

**F.No. FS-13/4/2021-FS-DOP
Government of India
Ministry of Communications
Department of Posts
(Financial Services Division)**

Dak Bhawan, New Delhi-110001
Dated: 29.10.2021

To,

All Head of Circles / Regions

Subject: - Regarding introduction of “PM CARES for Children Scheme, 2021”

Madam / Sir,

The undersigned is directed to say that Ministry of Finance (DEA) has introduced ‘**PM CARES for Children Scheme, 2021**’ vide its notification No. G.S.R. 723(E) dated 06.10.2021 received through MoF (DEA) O. M. No. 14/1/2019-NS-Pt(1) dated 08.10.2021. Copy of notification is attached for information

2. Detailed Standard Operating Procedure (SOP) for operation of the scheme has been prepared in consultation with the Nodal Ministries i.e. Ministry of Finance (DEA), Ministry of Women and Child Development and CEPT, Chennai is attached herewith.

3. Detailed Standard Accounting Procedure (SAP) will be released shortly after receipt of Head of Account and GL Codes from the PA wing.

4. It is requested to circulate this scheme to all Post Offices for information, guidance and necessary action.

5. This is issued with the approval of competent authority

Enclosed: Annexure -A & B

Your’s Sincerely


29/10/2021.

**(Devendra Sharma)
Assistant Director (SB-II)**

Copy to:-

1. Sr. PPS to Secretary (Posts)
2. PS to Director General Postal Services.
3. PPS/ PS to Addl. DG (Co-ordination)/Member (Banking)/Member (O)/Member (P)/ Member (Planning & HRD)/Member (PLI)/Member (Tech)/AS & FA
4. Addl. Director General, APS, New Delhi
5. Chief General Manager, BD Directorate / Parcel Directorate / PLI Directorate
6. Sr. Deputy Director General (Vig) & CVO) / Sr. Deputy Director General (PAF)
7. Director, RAKNPA / CGM, CEPT / Directors of all PTCs
8. Director General P & T (Audit), Civil Lines, New Delhi
9. Secretary, Postal Services Board/ All Deputy Directors General
10. All General Managers (Finance) / Directors Postal Accounts / DDAP
11. Chief Engineer (Civil), Postal Directorate
12. All recognized Federations / Unions / Associations
13. The Under Secretary, MOF (DEA), NS-II Section, North Block, New Delhi.
14. The Under Secretary, Ministry of Women and Child Development for kind information and further necessary action.
15. The Joint Director & HOD, National Savings Institute, ICCW Building, 4 Deendayal Upadhyay Marg, New Delhi-110002
16. GM, CEPT, Mysuru - for uploading the order on the India Post website.
17. Dy. Director, CEPT Chennai for information and configuration in Finacle accordingly.
18. ADG (OL) for information and Hindi Translation of SB Order.
19. Guard File



भारत का राजपत्र The Gazette of India

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EXTRAORDINARY

भाग II—खण्ड 3—उप-खण्ड (i)
PART II—Section 3—Sub-section (i)

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वित्त मंत्रालय

(आर्थिक कार्य विभाग)

अधिसूचना

नई दिल्ली, 6 अक्टूबर, 2021

सा.का.नि. 723(अ).--केन्द्रीय सरकार, सरकारी बचत संवर्धन अधिनियम, 1873 (1873 का 5) की धारा 3क द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए निम्नलिखित स्कीम बनाती है, अर्थात् :-

- (1) इन स्कीम का संक्षिप्त नाम बालकों के लिए प्रधानमंत्री देखरेख स्कीम, 2021 है।
- (2) ये राजपत्र में उसके प्रकाशन की तारीख को प्रवृत्त होगी।

2. परिभाषाएं:--

(1) इस स्कीम में जब तक कि संदर्भ से अन्यथा अपेक्षित न हो,--

- “खाता” से इस स्कीम के अधीन डाकघरों में खोला गया खाता अभिप्रेत है;
- “खाताधारक” से फायदाग्राही बालक अभिप्रेत है, जिसके नाम से खाता धारण किया जाता है;
- “अधिनियम” से सरकारी बचत बैंक अधिनियम, 1873 (1873 का 5) अभिप्रेत है;
- “संबंधित प्राधिकरण” से समन्वय और स्कीम के समग्र प्रबंधन के प्रयोजन के लिए महिला और बाल विकास मंत्रालय अभिप्रेत है;
- “घटना की तारीख” से 11.03.2020 से 11.12.2021 के बीच की तारीख अभिप्रेत है, जिसके दौरान बालक, जिसने अठारह वर्ष की आयु पूर्ण नहीं की है, के माता-पिता दोनों या अंतिम उत्तरजीवी माता-पिता या दोनों दत्तक माता-पिता या एकल विधिक संरक्षक की कोविड-19 महामारी के कारण मृत्यु हो गई है;

- (च) “खाता खोलने की तारीख” से वह तारीख अभिप्रेत है, जिसको स्कीम के अधीन खाता खोला जाता है;
- (छ) “प्ररूप” से इस स्कीम से उपाबद्ध प्ररूप अभिप्रेत हैं;
- (ज) “साधारण नियम” से सरकारी बचत संवर्धन साधारण नियम, 2018 अभिप्रेत है;
- (झ) “संयुक्त खाताधारक” से संबंधित जिला मजिस्ट्रेट अभिप्रेत है, जो इस स्कीम के अधीन खाते के प्रचालन के प्रयोजन के लिए संरक्षक के रूप में कार्य करेगा;
- (ञ) “स्कीम मार्गदर्शन” से बालकों के लिए प्रधानमंत्री देखरेख स्कीम, 2021 पर महिला और बाल विकास मंत्रालय द्वारा जारी मार्गदर्शन अभिप्रेत हैं;

(2) उन शब्दों और पदों के, जो इसमें प्रयुक्त हैं और परिभाषित नहीं हैं, का क्रमशः वही अर्थ होगा, जो उनका अधिनियम और साधारण नियमों में है।

3. खाता खोलना – (1) किसी पात्र फायदाग्राही, जिसने घटना की तारीख को, जिसने अठारह वर्ष की आयु पूर्ण नहीं की है और जो खाता खोलने की तारीख को अठारह वर्ष का नहीं हुआ है, के लिए स्कीम मार्गदर्शन के अनुसार संयुक्त खाताधारक के रूप में संबंधित जिला मजिस्ट्रेट के साथ फायदाग्राही के नाम से खाता खोला जा सकेगा:

