

# SIPF

## (STATE INSURANCE & PROVIDENT FUND)



### 1. GENERAL INFORMATION: -

An online work flow based application for employees of Government of Rajasthan covering:

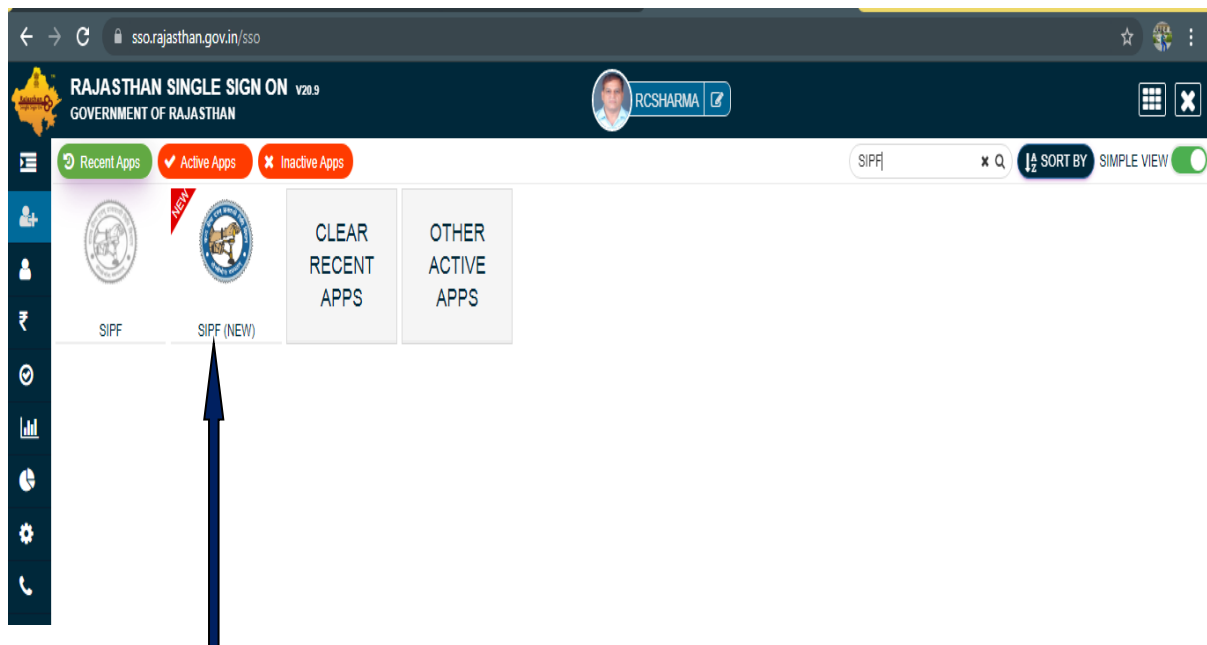
- ✓ State Insurance
- ✓ Provident Fund
- ✓ Auto Payment System
- ✓ Management Information System

Employee can apply for the below Applications:-

- ✓ GPF Withdrawal –Auto Payment System
- ✓ GPF Claim
- ✓ SI Loan
- ✓ SI Claim

Application URL- <https://sso.rajasthan.gov.in/signin>

Once login in SSO please click on the SIPF (NEW) Application Icon to login into SIPF application



Click on the shown button to login

## 1. Employee Dashboard :-

Employee Dashboard has all the information related to

- Profile Details
- Service Details
- Salary Details
- Transaction details
- Notification
- GPF/NPS details
- SI details
- eBag Details
- Family/Nominee Details

The screenshot displays the SIPF Employee Dashboard for RAMESH CHAND SHARMA (EMPLOYEE), Additional Director, with Emp ID RJJP198919006250. The dashboard is divided into several sections:

- Header:** Includes the SIPF logo, a 'Switch Role' button, and links for HelpDesk, Logout, and Back to SSO.
- Profile Section:** Contains personal and service details:
  - S/O: H S SHARMA
  - Birth: 15-AUG-1961
  - Email: sharmarc15@gmail.com
  - Contact No: 9982186929
  - DDO: ADDITIONAL DIRECTOR DDO DOITC-1888
  - Unit: SECRETARIAT-19
  - PM ID: 1163827
  - Emp ID: RJJP198919006250
- Transaction Section:** Displays financial data for GPF, SI, Raj Credit, SI Debit, and GPF Debit:
  - Account No: 631392
  - OB: 1002735.36
  - #Receipts: 1260210
  - ₹ Year Interest: 51426.26
  - ₹ Total: 2314371.62
  - ₹ Withdrawal Amount: 0
  - ₹ Closing Balance: 2314371.62
- E-Bag Section:** Shows counts for various document types:
  - E Bag GPF: 8
  - E-Bag SI: 6
  - E-Bag Other Documents: 0
  - E-Bag Applications: 57
  - Update E-Bag: (button)

The bottom of the image shows a Windows taskbar with various application icons and a system clock indicating 16:37 on 28/08/2021.

