

No. 36-03/2019-Pen(T)
Government of India
Ministry of Communications
Department of Telecommunications
(Pension Section)

516, Sanchar Bhawan
20, Ashoka Road, New Delhi
Dated: 11 October, 2021


OFFICE MEMORANDUM

Subject: Circulation of DoP&PW OMs No. 1(8)/2021-P&PW(H)-7468 dated 20.09.2021 and 22.09.2021 regarding Submission of Annual Life Certificate

The undersigned is directed to refer to above mentioned DoP&PW OMs summarizing different modes available for submission of Annual Life Certificate in respect of central government pensioner/ family pensioner residing in India and abroad respectively.

2. The above OMs are circulated herewith for compliance of all Pension Disbursing Authorities and giving wide publicity of the same amongst pensioners.

Encl: As above.


(Neha Singh)

Under Secretary to the Govt. of India
Ph. 011 2303 6213

To:

1. All the office of Pr. CCAs/ CCAs/LSAs/Heads of BSNL circles.
2. Sr. DDG(TEC), Khurshid Lal Bhawan, Janpath, New Delhi, WMO/NCCS
3. DDG(A/cs), DDG(C&A), DDG(Pers.), DDG(E&T), DoT, HQ.
4. Dir (Accounts-I), Dir (Accounts-II), Dir (Staff), Dir (SEA), Dir (Civil), Dir (Arch.), Dir (Elect.), DS (Admn.I), DS (Admn.II), DoT, HQ.
5. US (Admn.I), US (Admn.II), US(Admn.III), US(SGT), US(SNG), ADG(SEA-I), ADG(SEA-II), DoT
6. ADG(E&C), DoT for uploading this OM on DoT website.

Copy, in respect of DoT employees working on deputation, to:

7. CMD, BSNL/MTNL/BBNL/TCIL/ITI.
8. Registrar, TDSAT, Secretary TRAI, Chairman C.DoT



सत्यमेव जयते

No. 1(8)/2021-P&PW(H)-7468

भारत सरकार /Government of India

कार्मिक, लोक शिकायत और पेंशन मंत्रालय/Ministry of Personnel, Public Grievances and Pensions
पेंशन और पेंशनभोगी कल्याण विभाग/Department of Pension and Pensioners' Welfare

8 वीं मंजिल, बी-विंग, 8th Floor, B-Wing,
जनपथ भवन, जनपथ, Janpath Bhawan, Janpath,
नई दिल्ली-110001 /New Delhi-110001
Dated: 20th September, 2021

OFFICE MEMORANDUM

Subject: - Submission of Annual Life Certificate

Every Central Government pensioner has to submit **Annual Life Certificate** in the month of November for further continuation of pension. It has been observed that a large number of Central Government pensioners physically visit bank branches for this purpose.

2. Earlier, as a measure to enable an additional exclusive window to very senior pensioners, this Department, vide its OM No. 1/20/2018-P&PW(E), dated 18.07.2019, allowed the pensioners in the age group of 80 years and above, to submit Annual Life Certificate from 1st October onwards, instead of 1st November onwards, every year.

3. The different modes available to a pensioner for submission of Annual Life Certificate are once again summarized for Pensioners' awareness. An Annual Life Certificate can be submitted manually or digitally as per convenience of the pensioner –

- i. Life certificate can be recorded by Pension Disbursing Banks (PDAs), if the pensioner physically appears before the PDA.
- ii. Personal appearance of a pensioner will not be required, if the pensioner submits the life certificate form signed by any 'designated official.' In accordance with para 14.3 of the Scheme Booklet issued by CPAO, a pensioner who produces a life certificate in the prescribed form signed by persons specified is exempted from personal appearance. A list of designated officials specified for signing the Life Certificate as per the scheme booklet of CPAO is attached at **Annexure**.
- iii. Pensioners can submit Life Certificate online from home through **Jeevan Pramaan Portal**. The process of submission of Digital Life Certificate through "Jeevan Pramaan" may be seen at <https://youtu.be/nNMikTYqTF8>. UIDAI has provided details of all biometric devices which are permissible for capturing biometrics of a person. Pensioners may visit the site www.uidai.gov.in to get information of all such devices.

