

GOVERNMENT OF INDIA
Ministry of Communication
Department of Telecommunications
O/o. Controller of Communication Accounts,
Currey Road Telephone Exchange Bldg., 4th floor, Mumbai-400012.

NO : CCA MUMBAI/COVID 19/LC/CIRCULAR/2020-21 **DATE 27-06-2020**

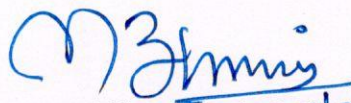
CIRCULAR

Considering the effect of COVID – 19 Pandemic and the lockdown enforced by state authorities and in anticipation of the difficulties that would be faced by pensioners in submitting the 'Life Certificate', relaxation was granted to those pensioners whose LC is expiring till 30/06/2020. The pension to such pensioners is drawn till 30th June 2020.

Further, Senior Citizens like pensioners are in particular, vulnerable to COVID – 19. If they have to step out and come to O/o CCA Mumbai at Currey Road for Generation of 'Life Certificate' it would be against the spirit of Social Distancing measures and Guidelines issued by Government of India from time to time.

The life certification centre at O/o CCA Mumbai Curry Road Telephone Exchange will remain closed until further orders. The pensioners can get their 'Life Certification' done without visiting O/o CCA Mumbai at Currey Road by adopting following methods:

1. The facility of submitting Digital Life Certificate is available to MTNL Pensioners through Jeevan Pramaan portal/website. A pensioner can access this facility by visiting his/her nearest Post office, Banks, Jeevan Pramaan Kiosk and Common Service Centre's of Aadhar. The pensioners are not required to come to O/o CCA, Mumbai at Currey Road for submission of Life Certificate once they submit through Online.
2. Physical Life Certificate **duly signed by the authorities** as defined in **Rule 343 of Central Treasury Rules (CTRs)**, could be submitted by Post or Courier to the **O/o AO (PDA), CCA Mumbai, 3rd Floor, Currey Road Tele. Exchange Building, Currey Road, Mumbai – 400012.** Further the image or the PDF copy of the certificate received on the email id of the AO (PDA) CCA i.e. aopdacca@gmail.com will be considered, the original certificate may be sent later by Post or Courier.
3. The detailed extract of Rule 343 of Central Treasury Rules (CTRs) and Procedure for online certificate is enclosed herewith.


Accounts Officer (PDA) 27/06/2020

Controller of Communication Accounts, Mumbai
Accounts Officer (PDA), CCA MUM
Pr. Controller of Communication Accounts,
3rd Floor, Currey Road Tele. Exch. Bldg.
Currey Road, Mumbai-400 012.

- Encl:-
- 1) Central Treasury Rule 343
 - 2) ONLINE PROCEDURE FOR JEEVAN PRAMAAN
 - 3) Proforma for LIFE CERTIFICATE

Central Treasury Rule 343

A pensioner who produces a life certificate signed by any person specified hereunder is exempted from personal appearance -

- (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 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 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 pensioned Officer who, before retirement, exercised the powers of a magistrate;
- (viii) A justice of Peace;
- (ix) A Block Development Officer, Munsif, Tehsildar or Naib Tehsildar;
- (x) A Head of Village Panchayat, Gram Panchayat, Gaon Panchayat or an Executive Committee of a Village;

1[(xi) A Members of Parliament, of State legislatures or of legislature of Union Territory Governments /Administrations.]

2[(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, 3[] the life certificate may be signed by an officer of the Bank.

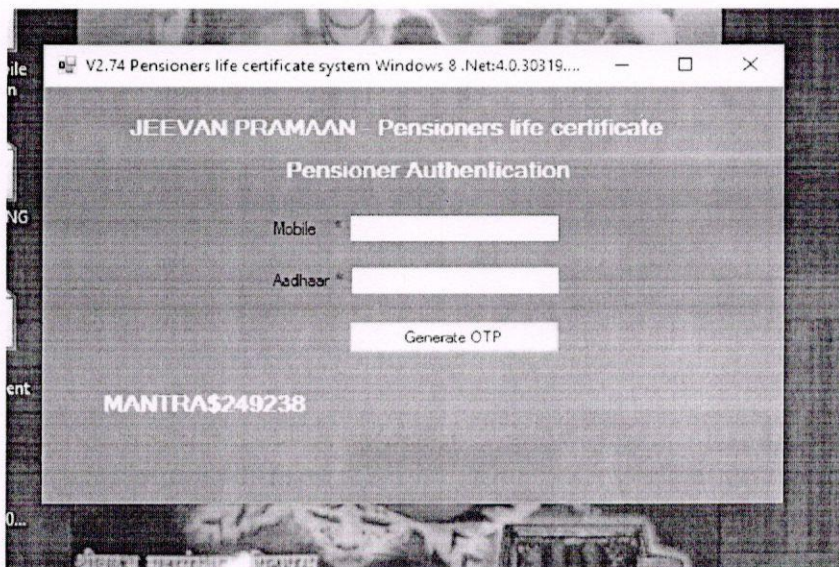
A pensioner not resident in India in respect of whom his duly authorized agent produces a life certificate signed by a Magistrate, a Notary, a Banker or a Diplomatic Representative of India is exempted from special appearance.