परंतु स्कीम मार्गदर्शन के अधीन अन्यथा पात्र किसी फायदाग्राही के लिए एकल खाता खोला जा सकेगा, जो खाता खोलने की तारीख को अठारह वर्ष या उससे अधिक आयु का है।

(2) इस स्कीम के अधीन पैरा 3 के उप पैरा (1) के अधीन यथाउपबंधित के सिवाय कोई संयुक्त खाता नहीं खोला जाएगा।

(3) प्ररूप 1 में खाता खोलने के लिए आवेदन के साथ स्कीम दिशानिर्देशों के अधीन पात्र फायदाग्राही के संबंधित प्राधिकारी द्वारा यथाविनिर्दिष्ट दस्तावेज संलग्न होंगे।

4. जमा :- (1) अग्रिम एकमुश्त अभिदाय केवल पीएम केयर निधि से, खाता खोलने के एक मास के भीतर नीचे दी गई सारणी में यथाविनिर्दिष्ट रीति में किया जाएगा :-

(आयु आधारित अग्रिम एकमुश्त अभिदाय उपदर्शित करते हुए सारणी)

सारणी

खाता खोलने के समय पात्र फायदाग्राही की आयु	परिपक्वता (वर्ष की संख्या)	अग्रिम एकमुश्त अभिदाय (रुपए में) (निकटतम रुपए)
1 वर्ष	17	2,87,870
2 वर्ष	16	3,09,750
3 वर्ष	15	3,33,290
4 वर्ष	14	3,58,620
5 वर्ष	13	3,85,870
6 वर्ष	12	4,15,200
7 वर्ष	11	4,46,750
8 वर्ष	10	4,80,710
9 वर्ष	9	5,17,240
10 वर्ष	8	5,56,550
11 वर्ष	7	5,98,850
12 वर्ष	6	6,44,360
13 वर्ष	5	6,93,330
14 वर्ष	4	7,46,030
15 वर्ष	3	8,02,720
16 वर्ष	2	8,63,730
17 वर्ष	1	9,29,370
18 वर्ष और उससे उपर	0	10,00,000

(2) पीएम केयर निधि से एकमुश्त अभिदाय की संगणना करने के प्रयोजनों के लिए पात्र फायदाग्राही की आयु आगामी जन्म की तारीख को पूरे हुए वर्ष की संख्या होगी।

उदाहरण स्वरूप – 4 मास की आयु के पात्र फायदाग्राही के लिए अप्रकृत एकमुश्त अभिदाय एक वर्ष की आयु के लिए विनिर्दिष्ट रकम होगी। इसी प्रकार, 12 वर्ष 9 मास की आयु के पात्र फायदाग्राही के लिए अप्रकृत एकमुश्त अभिदाय रकम 13 वर्ष की आयु के लिए विनिर्दिष्ट रकम होगी। मासों और दिनों की किसी भी संख्या को अगले पूर्ण वर्ष में पूर्णांकित कर दिया जाएगा।

(3) पैरा 4 के उप-पैरा (2) के अनुसार संगणित आयु आधारित अप्रकृत एकमुश्त अभिदाय, सारणी निर्दिष्ट करके खाता धारक के खाते में जमा कर दिया जाएगा तथा अप्रकृत अभिदाय 10 लाख रुपए होगा जब खाता धारक की आयु 18 वर्ष हो जाती है।

(4) खाता धारक के 18 वर्ष की आयु का होने पर, 10 लाख रुपए की निधि के साथ उक्त खाता, खाता धारक का एकल खाता हो जाएगा तथा खाता धारक के 18 वर्ष से 23 वर्ष की आयु का होने तक की अवधि के लिए केन्द्रीय सरकार द्वारा समय-समय पर यथाअधिसूचित राष्ट्रीय बचत (मासिक आय खाता) स्कीम, 2019 पर लागू ब्याज की दर लगेगी।

(5) अन्यथा पात्र फायदाग्राही हेतु किन्तु जो 18 वर्ष या उससे अधिक की आयु का पैरा 3 के उप-पैरा (1) के परन्तुक के अधीन खाता खोलने की तारीख को हो गया है, 10 लाख रुपए का अप्रकृत एकमुश्त अभिदाय पात्र फायदाग्राही के नाम पर एकल खाते में जमा किया जाएगा तथा 10 लाख रुपए की निधि पर खाताधारक के 23 वर्ष की आयु का होने तक अप्रकृत एकमुश्त अभिदाय के जमा होने की तारीख से उस अवधि के लिए केन्द्रीय सरकार द्वारा समय-समय पर यथाअधिसूचित राष्ट्रीय बचत (मासिक आय खाता) स्कीम, 2019 पर लागू उसी प्रचलित ब्याज की दर लगेगी।

5. जमा पर ब्याज – (1) पात्र फायदाग्राही के खाते में अप्रकृत एकमुश्त अभिदाय 10 लाख रुपए हो जाएगा जब खाताधारक की आयु 18 वर्ष हो जाती है।

(2) यदि खाता पैरा 4 के उप-पैरा (5) में खोला गया है, तो खाता मासिक ब्याज स्कीम के रूप में प्रचालित होगा और मासिक ब्याज खाते में अप्रकृत एकमुश्त अभिदाय के जमा होने की तारीख से एक मास पूर्ण होने पर खाता धारक को संदेय होगा।

(3) 10 लाख रुपए की निधि के साथ एकल खाता, खाता धारक के 18 वर्ष का होने पर मासिक ब्याज स्कीम के रूप में प्रचालित होगा तथा खाता धारक के 18 वर्ष से 23 वर्ष की आयु का होने तक की अवधि के लिए केन्द्रीय सरकार द्वारा समय-समय पर यथाअधिसूचित राष्ट्रीय बचत (मासिक आय खाता) स्कीम, 2019 पर लागू ब्याज की दर लगेगी।

(4) स्कीम के अधीन भविष्यलक्षी आधार पर खाते में अप्रकृत एकमुश्त अभिदाय को जमा करने पर ब्याज संदत्त किया जाएगा और यदि 10 लाख रुपए की निधि के साथ खोले गए एकल खाते से प्रत्येक मास संदेय ब्याज पर दावा नहीं किया जाता है, तो ऐसे ब्याज पर कोई अतिरिक्त ब्याज अर्जित नहीं होगा।