iv. **India Post Payments Bank (IPPB)** of Department of Posts along with Meity have successfully launched the initiative of the Department of Pension & Pensioners' Welfare: **"Doorstep Service for submission of Digital Life Certificate through Postman"** in November 2020. In order to make this facility available across the country, DoPPW roped in the India Post Payments Bank (IPPB) to utilize its huge network of Postmen and Gramin Dak Sevaks in providing doorstep facility to pensioners for submission of life certificate digitally. IPPB is utilizing its national network of more than 1,36,000 access points in Post Offices and more than 1,89,000 Postmen & Gramin Dak Sevaks with smart phones and biometric devices to provide Doorstep Banking Services. For leveraging this facility through Mobile, a pensioner has to download **"Postinfo APP"** from Google Play store. The process of submission of Digital Life Certificate through Postman may be seen at https://youtu.be/cERwM_U7g54.

v. DoPPW was also instrumental in roping in an **Alliance comprising 12 Public Sector Banks which do "Doorstep Banking"** for its customers in 100 major cities of the country under Ease of banking reforms. PSB Alliance has introduced the service for collection of Life Certificates under the umbrella of Doorstep Banking. DSB Agent shall visit the doorstep of Pensioner to render the service. Service can be booked by the pensioner through any of the 3 channels i.e. Mobile App, Website or Toll Free Number.

- Mobile App i.e **"Doorstep Banking (DSB)"** can be downloaded from Google Playstore.
- Pensioners can access through Web Browser i.e <https://doorstepbanks.com/> & <https://dsb.imfast.co.in/doorstep/login>
- Through Toll free Number:- 18001213721, 18001037188

4. All Pension Disbursing Authorities are requested to take note of this OM for compliance and give wide publicity of the same amongst pensioners.

This issues with the approval of the competent authority.

Rajesh Kumar
(Rajesh Kumar)

Under Secretary to the Govt. of India
Tel. No. 23310108

To,

1. CMDs/CPPCs of all Pension Disbursing Banks
2. Central Pension Accounts Office (CPAO), Ministry of Finance, Department of Expenditure, Trikot-II, Bhikaji Cama Place, New Delhi
3. Chairman, Railway Board, Ministry of Railways, Rail Bhawan, New Delhi.
4. Secretary, Ministry of Defence, South Block, New Delhi.
5. Secretary, Department of Ex-Servicemen Welfare, South Block, New Delhi.

6. Secretary, Department of Financial Services, Jeevan Deep Building, Sansad Marg, New Delhi.
7. Secretary, Department of Telecommunications, Sanchar Bhavan, New Delhi.
8. Secretary, Department of Posts, Dak Bhavan, New Delhi
9. All Chief Secretaries of States.
10. NIC: -for posting on website of this Department.
11. All Pensioners' Association under Pensioners' Portal: - for giving wide publicity among pensioners.

Annexure

List of persons specified for signing the Life Certificate (para 14.3 of Scheme Booklet by CPAO)

- i. A person exercising the powers of a Magistrate under the Criminal Procedure code;
- ii. A Registrar or Sub-Registrar appointed under Indian Registration Act;
- iii. A Gazetted officer of the Government;
- iv. A Police Officer not below the rank of Sub-Inspector in-charge of a Police Station;
- v. A Postmaster, a departmental Sub-postmaster or an Inspector of Post Offices;
- vi. A Class-I officer of the Reserve Bank of India ,an officer (including Grade II officer) of the State Bank of India or its subsidiary;
- vii. A Justice of Peace;
- viii. A Block Development Officer, Munsif, Tehsildar or NaibTehsildar;
- ix. A Head of Village Panchayat, Gram Panchayat, Gaon Panchayat or an
- x. Executive Committee of a Village;
- xi. A Member of Parliament, of State legislatures or of legislatures of Union Territory Governments/Administration
- xii. Treasury Officer.