- In top Header [Help Desk](#) button is available for any query or user help documents
- Employee's can verify their data in 1<sup>st</sup> box.
- Employee's can check their summary data of related scheme in 2<sup>nd</sup> box.
- By the 2<sup>nd</sup> Box user can go to their respective scheme dashboard like GPF/NPS/SI

**SIPF** Switch Role

HelpDesk Logout Back to SSO

**RAMESH CHAND SHARMA (EMPLOYEE)** Employee Dashboard  
Additional Director  
RJJP198919006250

Profile Service Salary Transactions Notifications

**Profile:**  
 S/O : H S SHARMA  
 Birth : 15-AUG-1961  
 Email : sharmarct15@gmail.com  
 Contact No : 9982186929  
 DDO : ADDITIONAL DIRECTOR DDO DOITC-1888  
 Unit : SECRETARIAT-19  
 PM ID : 1163827  
 Emp ID : RJJP198919006250

**Financial Summary:**  
 Account No : 631392  
 OB : 1002735.36  
 Receipts : 1260210  
 ₹ Year Interest : 51426.26  
 ₹ Total : 2314371.62  
 ₹ Withdrawal Amount : 0  
 ₹ Closing Balance : 2314371.62

**GPF Detail**

- For GPF related Operations you need to click on **GPF Detail** button

**SIPF** Switch Role

HelpDesk Logout Back to SSO

**RAMESH CHAND SHARMA** Dashboard / GPF  
Additional Director  
RJJP198919006250

**Financial Summary:**  
 Account No : 631392  
 Opening Balance : 1002735.36  
 Receipts : 1260210  
 Year Interest : 51426.26  
 Total Above Both : 2314371.62  
 Withdrawal Amount : 0  
 Closing Balance : 2314371.62

**GPF Operations:**  
 Claim Withdrawal Payment  
 Ledger Old Ledger Go Back

**GPF Ledger**

FY	Opening Balance	Total Receipt	Interest	Total	Withdrawal	Closing Balance
2021-2022	1002735.36	1260210	51426.26	2262945.36	0	2314371.62
2020-2021	835617.20	304404	62714.16	1140021.20	200000	1002735.36
2019-2020	457295.27	328136	50185.92	785431.27	0	835617.20
2018-2019	492407.75	410667	54220.52	903074.75	500000	457295.27
2017-2018	252292.41	211797	28318.34	464089.41	0	492407.75
2016-2017	177424.67	171745	16122.74	349169.67	113000	252292.41

**\* If any Query related to data add request in helpdesk section.**

- GPF Dashboard employee will get their related ledger Data report and all the application related buttons
- Employee will get 6 button –

**Claim**- To apply GPF claim click on this button

**Withdrawal**- To apply for the GPF Withdrawal click on this button

**Payment** – To make online payment related to scheme

#### ❖ **Withdrawal(GPF)-**

The screenshot shows the SIPF Rajasthan portal interface. At the top, there's a navigation bar with the SIPF logo and user information: RAMESH CHAND SHARMA, Additional Director, RJJPI98919006250. Below this, a dashboard area contains six buttons: Claim, Withdrawal, Payment, Ledger, Old Ledger, and Go Back. To the left of the dashboard, there's a table showing account details:

Account No :	631392
Opening Balance :	1002735.36
Receipts :	1260210
Year Interest :	51426.26
Total Above Both :	2314371.62
Withdrawal Amount :	0
Closing Balance:	2314371.62

Below the dashboard, there's a form titled 'Apply Form' with a 'Bank Details' tab. It contains three input fields: 'Accumulated Amount' (2262945.36), 'Eligible Amount' (1131472.68), and 'Withdrawal Amount'. A 'Next' button is at the bottom right of the form. A note at the bottom of the dashboard area states: '\* If any Query related to data add request in helpdesk section.'