(5) खाता धारक के 23 वर्ष की आयु का होने पर कोई ब्याज संदत्त नहीं किया जाएगा।

(6) ब्याज को एक रुपए के निकटतम बहुगुणक तक पूर्णांकित किया जाएगा और इस प्रयोजन के लिए पचास पैसा या उससे अधिक की रकम को एक रुपए माना जाएगा तथा पचास पैसे से कम की रकम की उपेक्षा कर दी जाएगी।

6. खाते का प्रचालन – (1) पैरा 3 के उप-पैरा (1) के अनुसार खोला गया खाता (खाते को खोलने की तारीख को अठारह वर्ष से कम के) खाता धारक और संबंधित जिला मजिस्ट्रेट के साथ संयुक्त खाते के रूप में प्रचालित होगा।

(2) अठारह वर्ष या उससे अधिक आयु के खाता धारक के लिए, पैरा 3 के उप-पैरा (1) के परन्तुक के अधीन, खाता धारक द्वारा केवाईसी दस्तावेज प्रस्तुत करने के पश्चात् एकल खाते के रूप में प्रचालित किया जाएगा।

7. खाते को समय से पूर्व बन्द करना – (1) अल्पवय खाता धारक की मृत्यु होने की दशा में खाते को प्ररूप-2 में आवेदन पर बन्द कर दिया जाएगा तथा पीएम-केयरनिधि में और पारेषण के लिए एकमुश्त अप्रकृत अभिदाय संयुक्त खाता धारक को संदत्त किया जाएगा।

(2) खाते का समय-पूर्व निकासी या बन्द करना अनुज्ञात नहीं होगा।

8. **खाता बन्द करना** – स्कीम का दृष्टिकोण खाता धारक के 18 वर्ष की आयु का होने के समय अप्रुट एकमुश्त अभिदाय 10 लाख रुपए होने का है और जब खाता धारक की आयु 23 वर्ष हो जाती है तो पात्र बकाया खाता धारक को संवितरित कर दिया जाएगा तथा खाते को प्ररूप-2 में आवेदन पर बन्द कर दिया जाएगा।

9. **स्कीम का प्रबन्धन** – महिला और बाल विकास मंत्रालय नोडल कार्यालय होगा तथा स्कीम को आरम्भ करने और उसके प्रचालन से संबंधित सभी विषयों को देखेगा, जिसके अन्तर्गत समस्या समाधान, फायदाग्राहियों की पहचान, खाते खोलना, अप्रुट एकमुश्त अभिदाय का संदाय, स्कीम संबंधी और फायदाग्राही-वार जमाओं और निकासियों का लेखांकन, स्कीम संबंधी जमा करना और चुकाना, कार्यान्वयन के दौरान अन्य अभिकरणों के साथ समन्वय भी है।

10. **स्कीम को बन्द करना** – पात्र फायदाग्राहियों के सिवाय स्कीम के मार्गदर्शी सिद्धांतों के अनुसार स्कीम नियत परिपक्वता अवधि (क्लोज एण्डेड) की होगी तथा पीएम-केयर निधि से अप्रुट एकमुश्त अभिदाय और बकाया का निपटारा होने पर स्कीम बन्द हो जाएगी।

11. **साधारण नियमों का लागू होना** – साधारण नियमों के उपबंध, यथासाध्य, उन विषयों के संबंध में लागू होंगे जिनके लिए इस स्कीम में कोई उपबंध नहीं किए गए हैं।

12. **शिथिल करने की शक्ति** – जहां केन्द्रीय सरकार का यह समाधान हो जाता है कि इस स्कीम के किन्हीं उपबंधों के प्रचालन से खाता धारक को असम्यक् कठिनाई हो रही है, तो वह आदेश द्वारा और लेखबद्ध किए जाने वाले कारणों से, उस रीति में जो अधिनियम के उपबंधों से असंगत न हो, ऐसे खाता धारक के संबंध में उस उपबंध या उपबंधों की अपेक्षा को शिथिल कर सकेगी।

[फा. सं. 14/1/2019.एनएस(भाग.1)]

आशीष वच्छानी, संयुक्त सचिव

प्ररूप -1

प्रधानमंत्री द्वारा बालकों की देखभाल स्कीम, 2021 के अधीन खाता खोलने के लिए आवेदन

प्रति

पोस्टमास्टर

.....

खाताधारक का फोटो
चिपकाएँ

.....

श्रीमान,

मैंने/हमने आपके डाकघर में अवयस्क/स्वयं के नाम पर प्रधानमंत्री द्वारा बालकों की देखभाल स्कीम, 2021 के अधीन खाता खोलने के लिए आवेदन किया है।

2. मैंने/हमने, प्रारंभिक रूप से इलेक्ट्रॉनिक हस्तांतरण/चेक/डीडीनंबर तारीख..... रुपए/..... रुपए जमा किया है।

3. संयुक्त खाताधारक का विवरण

(खाताधारक के अवयस्क होने की स्थिति में ही भरा जाना है): जिला मजिस्ट्रेट,

..... जिला

4. खाताधारकों का विवरण इस प्रकार है: -

खाता धारक का नाम	
लिंग	
पिता का नाम	
जन्म तिथि (दिन/माह/वर्ष) और शब्दों में	
जन्म प्रमाण पत्र का विवरण (सं./तारीख/जारीकर्ता प्राधिकारी)	
आधार संख्या	
पैन नंबर (यदि उपलब्ध हो)	
मोबाइल नंबर	
ईमेल पता यदि कोई हो	
वर्तमान पता	
स्थायी पता	
संलग्न दस्तावेजों का विवरण (आधार/अन्य)	

5. मेरे/हमारे नमूना हस्ताक्षर

1.....2.....3.....
(नाम).....

1.....2.....3.....
(नाम).....

मैं स्कीम और समय-समय पर जारी किए गए संशोधनों पर लागू स्कीम के उपबंधों और सरकारी बचत प्रोत्साहन नियम-2018 का पालन करने का वचन देता हूँ।

खाताधारक/संयुक्त खाताधारक के हस्ताक्षर या अंगूठे का निशान
तारीख :

नाम निर्देशन

(केवल तभी अपेक्षित है जब खाताधारक ने 18 वर्ष की आयु प्राप्त कर ली हो)

6. मैं नीचे उल्लिखित व्यक्ति (यों) को नामनिर्देशित करता हूं, जिन्हें मेरी मृत्यु की स्थिति में अन्य सभी व्यक्तियों को छोड़कर मेरी मृत्यु के समय मेरे खाते में जमा राशि देय होगी।

क्र.सं.	नामनिर्देशिती व्यक्ति का नाम और संबंध	पूरा पता	नामनिर्देशिती व्यक्ति की आधार संख्या (वैकल्पिक)	अवयस्क के मामले में नामनिर्देशिती व्यक्ति की जन्म तारीख	पात्रता का हिस्सा	पात्रता की प्रकृति न्यासी या मालिक
1						
2						
3						
4						

जैसा कि ऊपर निर्दिष्ट क्रमांक(ओं) पर नामनिर्देशिती अवयस्क हैं/हैं,

मैं नामनिर्देशिती (यों) के अवयस्क के दौरान मेरी मृत्यु होने की स्थिति में उक्त खाते के अधीन देय राशि प्राप्त करने के लिए श्री/श्रीमती/कुमारी पुत्र/, पुत्री/ पत्नी.....