ONLINE PROCEDURE FOR JEEVAN PRAMAAN

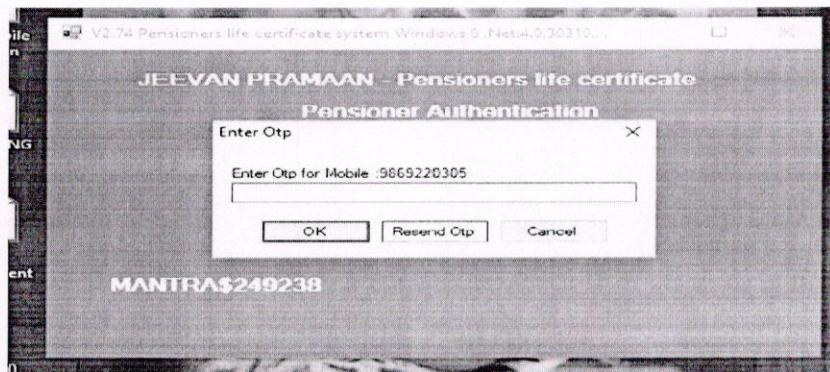
WEB SITE : <https://jeevanpramaan.gov.in>

You can download the Jeevan Pramaan Windows application & Android client software from official website. The application software together will help perform a registration for a window & client life certificate, for authentication it will use the Aadhaar Biometric Authentication platform.

- 1) To register through Jeevan Pramaan Window, open the Jeevan Pramaan Window by providing mobile number & Adhar number for generation of OTP.



- 2) After generation of OTP, please provide the same for Authentication & proceed further for actual registration process.



3) The registration process has 8 columns to be filled as below

- A) Name of the pensioner **(AS PER NEW DOTPPO)**
- B) PPO Number: - New DOT PPO **(e.g PPO12345)**
- C) Type of Pension: - EPS, Family, Others/Service **(SELECT SERVICE)**
- D) Sanctioning Authority: - Central Govt /Telecom (options available with other such similar options) **(SELECT TELECOM)**
- E) Disbursing Agency: - BANK/POST OFFICE/DOT **(SELECT DOT)**
- F) Agency: - Names of the Bank (CCA DELHI/CCA MUMBAI) **(SELECT CCAMUMBAI)**
- G) Account Number (Pension): -**BANK A/C NO. WHERE PENSION IS RECEIVED**
- H) Email: -**OPTIONAL**

The screenshot shows a web-based registration form for pensioners. On the left, there is a large fingerprint icon. The form fields are as follows:

- Name of Pensioner: [Text Input]
- PPO Number: [Text Input]
- Type of Pension: [Dropdown Menu]
- Sanctioning Authority: [Dropdown Menu]
- Disbursing Agency: [Dropdown Menu]
- Agency: [Dropdown Menu]
- Account Number (Pension): [Text Input]
- Email: [Text Input]

Below the form fields, there are two sets of radio buttons:

- Is Re Employed? with Yes and No
- Is Re Married? with Yes and No

At the bottom, there is a checkbox: I have no objection in displaying details related to my pension account on the website.

A "Scan Finger" button is located at the bottom right of the form area.

- 4) After providing registration details Biometric Authentication ie Finger has to be scanned on finger scanner. It will authenticate the pensioner & Praman ID will be generated. Certificate will be issued (displayed) with notification on email or mobile no. provided.
- 5) For subsequent Life Certification, in case of pensioners/family pensioners where Registration is already done and authenticated by this office, there is no need to follow Registration process. They only need to provide Aadhar Number followed by OTP and Biometric Process will be completed for generation of New Life certificate.

LIFE CERTIFICATE

STAFF NO. _____

Certified that I have seen the Pensioner Mr/Mrs./Miss _____
Son/Daughter/Wife/Husband of _____
holder of P.P.O. No. _____, Bank a/c no. _____ and he/she is alive on
this date.

Pensioner's signature : _____

Signature of Authorised Officer
(With Seal & Date)

Pensioner's Aadhar No. _____

Pensioner's PAN No. _____

Pensioner's Mobile No. _____

RE-MARRIAGE/NON-RE-MARRIAGE CERTIFICATE

(Only in case of Family Pensioners)

I hereby declare that I have / have not married/ re-married during the last one year and not earning
more than Rs 9000/- pm.

Signature/Thumb impression of Pensioner

EMPLOYMENT / NON RE-EMPLOYMENT CERTIFICATE

(only in case of Gr "A" Officers)

- i. I hereby declare that I have not served in any capacity either in a Government department/office company, Corporation, autonomous body or Society of Central or State Government or Union Territory or a Local Fund during the last one year.

OR

I declare that I have been employed/re-employed in the office of _____ which is a part of / financed by _____ Government. Further that the orders of my re-employment do/do not stipulate my pension being held in abeyance.

- ii. I declare that I have not accepted any commercial employment in India.

OR

I declare that I have accepted commercial employment in India after obtaining prior sanction of the Central/State Government and none of the conditions, if any, attached thereto by Government has been violated.

Note:- This declaration is required to be given for a period of 1 year from the date of retirement.

- iii. I declare that I have not accepted employment under a Government outside India/ an international organisation of which government of India is not a member.

OR

I declare that I have accepted employment under a Government outside India/ an International organisation of which government of India is not a member after obtaining the prior sanction of the Central/ State Government and none of the conditions attached thereto by the Government has been deviated.

(Signature of Pensioner)