In GPF Withdrawal Screen you will get

- ✓ **Accumulated Amount** - Balance till the current year opening (Auto fill based on the Ledger)
- ✓ **Eligible Amount** – Eligible amount is max limit of amount in the current year to be withdrawal. Eligible amount will vary employee to employee as per the new rules of GPF withdrawal.

S.NO.	SERVICE YEAR	AMOUNT ELIGIBLE(IN %)
1	5 TO 15 YEAR SERVICE	10%
2	15 TO 25 YEAR SERVICE	30%
3	25 TO 30 YEAR SERVICE	40%
4	30 YEAR PLUS SERVICE	50%

➤ Employee can take less the or equal to max amount in Withdrawal amount

The screenshot shows the SIPF portal interface. On the left, there is a table with account details:

Account No :	631392
Opening Balance :	1002735.36
Receipts :	1260210
Year Interest :	51426.26
Total Above Both :	2314371.62
Withdrawal Amount :	0
Closing Balance:	2314371.62

On the right, there are buttons for Claim, Withdrawal, Payment, Ledger, Old Ledger, and Go Back. Below these is a red text box: "If any Query related to data add request in helpdesk section."

The main form has two tabs: "Apply Form" and "Bank Details". Under "Apply Form", there are three input fields: "Accumulated Amount" (2262945.36), "Eligible Amount" (1131472.68), and "Withdrawal Amount" (10). A blue "Next" button is at the bottom right of the form.

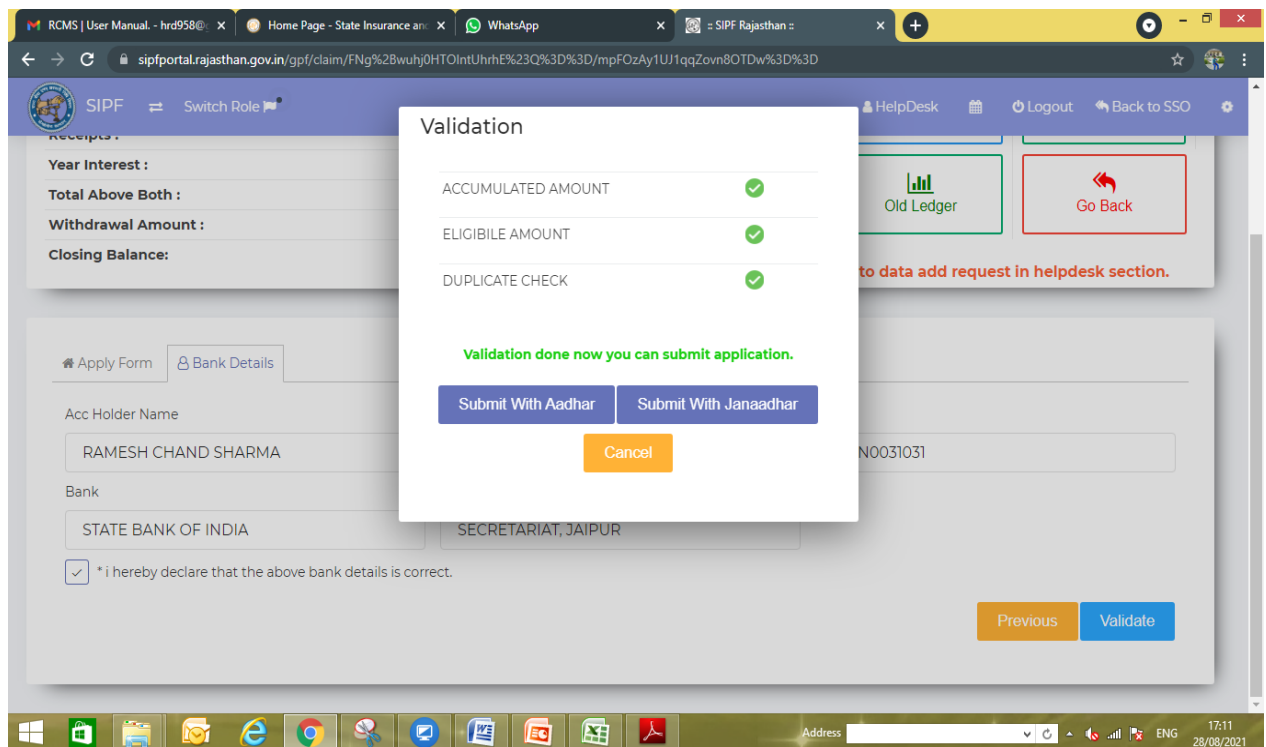
Click on the [Next](#) button after fill the amount in Withdrawal amount field

The screenshot shows the "Bank Details" tab of the SIPF portal. It contains the following fields:

- Acc Holder Name: RAMESH CHAND SHARMA
- Bank Acc No: 51088950019
- IFSC: SBIN0031031
- Bank: STATE BANK OF INDIA
- Bank Branch: SECRETARIAT, JAIPUR

Below these fields is a checkbox labeled "i hereby declare that the above bank details is correct." which is checked. At the bottom right, there are two buttons: "Previous" (orange) and "Validate" (blue).

