Mozilla & Internet Explorer 10+ with a resolution of 1024 X 768.' and a 'Privacy Policy' link.

4. Select Tier Type (I/II) for which nominee details are required be updated and click on "Submit" (Refer figure 27)

Figure 27

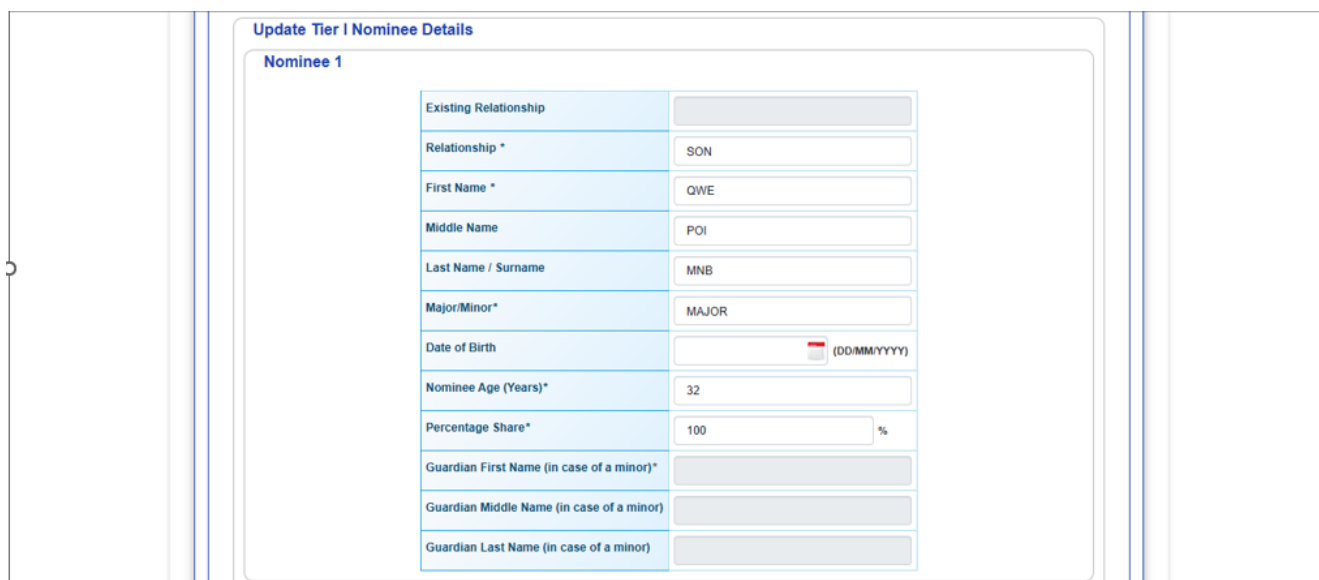
The screenshot shows the 'Add/Update Nominee/Spouse Details' page in the National Pension System (NPS) portal. At the top, there are logos for protean, NPS, and #Zaruri Hai. The page title is 'National Pension System (NPS)'. Below the title, the user ID is '1001001500' and there is a 'Back to Main Menu' link. The main heading is 'Add/Update Nominee/Spouse Details'. There are four radio buttons: 'Update' (selected), 'Download pending List', 'Verify/Authorize', and 'View Request Status'. Below this, there is a section titled 'Update Nominee/Spouse Details'. It contains two text input fields: 'Permanent Retirement Account Number (PRAN)*' with the value '110146000952' and 'Tier Type*' with the value 'Tier I(NPS)'. Below the input fields are two buttons: 'Submit' and 'Cancel'. At the bottom of the page, there is a footer with the text 'Best viewed in Google Chrome, Mozilla & Internet Explorer 10+ with a resolution of 1024 X 768.' and a 'Privacy Policy' link.

5. Nodal office can **Remove** existing details and **Add** new nominee details. (Refer figure 28)

- Maximum up to 3 nominees can be entered.
- Percentage Share for all nominees should not exceed more that 100%.
- In case nominee is "Minor" Guardian details are mandatory.