..... पता को
..... नियुक्त करता/करती हूं।

1. साक्षी के हस्ताक्षर

नाम और पता

2. साक्षी के हस्ताक्षर

नाम और पता

खाताधारक के हस्ताक्षर या अंगूठे का निशान

स्थान:

तारीख:

डाकघर/बैंक के उपयोग के लिए

खाताखाता संख्या _____ तारीख _____
ग्राहक पहचान संख्या द्वारा (स्कीम का नाम) के
अधीन

..... के नाम से खोला गया है।

नामनिर्देशन संख्या तारीख..... के द्वारा रजिस्ट्रीकृत किया गया है।

सक्षम प्राधिकारी के हस्ताक्षर और मुहर।

प्ररूप -2
खाता बंद करने के लिए आवेदन

डाकघर का नाम _____

तारीख _____

खाता संख्या _____

1. मैं पास बुक/जमा रसीद जमा करता हूँ और उपरोक्त खाते को बंद करने के लिए आवेदन करता हूँ।
2. खाते की परिपक्वता की तारीख(केवल उस स्थिति में भरी जानी है जहाँ खाता परिपक्वता पर या उसके बाद बंद हो जाता है)
3. कृपया खाते में पात्र शेष की राशि मेरे सेविंग बैंक खाता संख्या _____ को _____ (खाता कार्यालय का नाम) पर जारी करें।

अथवा

कृपया डिमांड ड्राफ्ट/अकाउंट पेयी चेक जारी करें

खाताधारक/संयुक्त खाताधारक/नामनिर्देशिती/विधिक उत्तराधिकारी के हस्ताक्षर या अंगूठे का निशान (अंगूठे का निशान लेखा कार्यालय के परिचित व्यक्ति द्वारा सत्यापित किया जाना चाहिए)

संदाय आदेश

(कार्यालय के उपयोग के लिए ही)

तारीख

भुगतान विवरण

मूल रकम _____ रुपए

(+) ब्याज बकाया _____ रुपए

(--)**अधिक भुगतान किए गए ब्याज की वसूली** _____ रुपए

कटौती यदि कोई हो _____ रुपए

कुल बकाया राशि _____ रुपए

संदाय _____ रुपए (आंकड़ों में) _____ (शब्दों में)

तारीख

पोस्टमास्टर के हस्ताक्षर

ऋणमुक्ति

(खाताधारक/संयुक्त खाताधारक/ नामनिर्देशिती /विधिक उत्तराधिकारी द्वारा भरा जाना है।)

चेक/डीडी के द्वारा नंबरतारीख/खाता संख्यामें अंतरण द्वारा प्राप्त रु. _____ (अंकों में) _____ (शब्दों में) ।

तारीख

खाताधारक/संयुक्त खाता धारक/नामनिर्देशिती/विधिक
उत्तराधिकारी के हस्ताक्षर/अंगूठे का निशान

MINISTRY OF FINANCE

(Department of Economic Affairs)

NOTIFICATION

New Delhi, the 6th October, 2021

G.S.R. 723(E).—In exercise of the powers conferred by section 3A of the Government Savings Promotion Act, 1873 (5 of 1873), the Central Government hereby makes the following Scheme, namely:-

1. (1) This Scheme may be called the PM CARES for Children Scheme, 2021.
- (2) It shall come into force on the date of its publication in the Official Gazette.

2. Definitions.-

- (1) In this Scheme, unless the context otherwise requires,-
 - (a) “account” means account opened in post offices under this Scheme;
 - (b) “account holder” means beneficiary child in whose name the account is held;
 - (c) “Act” means the Government Savings Promotion Act, 1873 (5 of 1873);
 - (d) “concerned authority” means the Ministry of Women and Child Development for the purpose of coordination and overall management of this Scheme;
 - (e) “date of event” means the date between the period 11.3.2020 to 31.12.2021 during which the children who had not attained the age of eighteen years, lost both parents or last surviving parent or both adopted parents or sole legal guardian to COVID-19 pandemic;
 - (f) “date of opening of account” means the date on which the account is opened under the scheme;
 - (g) “Form” means forms appended to this Scheme;
 - (h) “General Rules” means the Government Savings Promotion General Rules, 2018;
 - (i) “joint account holder” means the concerned District Magistrate, who shall act as the guardian for the purpose of operation of the account under the Scheme;
 - (j) “scheme guidelines” means the guidelines issued by the Ministry of Women and Child Development on PM CARES for Children Scheme, 2021.
- (2) Words and the expressions used herein but not defined shall have the meanings respectively assigned to them in the Act and the General Rules.

3. Opening of account.-(1) An account may be opened in the name of a beneficiary with the concerned District Magistrate as joint account holder for an eligible beneficiary who has not attained the age of 18 years on the date of event and has also not turned 18 years on the date of opening of account, in accordance with the scheme guidelines :

Provided that a single account may be opened for a beneficiary otherwise eligible under the scheme guidelines who has turned 18 years or more on the date of opening of the account.

(2) No joint account shall be opened under this Scheme except as provided under sub-paragraph (1) of paragraph 3.

(3) The application for opening an account in Form-1, shall be accompanied with the documents of the eligible beneficiary, as specified by the concerned authority, under the scheme guidelines.