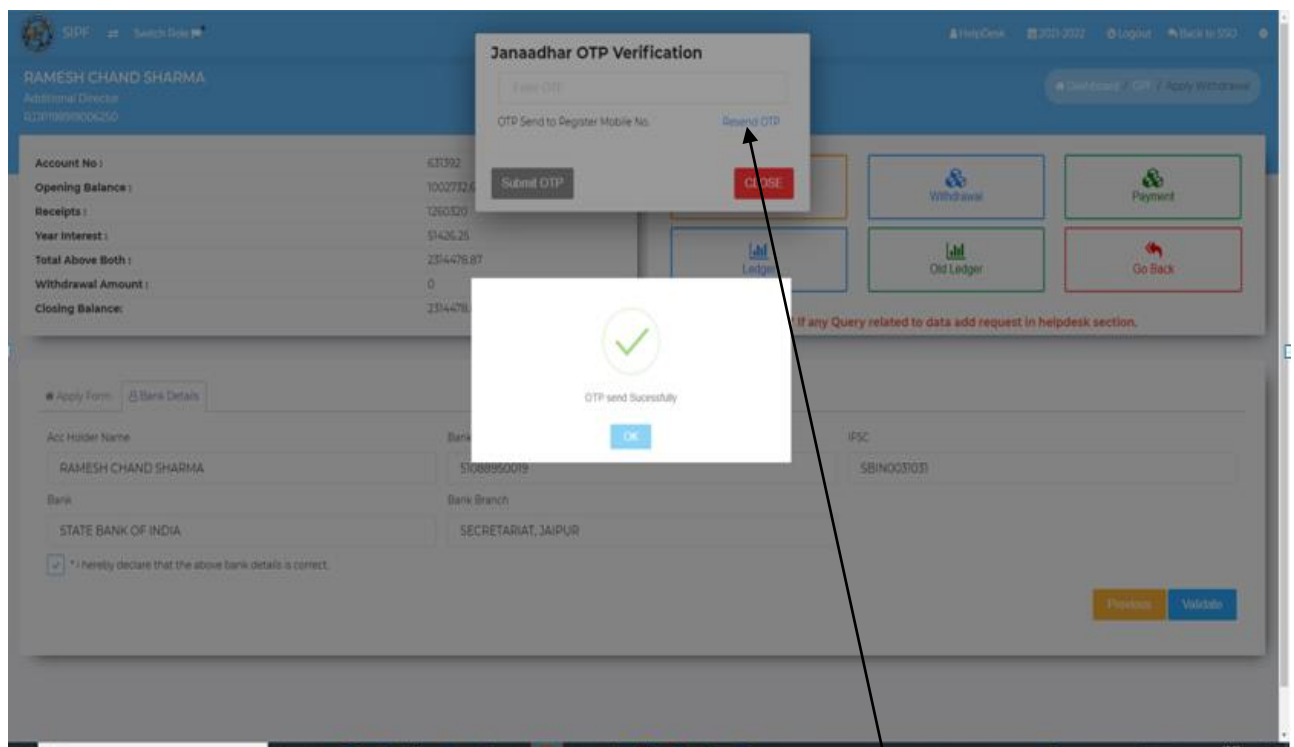
- ✓ Verify Your Bank details and click on the declaration check box.
- ✓ After confirmation of your details click on [Validate](#) Button to validate Data.



Employee Data will be validated as per shown in image.

