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To

The CoFA/FAO of all
National Labs./Instts. of CSIR
Hqrs./Complex/Centres/Units

Subject: **Online withdrawal request in respect of NPS subscribers.**

Sir,

Central Record Keeping Agency (CRA) system generates a 'Claim ID' six months prior to the date of superannuation of subscribers based on the date of retirement available in CRA records. This claim ID is used for initiating the withdrawal request from subscriber's NPS account on superannuation. PAOs can view the list of claim IDs generated at their login page in the CRA system. Generation of claim ID six months prior gives sufficient time for respective PAOs to complete necessary retirement formalities and initiate withdrawal requests well in advance.

PAOs of CSIR labs/instts are requested to regularly have a look on the list of claim IDs generated at their log-in page in the CRA system for initiating online withdrawal requests of NPS subscribers well in time.

Yours faithfully

(Ajit Singh)

Dy. Financial Adviser

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1. Head, IT Division with request to make this circular available on the website.
2. Office Copy