It is the responsibility of the office to check veracity of documents as provided by the subscriber.

Figure 28



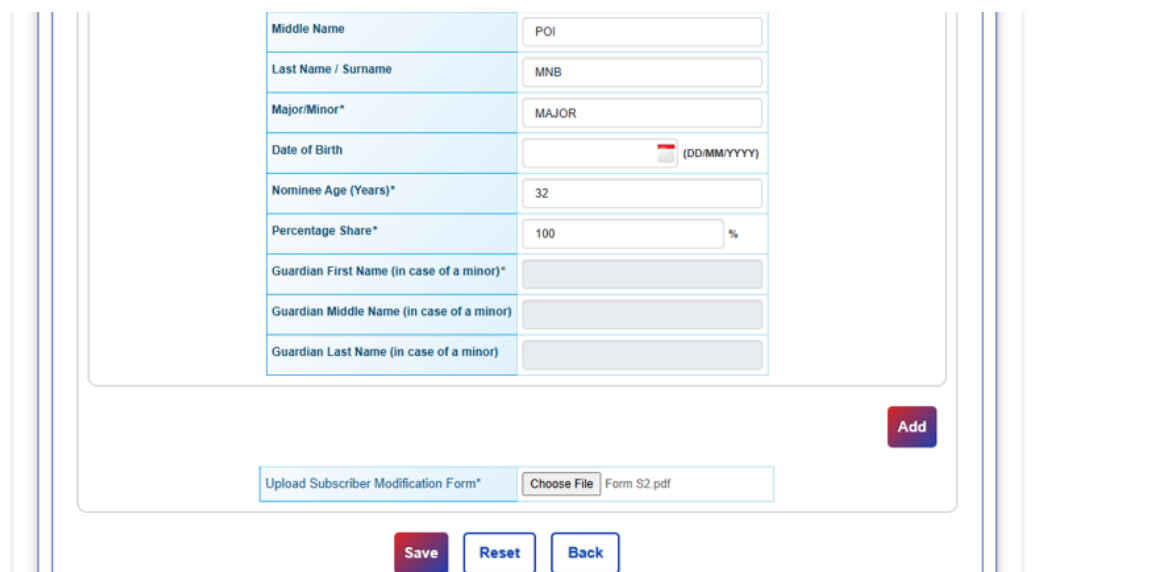
The screenshot shows a web form titled "Update Tier I Nominee Details" with a sub-section for "Nominee 1". The form contains the following fields:

Existing Relationship	<input type="text"/>
Relationship *	SON
First Name *	QWE
Middle Name	POI
Last Name / Surname	MNB
Major/Minor*	MAJOR
Date of Birth	<input type="text"/> (DD/MM/YYYY)
Nominee Age (Years)*	32
Percentage Share*	100 %
Guardian First Name (in case of a minor)*	<input type="text"/>
Guardian Middle Name (in case of a minor)	<input type="text"/>
Guardian Last Name (in case of a minor)	<input type="text"/>

6. Nodal office is required to **Upload supporting Proof i.e.** S2 Form signed by subscriber along with supporting documents. (Refer figure 29)

- Uploaded Attachment/Allowed file types: pdf/xls/png/doc/xlsx/jpeg/docx/zip/jpg.
- Maximum File Size Limit: 5MB.
- Only 1 document can be uploaded.
- File Name should not have special characters or space.