4. Deposits.- (1) The upfront lumpsum contribution shall be made only from the PM-CARES Fund, within one month of opening of the account, in the manner as specified in the Table below:-

(TABLE SHOWING AGE-BASED UPFRONT LUMP SUM CONTRIBUTION)

TABLE

Age of the eligible beneficiary at the time opening of an account	Maturity (No. of Years)	Upfront Lumpsum Contribution (in Rupees) (rounded off)
1 Year	17	2,87,870
2 Years	16	3,09,750
3 Years	15	3,33,290
4 Years	14	3,58,620
5 Years	13	3,85,870
6 Years	12	4,15,200
7 Years	11	4,46,750
8 Years	10	4,80,710
9 Years	9	5,17,240
10 Years	8	5,56,550
11 Years	7	5,98,850
12 Years	6	6,44,360
13 Years	5	6,93,330
14 Years	4	7,46,030
15 Years	3	8,02,720
16 Years	2	8,63,730
17 Years	1	9,29,370
18 Years and above	0	10,00,000

(2) For purposes of computation of lumpsum contribution from PM CARES Fund, age of eligible beneficiary shall be the number of completed years on the upcoming date of birth.

For example. - The upfront lumpsum contribution amount for 4 month-old eligible beneficiary shall be the amount specified for one year old. Similarly, the upfront lumpsum contribution amount for 12 years 9 months old eligible beneficiary, shall be the amount specified for 13 years old. Any number of months and days shall be rounded off to the next complete year.

(3) Age-based upfront lumpsum contribution, calculated as per sub-paragraph (2) of paragraph 4, shall be deposited in the account of the account holder by referring to the Table and the upfront contribution shall become Rs. 10 lakh when the account holder attains the age of 18 years.

(4) Upon account holder attaining the age of 18 years, the said account with corpus of Rs.10 lakh, shall become a single account of the account holder, and bear the rate of interest applicable on the National Savings (Monthly Income Account) Scheme, 2019, as notified by the Central Government from time to time, for the duration from the account holder attaining the age of 18 years to 23 years.

(5) For a beneficiary otherwise eligible but has attained the age of 18 years or more as on date of opening of account under the proviso of sub-paragraph (1) of paragraph 3, the upfront lumpsum contribution of Rs. 10 lakhs shall be deposited into a single account in the name of the eligible beneficiary and the corpus of Rs. 10 lakhs shall bear the same prevailing rate of interest applicable to the National Savings (Monthly

Income Account) Scheme, 2019, as notified by the Central Government from time to time, for the duration from the date of credit of upfront lumpsum contribution in the account till the account holder attains the age of 23 years.

5. Interest on deposit.- (1) The upfront lumpsum contribution in the account of an eligible beneficiary shall become Rs. 10 lakh when the account holder attains the age of 18 years.

(2) If the account has been opened under sub-paragraph (5) of paragraph 4, the account shall operate as a monthly interest scheme and the monthly interest shall be payable to the account holder on completion of a month from the date of credit of upfront lumpsum contribution in the account.

(3) The single account with a corpus of Rs. 10 lakhs shall operate as a monthly interest scheme once the account holder attains the age of 18 years and shall bear the rate of interest applicable to the National Savings (Monthly Income Account) Scheme, 2019, as notified by the Central Government from time to time, for the duration from the account holder attaining the age of 18 years to 23 years.

(4) Interest shall be paid on the credit of upfront lumpsum contribution in the account on a prospective basis under the scheme and if the interest payable every month from the single account opened with a corpus of Rs. 10 lakhs is not claimed, such interest shall not earn any additional interest.

(5) No interest shall be paid once the account holder attains the age of 23 years.

(6) Interest shall be rounded off to nearest multiple of one rupee and for this purpose any amount of fifty paise or more shall be treated as one rupee and any amount less than fifty paise shall be ignored.

6. Operation of account.- (1) The account opened as per sub-paragraph (1) of paragraph 3 shall operate as a joint account with the account holder (below eighteen years as on date of opening of account) and the concerned District Magistrate.

(2) For account holder of eighteen years of age or above, under the proviso of sub-paragraph (1) of paragraph 3, the account shall be operated by the account holder as single account after submitting KYC documents.

7. Premature closure of account.- (1) In the event of death of the minor account holder, the account shall be closed on an application in Form-2 and the lump sum upfront contribution shall be paid to the joint account holder for further transmission to the PM-CARES Fund.

(2) Premature withdrawal or closure of the account shall not be allowed.

8. Closure of account.- The Scheme envisions upfront lumpsum contribution becoming Rs. 10 lakhs at the time of the account holder attaining 18 years of age and when the account holder attains the age of 23 years, the eligible balance shall be disbursed to the account holder and the account shall be closed on an application in Form-2.

9. Scheme Management.- Ministry of Women and Child Development shall be the nodal office and shall look into all matters pertaining to initiation and operation of the Scheme including problem-solving, identification of beneficiaries, opening of accounts, payment of upfront lumpsum contribution, scheme-related and beneficiary-wise accounting of credits or debits, scheme-related pay-in and pay-out, coordination with other agencies during implementation.

10. Closure of the scheme.- The Scheme shall be close-ended except for eligible beneficiaries as per the scheme guidelines and upfront lumpsum contributions from PM CARES Fund and upon settlement of dues, this Scheme shall stand closed.

11. Application of General Rules.- Provisions of the General Rules shall, so far as may be, apply in relation to the matters for which no provisions have been made in this Scheme.

12. Power to relax.- Where the Central Government is satisfied that the operation of any of the provisions of this Scheme causes undue hardship to the account holder, it may, by order and for reasons to be recorded in writing, relax the requirement of that provision or provisions in respect of such account holder, in a manner not inconsistent with the provisions of the Act.

[F. No. 14/1/2019.NS (Pt.I)]

ASHISH VACHHANI, Jt. Secy.

FORM -1**Application for opening an account under PM Cares for Children Scheme, 2021**

To
The Postmaster

.....
.....

Paste photograph of the
account holder

Sir,

I/Wehereby apply for opening of an account under PM-CARES for Children Scheme, 2021 in your Post Office in the name of minor /self.....

2. I/We tender herewith Rs...../ Rs.....) in by electronic transfer/cheque/DD No.....date.....as initial deposit.

3. The details of the joint account holder

(To be filled only in case of account holder is a minor): The District Magistrate,
.....District

4. The details of account holder are as under: -

Name of account holder	
Gender	
Father's Name	
Date of Birth (DD/MM/YYYY) and in words	
Details of Birth Certificate (No./Date/issuing authority)	
Aadhaar Number	
PAN Number (If available)	
Mobile Number	
Email address if any	
Present Address	
Permanent Address	
Details of documents attached (Aadhaar/Others)	

5. My/our specimen Signatures

1.....2.....3.....
(Name).....

1.....2.....3.....
(Name).....

I hereby undertake to abide by the scheme provisions and Government Savings Promotion rules-2018 applicable on the Scheme and amendments issued thereto from time to time.