Once your data validated you will get tow button:-

- ✓ **Submit with Aadhar** – OTP will be send on employee Aadhar linked Mobile
- ✓ **Submit with Janaadhar**- OTP will be send on employee Janaadhar linked Mobile (Make Sure Janaadhar updated in your SSO profile)



- ✓ You will get OTP sent message (If you not received OTP then click on [Resend OTP](#) link)

- ✓ Enter the OTP received at your mobile and click on [submit OTP](#) button

**Janaadhar OTP Verification**

325881

OTP Sent to Register Mobile No. [Resend OTP](#)

[Submit OTP](#) [CLOSE](#)

**RAMESH CHAND SHARMA**  
Additional Director  
RJJPR889900K250

Account No : 631392  
Opening Balance : 1002732.6  
Receipts : 1260320  
Year Interest : 51426.25  
Total Above Both : 2314478.87  
Withdrawal Amount : 0  
Closing Balance : 2314478.87

[Withdrawal](#) [Payment](#)  
[Ledger](#) [Old Ledger](#) [Go Back](#)

❗ \* If any Query related to data add request in helpdesk section.

[Apply Form](#) [Bank Details](#)

Acc Holder Name: RAMESH CHAND SHARMA  
Bank Acc No: 51088950019  
IFSC: SBIN0031031  
Bank: STATE BANK OF INDIA  
Bank Branch: SECRETARIAT, JAIPUR

☒ \* I hereby declare that the above bank details is correct.

[Previous](#) [Validate](#)

- ✓ You will get OTP Validate Successfully message.

**Janaadhar OTP Verification**

432267

OTP Sent to Register Mobile No. [Resend OTP](#)

[Submit OTP](#) [CLOSE](#)

**RAMESH CHAND SHARMA**  
Additional Director  
RJJPR889900K250

Account No : 631392  
Opening Balance : 1002732.6  
Receipts : 1260320  
Year Interest : 51426.25  
Total Above Both : 2314478.87  
Withdrawal Amount : 0  
Closing Balance : 2314478.87

[Withdrawal](#) [Payment](#)  
[Ledger](#) [Old Ledger](#) [Go Back](#)

❗ \* If any Query related to data add request in helpdesk section.

[Apply Form](#) [Bank Details](#)

Acc Holder Name: RAMESH CHAND SHARMA  
Bank Acc No: 51088950019  
IFSC: SBIN0031031  
Bank: STATE BANK OF INDIA  
Bank Branch: SECRETARIAT, JAIPUR

☒ \* I hereby declare that the above bank details is correct.

[Previous](#) [Validate](#)

**OTP Verified Successfully**

[OK](#)

**Payment Process**

[Download](#) [Initiate Payment](#) [CLOSE](#)

Account No : 631392  
 Opening Balance : 1002732.62  
 Receipts : 1260320  
 Year Interest : 51426.25  
 Total Above Both : 2314478.87  
 Withdrawal Amount : 0  
 Closing Balance : 2314478.87

Acc Holder Name: RAMESH CHAND SHARMA  
 Bank Acc No: 51088950019  
 IFSC: SBIN0031031  
 Bank: STATE BANK OF INDIA  
 Bank Branch: SECRETARIAT, JAIPUR

☒ \* I hereby declare that the above bank details is correct.

[Previous](#) [Validate](#)

- ✓ After Successful OTP submission, by click on [download](#) button you can download the application document

**Payment Process**

[Download](#) [Initiate Payment](#) [CLOSE](#)

Account No : 631392  
 Opening Balance : 1002732.62  
 Receipts : 1260320  
 Year Interest : 51426.25  
 Total Above Both : 2314478.87  
 Withdrawal Amount : 0  
 Closing Balance : 2314478.87

Acc Holder Name: RAMESH CHAND SHARMA  
 Bank Acc No: 51088950019  
 IFSC: SBIN0031031  
 Bank: STATE BANK OF INDIA  
 Bank Branch: SECRETARIAT, JAIPUR

☒ \* I hereby declare that the above bank details is correct.

[Previous](#) [Validate](#)

- ✓ To Process the Withdrawal amount in bank, click on [Initiate Payment](#) button
- ✓ You will get the message of successful payment initiation

(Thank You)



## ❖ GPF Claim :-

Account No : 631392  
Opening Balance : 1002735.36  
Receipts : 1260210  
Year Interest : 51426.26  
Total Above Both : 2314371.62  
Withdrawal Amount : 0  
Closing Balance : 2314371.62

Buttons: Claim, Withdrawal, Payment, Ledger, Old Ledger, Go Back

\* If any Query related to data add request in helpdesk section.

Apply Form | Bank Details

Type Of Claim: --Select--  
Date Of Retirement:   
Application Date: 28/08/2021  
Already Claimed Amount:   
Claim Amount:   
Total:

Click on [Claim](#) Button to submit your claim

Year Interest : 51426.26  
Total Above Both : 2314371.62  
Withdrawal Amount : 0  
Closing Balance : 2314371.62

Buttons: Ledger, Old Ledger, Go Back

\* If any Query related to data add request in helpdesk section.