Figure 29



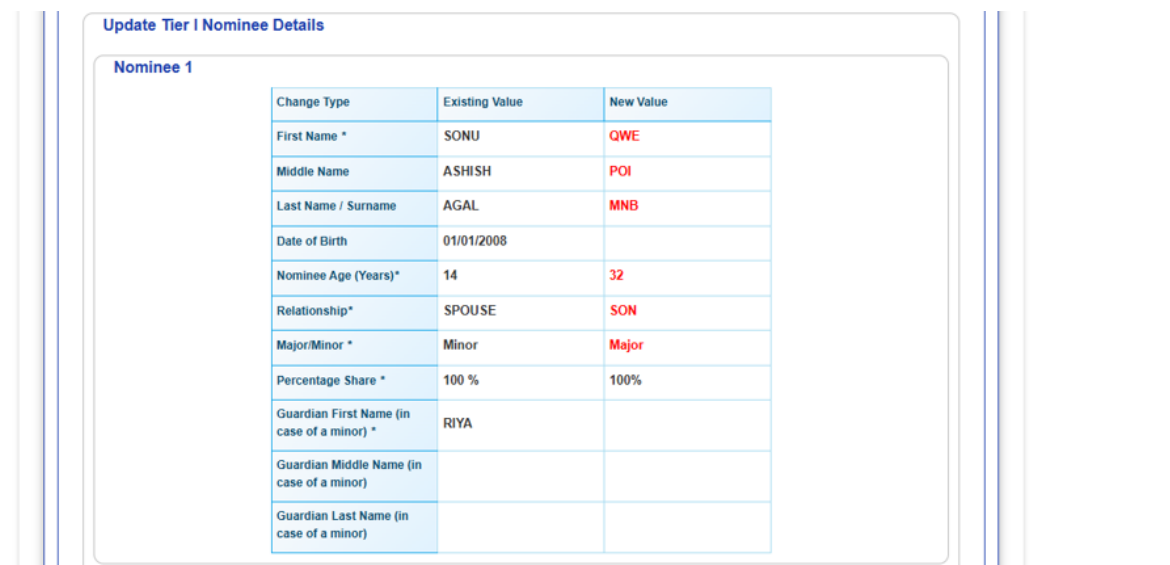
Middle Name	POI
Last Name / Surname	MNB
Major/Minor*	MAJOR
Date of Birth	<input type="text"/> (DD/MM/YYYY)
Nominee Age (Years)*	32
Percentage Share*	100 %
Guardian First Name (in case of a minor)*	<input type="text"/>
Guardian Middle Name (in case of a minor)	<input type="text"/>
Guardian Last Name (in case of a minor)	<input type="text"/>

Add

Upload Subscriber Modification Form* Form S2.pdf

7. Updated details entered in CRA system will be highlighted in **Red Color** text. Office may verify the details and click on **“Submit”** option. (Refer figure 30)