Signature or thumb impression of account holder / joint account holder

Date:

Nomination**(Required only when the account holder has attained the age of 18 years)**

6. I.....hereby nominate the person(s) mentioned below to whom to the exclusion of all other persons in the event of my death the amount standing to my credit at the time of my death would be payable.

S.No.	Name(s) of the nominee(s) and relationship	Full address (s)	Aadhaar number of nominee (optional)	Date of birth of nominee in case of minor	Share of entitlement	Nature of entitlement Trustee or owner
1						
2						
3						
4						

As the nominee(s) at Serial No.(s).....specified above is/are minor(s), I appoint

Shri/Smt/Kumari.....S/o,D/o,W/o.....

.....Address.....

.....to receive the sum due under the said account in the event of my death during the minority of the nominee(s).

1. Signature of witness.....

Name & Address.....

2. Signature of witness.....

Name & Address.....

Signature or thumb impression of account holder

Place:

Date:

For use of Post Office/Bank

The account has been opened in the name ofon
.....under (name of the scheme) vide Account
No. _____ dated _____.

Customer identification Number.....

Nomination has been registered vide No.....dated.....

Signature and seal of competent authority.

FORM -2**Application for closure of account**

Name of Post Office _____

Date _____

Account Number _____

1. I hereby submit pass book/deposit receipt and apply for closure of the above-mentioned account.
2. Date of maturity of the account is(To be filled only in case where the account is closed on maturity or after)
3. Please issue the amount of eligible balance in the account to my SB Account no. _____ standing at _____ (Name of Account office).

or

Please issue a Demand Draft/account payee cheque

Signature or thumb impression of account holder/joint account holder/nominee(s)/legal heir(s)

(Thumb impression should be attested by a person known to Accounts office)

Payment Order

(For office use only)

Date

Payment detail

Principal amount Rs. _____

(+) Interest due Rs. _____

(-) Recovery of overpaid interest Rs. _____

Deduction if any Rs _____

Total Amount due Rs _____

Pay Rs. _____ (in figures) _____ (in words)

Date

Signature of Postmaster

Acquittance

[to be filled by account holder/joint account holder/nominee(s)/legal heir(s)]

Received Rs . _____ (In figures) _____ (in words) By cheque/DD bearing
no.....dated...../by transfer to Account No.....

Date

Signature/thumb impression of account holder/joint account
holder/nominee(s)/legal heir(s)

Standard Operating Procedure for opening of account under 'PM CARES for Children Scheme, 2021

Part A :- Process Flow

1. For operation of Scheme, two accounts will be opened in the name of beneficiary: -
 - a. **Basic Savings Account:** - In the name of Beneficiary with zero (0) balance. If the beneficiary is minor, it is to be opened under the guardianship of the District Magistrate
 - b. **PM CARES for Children Scheme, 2021 Account:** - In the name of Beneficiary. If the beneficiary is minor, this account will be opened as a Joint Account in the name of Beneficiary and District Magistrate, till the minor attains the age of 18.

Note: - Beneficiaries' Funds will be credited in Basic Savings Account and by debiting Basic Savings Account 'PM Cares for Children Scheme Account' will be opened. The monthly interest after the age of 18 years and maturity value may also be credited in this linked Basic Savings Account.

Process at Post Office level

2. After identification of beneficiary, the District Magistrate will submit two Form-1 (Account Opening Form duly verified) and KYC document of beneficiary at the designated post office at the district HQ for opening of account Basic Savings Account and 'PM CARES for Children Scheme Account' under PM CARES for Children Scheme, 2021.

3. After verification of Account Opening Forms and KYC documents concerned post office shall create two CIF IDs, one each for beneficiary and District Magistrate for opening of account.

Note: - i) New CIF for the District Magistrate is to be created through **CCRC** menu in Finacle, with name as '**District Magistrate**'.

ii) New CIF for the beneficiary is to be created through **CCRC**; while creating CIF for the beneficiary, CIF created for 'District Magistrate' as mentioned in Step (i) is to be entered as guardian CIF, if the beneficiary is minor.

iii) A separate guard file to be maintained in post office concerned for preservation of Account Opening Form and KYC documents of beneficiary.

4. After Creation and verification of CIF, the post office concerned will open a Basic Savings Account (under beneficiary scheme code '**PRFTS**' for this scheme) in the name of

Beneficiary under the guardianship of the District Magistrate and the District Magistrate will also be the nominee. In case, Beneficiary has already attained the age of 18 years, the Basic Savings Account is to be opened as Single Account and nomination should also be registered in Basic Savings Account, as mentioned in the Account Opening Form.

5. After opening of Account, the post office concerned will print the passbook of Basic Savings Account and handover to the District Magistrate on same day.

6. The District Magistrate will update the details of Basic Savings Account of the beneficiary on the PM CARES for Children Portal developed by the Ministry of Women and Child Development.

Process at Nodal Office

7. After opening and updating of all Basic Savings Account of the Beneficiary on the portal the Nodal Ministry will transfer the fund online through NPCI by using 'NACH' for all Basic Savings Accounts of the Beneficiary.

Note: - The amount transferred in each Basic Savings Account will be calculated by the Nodal Ministry of the basis of the Table prescribed in para 4 of PM CARES for Children Scheme, 2021 notified by Ministry of Finance dated vide GSR No 723(E) 06.10.2021. The next DOB (Date of Birth) of beneficiary on the date of fund transfer will be taken in to account for calculation of amount in accordance with PM CARES for Children Scheme, 2021 guidelines.

8. Chennai GPO is identified as nodal office for crediting 'NACH' credits in these Basic Savings Account and Chennai GPO will post the amount in Basic Savings Accounts of the Beneficiaries.

9. After receipt of fund in Basic Savings Accounts of beneficiaries, the account will be opened under PM CARES for Children Scheme, 2021 centrally at Chennai GPO by debiting respective Basic Savings Account with the CIF ID of beneficiary and District Magistrate on the same day. It shall be ensured that a seamless transfer of funds (Debit/Credit) is carried out between Basic Savings Account and PM CARES for Children Scheme, 2021 account.

10. CEPT, Chennai will provide technical support to Chennai GPO for opening of account under 'PM CARES for Children Scheme, 2021' for smooth completion of this important activity. CEPT will also provide the details of CIF IDs and SOL IDs linked with the Basic Savings Account of beneficiaries of this scheme.

