

**DIRECTORATE OF TREASURIES AND ACCOUNTS
TELANGANA STATE::HYDERABAD**

Memo.No.D1/5781/2023-1

Dated: 23-03-2024

Sub: P.S- T&A Dept.,- NPS- Updation of subscriber details in CRA System - Proof of identities required- Reg.

All Nodal offices(PAO/DTO/DSTO/STO) in the state are informed that the functionality provided to nodal offices in CRA-NSDL for updating subscriber details i.e. Name, DoB, DoJ and DoR has been disabled on advice from PFRDA.

The updation of Name Change, DoB, DoJ and DoR details in CRA-NSDL is being considered on providing request letter from PrAO/DTA along with the following supporting documents against the desired change.

Name Change	Change in DoB	Change in DoJ	Change in DoR
(List of following documents)	(any one of the document from the list)	(any one of the document from the list)	(any one of the document from the list)
Self-attested Gazzate copy or copy of Marriage certificate	Passport	Appointment/Offer Letter	Appointment/Offer Letter
Self attested POI in old name	Driving License	Employee ID card	Employee ID card
Self attested POI in New name	PAN card		
Proof of bank account with new name	Voter ID card		
NOTE: <ul style="list-style-type: none"> • Name change will be allowed only after the same is incorporated in Service Record. • For correction in Name (e.g. spelling or data entry errors) which do not entail change of name of subscriber will be processed based on supporting POI and Service Record 	AADHAAR		
	High School Mark sheet		

Therefore, all Nodal officers are requested to forward applications for updation of subscriber details viz., Name Change, DoB, DoJ and DoR in CRA along with require documents as mentioned para 2, so as to forward same to CRA -NSDL for updation in CRA System.

Sd/- K.SRC Murthy
Director of Treasuries and Accounts

To
All the Nodal Officers(DTO/DSTO/STO) in the state (through FTP).
Copy to the Pay and Accounts Officer, Hyderabad

// Forwarded :: By Order //


Junior Accounts Officer

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