Figure 30

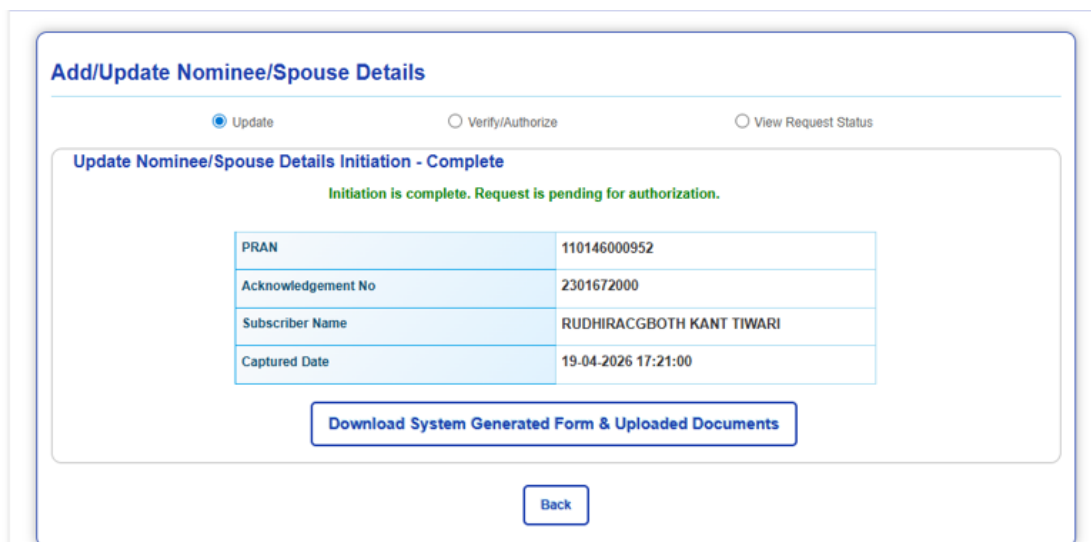


Change Type	Existing Value	New Value
First Name *	SONU	QWE
Middle Name	ASHISH	POI
Last Name / Surname	AGAL	MNB
Date of Birth	01/01/2008	
Nominee Age (Years)*	14	32
Relationship*	SPOUSE	SON
Major/Minor *	Minor	Major
Percentage Share *	100 %	100%
Guardian First Name (in case of a minor) *	RIYA	
Guardian Middle Name (in case of a minor)		
Guardian Last Name (in case of a minor)		

8. Message will be displayed on screen once subscriber details change request are captured successfully.

Acknowledgment number will be displayed on screen. (Refer figure 31)

Figure 31



Add/Update Nominee/Spouse Details

Update
 Verify/Authorize
 View Request Status

Update Nominee/Spouse Details Initiation - Complete

Initiation is complete. Request is pending for authorization.

PRAN	110146000952
Acknowledgement No	2301672000
Subscriber Name	RUDHIRACGBOTH KANT TIWARI
Captured Date	19.04.2026 17:21:00

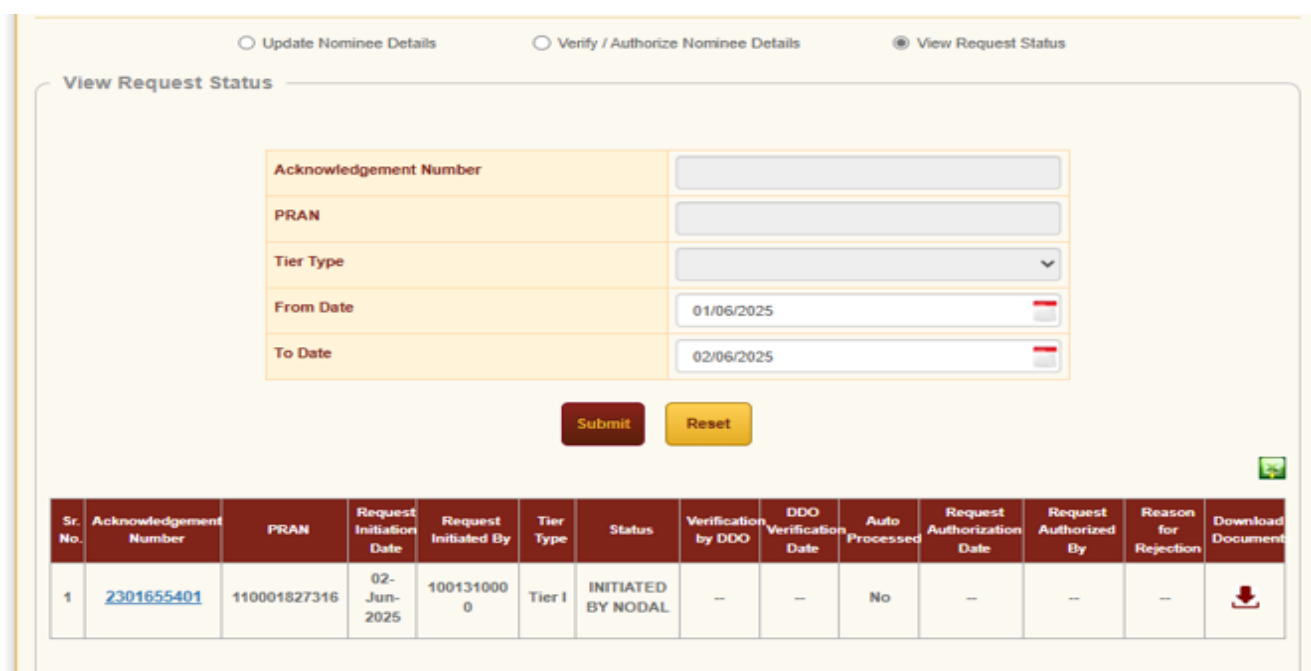
Download System Generated Form & Uploaded Documents

