



दामोदर घाटी निगम/DAMODAR VALLEY CORPORATION

वित्त विभाग, लेखा स्कंध /FINANCE DEPTT., ACCOUNTS WING

पेंशन अनुभाग /PENSION SECTION

डिवीसीटावर्स:वीआई पी रोड, कोलकाता - 700054

DVC TOWERS: VIP ROAD, KOLKATA - 700 054

PHONE NO. (033) 6607 2444/6607 2437/ 2355 1184

सं. एओ/पेंशन/लाइफ सर्टिफिकेट/2022/-903

दिनांक-12-10-2022

No. AO/Pension/Life Certificate/2022/-903

Date:12-10-2022

**डीवीसी पेंशनधारियों को सादर सूचनार्थ
FOR KIND NOTICE OF DVC PENSIONERS**

विषय : वार्षिक जीवन प्रमाण-पत्र जमा करना ।

Sub: Submission of Annual Life Certificate.

सभी पेंशनधारियों को आगे पेंशन जारी रखने के लिए नवंबर माह के दौरान वार्षिक लाइफ सर्टिफिकेट जमा करना होगा । इसलिए, डीवीसी के सभी पेंशनधारकों को सूचित किया जाता है कि नियमानुसार सभी पेंशनधारक प्रत्येक वर्ष के नवंबर माह तक स्थिति अनुसार पेंशन भुगतान करने वाले बैंक शाखा / पेंशन अनुभाग, डीवीसी, कोलकाता में लाइफ सर्टिफिकेट जमा करना होगा अन्यथा जीवन प्रमाण पोर्टल के माध्यम से ऑनलाइन लाइफ सर्टिफिकेट जमा कर सकते है । विस्तृत विवरण के लिए कृपया पेंशन तथा पेंशनर्स कल्याण विभाग, भारत सरकार कार्यालय ज्ञापन संख्या 1(8)/2021-P&PW(H)-7468 dtd 30-09-2022 (प्रति संलग्न) का संदर्भ ग्रहण करें ।

Every Pensioner has to submit Annual Life Certificate in the month of November for further continuation of Pension. Therefore, this is to bring to the notice of all DVC pensioners that, as per rules pensioners are required to furnish a Life Certificate/Non- Marriage Certificate / Non- employment Certificate to the Paying Bank Branch /Pension Section, DVC, Kolkata as the case may be by November in every year (or) Pensioners can submit Life Certificate online through **Jeevan Pramaan Portal**. For further details please refer the GOI OM vide No. 1(8)/2021-P&PW(H)-7468 dtd 30-09-2022 of Department of Pension and Pensioners' Welfare (copy attached).

सदानन्द मुखर्जी
वरिष्ठ महाप्रबंधक (वित्त)
Sr. General Manager(Finance),
12/10/22

No. 1(8)/2021-P&PW(H)-7468
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Pension and Pensioners' Welfare

8th Floor, B-Wing, Janpath Bhawan
Janpath, New Delhi-110001
Dated the 30th September, 2022

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. 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, has 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.

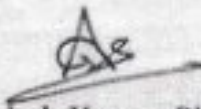
3. The different modes available to a pensioner for submission of Annual Life Certificate are once again summarized for Pensioners' awareness. An Annual Life Certificate can be submitted manually or digitally as per convenience of the pensioner by following modes: -

- i. Life certificate can be recorded by Pension Disbursing Authorities (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 as **Annexure-I**.

- iii. Pensioners can submit Life Certificate online 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. 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 generation of Digital Life Certificates. For leveraging this facility through a mobile phone, a pensioner has to download "**Postinfo APP**" from Google Play store. The process of submission of Digital Life Certificate through Postmen/Gramin Dak Sevaks may be seen at https://youtu.be/cERwM_U7g54.
- v. **Doorstep Banking** is also available through the **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.

vi. Pensioners can also submit Life Certificates using the **Face Authentication** technology system based on UIDAI Aadhaar software whereby it is possible to generate a Digital Life Certificate from any Android based smart phone by capturing the live photograph of the pensioner for online submission on the Jeevan Pramaan mobile application. The process flow for generating DLCs through Face Authentication is available on DoPPW's Pensioners' Portal → Jeevan Pramaan → Process flow of face authentication technique for DLC generation. (<https://pensionersportal.gov.in/Document/Face%20Authentication%20Process%20of%20Jeevan%20Pramaan%20App%20.pdf>).

4. All Pension Disbursing Authorities are requested to take note of this OM for compliance and give wide publicity of the same amongst pensioners.
5. This issues with the approval of the competent authority.


(Ashok Kumar Singh)
Under Secretary to the Govt. of India
Tel. No. 23310108

To

1. CMDs/CPPCs of all Pension Disbursing Banks and Pension Disbursing Authorities.
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 Associations under Pensioners' Portal: - for giving wide publicity among pensioners.

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 of its subsidiary;
- vii. A Justice of Peace;
- viii. A Block Development Officer, Munsif, Tehsildar or Naib Tehsildar;
- 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/Administrations;
- xii. Treasury Officer.