

IMPORTANT CIRCULAR

Office of the CDA, "Udayan Vihar", Narangi, Guwahati - 781 171 (Assam).  
Ph No. (0361) 2640394 Ext 223, Fax No. (0361) 2640204,  
E-Mail :- cda-guw@nic.in, WAN Address :- ftp://10.48.33.2, Website :-  
[www.cdaguwahati.gov.in](http://www.cdaguwahati.gov.in)

No. DDP/I/NPS/18/ORDER/VOL-XXIV

DATED: 25.05.2015

To

- (I) The Area Accounts Office  
Bivar Road Shillong-793001  
(II) The PAO (ORs) ARC Shillong  
Happy Valley, Shillong-793007  
(III) The PAO (ORs) 58 GTC  
Happy Valley, Shillong-793007  
(IV) All the AOs GE/AGE (I)

Subject: Revision of Subscribers Registration Form.

Reference: This office letter no. DDP/I/NPS/18/ORDER/VOL-XXIV dated 01.04.2015.

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In continuation to this office letter cited above regarding CRA NSDL's Circular to use the new Common Subscriber Registration Form (CSRF 1) from April 1, 2015, the salient features of the new form as intimated by CRA-NSDL received under HQrs office letter No. AT-II/NPS/CIR dated 15.05.2015 are as follows:

1. KYC Documents (address/Identity/Date of Birth Proof) to be collected by the Nodal offices along with CSRF 1.
2. Subscriber has an option to mention mother's name instead of Father's name on the PRAN Card. The details should be provided in Additional Request Details (Annexure II of CSRF 1).
3. Nomination details are to be mandatorily provided.
4. Along with DDO authorization, PAO/PrAO also need to authorize CSRF 1 Forms.

The last date for acceptance of old S1 Forms is May 31, 2015 subsequent to which only CSRF 1 form will be accepted across all CRA-FCs. Hence It may be ensured that all the S1 Forms submitted by your office before 31May, 2015.

For any further assistance or clarification, your office may contact Mr. Mandar Karlekar (Tel. 022-24994651, Email ID - [mandark@nsdl.co.in](mailto:mandark@nsdl.co.in)) or Mr Prasenjit Mukherjee (Tel. 022-24994565, Email ID- [prasenjit@nsdl.co.in](mailto:prasenjit@nsdl.co.in)).

Please acknowledge receipt.

(K. Lalbiakchhunga)  
Asstt. Controller

Copy to: The Officer in Charge:  
✓ EDP Section (Local)

With the request to upload the same on CDA Guwahati website.

(K. Lalbiakchhunga)  
Asstt. Controller