

FORM B1

[See Regulation 19, 20 and 23]

Claim and Payout Form**Unified Pension Scheme (UPS) subscriber who superannuated/retired on or after 01/04/2025****Before filling the form, please read the INSTRUCTIONS carefully given at the end of the form**

Joint Photograph
Of
Subscriber & spouse

PART -A (to be filled by the subscriber)**1. Category (any one):**

Superannuation (After minimum 10 years of qualifying service)	
Voluntary Retirement (After 25 years of qualifying service)	
Retirement under Fr 56(j) (which is not a penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965)	

2. Detail of Subscriber:

Name		Employee Code/ID		PRAN	
Date of birth		Date of joining service		Date of Voluntary Retirement (if applicable)	
Gender		Date of Superannuation/ Retirement under FR 56(j)		In case of voluntary retirement, date of deemed superannuation	
DDO (office name)		PAN		Ministry/Department (from where retired)	
PAO (office name)					

3. KYC details:

Document (one of the documents)	Document Type	Identification number	Validity (in case of Passport and Driving License)
Aadhaar* /Driving License/ Passport/Voter ID/CKYC ID/ Letter issued by NPR			

4. Current Address:

Flat/House No./Bldg. Name		Street/Locality	
Village & Post Office/Block		City/District	
State		Pin Code	
Country			

5. Contact Details:

Telephone No. (If any)		Mobile No.	
E-mail ID			

6. Details of legally wedded spouse as on date of superannuation:

Name		PAN*	
DOB		Aadhaar No.*	
Gender			
Mobile No.		E-mail Id	

7. Details of Bank account:

Type of Bank A/c	Joint with legally wedded Spouse as on date of superannuation Single (only in the absence of a legally wedded Spouse as on date of superannuation)	Bank A/c No.	
Bank Name		IFSC	
Note: Please ensure that the Government servant is the Primary Account holder in the Joint Account.			

8. Final withdrawal percentage – (can be availed upto 60% of corpus)

I desire to opt for final withdrawal (applicable where subscriber had not availed UPS benefits)% of individual corpus
I am exercising this option being fully aware that the final withdrawal will proportionately reduce the assured payout.	

Declaration:

I _____ Son/Daughter of Mr./Mrs. _____ a subscriber of Unified Pension Scheme (UPS) with PRAN----- and have fully read and understood the provisions of Unified Pension Scheme (UPS) as notified by GoI vide notification F. No. FX-1/3/2024-PR, dated 24/01/2025 and PFRDA (Operationalisation of Unified Pension Scheme under National Pension System) Regulations, 2025, as amended from time to time. I hereby declare that I am eligible to avail benefits under UPS in terms of the aforesaid notification and Regulations. I certify that the information given above is true and correct.

I authorize the CRA, NPS Trust or any other entity connected with UPS to collect and share data/ details of my necessary personal information for the purpose of the said scheme regulated under the PFRDA Act, 2013 and the relevant regulations notified thereunder.

Place: _____

Signature: _____

Date: _____

Name: _____

PART -C (to be filled by the DDO in the CRA system)

3. Salary details of last month before superannuation/ retirement under FR 56 (j)/voluntary retirement:

Month/Year	Basic Pay (includes non-practicing allowance granted to medical officer in lieu of private practice if any) (BP)	Dearness Allowance (DA)	Total E= (BP+ DA)
Last month emolument (E) for lump-sum payment			

Certified that the details provided by subscriber in Part-A , details of employment and salary i.e., qualifying service, last basic pay, average basic pay, superannuation/retirement date, legally wedded spouse details on the date of superannuation, which has been verified by HOO and the entry has been made as per such certification.	
Verified and certified that the details are true and correct.	
Signature & Name of DDO	
DDO Name	DDO Registration No.
Date:	Place:

Form B1 (Part D) UPS Payout Order (UPO) issued by PAO <i>(System Generated)</i>

To,

National Pension System Trust
 (address to be added)

Joint Photograph of
Subscriber & spouse

File no:		Date of issue:	
UPS Payout Order (UPO) No:			

1. Subscriber Category (any one):

Superannuation (After minimum 10 years of qualifying service)	
Voluntary Retirement (After 25 years of qualifying service)	
Retirement under FR 56(j) which is not a penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965	

2. Details of subscriber:

Name		Employee Code/ID		PRAN	
Date of birth		Date of joining service		Date of Voluntary Retirement (if applicable)	

Gender		Date of Superannuation/ Retirement under FR 56(j)		In case of voluntary retirement, date of deemed superannuation	
DDO (<i>office name</i>)		PAN		Ministry/Department (<i>from where retired</i>)	
PAO (<i>office name</i>)					

3. Details of legally wedded spouse on the date of superannuation/retirement:

Name		PAN	
DOB		E-mail Id	
Gender		Mobile No.	

4. Details of Bank account:

Bank A/c No.		Bank Name		IFSC	
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5. Details of Employment & Salary:

	Length of Qualifying service in number of months	
	Average of last 12 Months basic pay	
	Assured Payout	
	Last month salary (Basic Pay + DA)	
	Length of qualifying service in completed six months	
	Date of start of monthly admissible Payout	

Sanction of Admissible UPS Benefits payable to Subscriber**6. UPS Benefits payable to Subscriber:**

	Lump-sum payment	
	Excess, if any, of Individual Corpus <i>vis-a-vis</i> Benchmark Corpus	
	Final Withdrawal amount	
	Monthly Admissible Payout [Assured Payout *IC/BC (1- Final Withdrawal%)]	
	DR amount on admissible payout	
	Arrears of admissible Payout and applicable DR	

Signature & Name of PAO	
PAO Name	PAO Registration No.
Date:	Place:

Authorising the release of benefits upon receipt of UPS payout Order after due verification

Authorised Signatory NPS Trust	
Date:	Place:

Copy to,
To Subscriber
(address and email and mobile) – over email

Instructions to fill the form

1. All fields are mandatory, unless marked with Asterisks.
2. Please fill the details of the subscriber as per the service records.
3. Please give details of DDO, PAO, Department/Ministry of the office from where you retired.
4. Any one of the 5 KYC documents may be provided. In case of online filling of the form Aadhar Number or CKYC ID may be provided.
5. The current address shall be as per the KYC document provided. In case there is change in the current address, the concerned KYC documents is to be updated first.
6. The mobile number and e-mail id of the claimant shall be verified separately by sending an OTP or a link as may be applicable.
7. The field of date of joining in Central Govt regular service shall be captured from the CRA system, however, in case of any change, it shall be editable by the subscriber and duly verified by DDO.
8. In case, Aadhaar number is being given for legally wedded spouse, only the last four digits of the Aadhaar number may be provided.

List of Documents to be attached with this form**By Claimant:**

- i. Photocopy of the first page of Pass Book/Bank Statement or cancelled cheque of the Bank Account or any other bank document showing the name and account details of Account Holder, in which the payout is to be credited
- ii. Copy of PAN Card of claimant.
- iii. KYC documents of claimant
- iv. One joint photograph
- v. Specimen signature of claimant

By DDO:

- i. Copy of the document containing employment details verified by HOO
- ii. Copy of the signed Form by subscriber (in case the form submitted by subscriber in physical mode)