

**भारतीय मानक ब्यूरो**  
(वित्त विभाग)

संदर्भ : वित्त/10: जीवन प्रमाण पत्र

दिनांक: 17.10.2024

**विषय: जीवन प्रमाण पत्र जमा कराने के संबंध में**

परिपत्र संख्या बी.आई.एस./मुख्यालय/वित्त/परिपत्र(07)/2024 दिनांक 17.10.2024 सभी संबंधित की जानकारी हेतु सलंगन है ।

हस्ता  
(गुरप्रीत सिंह)  
निदेशक (वित्त)

परिचालित सेवा में भामाब्यूरो इंटरनेट के माध्यम से :

- सभी क्षेत्रीय कार्यालय/शाखा कार्यालय/प्रशिक्षण संस्थान/केंद्रीय प्रयोगशाला के प्रमुख
- मुख्यालय के सभी विभागों के प्रमुख
- भामाब्यूरो के सभी अधिकारी एवं कर्मचारी
- भामाब्यूरो के सभी पेंशनर्स एवं फैमिली पेंशनर्स

प्रतिलिपि - जानकारी के लिए :

- ❖ निजीसचिव (महानिदेशक) - महानिदेशक की जानकारी के लिए

सूचना और प्रौद्योगिकी विभाग -भारतीय मानक ब्यूरो के इंटरनेटपर डालने के लिए और भारतीय मानक ब्यूरो की वेबसाइट पर पेंशनरों के पेज पर डालने के लिए

**BUREAU OF INDIAN STANDARDS**  
**(FINANCE DEPARTMENT)**

Our Ref: FIN/10:Life Certificate

17.10.2024

***Subject: Submission of Life Certificate***

The Circular No. BIS/FIN/HQ/Circular(07)/2024 dated 17.10.2024 on the captioned subject is enclosed for information of all concerned.

sd/-  
**(Gurpreet Singh)**  
**Director (Finance)**

Circulated through Intranet to:

- Heads of ROs/BOs/ Labs/NITS
- Heads of all Departments at HQ
- All Official of BIS
- All pensioners/family pensioners of BIS

Copy for Information:

- PS to DG – For DG's Information

Copy to: ITSD for uploading on BIS INTRANET as well as Pensioners 'page on BIS website

**BUREAU OF INDIAN STANDARDS**  
**(FINANCE DEPARTMENT – HQ)**

**Sub: Submission of life certificate**

1. As per the provisions of CCS (Pension Rules) 1972, all pensioners and family pensioners are required to submit Life Certificate in the month of November every year to the Pension Disbursing Authority (PDA) for continuation of the pension. The formats of the following certificates are enclosed herewith:

a) Life Certificate (Annex-A)

b) Non Employment/Re-employment Certificate (Annex-B)

c) Certificate of remarriage/Marriage (for family pensioner only) (Annex-C)

2. The above certificates duly filled may be sent back to Pension Section, Finance Department so that payment of pension may be continued for the month of November 2024 onwards. It may please be ensured that these certificates shall reach Pension Section by 15 November, positively.

3. Pensioners/family pensioners residing abroad may submit the certificate by any of the methods prescribed in the O.M. No. 1(8)/2021-P&PW(H)-7468 dated 22<sup>nd</sup> September 2021.

4. The pensioners/family pensioners may also refer to Finance Department's Circular No BIS/FIN/HQ/Circular(05) dated 28.06.2024 attaching therewith Form 48A (enclosed). All pensioners/family pensioners were requested to intimate the details of savings etc. for the purpose of allowing deductions in Income Tax as per rules. Pensioners/family pensioners, who have yet not submitted Form 48A, may submit the same immediately, alongwith supporting documents, to enable Pension Section to allow admissible deductions in Income Tax.

5. All the pensioners/family pensioners are also requested to advise their legal heirs/family members/care takers to intimate Pension Section/Finance Department and the pension disbursing bank in case of demise of the pensioner/ family pensioner immediately.

**6. Life Certificate through Jeevan Praman Portal:**

**For Pensioners:** Pensioners have the option to avail themselves of the facility of submitting Digital Life Certificate (DLC) through Jeevan Praman Portal. However, it may be noted that the Digital Life Certificate (DLC) is not available to Re-married or Re-employed pensioners. Such pensioners are required to submit their Life Certificate in conventional way.

**For Family Pensioners:** Family Pensioners have to submit their Life Certificate in conventional way only, not through Jeevan Praman Portal (DLC).

7. For any clarification, pensioners/family pensioners may contact Section Officer (Pension) at 011-23236902, E-mail: [pensioners@bis.gov.in](mailto:pensioners@bis.gov.in), [fin@bis.gov.in](mailto:fin@bis.gov.in).

हस्ता

(गुरप्रीत सिंह)  
निदेशक (वित्त)

हमारा संदर्भ :मुख्या/वित्त11/2024

दिनांक : 17.10.2024

परिचालित सेवा में भा मा ब्यूरो इंटरनेट के माध्यम से :

- सभी क्षेत्रीय कार्यालय/शाखा कार्यालय/प्रशिक्षण संस्थान/प्रयोगशाला के प्रमुख
- मुख्यालय के सभी विभागों के प्रमुख
- भा मा ब्यूरो के सभी अधिकारी एवं कर्मचारी
- भा मा ब्यूरो के सभी पेंशनभोगी/पारिवारिक पेंशनभोगी

प्रतिलिपि - निजीसचिव (महानिदेशक) - महानिदेशक की जानकारी के लिए

सूचना और प्रौद्योगिकी विभाग -भारतीय मानक ब्यूरो के इंटरनेटपर डालने के लिए और भारतीय मानक ब्यूरो की वेबसाइट पर पेंशनरों के पेज पर डालने के लिए



अनुबंध 'ए'/ANNEXURE 'A'

भारतीय मानक ब्यूरो  
BUREAU OF INDIAN STANDARDS

जीवन प्रमाण-पत्र / LIFE CERTIFICATE

(पेंशनभोगी द्वारा प्रस्तुत किये जाने वाले प्रमाण-पत्र साल में एक बार नवम्बर माह में)  
(CERTIFICATE TO BE SUBMITTED BY PENSIONER ONCE A YEAR IN NOVEMBER)