11. Nodal office will prepare a withdrawal slip for debiting the amount from Basic Savings Accounts of this scheme and a pay-in-slip for crediting the amount in PM Cares for Children Scheme 2021 Accounts. Nodal office will send both the vouchers along with the detailed list of Basic Savings Accounts in which amount was debited for opening of account under PM Cares for Children Scheme 2021 and the detailed list of accounts opened under this Scheme, duly verified, to SBCO along with other vouchers.

12. The accounting of fund received through NACH and opening of account under 'PM CARES for Children Scheme, 2021' will be done at nodal office (Chennai GPO). The

nodal office shall verify and tally amount of fund received and accounts opened by transferring from Basic Savings Account.

13. After opening of all accounts under 'PM CARES for Children Scheme, 2021' the Chennai GPO will transfer these accounts in respective SOLs. No transfer fee will be applicable, as it is being done on administrative reason.

Note: (i). If the age of beneficiary is minor, the PM CARES for Children Scheme 2021 account will be opened under scheme code '**PCFTD**' as Joint account in the name of beneficiary with District Magistrate.

(ii). If the age of beneficiary is 18 years and above on the date of opening the account, the PM CARES for Children Scheme 2021 account will be under scheme code '**PCMIS**' as a single account in the name of the beneficiary.

14. After opening of accounts under 'PM CARES for Children Scheme, 2021' by nodal office and transfer in to respective SOLS, nodal office will share the details of accounts transferred, to the post offices concerned through email.

Process at post office

15. Respective post offices will print the passbooks of account opened under 'PM CARES for Children Scheme, 2021' and handover to District Magistrate, where Basic Savings Account stands opened. Account number is to be written on the Account Opening Form of the beneficiary.

16. District Magistrate concerned will hand over the passbook(s) to the beneficiary on attaining the age of 18 years. The District Magistrate will update the details of account opened under 'PM CARES for Children Scheme 2021' on the PM CARES for Children Portal developed by the Ministry of Women and Child Development.

17. On attaining of age of 18 years, the beneficiary will submit revised Account Opening Form **duly filled with the nominee details** along with KYC documents at post office concerned and post office concerned will convert Joint account in to single account (Mode of Operation is to be changed from 017 to 012 and joint holder is to be removed. To get access for the menu for this activity, post office concerned will send email to CEPT through CPC with details of two user IDs). The activity shall be completed within 5 working days.

18. From the age of 18th year to 23rd year the beneficiary will receive monthly interest in his/her Basic Savings Account at the interest rate applicable for Monthly Income Account Scheme.

19. At the age of 23 years, the beneficiary will submit account closure form along with passbook of 'PM CARES for Children Scheme, 2021' account to the post office concerned. Post office concerned will close the account and transfer the maturity value in to beneficiary's linked Basic Savings Account. The activity shall be completed within 5 working days.

20. Steps to be followed for Closure of Accounts by the concerned post offices.

- i). HCAACTD menu is to be used for closure of PCFTD / PCMIS accounts.
- ii). PCFTD accounts – closure is allowed only on the event of death of beneficiary; closure proceeds are payable through office account 0340 & thereby a cheque will be issued to the District Magistrate.
- iii). PCMIS accounts - Premature closure is allowed only on the event of death of beneficiary; closure proceeds are payable through office account 0340 & thereby a cheque issued to the nominee/claimant.
- iv). After due verification of claim documents / closure application (Form-2), sanction memo should be shared with CEPT through concerned CPC, along with two user IDs for allowing closure process.
- v). PCMIS accounts are to be closed once the beneficiary attains the age of 23; no PMI is payable for this scheme.

21. After completion of opening of all accounts CEPT Chennai will provide the following details for all accounts opened under the scheme to the Directorate.

- a. CIF ID of the Beneficiary,
- b. Date of birth of the Beneficiary
- c. CIF ID of the District Magistrate,
- d. Basic Savings Account number.
- e. Date of Opening of Basic Savings Account.
- f. SOL ID
- g. Amount credited through NACH in Basic Savings Account.
- h. Date of Credit in Basic Savings Account.
- i. Account Number of 'PM CARES for Children Scheme, 2021'
- j. Date of Account opening.
- k. Amount

22. Postal Directorate will share the above details to Ministry of Finance (DEA) and Ministry of Women and Child Development for information and the data will be uploaded by the district authorities (CWC, DCPU & Postal Office) in the PM CARES for Children Portal.

23. In case of event of death of the minor account holder, both the accounts will be closed on receipt of application on Form-2 along with death certificate of the beneficiary & passbook from the District Magistrate at post office concerned and the Lump Sum amount credited will be paid to the District Magistrate by Cheque.

24. No premature closure will be allowed before attaining the age of 23 years of the beneficiaries except on the death of the beneficiary.

25. In case of any technical difficulties faced, the nodal office or post offices may refer the issue to CEPT, Chennai through email.

Part B: - Detailed procedure for opening of account in Finacle at Nodal Office.

1. New Product Code **PRFTD** is created for this new scheme ‘PM Cares for Children Scheme, 2021.
2. New Schemes – **PCFTD** & **PCMIS** are created in Finacle. **PCFTD** scheme is created for opening TDA type of account under ‘PM CARES for children scheme, 2021’ with upfront lump sum contribution; **PCMIS** scheme is created for opening of MIS type of account for PM Cares after the beneficiary attains 18 years of age for monthly interest payment up to the age of 23.
3. Scheme **PCFTD** has minimum deposit period as 12 months (1 year) and maximum deposit period as 216 months (17 years).
4. Scheme **PCMIS** has a maximum deposit period of 5 years.

Part C :- Steps to be followed by CBS users for opening of account at nodal office

(i) Note down the date & month of birth of the beneficiary from the CIF created by the concerned post office.

(ii) If the beneficiary already completed 17 years of age as on date of receipt of account opening application, then only **PCMIS** account is to be opened.

(iii) Based on the table provided below, arrive at the amount of deposit and cross-verify it with the details submitted by the District Magistrate.

Age of the eligible beneficiary at the time opening of an account	Maturity (No. of Years)	Upfront Lump sum Contribution (In Rupees) (Rounded off)
1 Year	17	2,87,870
2 Years	16	3,09,750
3 Years	15	3,33,290
4 Years	14	3,58,620
5 Years	13	3,85,870
6 Years	12	4,15,200
7 Years	11	4,46,750
8 Years	10	4,80,710
9 Years	9	5,17,240
10 Years	8	5,56,550
11 Years	7	5,98,850
12 Years	6	6,44,360
13 Years	5	6,93,330
14 Years	4	7,46,030
15 Years	3	8,02,720
16 Years	2	8,63,730
17 Years	1	9,29,370

(iv) For account opening, **HOAACTD** menu should be used. This menu is not customized to show validation warnings / errors like other account opening menus; hence users should be very attentive to each field value entered during the account opening process.

