Government of Goa
Department of Finance (Revenue & Control)
Secretariat, Porvorim
Bardez – Goa. 403521

No.12/4/2025-Fin(R&C) / 29811 Dated:06/11/2025

CIRCULAR

SUB: PRAN generation for Goa Government through Aadhaar.

The "National Pension System" was extended to the employees of Government of Goa w.e.f 05/08/2005 vide Notification No.12/4/2004/Fin (R&C) dated 05/08/2005. The Pension Fund Regulatory and Development Authority (PFRDA) has been appointed as the Fund Manager /Controller for contribution being made by the employees and employer and the records are maintained by "Protean" formerly known as National Security Depository Limited (NSDL).

The Directorate of Accounts is exercising the role of Pay & Accounts Office (PAO) in the State of Goa and also DTA/DTO for the purpose of New Pension Scheme for new recruits to the Government of Goa's service as well as new recruits in all educational & other institutions in the State of Goa whose cost of salaries or pensions are debited to the Consolidated Fund of the State of Goa.

It has been observed by PFRDA & Protean eGov Technologies Ltd (earlier known as NSDL), the designated CRA during recent review meetings, that there is huge delay in the generation of PRAN, for new appointees under NPS. Such delays have serious consequences including:

- Delayed credit of Employee & Government share of NPS contributions.
- Financial loss to the subscriber due to delayed investment of contributions.
- Adverse impact on individual NPS pension corpus due to loss of returns.
- Non-compliance with regulatory timelines prescribed by the Pension Fund Regulatory & Development Authority (PFRDA).

In view of the above, all appointing authorities and Drawing & Disbursing Officers are hereby instructed to make "CSRF Form" as a part of documents required at the time of joining Government service and forward the same to Directorate of Accounts within the prescribed time limit of 3 working days immediately upon joining of the Government servant failing which the concerned DDO would be held responsible for the delay.

It is further instructed to adopt PRAN generation through online mode on cra-nsdl website, wherein a subscriber himself will have to fill the CSRF Form online and submit it digitally to his concerned DDO office, which will be verified then by the concerned DDO and authorized by Nodal Office i.e. Directorate of Accounts.

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Also, an alternate option is wherein the DDO will have to upload the subscriber details on the website through concerned DDO login ID provided to them and mark the same to Directorate of Accounts through the option available on the website, and submit physical copy to the Directorate of Accounts, mentioning the Acknowledgement Number generated within next 3 days, for the concerned subscriber.

The Directorate of Accounts, on receipt of physical copy of the CSRF Form and Annexure II alongwith KYC documents of the concerned subscriber, will verify and allot PPAN number and forward the application to NSDL for generation of PRAN.

To help with the new system, a PowerPoint presentation is available on the www.accounts.goa.gov.in portal. It explains what details are required to be filled in and how to forward the application to Directorate of Accounts.

Timely compliance with these instructions is crucial to safeguard the financial interest of employees working under NPS framework and ensure regulatory adherence as well and also avoid any unnecessary payment of penal interest.

All the Heads of Departments are requested to bring the content of this Circular to the notice of all the employees including newly joined employees & Drawing and Disbursing Officers under them. A copy of this Circular is available on the Directorate of Accounts website www.accounts.goa.gov.in.

This is issued with the approval of Hon'ble Chief Minister/Finance Minister vide U.O. No. 7876/F dated 05/11/2025.

(Naresh Gaude)
Under Secretary Fin.(R&C)

1. All Heads of Departments/Offices.
2. All Secretaries to Government.
3. The Accountant General (Goa), Audit Bhavan, Porvorim.
4. The Director, Directorate of Accounts, Porvorim-Goa.
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