



व्यावहारिक प्रशिक्षण बोर्ड (पूर्वी क्षेत्र)
BOARD OF PRACTICAL TRAINING (EASTERN REGION)

भारत सरकार के मानव संसाधन विकास मंत्रालय के उच्चतर शिक्षा विभाग के अधीन
UNDER MINISTRY OF HUMAN RESOURCE DEVELOPMENT, GOVT. OF INDIA, DEPARTMENT OF HIGHER EDUCATION



F.No.BOPT/Accounts(Estb)/Pension/18-19/

31.10.2018

CIRCULAR

Sub: Life Certificate for Pensioners & Family Pensioners

As per the present scheme for payment of Pension & Family Pension at this Board, Pensioners and Family Pensioners are required to furnish Life Certificate in prescribed format (copy enclosed) in the month of November every year to the DDO of this Board for continuation of their monthly pension.

In order to alleviate the hardship caused to pensioners (Self & Family), BOPT has simplified the process of submission of Life Certificate by accepting hard copy of Life Certificate from Pensioner/Family Pensioner through post. You are also requested to superscribe "SUBMISSION OF LIFE CERTIFICATE IN RESPECT OF SHRI/SMT....." on envelop.

All pensioners are aware that submission of periodic certificates to the Board e.g. Life, re-employment/employment, remarriage/marriage on due date is mandatory for continuance of their self/family pension.

In view of the above, all pensioners (Self/Family) are requested to submit their Life Certificate in the prescribed format by sending a hard copy by post to the Admin Cum Accounts officer, Board of practical Training(ER), Block-EA, Sec-1, (Opp Labony estate), Kolkata – 700 064(West Bengal) by 30th November 2018, failing which the pension from the month of December'2018 may be withheld till the receipt of the Life Certificate.

All are requested to kindly comply with the above.

K.N.Mishra
Admin-Cum Accounts Officer

Encl: As stated above.

Copy to:

- (i) All the Pensioners and Family Pensioners
- (ii) Admin Section. – for information please.
- (iii) Computer Section – with an instruction to upload the same in the office website.
- (iv) Receptionist – with an instruction to forward such application directly to the AAO.
- (v) Office file



Part – A (Every Year)
I. LIFE CERTIFICATE

(To be submitted by Pensioner once a year in November)

Certified that I have seen the pensioner Shri/Smt./Ms.....
(Name of Pensioner)

Office Order No..... dated..... and that he/she is alive on this date.

1. Present address of the pensioner/family pensioner.
2. Telephone/Mobile number.

Name:

Place:

Date:

Designation of Authorised Officer with
Seal

II. Non-Employment Certificate

- I declare that I have not received any remuneration for serving in any capacity in the establishment of the Central Government or a State Government or a Government undertaking or from a Local Fund during the period November to April 20..., May to October 20.....
- I declare that I have been employed/re-employed in the office of
..... and was in receipt of the following emoluments during the period (to be specified).
- I declare that I have not accepted any employment under any Government outside India or Commercial Employment after obtaining/without obtaining sanctioning of the Director/CSIR (to be furnished by Class I Officer only).
- Strike out whichever is not applicable

Place:

Date:

Signature of Pensioner

III. Certificate of Re-marriage/Non-marriage

I hereby declare that I am not married/I have not been re-married during the past six months and shall inform the Bank as soon as I marry/re-marry.

Place:

Date:

Signature of Pensioner

I certify to the best of my knowledge and belief that above declaration is correct.

(Signature of the responsible
Officer or a well-known person)

Place:

Date:.....

Name:

Designation:

**Government of India
Ministry of Finance
Department of Expenditure
Central Pension Accounting Office
Trikoot II, Bhikaji Cama Place
New Delhi – 110 066**

CPAO/Tech/Grievance (LF)/10-11/

Date:2011

Amendment to the Scheme for Payment of Pension to Central Government Civil Pensioners by Authorized Banks (Fourth Edition, 3rd December, 2004)

Correction Slip No. 14

Addition after para 15.2(P-11 of Scheme Booklet 4th Edition, 3rd Dec. 2004).

(In continuation)

A pensioner who produces a life certificate in the prescribed form in Annexure – XVII signed by any person specified hereunder, however, is exempted from personal appearance-

- (i) A person exercising the power of a Magistrate under the Criminal Procedure Code;
- (ii) A Registrar or Sub-Registrar appointed under Indian Registration Act;
- (iii) A Gazetted Government Servant;
- (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 Office;
- (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 pensioned Officer who, before retirement, exercised the powers of a magistrate;
- (viii) A justice of Peace;
- (ix) A Block Development Officer, Munsil, Tehsildar or Naib Tehsildar;
- (x) A Head of Village Panchayat, Gram Panchayat, Gao Panchayat or an Executive Committee of a Village.
- (xi) A Member of Parliament of State legislation or of legislatures of Union Territory Governments/Administrations.
- (xii) Treasury Officer.

In the case of a pensioner drawing his pension through a Public Sector Bank the life certificate may be signed by an officer of a Public Sector Bank. In the case of a pensioner residing abroad and drawing his pension through any other 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 not resident 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 special appearance.

Below Annexure XVII (P-44 of scheme Booklet 4th Edition, 3rd Dec.2004)

For "Para 15.1" read "Paras 15.1 and 15.2"

(O/o CGA U.O.No.-1(7)/CPAO/Scheme Book/2005/TA/254 date: 28.06.2011).

**(H.Atheli)
Dy. Controller of Accounts**