सत्यमेव जयते

No. 1(8)/2021-P&PW(H)-7468

भारत सरकार /Government of India

कार्मिक, लोक शिकायत और पेंशन मंत्रालय/Ministry of Personnel, Public Grievances and Pensions

पेंशन और पेंशनभोगी कल्याण विभाग/Department of Pension and Pensioners' Welfare

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जनपथ भवन, जनपथ, Janpath Bhawan, Janpath,
नई दिल्ली-110001 /New Delhi-110001

Dated:- 22nd September, 2021

OFFICE MEMORANDUM

Subject: - Submission of Annual Life Certificate for pensioners/family pensioners living abroad.

Every Central Government pensioner/family pensioner has to submit **Annual Life Certificate** in the month of November for further continuation of pension/family pension. In the case of a pensioner/family pensioner residing abroad, the following methods are available for submission of life certificate –

- i. In the case of a pensioner/family pensioner residing abroad and drawing his pension/family pension through any bank included in the Second Schedule to the Reserve Bank of India Act, 1934, the life certificate may be signed by an officer of the Bank. A pensioner/family pensioner gets exemption from personal appearance subject to production of Life Certificate signed by the above mentioned officer of the bank.
- ii. A pensioner/family pensioner not residing in India in respect of whom his duly authorized agent produces a life certificate signed by a Magistrate, a Notary, a Banker or a Diplomatic Representative of India is exempted from personal appearance.
- iii. Pensioner/family pensioner can also provide Digital Life Certificate online through Aadhaar based biometric authentication system. <https://jeevanpramaan.gov.in/>

(No. 14.3-CERTIFICATES TO BE FURNISHED BY THE PENSIONERS/FAMILY PENSIONERS pg 38 SCHEME FOR PAYMENT OF PENSIONS TO CENTRAL GOVERNMENT CIVIL PENSIONERS By AUTHORISED BANKS (Fifth Edition, July 2021)

- iv. In case of NRI pensioners/family pensioners who are unable to come to India for personal identification, pension/family pension may be allowed on the basis of a certificate to be issued by an authorized official of the Indian Embassy/High Commission of India or Consul of Indian Consulate in the country where the pensioner/family pensioner is residing. This certificate is to be issued on verification of Pensioner/Family Pensioner on the basis of photograph pasted in the PPO or on the basis of photograph pasted on the Passport or any other such document.
- v. In case the pensioner/family pensioner is unable to visit the Embassy of India/Consulate, he/she may submit requisite documents by post to the Embassy/Consulate, including Doctor's Certificate showing the pensioner's/family pensioner's inability to present himself/herself in person. Embassy of India/High Commission/ Indian Consulate may also assist pensioners/family pensioners in submission of the Life Certificate.

(No. 16 -Payment of Pension to NRI Pensioners pg.44 SCHEME FOR PAYMENT OF PENSIONS To CENTRAL GOVERNMENT CIVIL PENSIONERS By AUTHORISED BANKS (Fifth Edition, July 2021)

Rajesh Kumar
(Rajesh Kumar)

Under Secretary to the Government of India

Copy to:

1. Secretary, CPV and Overseas Indian Affairs
2. Secretary, Department of Financial Services
3. Chairman, Railway Board
4. Secretary, Ex-Servicemen Welfare
5. Secretary, Posts
6. Secretary, Telecom
7. Controller General of Accounts, Department of Expenditure
8. CMDs/MDs of all the Pension Disbursing Banks
9. Head of CPPCs of All Pension Disbursing Banks.
10. NIC: - for posting on website of this Department.
11. All Pensioners' Associations under Pensioners' Portal: - for giving wide publicity among pensioners.