प्रमाणित किया जाता है कि मैंने पेंशनभोगी/श्री/श्रीमति  
Certified that I have seen the Pensioner/Sh./Smt. \_\_\_\_\_

(पेंशनभोगी का नाम) को जो पेंशन भुगतान संख्या  
(Name of the Pensioner) holder of the Pension Payment No. \_\_\_\_\_

का धारक है, आज देखा है और वह जीवित है।  
and that he is alive on this date. \_\_\_\_\_

हस्ताक्षर/Signature \_\_\_\_\_

नाम एवं पद प्राधिकृत पदाधिकारी का पदनाम  
Name & Designation of authorised officer \_\_\_\_\_

(राजपत्रित अधिकारी केन्द्रीय सरकार/राज्य सरकार एवं बी.आई.एस. अधिकारी/  
भारतीय रिजर्व बैंक/सार्वजनिक क्षेत्र के बैंक के अधिकारी)  
(Gazetted Officer of Central Govt./State Govt./BIS Officer/Officers of  
Reserve Bank of India/Public Sector Bank)

पता  
Address \_\_\_\_\_

सील/Seal

स्थान/PLACE \_\_\_\_\_

दिनांक/DATE \_\_\_\_\_

टिप्पणी : किसी प्रकार की कठिनाई की स्थिति में, पेंशनभोगी संबंधित शाखा के प्रमुख/मुख्यालय के मामले में निदेशक (लेखा) से संपर्क कर सकते हैं।  
Note : In case of any difficulty, the pensioner may contact the head of the concerned Branch/DAC in case of Head Quarters.

**बेरोजगारी का पुनर्नियोजन का प्रमाण-पत्र फार्म**  
**FORM OF CERTIFICATE OF NON-EMPLOYMENT/RE-EMPLOYMENT**  
**To be given by Pensioner once a Year in November**

(अ/A) मैं घोषणा करता हूँ कि मैं नवम्बर 20..... को समाप्त हुए वर्ष के दौरान केन्द्र अथवा राज्य सरकार अथवा संघ शासित क्षेत्र या किसी स्थानीय निधि के किसी सरकारी विभाग/कार्यालय, कम्पनी, निगम, स्वायत्तशासी निकाय अथवा सोसायटी में किसी भी रूप में कार्यरत नहीं हूँ।  
 I declare that I have not been serving in any capacity either in a Government department/office company, corporation autonomous body or society of Central or state Government or Union Territory of a Local Fund during the year ended November, 20.....

अथवा/OR

(ब/B)\* मैं घोषणा करता हूँ कि मैं नवम्बर 20..... की वर्ष अथवा..... महीनों के दौरान जो कि उपर्युक्त वर्ष में पड़ते हैं कार्यालय में, जो सरकार का एक भाग है/द्वारा वित्त पोषित है, नियोजित/पुनर्नियोजित रहा हूँ और मुझे इस अवधि में निम्नलिखित मासिक दरों पर परिलब्धियाँ प्राप्त हुई।  
 I declare that I have been employed/re-employed in the office of.....which is a part of financed by .....government and was in receipt of the following monthly rate of emoluments during the year ended November, 20.....or during the months of ..... falling within the said year.

(क/a) वेतन/Pay

विशेष वेतन/Special pay

भत्ते/Allowances

(महंगाई भत्ते, अतिरिक्त महंगाई भत्ते सहित)

(Including D.A., A.D.A. etc.)

अथवा/OR

(ख/b) मानदेय/Honorarium

यह भी कि मेरे पुनर्नियोजन के आदेशों में पुनर्नियोजित की अवधि के दौरान पेंशन को रोकने से सम्बंधित शर्त है/नहीं है।

Further, that the orders of my re-employment do not stipulate my pension being held in abeyance during the re-employment period

मैं घोषणा करता हूँ कि मैंने भारत में किसी तरह का वाणिज्यिक रोजगार स्वीकार नहीं किया है।

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

अथवा/OR

मैं घोषणा करता हूँ कि मैंने केन्द्रीय सरकार की पूर्व अनुमति लेकर भारत में वाणिज्यिक रोजगार स्वीकार किया है और इस सम्बंध में सरकार द्वारा लगायी गयी किसी भी शर्त का, यदि कोई हो, मैंने उल्लंघन नहीं किया है।

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

टिप्पणी : यह घोषणा सेवा-निवृत्ति की तारीख से दो वर्ष की अवधि के सम्बंध में की जानी होती है।

Note : This declaration is required to be given for a period of two years from the date of retirement.

(ग/C)\* मैं घोषणा करता हूँ कि मैंने भारत के बाहर किसी भी सरकार/ऐसे अन्तर्राष्ट्रीय संगठन के अधीन, जिसकी कि भारत सरकार सदस्य नहीं है, कोई रोजगार नहीं किया है।

I declare that I have not accepted employment under a Government outside India/an International Organisation of which the Government of India is not a member.

अथवा/OR

मैं घोषणा करता हूँ कि मैंने भारत से बाहर किसी सरकार/ऐसे अन्तर्राष्ट्रीय संगठन के अधीन, जिसकी कि भारत सरकार सदस्य नहीं है, केन्द्रीय सरकार की पूर्व अनुमति लेकर रोजगार स्वीकार किया है और इस संबंध में सरकार द्वारा लगाई गयी किसी भी शर्त को तोड़ा नहीं गया है।

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 previous sanction of the Central Government and none of the conditions attached thereto by the Government has been deviated from.

हस्ताक्षर/Signature

पेंशनभोगी का नाम

Name of the Pensioner

स्थान/PLACE:

पी.पी.सं./P.P. No.

पता/Address

दिनांक/DATE:

फोन नं०/Phone No.

\* उपर्युक्त (बी) और (सी) में उल्लिखित प्रमाण-पत्र केवल समूह "ए" के सेवानिवृत्त अधिकारियों द्वारा किये जाने हैं।

\* Certificates at (B) and (C) are to be furnished only by retired Group "A" Officers.