- a) For example, if the DOB of the beneficiary is 20/12/2013, age at next birthday (20/12/2021) is 8 years.
- b) Value date >> 20/12/2021
- c) Deposit/Instalment amount >> 480710
- d) Deposit period >> 120 months
- e) In criteria screen, enter the CIF of the beneficiary; select the scheme code as **PCFTD**.
- f) In 'General' Tab, SOL BOD date is shown as Account open date. Mode of operation to be entered as **017 (Joint B)**. No other details are to be entered in this tab.
- g) In '**Related Party**' tab, details of the beneficiary will be shown against Main Holder. Guardian details are to be entered by adding another record.
- h) '**Relation Type**' of Joint Holder should be selected as '**Authorized Signatory**'; Relation code is to be entered as '**016**' (Legal Guardian). CIF ID of 'District Magistrate' is to be entered. Other details will be auto-populated.
- i) In '**Scheme**' tab, user should enter the **value date** as the **next birthday** of the beneficiary; **upfront lumpsum contribution** eligible for the beneficiary is to be entered in '**Deposit/Instalment amount**' field; based on age eligibility of the beneficiary, number of years of maturity is to be arrived and it is to be converted as **Months**; this value is to be entered **deposit period**.
- j) In '**Scheme**' tab, Nomination option is to be selected as '**No**'
- k) In '**Transaction**' tab, for '**Transaction Creation During**' field, select '**Opening**'; select **transaction type** as '**Transfer**' and **Debit A/c ID**. as "**BASIC Savings Account Number**"
- l) In '**Renewal & Closure**' tab, **Auto renewal Scheme** to be entered as '**PCMIS**'. **Auto renewal Interest Table** to be entered as **MISGN**. **Auto renewal General Ledger Subhead Code** to be entered as **32028**
- m) Again, click on '**Scheme**' tab and check the value shown in '**Maturity Value**' field. It should be 10 Lakhs (10,00,000). If a different value is shown, either the deposit amount or deposit period is wrongly entered and needs to be checked/corrected.
- n) After entering all the above details, click on **SUBMIT** button. Account number will be displayed on successful opening of the account

(v) Verification of the account should be done using **HOAACVTD** menu; select Verify option and enter the account number in Temporary A/c ID field.

(vi) All tabs should be visited and all the details mentioned above are to be cross-checked before clicking on **SUBMIT** button.

(vii) Account opening transactions will be listed in Long Book Reports

(viii) This account will be auto renewed to **PCMIS** scheme on the day beneficiary attains 18 years, with deposit amount as 10 Lakhs (10,00,000).

(ix) After the account is converted to **PCMIS** scheme, for MIS interest to be credited to beneficiary's Basic Savings Account, the same needs to be entered as interest credit account for the above MIS account using 'Modify' option in menu **HACMTD**. Mode of Operation is to be changed from 017 to 012 and joint holder is to be removed. This modification needs to be verified by another user.

Note: - 1. At the time of conversion of account after attaining the age of 18 years, a revised Form-I with the nomination details to be filled by the beneficiary and KYC documents as prescribed in Government Savings Promotion General Rules 2018 shall be obtained.

2. After conversion of account, a fresh passbook (SB-5) shall be issued by the concerned Head Post Office and to be handed over to the beneficiary.
3. This step is to be carried out at post office concerned (SOL) where the PCFTD/PCMIS stands. Nomination is also to be done at the account SOL.

Part D:- Steps to be followed by users for opening Monthly Interest Scheme
Account - For beneficiaries who are aged 17 years or above)

1. For account opening, **HOAACTD** menu should be used. This menu is not customized to show validation warnings / errors like other account opening menus; hence **users should be very attentive to each field value during the account opening process.**
 - a. In criteria screen, enter the CIF of the beneficiary; select the scheme code as **PCMIS**.
 - b. In '**General**' Tab, SOL BOD date is shown as Account open date. Mode of operation to be entered as **012** (Single). No other details are to be entered in this tab.
 - c. In '**Related Party**' tab, details of the beneficiary will be shown against Main Holder.
 - d. In 'Scheme' tab, user has to enter the **value date** as '**day of date of birth** '**(birth day of the beneficiary)** and **month/year as current month/year**; in '**Deposit/Instalment amount**' field, amount is to be entered as '1000000' (Ten Lakhs); based on age of the beneficiary, number of months of maturity is to be arrived and it is to be entered **deposit period**. Value date may be back value date or future value date. It should not be beyond scheme introduction date, i.e. 08/10/2021.
 - ii. Value date >> 20/10/2021
 - iii. Deposit/Instalment amount >> 1000000
 - iv. Deposit period >> 50 months (As the beneficiary attains 23 years on 20/12/2025)
 - v. For example, if the DOB of the beneficiary is 20/12/2002, value date is to be entered as '20/10/2021' if SOL BOD date is less than the day of birth, i.e. 20.
 - e. In 'Scheme' tab, Nomination option is to be selected as 'Yes' and nomination detailed to be entered same as registered in Basic Savings Accounts of the beneficiary.
 - f. In 'Transaction' tab, select option '**Opening**' for '**Transaction Creation During**' field; select **transaction type** as '**Transfer**' and **Debit A/c ID.** as Basic Savings Account of the beneficiary.
 - g. Click on 'Flow' tab and check the monthly flows displayed.
 - h. After entering all the above details, click on **SUBMIT** button. Account number will be displayed on successful opening of the account.

2. For beneficiary who completes 17 years as on the date of receipt of account opening application, while opening **PCMIS** account, value date is to be entered as date of the beneficiary attaining 18 years and deposit amount of Rs.10 Lakhs with period 60 months.
3. For beneficiary who already completed 18 years as on the date of receipt of account opening application, while opening **PCMIS** account, value date is to be entered as day of birth date with month and year as current month/year and deposit period should be arrived at calculating the number of months from current month to the month in which the beneficiary attains 23 years.
4. Verification of the account should be done using **HOACVTD** menu; select Verify option and enter the account number in Temporary A/c ID field.
5. All tabs should be visited and all the details mentioned above are to be cross-checked before clicking on **SUBMIT** button.
