

NPCI/AePS/2020-21/012

3<sup>rd</sup> March, 2021

To,

**All Members participating in various NPCI Products**

Madam / Dear Sir,

**Sub: Guidelines for Self-attestation by members/participants**

We refer to our OC. NPCI/AePS/2020-21/008 dated 11<sup>th</sup> January, 2021 regarding adherence to NPCI guidelines by members/participants. In this connection, we are pleased to inform that we are implementing a system based process of self-attestation which shall simplify the task of confirming by members/participants on adherence to various NPCI guidelines/circulars.

The self-attestation check-list is based on documents such as Procedural Guidelines, Operating Circulars, Technical/Data specifications, etc. Members/participants shall submit self-attestation through the portal confirming compliance. The Self-attestation activity shall be on a periodic basis such as annually or as and when required.

User details need to be submitted through in the format given in **Annexure A** for allowing access to the system by members/participants. This has also been shared in the email dated 12<sup>th</sup> January, 2021 and 15<sup>th</sup> February, 2021. Members/participants who have still not taken access to the portal are requested to submit the details in the format URGENTLY.

**Members/participants shall submit the self-attestation by 30<sup>th</sup> April, 2021.**

Please make a note of the contents herein and disseminate the information contained herein to the officials concerned.

Yours faithfully,

**Praveena Rai**  
COO

**Encl: 1. Annexure A - Member/Participant User registration form**

**Annexure A**

<To be submitted on the letter head of the member/participant>

**Member/Participant User Registration Form**

**Access to web portal for Self-attestation submission**

Bank/Member/Participant Name: \_\_\_\_\_

Location: \_\_\_\_\_

Role	Product	Name of the official	Designation	Email ID	Mobile Number
Maker					
Checker (Senior official)					

**Authorised Signatory**

Name:

Designation:

(Affix seal)