Note : The Pensioner shall, of his own intimate the fact of his taking up re-employment/employment to the Bureau of Indian Standards, immediately on his/her doing/having done so without waiting for the month of November when the submission of yearly certificate would normally become due.



भारतीय मानक ब्यूरो  
BUREAU OF INDIAN STANDARDS

अनुबंध "सी"  
ANNEXURE "C"

पुनर्विवाह/अविवाहित होने का प्रमाण-पत्र  
CERTIFICATE OF RE-MARRIAGE/MARRIAGE

मैं एतद्वारा घोषण करता/करती हूँ कि मैंने दोबारा शादी नहीं की है और इस प्रकार की कोई घटना होने पर पेंशन वितरण प्राधिकारी को रिपोर्ट करूंगा/करूंगी

I hereby declare that I have not got re-married and I undertake to report such any event promptly to the Pension Disbursing Authority

केवल विधवा/विधुर परिवार पेंशन प्राप्त करने वाले पर लागू होगा और केवल एक बार ही भरा जाएगा  
(Applicable only for widow recipient of family pension and to be furnished only once)

अथवा/OR

मैं एतद्वारा घोषण करता हूँ/करती हूँ कि मैं अविवाहित हूँ/पिछले छः महीनों के दौरान मैंने विवाह नहीं किया है।  
I hereby declare that I have not re-married/have not got married during the past six months.

प्रत्येक 6 महीने में एक बार मई और नवम्बर में विधवा और अविवाहित पुत्रियों द्वारा भरा जाएगा  
(To be submitted by widowers and unmarried daughters once every six months in may and November)

हस्ताक्षर / SIGNATURE \_\_\_\_\_

पेंशनभोगी का नाम \_\_\_\_\_  
Name of the Pensioner

स्थान / PLACE \_\_\_\_\_

दिनांक / Date \_\_\_\_\_

पें भुग. सं. \_\_\_\_\_  
P.P. O. No. \_\_\_\_\_

मैं अपनी सर्वोत्तम जानकारी और विश्वास से प्रमाणित करता हूँ कि उपर्युक्त घोषणा सही है।  
I certify to the bet of my knowledge and belief that the above declaration is correct.

जिम्मेदारी अधिकारी या  
किसी प्रतिष्ठित व्यक्ति के हस्ताक्षर  
Signature of a responsible officer  
or a well-known person \_\_\_\_\_

स्थान / PLACE \_\_\_\_\_

दिनांक / Date \_\_\_\_\_

नाम / Name \_\_\_\_\_

पदनाम / Designation \_\_\_\_\_

सील / Seal

## Form A

### (Common Nomination Form for Arrears of Pension and Commutation of Pension)

[See Rule 5 of Payment of Arrears of Pension (Nomination) Rules, 1983 and Rule 7 of Central Civil Services (Commutation of Pension) Rules, 1981]

I, ....., hereby nominate the person/persons mentioned below and confer on him/her/them the right to receive in the event of my death, to the extent specified below, amount on account of the following:

- i. Arrears of Pension
- ii. Commuted Value of Pension payable under Central Civil Services (Commutation of Pension) Rules, 1981

Name, date of birth (DOB) and address of the nominee	Relationship with employee/pensioner	Share to be paid to each	If nominee is minor, name, DOB and address of person who may receive the amount on behalf of minor	Name, DOB and address of alternate nominee in case the nominee under Column (1) predeceases the employee/pensioner	Relationship with employee/pensioner	Name, DOB and address of person who may receive the amount if alternate nominee in Col. (5) is a minor	Contingency on happening of which nomination shall become invalid
1	2	3	4	5	6	7	8

These nominations supersede any nominations made by me earlier.

Place and date:

Signature of Government servant/Pensioner

Telephone No.

**Note 1 :** Completely strike out the benefit for which nomination is not intended to be made. Separate copies of this nomination Form may be used for nominating different persons for benefits (i) and (ii) above.

**Note 2 :** The Government servant shall draw lines across the blank space below the last entry to prevent the insertion of any name after he/she has signed. The nominee(s)/alternate nominee(s)' shares together should cover the whole amount.



भारतीय मानक ब्यूरो BUREAU OF INDIAN STANDARDS	बचत के लिए विवरण DETAILS OF SAVINGS	FI	48A
Ref: FIN/2:37 सन्दर्भ: वित्त/2:37	Date दिनांक :		
Pension Payment Order No. पेंशन भुगतान आदेश संख्या	Financial Year 20____ to 20____ वित्तीय वर्ष : 20..... से 20.....		
Name: Dr./Shri./Smt./Km. नाम: डा./ श्री / श्रीमती / कुमारी	Date of Birth., जन्म तिथि :		
Date of Retirement सेवानिवृत्ति की तिथि	Permanent A/c No. स्थायी खाता संख्या :		
<input type="checkbox"/> <b>Old Tax Regime</b> (Interested in avail benefits like Interest on House Building Advance, Standard Deduction, Section 80C etc.,)  पुरानी कर व्यवस्था (हाउस बिल्डिंग एडवांस पर ब्याज, स्टैंडर्ड डेडक्शन, Section 80C आदि जैसे लाभ प्राप्त करने के इच्छुक हैं)	<input type="checkbox"/> <b>New Tax Regime</b> (Not interested in avail benefits like Interest on House Building Advance, Standard Deduction, Section 80C etc.,)  नई कर व्यवस्था (लाभ प्राप्त करने में कोई दिलचस्पी नहीं जैसे हाउस बिल्डिंग एडवांस पर ब्याज, मानक कटौती, धारा 80 सी आदि)		
Address for Correspondence/ पत्राचार हेतु पता			
_____			
_____			