[Back](#)

9. Status of request can be checked under option:

View--> Request Status -View-> Transaction Type-> Enter PRAN/ Acknowledgment number (Refer figure 32)


Figure 32



Update Nominee Details
 Verify / Authorize Nominee Details
 View Request Status

View Request Status

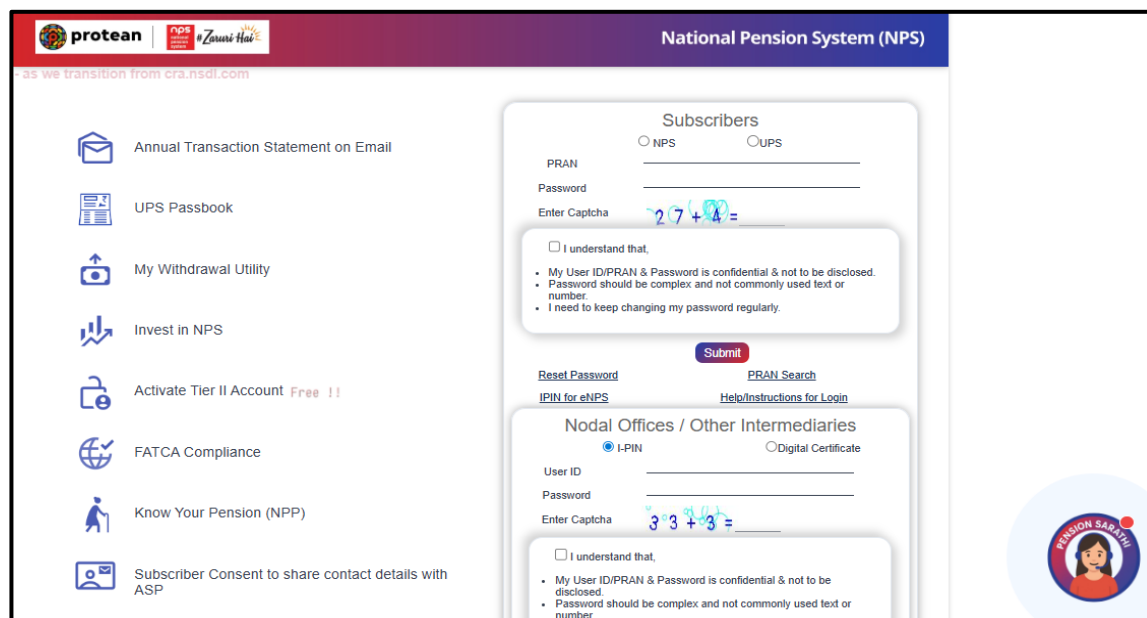
Acknowledgement Number	<input type="text"/>
PRAN	<input type="text"/>
Tier Type	<input type="text" value="v"/>
From Date	<input type="text" value="01/06/2025"/>
To Date	<input type="text" value="02/06/2025"/>

Sr. No.	Acknowledgement Number	PRAN	Request Initiation Date	Request Initiated By	Tier Type	Status	Verification by DDO	DDO Verification Date	Auto Processed	Request Authorization Date	Request Authorized By	Reason for Rejection	Download Document
1	2301655401	110001827316	02-Jun-2025	1001310000	Tier I	INITIATED BY NODAL	--	--	No	--	--	--	