Apply Form | Bank Details

Type Of Claim: --Select--  
Date Of Retirement:   
Application Date: 28/08/2021  
Claim Amount:   
Total:

Next

COMPULSORY RETIREMENT  
DEATH  
MISSING  
SUPERANNUATION  
TERMINATED  
VOLUNTARY RETIREMENT

- ✓ Select type of claim in the list you want
- ✓ Based on the selection rest of the details will fill auto/ or will ask to fill it.

**SIPF** | User Manual - hrd958@ | Home Page - State Insurance an | WhatsApp | SIPF Rajasthan |

HelpDesk | 2021-2022 | Logout | Back to SSO

**Total Above Both :** 2314371.62  
**Withdrawal Amount :** 0  
**Closing Balance:** 2314371.62

[Ledger](#) [Old Ledger](#) [Go Back](#)

**\* If any Query related to data add request in helpdesk section.**

[Apply Form](#) [Bank Details](#)

Type Of Claim: **SUPERANNUATION** | Date Of Retirement: 31/08/2021 | Application Date: 28/08/2021

Already Claimed Amount: 0 | Claim Amount: 2314372 | Total: 2314372

☐ \* Transfer in Retired Account.

[Next](#)

You can take your claim amount in bank or can transfer to account reopen, you can partially also fill as per your requirement

Click on the **check box** shown in image

**SIPF** | User Manual - hrd958@ | Home Page - State Insurance an | WhatsApp | SIPF Rajasthan |

HelpDesk | 2021-2022 | Logout | Back to SSO

**Closing Balance:** 2314371.62

**\* If any Query related to data add request in helpdesk section.**

[Apply Form](#) [Bank Details](#)

Type Of Claim: **SUPERANNUATION** | Date Of Retirement: 31/08/2021 | Application Date: 28/08/2021

Already Claimed Amount: 0 | Claim Amount: 2314372 | Total: 2314372

☒ \* Transfer in Retired Account.

In Bank: | In Retirement Account: |

[Next](#)

There are two entry boxes;

**In Bank:** - Fill the Amount you want to take in bank

**In Retirement Account:** - fill the amount you want to transfer in Retirement account

Note- total of both the amount should be equal to total claim amount, otherwise it will show you validate message

RCMS | User Manual - hrd958@ x Home Page - State Insurance an x WhatsApp x SIPF Rajasthan x

sipportal.rajasthan.gov.in/gpf/claim/BMrEyxtJgOpVOpx0vHrqA%3D%3D/bx8W9R8i%2BaIDov3dF5Y7gA%3D%3D

SIPF Switch Role HelpDesk 2021-2022 Logout Back to SSO

Total Above Both : 2314371.62  
 Withdrawal Amount : 0  
 Closing Balance: 2314371.62

Ledger Old Ledger Go Back

\* If any Query related to data add request in helpdesk section.

Apply Form Bank Details

Acc Holder Name Bank Acc No IFSC  
 RAMESH CHAND SHARMA 51088950019 SBIN0031031

Bank Bank Branch  
 STATE BANK OF INDIA SECRETARIAT, JAIPUR

☒ \* i hereby declare that the above bank details is correct.

Previous Validate

- ✓ Click on Next button to verify your bank details.
- ✓ Then click on [Validate](#) button to validate your data

RCMS | User Manual - hrd958@ x Home Page - State Insurance an x WhatsApp x SIPF Rajasthan x

sipportal.rajasthan.gov.in/gpf/claim/BMrEyxtJgOpVOpx0vHrqA%3D%3D/bx8W9R8i%2BaIDov3dF5Y7gA%3D%3D

SIPF Switch Role HelpDesk 2021-2022 Logout Back to SSO

Total Above Both : 2314371.62  
 Withdrawal Amount : 0  
 Closing Balance: 2314371.62

Ledger Old Ledger Go Back

\* If any Query related to data add request in helpdesk section.

Apply Form Bank Details

Acc Holder Name Bank Acc No IFSC  
 RAMESH CHAND SHARMA 51088950019 SBIN0031031

Bank Bank Branch  
 STATE BANK OF INDIA SECRETARIAT, JAIPUR

☒ \* i hereby declare that the above bank details is correct.

Previous Validate

Validation

DUPLICATE CHECK ✓

Validation done now you can submit application.

Submit With Aadhar Submit With Janaadhar Cancel

Rest of the process is same as GPF Withdrawal