1.	<input type="checkbox"/> Self Occupied/ स्वयं अधिग्रहित
(a)	Address of the Premises / परिसरों के पते _____ _____
(b)	Whether any loan has been taken? क्या कोई ऋण लिया गया है ?  <input type="checkbox"/> Yes / हाँ <input type="checkbox"/> No / नहीं
(c)	Please specify the Bank and the Principal and Interest to be payable in the Financial Year ..... कृपया वित्तीय वर्ष 20__ से 20__ में भुगतान योग्य बैंक तथा मूलधन एवं ब्याज का विस्तृत विवरण  Principal Amount Rs./मूलधन रुपये _____ Interest Amount Rs./ ब्याज रुपये _____
(d)	Whether any loan has taken on. क्या कोई ऋण लिया है ।  <input type="checkbox"/> Single / एकल <input type="checkbox"/> Joint / संयुक्त
(e)	If Joint name that specify the percentage of the claim of the rebate under section 24(1) यदि संयुक्त नाम से हो तो धारा 24 (1) के तहत छूट के दावों का प्रतिशत बतायें । _____ _____

2.	Particulars of savings qualifying u/s 80-C of the Income Tax Act आयकर अधिनियम की धारा 80 -सी के तहत बचत के विवरण	
i.	Any sum paid by an individual as Life insurance premium on life of himself, spouse and children or paid by an HUF for any member of his family. स्वयं , पति/ पत्नी एवं बच्चों की जीवन सम्बन्धी जीवन बीमा प्रीमियम के रूप में व्यक्तिगत रूप से किये गये	
ii.	Contribution to General Provident Fund, or Recognised Provident Fund or Public Provident Fund or Voluntary Provident Fund सामान्य भविष्य निधि, या मान्य भविष्य निधि या सार्वजनिक भविष्य निधि या स्वैच्छिक भविष्य निधि अंशदान	
iii.	Contribution to superannuation fund सेवानिवृत्ति निधि का अंशदान	
iv.	Contribution/subscription to NSC or ULIP or ELSS or Recognised Pension Funds एन एस सी या यूनिप या ई एल एस एस या मान्य पेंशननिधियों के अंशदान/शुल्क	
v.	Fixed Deposit with any schedule bank for at least 5 years कम से कम 5 वर्षों के लिए किसी अनुसूचित बैंक में सावधि जमा	
vi.	Payment of tuition fees (excluding development fees or donation etc) for maximum two children for full time education to Recognised university, college, school or other educational institution situated in India. भारत में स्थित विश्वविद्यालय, कॉलेज, विद्यालय या अन्य शैक्षिक संस्थान में पूर्णकालीन अधिकतम 2 बच्चों के लिए शिक्षण शुल्क (विकास-शुल्क या दान इत्यादि को छोड़कर ) का भुगतान	
vii.	Repayment of principal amount of loan taken for purchase/construction of residential house property from Central/State Govt, Bank, LIC, National Housing Bank or from employer ( where employer is statutory corporation, public company, university, college, or local authority or co-operative society) केन्द्रीय / राज्य सरकार, बैंक, एल आई सी, नेशनल हाऊसिंग बैंक या नियोक्ता से ( जहाँ नियोक्ता संवैधानिक निगम, पब्लिक कम्पनी, यूनिवर्सिटी, कॉलेज या स्थानीय प्राधिकारी या कॉ-ऑपरेटिव सोसाईटी हो) से आवासीय मकान प्रापर्टी की खरीदी/ निर्माण के लिए लिये गये ऋण की मूल राशि का पुनर्भुगतान	
viii.	Amount invested in deposit scheme of public company engaged in infrastructure facility or approved mutual fund. इंफ्रास्ट्रक्चर सुविधा या अनुमोदित म्यूचुअल फंड में संलग्न पब्लिक कम्पनी की जमा योजना में निवेश की गई राशि	

ix.	<p>Any sum deposited in an account under the Senior Citizens Saving Scheme, 2004. The account in the scheme can be opened by an individual,</p> <p>a) Who has attained age of 60 years or above on the date of opening of the account?</p> <p>b) Who has attained the age 55 years or more but less than 60 years and has retired under a Voluntary Retirement Scheme or a Special Voluntary Retirement Scheme on the date of opening of the account within three months from the date of retirement.</p> <p>c) No age limit for the retired personnel of Defence services provided they fulfill other specified conditions.</p> <p>वरिष्ठ नागरिक बचत योजना, 2004 के तहत खाते में जमा की गई राशि। योजना में खाता व्यक्तिगत रूप से खोला जा सकता है।</p> <p>a) खाता खोलने की तिथि को खाता खोलने वाले की उम्र 60 वर्ष या इससे ऊपर हो चुकी हो जिनकी आयु</p> <p>b) जिनकी आयु 55 वर्ष या अधिक लेकिन 60 वर्ष से कम हुई हो तथा सेवानिवृत्ति की तिथि से तीन महिनों के भीतर खाता खोलने की तारीख को स्वैच्छिक सेवानिवृत्ति योजना या विशेष स्वैच्छिक सेवानिवृत्ति योजना के तहत सेवानिवृत्ति हुये हो</p> <p>c) रक्षा सेवाओं के सेवानिवृत्त कर्मों के लिए कोई आयु सीमा नहीं है बशर्ते वे अन्य विशेष शर्तें पूर्ण करते हो</p>	
x.	<p>Any sum deposited as five years time deposit in an account under the Post Office Time Deposit.</p> <p>पोस्ट ऑफिस टाइम डिपॉजिट के तहत खाते में 5 वर्ष के लिए जमा के रूप में जमा की गई कोई राशि</p>	
xi.	<p>Contribution to 'Sukanya Samridhi Account' which can be opened at any time from the birth of a girl child till she attains the age of 10 years (with a minimum deposit of ` 1000)</p> <p>बच्चे के जन्म से लड़की के जन्म से, एवं उसकी 10 वर्ष की आयु होने तक किसी भी समय 'सुकन्या समृद्धि खाता' खोला जा सकता है उसका अंशदान (न्यूनतम 1000/- रुपये जमा सहित)</p>	
3.	<p><b>Particulars of deduction qualifying u/s 80-D of the Income Tax Act</b>  <b>Medical Insurance Premium &amp; Contribution to CGHS Scheme</b>  <i>(Deduction is available upto ` 15,000/ for self/ family and parent/ parents of the assessee . In case of senior citizens, a deduction upto ` 20,000/-</i></p> <p><b>आयकर अधिनियम की धारा 80-डी के तहत कटौती के विवरण</b>  विक्रितसा बीमा प्रीमियम एवं सी जी एच एस योजना का अंशदान (करदाता स्वयं / फैमिली और पेरेन्टस के लिए रुपये 15000/- तक कटौती उपलब्ध है )</p>	