5.2 Request Authorization by PAO/DTO office Nodal Office User 2 (Checker/Authorizer)

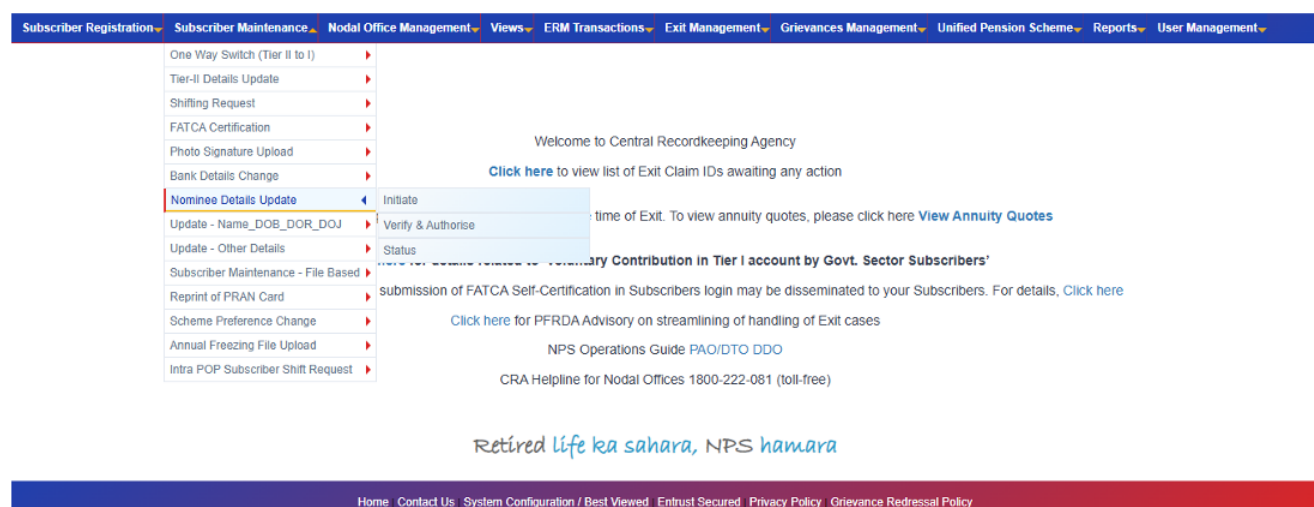
10. Nodal office will log in to CRA (<https://cra.nps-proteantech.in/CRA>) with user ID 2 (Checker/Authorizer) (Refer figure 33)

Figure 33



11. Click on option "Subscriber Maintenance" → "Nominee Details Update" → Verify/Authorize (Refer figure 34)

Figure 34



12. Click on "Verify/Authorize Nominee Details" to view the details of pending requests. The checker can enter either Ack id/ PRAN or provide date range to check the pending requests.

Click on hyperlink **Acknowledgement Number**. (Refer Figure 35)

Figure 35

Nomination/Spouse Details

Update
 Download pending List
 Verify/Authorize
 View Request Status

Verify Nominee/Spouse Details

Acknowledgement Number	<input type="text"/>
PRAN	<input type="text" value="110146000952"/>
Tier Type	<input type="text" value="Tier I"/>
From Date	<input type="text" value="DD/MM/YYYY"/>
To Date	<input type="text" value="DD/MM/YYYY"/>

Sr. No.	Acknowledgement Number	PRAN	Request Initiation Date	Tier Type	Status	Verification by DDO	DDO Verification Date	Reason for Rejection	Download Documents	Last Action Taken	Action
1	2301672000	110146000952	19-04-2026	Tier I	INITIATED BY NODAL	-	-	-		INITIATED BY NODAL	Approve Reject

13. New updated Details are highlighted in **Red Color** text. (Refer figure 36)

Figure 36

New Tier I Nominee Details of Subscriber

Nominee 1

Change Type	Existing Value	New Value
First Name *	SONU	QWE
Middle Name	ASHISH	POI
Last Name / Surname	AGAL	MNB
Date of Birth	01/01/2008	
Nominee Age (Years)*	14	32
Relationship*	SPOUSE	SON
Major/Minor *	Minor	Major
Percentage Share *	100 %	100%
Guardian First Name (in case of a minor) *	RIYA	
Guardian Middle Name (in case of a minor)		
Guardian Last Name (in case of a minor)		

