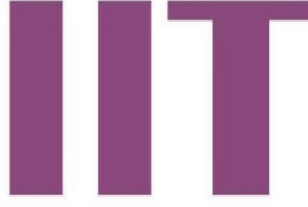




भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

☎ : 91-542-26702069

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Office of the Registrar

कुलसचिव कार्यालय

(Accounts Section)

(लेखा अनुभाग)

Ref. No. : IIT(BHU)/SB & Pension/2017-18/

Date: 25.10.2017

All Pensioners/Family Pensioners
Indian Institute of Technology
(Banaras Hindu University)

Subject: Submission of Life Certificate and other certificates-regarding.

Dear Pensioner/Family Pensioner,

Enclosed please find the format of Life Certificate, Certificate of Re-marriage and self declaration of dependent family members along with the instructions regarding submission of the same to the Pension Section of the Institute.

In this connection, kind attention is drawn towards the fact that, for continuation of payment of pension/family pension, every pensioner / family pensioner of the Institute is required to submit life certificate once a year in month of November, failing which, the payment of pension/family pension may be suspended/stopped. Further, for widow/widower recipient of family pension, certificate of re-marriage is required to be furnished once in case of widow and once every six months in May and November in case of widower.

Therefore, it is requested to furnish the requisite certificate/certificates on or before 30th November, 2017 for continuation of payment of pension/family pension.

Yours faithfully,

Encl: As above.


Dy. Registrar (A/cs.)

Instructions regarding submission of Life Certificate

1. Every pensioner / family pensioner of the Institute is required to submit life certificate once a year in the month of November for continuation of payment of pension/family pension, failing which, the payment of pension/family pension may be suspended/stopped.

2. A pensioner/ family pensioner can report in person with his/her PPO for identification, get his/her life certificate signed by pension disbursing officer of IIT (BHU) and submit it to the Pension Section of IIT (BHU).

3. A pensioner/ family pensioner can also appear in person with his/her PPO for identification and get his/her life certificate signed by any person specified hereunder and send it to the Pension Section of the Institute. In such a case, he/she is exempted from personal appearance at Pension Section of the Institute.

- (i) A person not below the rank of Assistant Professor/Group A officer of IIT (BHU);
- (ii) A person exercising the powers of a Magistrate under the Criminal Procedure code;
- (iii) A Registrar or Sub-Registrar appointed under Indian Registration Act;
- (iv) A Gazetted Government servant;
- (v) A Class I officer of the Reserve Bank of India, an officer (including Grade-II officer) of the State Bank of India.

4. A Pensioner/Family Pensioner who is residing outside India may produce Life Certificate signed by a Diplomatic Representative of India/ an officer of Public Sector Bank situated in the country of residence which is included in the Second Schedule to the Reserve Bank of India Act, 1934.

LIFE CERTIFICATE

(To be submitted by Pensioner/Family Pensioner of the Institute once a year in November)

Certified that I have seen the pensioner/family pensioner Dr./Shri/Smt./Ms.
holder of Pension Payment Order No. IIT (BHU)/BHU/R/F/..... and that he/she is alive on
this date.

Signature/Thumb impression of pensioner/family pensioner

Place :

Date :

Residential Address:

Mobile No. (if any):

E-mail Address (if any):

(Signature & Date with Seal of authorised officer)

Name

Designation.....

CERTIFICATE OF RE-MARRIAGE

I hereby declare that I have not got re-married and in case if I do, I undertake to report such
any event promptly to the Pension Section of the IIT (BHU).

(Applicable only for widow/widower recipient of family pension and is to be furnished only once in
case of widow and once every six months in May and November in case of widower)

Signature/Thumb impression of widow/widower family pensioner

PPO No. IIT (BHU)/BHU/F.....

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

Witness/Attested by

Signature.....

Name

Deptt.....

Emp. No.....

SELF DECLARATION OF DEPENDENT FAMILY PENSIONERS

I hereby declare that till date I have no source of income (except this pension) and I have not
got any employment. I also declare that I have not got married. *I have not attained the age of 25
years. In case, I get any source of income, get employed and/or get married, I undertake that I shall
inform about the same immediately to the Pension Section of IIT (BHU).

