



**महानगर टेलीफोन निगम लिमिटेड**  
**MAHANAGAR TELEPHONE NIGAM LTD**  
(A GOVT OF INDIA ENTERPRISE)

O/O Senior Manager (Pension),  
Pension Cell, 4<sup>th</sup> Floor, Currey Road Tele. Exch. Bldg, Mumbai – 400 012.

No: MTNL/PEN/Gen.Inst/2016-17/15

Dt. 18/10/2016

To  
All DGMs (Cash/Works)  
MTNL, Mumbai.

Sub: Annual Verification of Combined Service Optees of MTNL pensions  
by O/o Pr. CCA, Mumbai – reg.  
Ref: Pr. CCA/MH/PDA/LIFE CERTIFICATION2016-17 dated 05/10/2016.

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In Accordance with the above cited reference, the following guidelines were issued by Pr. CCA, MH Circle for submission of Life Certificate by MTNL pensioners.

- 1) The Pensioner has to appear in person before A.O. (PDA) and submit Life Certificate in the month of November 2016 in the prescribed format (copy enclosed).
- 2) The Pensioners who are unable to attend office in person due to illness, disability etc., may send their life certificates in the prescribed proforma as per Central Treasury Rules.
- 3) A life Certificate issued online by a Government Agency as a result of Aadhar Biometric Authentication will also accepted as a valid certificate.

Wide publicity may kindly be given to all the pensioners for using the format provided by CCA, MH Circle. MTNL units are authorised to collect Life Certificate complete in all respects and forward the same on the next day to AO (PDA) from 01/11/2016 to 15/11/2016. MTNL absorbed officers **are not authorised** to sign the Life Certificate.

Further the Office O/o. Pr. CCA, MH Circle, Curry Road **will remain open on all Saturdays** in the month of November 2016 for receipt of Life Certificates.

The office **will remain closed on Holidays & Sundays** (Viz. **Sunday:- 06/11/2016, Sunday:-13/11/2016, Holiday:- Guru Nanak Jayanti 14/11/2016, Sunday:- 20/11/2016 & Sunday:- 27/11/2016**).

**Office Timings: - 10.00 AM to 04.00 PM.**

**Office Address:**

Account Office (PDA),  
O/o. Pr. CCA, Maharashtra Circle,  
3<sup>rd</sup> Floor, Curry Road Telephone Exchange Building,  
Curry Road (East), Mumbai 400 012.

Encl: as above

DGM (IA/RA/Pension)  
MTNL, Mumbai.



STAFF NO. \_\_\_\_\_

## LIFE CERTIFICATE

(to be submitted in the month of November along with Copy of Aadhar Card)

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)

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)