

HALL MANAGEMENT CENTRE
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. IIT/HMC/Life Cert./2018
Date : 30th October 2018


Sub : Submission of Life Certificate and Non Employment / Re-Employment Certificate

You are requested to submit the Life Certificate and Non-Employment/Re-employment certificate in the enclosed Proforma so as to reach the undersigned by 30th November 2018 positively.

In case of non-submission of the aforesaid certificate within due date, the Self Pension / Family Pension will remain withheld from December 2018 onwards, as per rules.

Photocopy of Adhar Card, Voter Identity Proof for all dependants have to be submitted alongwith.

Enclosure stated.


(Prof. P. Saha)
Chairman

To
Shri/Smt.

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**HALL MANAGEMENT CENTRE
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR**

CERTIFICATE TO BE SUBMITTED BY THE PENSIONER/ FAMILY PENSIONER

1. LIFE CERTIFICATE**

Certified that I have seen the self pensioner / family pensioner Shri/Smt
..... pension holder of pension payment Order No.
..... and that he / she is alive on this date.

Place :
Date:

Name
Designation of Authorized Officer (with seal) .

**** It is to be signed by a Gazetted Officer of the Central Government or State Government / a well known and trustworthy person / Officer of SBI or any other Nationalized Bank**

2. NON EMPLOYMENT/ RE-EMPLOYMENT CERTIFICATE

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 or a Local Fund during the year ended November 20

I declare that I have been employed / re-employed in the Office which is a part of / financed by Government and was in receipt of the following monthly rates of emoluments during the year ended November 20 or during the month falling within the said year.

Pay Special Pay Allowances
..... (including DA, ADA etc.)

Furthermore, that the orders of my re-employment stipulate / do not stipulate my being held in abeyance during the re-employment period.

Date

.....
(Signature of the Pensioner)

(All the fields are Mandatory)

Name of the Pensioner

Pension Account No Bank Name

Present Address of the Pensioner

Telephone No Mobile No

Aadhar Card No