CIRCULAR


The physical verification for submission of “Annual Life Certificate” programme for DVB Pensioners has been conducted from 01.11.2018 to 31.12.2018. Majority of the pensioners/family pensioners attended the programme and completed the required formalities. During the programme it has brought to the noticed that some of the pensioners are unable to attend the programme of physical verification due to old age, illness, being out of station or abroad. In order to facilitate submission of life certificate by the pensioners/family pensioners who could not attend the programme during the scheduled period. It has now decided to collect Annual Life Certificate without physical presence as mentioned below:-

1. In the case of pensioners/family pensioners residing abroad-- Life Certificate issued by concerned officer of Indian Embassy. The pensioner shall also enclose self attested copies PPO, Aadhar Card/Passport, recent Passport size photo(duly attested by certifying authority).

2. In the case of pensioner/family pensioner residing in other states -Life Certificate duly certified by the Bank Manager of the concerned Branch through which the pensioner is drawing pension. The office seal of Manager to be affixed on the document should contain the name, designation and other detail of officer.

3. In the case of pensioner/family pensioner residing in Delhi and adjoining areas and unable to attend the programme due to old age/health reason-- Life Certificate duly certified by the Bank Manager of the concerned Branch through which the pensioner is drawing pension. The office seal of Manager to be affixed on the document should contain the name, designation and other detail of officer.

The pensioner/family pensioner also to submit attested copies of PPO, Aadhar Card, recent Passport size photo alongwith Life Certificate issued by Indian Embassy /Bank Manager. The format of life certificate and personal information are annexed.

The Life certificate alongwith other documents to be submitted with Pension Trust office latest by 28.01.2019.

(Subhash Chander)
Manager (PT)

Copy to:-

- Chairman (Pension Trust)/Secretary (Power) GNCTD
- Secretary, DERC
- Secretary (Pension Trust)
- Pensioners Associations
- Notice Board
- AM(IT) for uploading on the website.
LIFE CERTIFICATE

1. Certified that Sh. / Smt. ___________________________
   S/o, W/o Sh. _____________________________ who is drawing pension vide PPO No. ___________ Bank
   Account No. ____________________________ and whose signature / thumb impression is
   attested below is alive as on date i.e. _____________

2. Certified that the pensioner/family pensioner could not attend Pension Trust office due to old
   age / health reason.

   Pensioner's Signature/ Thumb impression

   [Signature]

   Signature of Certifying Authority
   (Bank Manager/ Officer of Indian Embassy)

   (Point 2 above applicable in the case of pensioner/family pensioner residing Delhi/adjacent
   areas but could not attend physical verification /life certificate programme)

(UNDERTAKING IN THE FAMILY PENSION CASES)

I ____________________________ wife/son/daughter of Late sh. ____________________________
   PPO No. ____________________________ do hereby solemnly affirm and declare as under:-

   That I have not done marriage/ re-marriage and I am not doing any service. I further
   undertake that if I married/ re-married or got service I will inform to Pension Trust
   accordingly.

   Dated: ____________________________

   Signature

   Name :

   Address:

   Ph. ____________________________
Pensioner's Details

1. PPO Number : ..............................................................

2. Name of pensioner : ......................................................

3. Date of Birth : ..............................................................

4. Date of Pension : ...........................................................

5. Date of Death of the Employee/Pensioner (if application is by family pensioner) : ..............................................................

6. Name of Employee/ Pensioner (if application is by family pensioner) : ..............................................................

7. Address (with address proof) : ..................................................

8. Mobile Number & email ID of Pensioner/Family Pensioner : ..............................................................

9. Aadhar No. : ..............................................................

10. Permanent Account Number (PAN) : ..............................................................

11. Undertaking (if applicant is family pensioner) :- Yes / No

I do hereby solemnly affirm and declare that I have not done marriage/ re-marriage and I am not doing any service. I further undertake that if I married/ re-married or got service I will inform to Pension Trust accordingly.

........................................
(Signature)

Date :

Name : ..............................................................

* Please bring Original copy and one photocopy of PPO/ Pension Book and Aadhar Card along with this duly signed form.