14. The checker may **Accept/Reject** the request after verifying the details entered by the maker and also the supporting documents as uploaded. (Refer figure 37). **In case of rejection, the checker needs to mention the reason for rejection.**

Figure 37

Percentage Share *	100 %	100%
Guardian First Name (in case of a minor) *	RIYA	
Guardian Middle Name (in case of a minor)		
Guardian Last Name (in case of a minor)		

Last Action Details

Action By - ID/PRAN	Action By - Name	Action Type	Action Date	Remarks	Download Documents
1001001500	Admin Section, CDA (R&D), Hyderabad	INITIATED BY NODAL	19-04-2026		

Accept Reject

Approve **Back**

protean NPS Zeeva Hai National Pension System (NPS)

User Id: 1001001502 Back to Main Menu

Subscriber Modification

Acknowledgement Number: 2301672000 TIER TYPE: Tier X

PRAN: 110146000952 RUDHIRACGBOTH KANT TWARI [View Signature](#)

Update Spouse Details

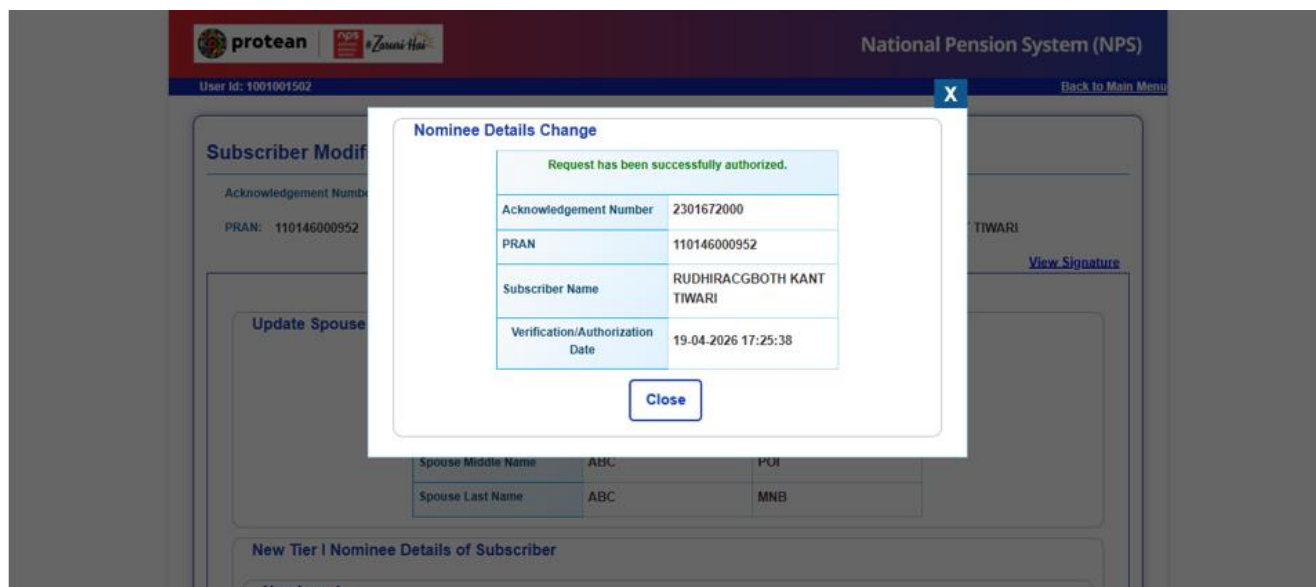
Change		
Marital Status*	MARRIED	MARRIED
Spouse First Name*	ABC	QWE
Spouse Middle Name	ABC	POI
Spouse Last Name	ABC	MNB

New Tier I Nominee Details of Subscriber

It is the responsibility of the office to check veracity of documents as provided by the subscriber

15. Message will be displayed on screen once subscriber details change request are authorized/rejected. (Refer figure 38)

Figure 38



16. Status of request can be checked under option "Subscriber Nominee Details Update" → View Request Status. (Refer figure 39)

Figure 39