4.	<p><b>Particulars of deduction qualifying u/s 80-DD of the Income Tax Act</b>  <i>Expenditure on Medical Treatment of a dependant being a person with permanent disability (including blindness) or mentally retarded, which are covered under section 56(4) as certified by a specified physician or psychiatrist</i>  <i>(Maximum Eligibility ` 75,000/-, in case of severe disability max eligibility ` 1,25,000/-)</i></p> <p><b>आयकर अधिनियम की धारा - 80 डी डी के तहत कटौती के विवरण</b>  फिजिशियन या मनोचिकित्सक द्वारा प्रमाणित के रूप में धारा 56(4) के तहत स्थायी अक्षमता (अंधपन सहित) या दिमागी तौर पर दिवालिया सहित एक व्यक्ति के नाते आश्रित चिकित्सा उपचार संबंधी व्यय (अधिकतम पात्रता रुपये 75000/- गंभीर अक्षमता के मामले में अधिकतम योग्यता रुपये 125000/-)</p>	
5.	<p><b>Particulars of deduction qualifying u/s 80-DD of the Income Tax Act</b>  <i>Expenditure on Medical Treatment actually incurred by resident assessee on himself or dependent relative for medical treatment of specified disease or ailment. The diseases have been specified in Rule 11DD. A certificate in form 10I is to be furnished by the assessee from a specialist working in a Government hospital</i>  <i>(Maximum Eligibility ` 40,000/-, in case of severe disability max eligibility ` 80,000/-)</i></p> <p><b>आयकर अधिनियम की धारा-80 डी डी के तहत कटौती के विवरण</b>  विशेष बिमारी या रोग के चिकित्सीय उपचार के लिए स्वयं या आश्रित संबंधी पर आवासीय करदाता द्वारा वास्तविक रूप से खर्च किये गये चिकित्सीय उपचार संबंधी व्यय । बिमारी को नियम 11 डी डी में निर्दिष्ट किया गया है । फॉर्म 10I में एक प्रमाण पत्र सरकारी अस्पताल में कार्यरत विशेषज्ञ से लेकर करदाता का द्वारा प्रस्तुत किया जाना है ।</p>	
6.	<p><b>Particulars of deduction qualifying u/s 80-E of the Income Tax Act</b>  <i>Payment/ Instalment of loan taken from any Financial Institution for Pursuing Higher Education.</i>  <i>(8 Years from the year of loan taken or till the completion of the period of loan whichever is earlier ) FY of Loan Taken</i></p> <p><b>आयकर अधिनियम की धारा 80-ई के तहत कटौती के विवरण</b>  (उच्च शिक्षा लेने हेतु किसी भी वित्तीय संस्थान से लिये गये ऋण का भुगतान / किस्त लिये गये ऋण के वित्तीय वर्ष में लिये गये ऋण के वर्ष से 8 वर्ष या ऋण की सम्पूर्णता की अवधि तक, जो भी पहले हो )</p>	
7.	<p><b>Particulars of deduction qualifying u/s 80-EEB of the Income Tax Act</b>  <i>A deduction for interest payments up to ` 1,50,000 is available under Section 80EEB to Individuals having an electric vehicle. The said Loan must be taken from a financial institution or a non-banking financial company for buying an electric vehicle and such loan must be sanctioned anytime during the period starting from 1 April 2019 till 31 March 2023.</i></p> <p><b>आयकर अधिनियम की धारा 80-ईईबी के तहत कटौती के विवरण</b>  इलेक्ट्रिक वाहन खरीदने वाले व्यक्तियों को धारा 80 ईईबी के तहत `1,50,000 तक के ब्याज भुगतान की कटौती उपलब्ध है। उक्त ऋण को एक इलेक्ट्रिक वाहन खरीदने के लिए किसी वित्तीय संस्थान या गैर-बैंकिंग वित्तीय कंपनी से लिया जाना चाहिए और इस तरह के ऋण को 1 अप्रैल 2019 से शुरू होकर 31 मार्च 2023 तक किसी भी समय स्वीकृत किया जाना चाहिए।</p>	

8.	<p><b>Particulars of deduction qualifying u/s 80-U of the Income Tax Act</b>  <i>(Max Eligibility ` 75,000/-, in case of severe disability max eligibility of ` 1,25,000/- )</i></p> <p><b>आयकर अधिनियम की धारा 80-यू के तहत कटौती के विवरण</b>  <i>(अधिकतम पात्रता ` 75,000/-, गंभीर अक्षमता के मामले में ` 1,25,000/- अधिकतम पात्रता)</i></p>	
I.	<p>I hereby declare that the above information is true and correct to the best of my knowledge and belief. I also undertake that the copy of Investments /documents will be handed over by me to the Finance Department at Head Quarter.</p> <p>i. For Investments already made till date- along with this Declaration Form</p> <p>ii. For proposed investments to be made at future <i>date- on or before 31<sup>st</sup> December</i>, failing which T.D.S. shall be deducted accordingly.</p> <p>मैं एतद्वारा घोषणा करता / करती हूँ कि उपरोक्त सूचना अपनी सर्वोत्तम जानकारी एवं विश्वास के अनुसार पूर्णतः सही हैं। मैं यह भी वचन देता/ देती हूँ कि वित्त विभाग को अपने निवेश की प्रतियाँ / दस्तावेज उपलब्ध कराऊंगा / कराऊंगी।</p> <p>i. इस घोषणा फार्म सहित आज की तिथि तक किये गये पूर्व निवेशों हेतु</p> <p>ii. 31 दिसम्बर तक या इससे पहले भविष्य हेतु किये जाने वाले प्रस्तावित निवेशों हेतु जिसके लिए टी डी एस तदनु रूप काटा जायेगा।</p> <p>II. In case of individual claiming House Rent Allowance Exemption, latest month House Rent Receipts duly stamped &amp; signed along with the Landlord PAN Card, if applicable to be submitted along with this Declaration Form, failing which no exemption will be allowed.</p> <p>मकान किराया भत्ता छूट के मामले में, यदि इस फार्म के साथ मकान मालिक का पैन कार्ड की प्रति प्रस्तुत की जानी हो तो, डाक टिकट लगाकर एवं हस्ताक्षरित करके विधिवत नवीनतम माह की मकान किराया रसीद के साथ संलग्न करें, ऐसा न करने पर छूट की अनुमति नहीं दी जायेगी।</p> <p>III. I further undertake that in case some interest or other liability arises on Bureau due to my default the same may be devolved upon me.</p> <p>मैं यह भी वचन देता / देती हूँ कि मेरी कमी के कारण ब्यूरो पर उपजे किसी ब्याज या अन्य देयता के मामले में मुझ पर अवक्रमिक की जा सकती है।</p>	
Date	Signature	