Signature/Thumb impression of family pensioner

PPO No. IIT (BHU)/BHU/F.....

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

Witness/Attested by

Signature.....

Name.....

Deptt.....

Emp. No.....

*Applicable only for male recipient of family pension.

जीवन प्रमाण-पत्र

(संस्थान के पेंशनभोगी/पारिवारिक पेंशनभोगी द्वारा वर्ष में एक बार नवम्बर माह में प्रस्तुत करने हेतु)

प्रमाणित किया जाता है कि पेंशन अदायगी आदेश संख्या भा.प्रौ.सं.(का.हि.वि.)/का.हि.वि./आर/एफ.....
..... धारक पेंशन भोगी/पारिवारिक पेंशनभोगी डॉ/श्री/श्रीमती/कु.....को
मैंने देखा है और वह इस दिनांक को जीवित हैं।

पेंशनभोगी/पारिवारिक पेंशनभोगी का हस्ताक्षर/अंगूठा निशान

स्थान :

दिनांक :

पता (निवास) :

मोबाईल सं. (यदि कोई) :

ईमेल (यदि कोई) :

हस्ताक्षर, दिनांक एवं मोहर सहित
(प्राधिकृत अधिकारी द्वारा)

नाम

पद

पुनर्विवाह प्रमाण-पत्र

मैं एतद् द्वारा यह घोषणा करता/करती हूँ कि मैंने पुनर्विवाह नहीं किया है, और यदि मैं करता/करती हूँ तो मैं यह उत्तरदायित्व लेता/लेती हूँ कि मैं यह सूचना तत्काल पेंशन अनुभाग, भा.प्रौ.सं.(का.हि.वि.) को दूंगा/दूंगी।

(केवल विधुर/विधवा पारिवारिक पेंशनभोगी के लिए लागू और विधवा पेंशनभोगी के लिए केवल एक बार एवं विधुर पेंशनभोगी के लिए छः माह में एक बार मई एवं नवम्बर माह में भरे जाने हेतु)

विधुर/विधवा पारिवारिक पेंशनभोगी का हस्ताक्षर/अंगूठा निशान

पे.अ.आ.सं.: आई.आई.टी.(बी.एच.यू.)/बी.एच.यू./एफ.....

मैं प्रमाणित करता/करती हूँ कि मेरी पूर्ण जानकारी एवं विश्वास में उपर्युक्त कथन सही है, द्वारा :

दिनांक:

हस्ताक्षर

नाम

विभाग

कर्मचारी संख्या.....

आश्रित पारिवारिक पेंशनभोगी द्वारा स्वघोषणा पत्र

मैं एतद् द्वारा यह घोषणा करता/करती हूँ कि मेरी आय का कोई स्रोत नहीं है (इस पेंशन के अतिरिक्त) और न ही मुझे अभी तक कोई रोजगार मिला है। मैं यह भी घोषणा करता/करती हूँ कि अभी तक मेरा विवाह नहीं हुआ है। *मेरी आयु 25 वर्ष से ऊपर नहीं है। यदि मुझे आय का कोई स्रोत प्राप्त होता है, रोजगार प्राप्त होता है अथवा/और मेरा विवाह होता है तो मैं यह उत्तरदायित्व लेता/लेती हूँ कि मैं इसकी सूचना तत्काल पेंशन अनुभाग, भा.प्रौ.सं.(का.हि.वि.) को दूंगा/दूंगी।

पारिवारिक पेंशनभोगी का हस्ताक्षर/अंगूठा निशान

पे.अ.आ.सं.: आई.आई.टी.(बी.एच.यू.)/बी.एच.यू./एफ.....

मैं प्रमाणित करता/करती हूँ कि मेरी पूर्ण जानकारी एवं विश्वास में उपर्युक्त कथन सही है, द्वारा :

दिनांक:

हस्ताक्षर

नाम

विभाग

कर्मचारी संख्या

*केवल पुरुष पारिवारिक पेंशनभोगी हेतु।