## Procedure for Generating Jeevan Pramaan / Digital Life Certificate (ver1.0)

### 1. What is Jeevan Pramaan (JP):

There are more than one crore pensioners in the country including pensioners from Central Government and Defense personnel. These pensioners get their due pension through Pension Disbursing Authorities (PDAs) such as the banks, the post offices etc. Pensioners are required to furnish a "Life Certificate" to these PDAs in November every year either by presenting themselves personally or by delivering a life certificate in the prescribed format. The requirement to produce this certificate causes huge hardships particularly to the aged and or / infirm pensioners.

Launched by Hon. PM Shri. Narendra Modi ji, on 10th Nov 2014, **Digital Life Certificate for Pensioners Scheme of the Government of India, known as the Jeevan Pramaan (JP)** seeks to address this very problem by digitizing the whole process of securing the life certificate. It enables the pensioner to generate a digital life certificate using a software application and secure Aadhaar based Biometric Authentication System. The **Digital Life Certificate (DLC)** so generated is stored online & can be accessed by the pensioner & the Pension Disbursing Agency as and when required by them.

### 2. Components of the J P/ Digital Life Certificate

There are three basic components of the Jeevan Pramaan /Digital Life Certificate:

#### **A. The Pension Sanctioning Authority (PSAs)**

It is the authority which approves and sanctions the pension of an individual. The Pension is to be delivered in the Pension Account specified in the Pension Payment Order (PPO).

#### **B. The Pension Disbursing Agency (PDAs)**

The Pension Disbursing Agencies process the DLC of the pensioners. The PDAs can register on the Jeevan Pramaan Portal to access the Life Certificates on-line. This account sign up facility has been created for the PDAs (Banks, Post Office etc), to process pension orders. The Agencies can securely login to view/ download a PDF copy of DLC of Pensioner for processing.

#### **C. The Pensioners:**

The JP uses the Aadhaar platform for biometric authentication of the pensioner. For the DLC generation the pensioners needs to have Internet Connectivity, a biometric device (list of supported devices is given on the JP portal) and JP Windows/Android Client Application Software for PC/Mobile/tablet which can be downloaded from the Jeevan Pramaan portal: <https://jeevanpramaan.gov.in/>

### **3. Pre-Requisites for Digital Life Certificate Generation**

- i) The pensioner must have a Aadhaar number
- ii) The pensioner must have an existing mobile number
- iii) Registration of the Aadhaar number with Pension Disbursing Agency ( bank Post Office etc) should have been done already
- iv) Biometric device (list of supported devices is given on the JP portal)
- v) PC with Windows 7.0 & above Android Mobile/Tablet 4.0 & above
- vi) Internet Connectivity

### **4. Generation of Digital Life Certificate – Where & How**

The Pensioners can either Generate DLC themselves or Let Others do it for them. The Pensioner can register and get a JP/DLC done at the below places:

- i) Pensioner can download the JP application (Generate DLC themselves) from the JP Portal <https://jeevanpramaan.gov.in/app/download> & install client application on android based smart Phone/tablet or Windows PC/Laptop for DLC generation.
- ii) **Pensioner can visit any nearest Centre** (having facilities for digital services) like the Citizen Service Centre (CSC), the Government Office /Banks designated for generating the DLCs and get themselves registered online using their services. Pensioner might have to pay nominally for this). The All India List of such CSCs (name & address) in various States across India is posted on JP portal at: <https://jeevanpramaan.gov.in/locater>

### **5. The Two Step process with Client Application for the Online DLC:**

The Pensioner can download the Jeevan Pramaan Windows & Android client software from the portal. The client software will take care of registration for the life certificate, for authentication it will use the Aadhaar Biometric Authentication platform.

To download the application, the pensioner has to provide their e-mail in the online form available at <https://jeevanpramaan.gov.in/app/download>

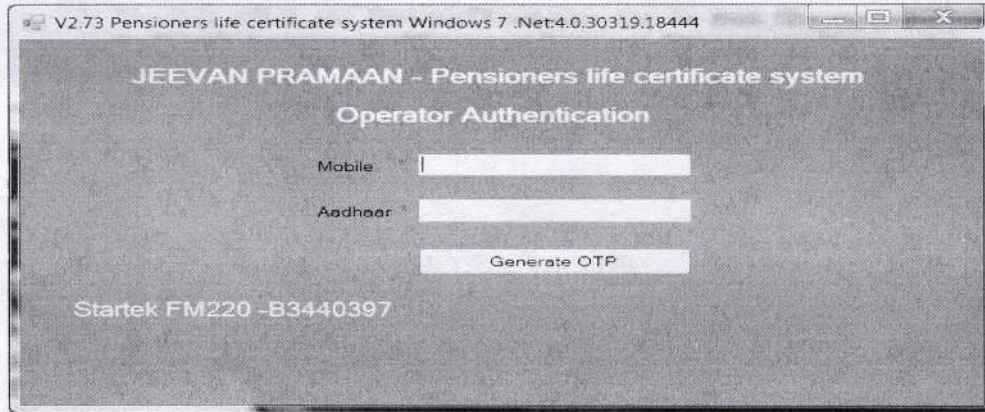
This link **will be made available after submitting the e-mail address.** The pensioner or the operator needs download the client application as per their requirement.

Generation of DLC using the Client Application Software (the registration and generation of Jeevan Pramaan) gets done in two basic steps:

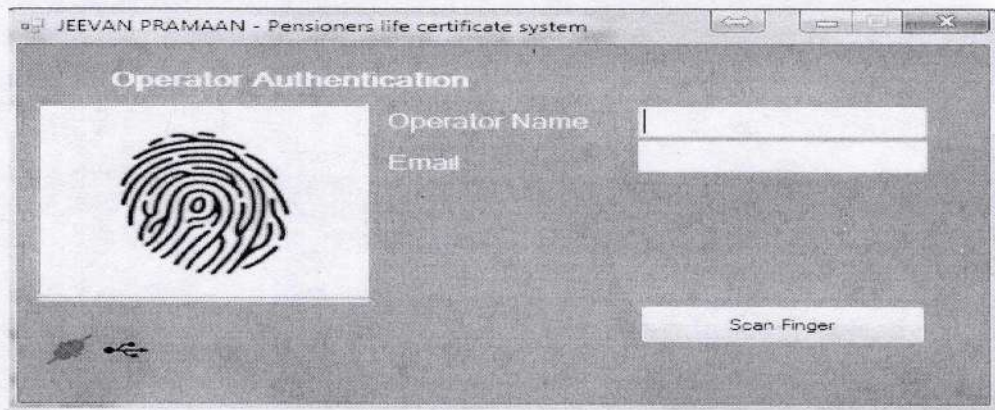
#### **5.1 Operator Authentication /Device Registration**

It is required to authenticate /register the biometric device (this one time only for a particular biometric device whether it's the agencies doing the DLC generation or it is

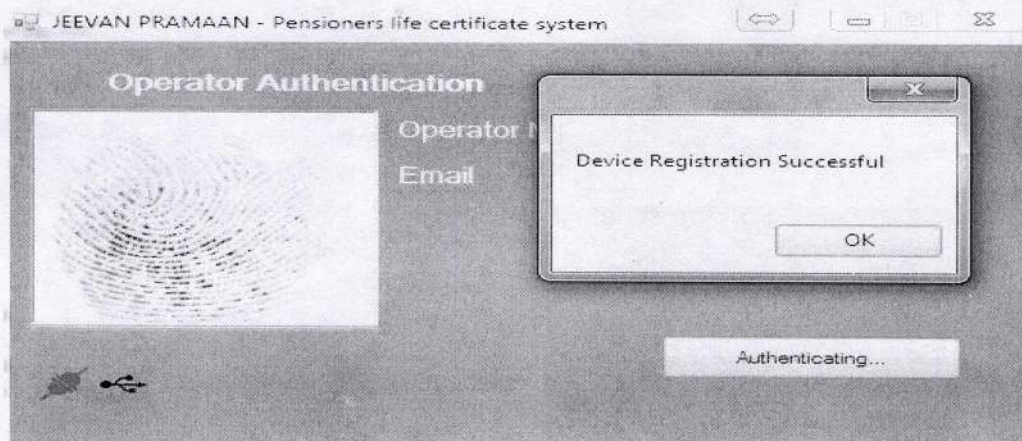
being done by the pensioners herself/himself). The operator / pensioner provide **Aadhaar Number and a Mobile number** and receive an OTP which is provided in the online application form/ software module for registration.



On entering correct OTP, below screen shall be presented. Provide Name & Email ID and click 'Scan Finger'. Scan finger-print on finger-print scanner or scan Iris (Eye) on Iris Scanner connected to PC/mobile/tab.



once the finger-print/Iris is authenticated, the system displays 'Device Registration successful' message on the screen as shown in the screen below. Click on OK.

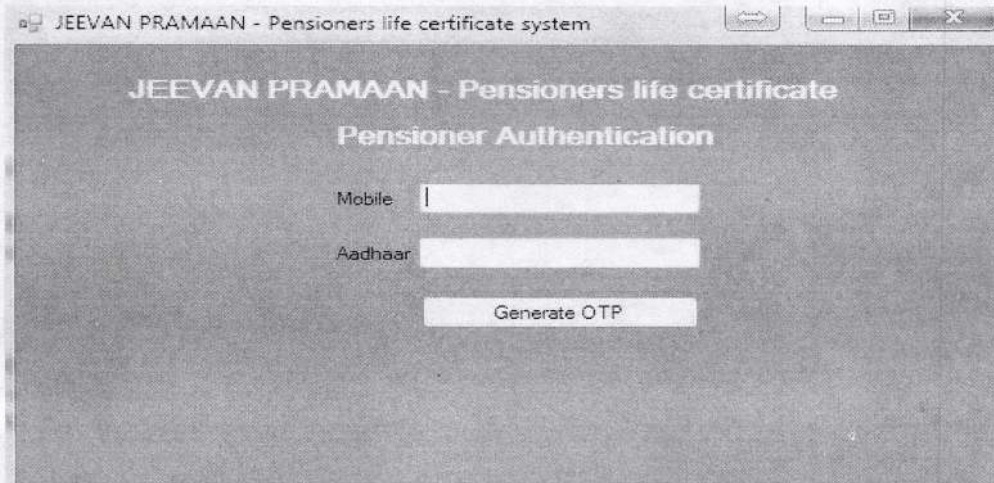




On clicking OK, Pensioner Authentication Screen appears. Pensioner now has to move to the Next step 2 -For Pensioner Authentication.

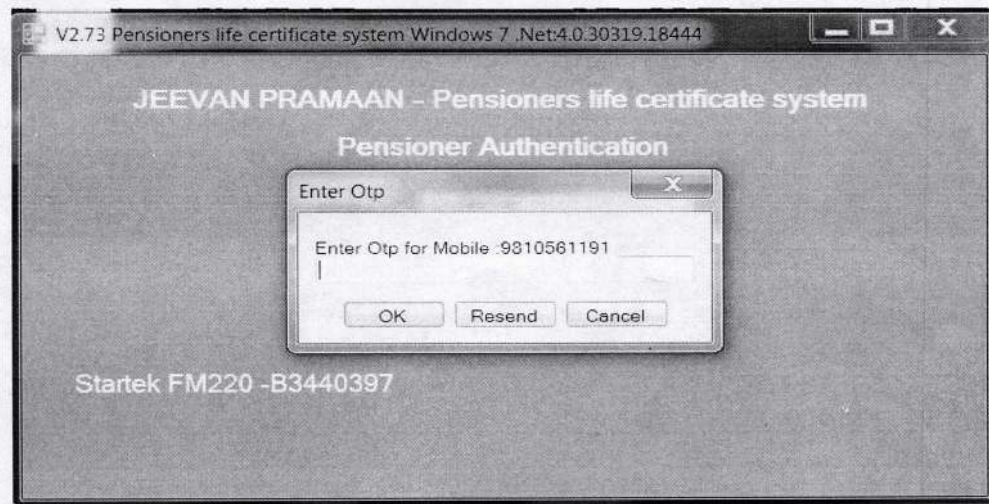
## 5.2 Authentication and Certificate Generation

The pensioner data **Aadhaar Number and Mobile number** is to be entered in the online application form after which the pensioner receives an OTP.



The screenshot shows a web browser window titled "JEEVAN PRAMAAN - Pensioners life certificate system". The main content area has a dark background with the text "JEEVAN PRAMAAN - Pensioners life certificate" and "Pensioner Authentication" in white. Below this, there are two input fields: "Mobile" and "Aadhaar", each with a white text box. A "Generate OTP" button is positioned below the input fields.


The pensioner has to enter the OTP and click OK (See Screen shot below)



The screenshot shows the same "JEEVAN PRAMAAN - Pensioners life certificate system" window. A smaller dialog box titled "Enter Otp" is overlaid on top. The dialog box contains the text "Enter Otp for Mobile -9810561191" and a text input field. Below the input field are three buttons: "OK", "Resend", and "Cancel". The main window's title bar now reads "V2.73 Pensioners life certificate system Windows 7 .Net:4.0.30319.18444". At the bottom of the main window, the text "Startek FM220 -B3440397" is visible.

If correct OTP is entered, following screen is presented. On next screen given below, enter mandatory information like Pensioner Name, PPO Number, Type of pension, name of Sanctioning Authority, Disbursing Agency, email and Bank Account number etc. Select Remarried options, Re-Employed Options.

V2.6 JEEVAN PRAMAAN - Pensioners life certificate system



Name of Pensioner

PPO Number

Type of Pension

Sanctioning Authority

Disbursing Agency

Agency

Account Number(Pension)

Email

Is Re Employed?  Yes  No

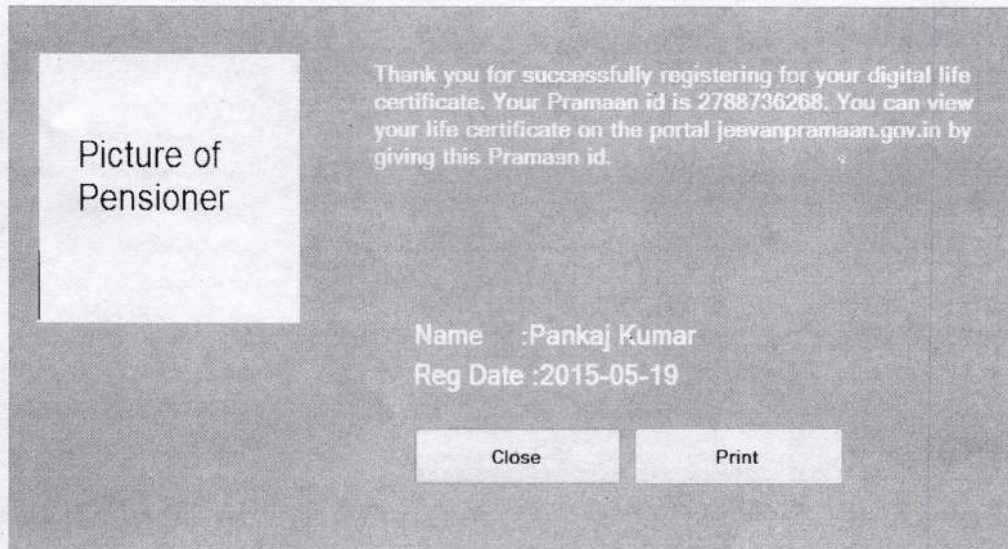
Is Re Married?  Yes  No

I have no objection in displaying details related to my pension account on the website

Check small grey box as shown below. Then click 'Scan Finger' button & this will start the finger/Iris scanning process.

I have no objection in displaying details related to my pension account on the website

Once the Finger Print/Iris Authentication is successful, the life certificate of the pensioner is displayed as shown below and an SMS acknowledgement is sent to the pensioner's mobile number. This sms has Jeevan Pramaan Certificate ID. The generated certificates or DLCs are stored in the Life Certificate Repository and is available anytime & anywhere for use by pensioner & Pension Disbursing Agency.



**6. Electronic Delivery of DLC**

Once the certificate is generated, the Pramaan ID is sent in a sms to the pensioner for further use (print). The Digital Life Certificate or the Jeevan Pramaan can also be electronically delivered to the Pension Disbursing Agencies. The PDAs can access and view the Life Certificate on the Jeevan Pramaan website and also download the same. The PDAs can get in touch with Jeevan Pramaan team, to enable the e-delivery facility as well as for login access.

**7. Pensioner Access to the JP/DLC**

The Pensioner can have the DLC available not only at the time of DLC generation but the can also download a PDF copy of the generated digital certificate from Jeevan Pramaan website(<https://jeevanpramaan.gov.in/>) by using the generated Jeevan Pramaan ID or Aadhaar number.

The Jeevan Pramaan /Digital Life Certificate application is simple and easy to implement and leaves out the difficulties which the pensioners face in production of life certificates every year. It also reduces the chances of wrongful disbursement of pension.

**Quick Reference:**

Website address: <https://jeevanpramaan.gov.in/>

Contact JP Team at: [jeevanpramaan@gov.in](mailto:jeevanpramaan@gov.in)

Help Desk Service (Call Centre) Phone: (91)-0120-3076200

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