



भारतीय जीवन बीमा निगम  
LIFE INSURANCE CORPORATION OF INDIA

कार्यालय सेवा विभाग, केंद्रीय कार्यालय, "योगक्षेम", जीवन बीमा मार्ग, पो. बा.न. 19953, मुम्बई- 400 021.

Office Services Dept., Central Office, "Yogakshema", Jeevan Bima Marg, P.B.No. 19953, Mumbai-400021 दुरभाष

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Dept: CO/OS/Pension

"Yogakshema",  
Jeevan Bima Marg,  
Mumbai-400021.

**Cir.No.: CO/OS/Pension/2017/08**

Date: 31<sup>st</sup> March, 2017

To,

All Zonal Managers,

All Regional Managers (OS),

All Sr./Divisional Managers,

**Re: Submission of Digital Life Certificate "Jeevan Pramaan" for Pensioners.**

As per existing regulations and procedures with regard to payment of pension to employees, life certificate, in physical format, is required to be submitted once a year, for continuity of pension. It has been decided to introduce 'Jeevan Pramaan' an 'Aadhar based digital life certificate' for pensioners, which was launched by the Government of India, in November 2014. Acceptance of 'Jeevan Pramaan' will be an additional option, and the current system of physical submission of 'Life Certificates' will continue to be available. Acceptance of "Jeevan Pramaan" for pensioner's shall commence from 1<sup>st</sup> August 2017.

Pensioners having Aadhar card can get 'Jeevan Pramaan' generated through a process of biometric authentication at any CSC (Common Service Centre like e-Mitra in Rajasthan, e-seva in Andhra Pradesh, Akshay & friends centre in Kerela, maha-e-seva Kendra in Maharashtra). The concerned pension disbursing office of LIC, will receive the 'Jeevan Pramaan' on-line. Pensioners opting for Jeevan Pramaan will not be required to visit LIC office for this purpose.

**Process of certification for "Existence Certificate"/generation of life certificate.**

- 1 Pensioner/family pensioner visits any of the CSC of his/her convenience.
- 2 He/She provides his/her Aadhar number to the CSC official along with details such as pension file number pension disbursing office etc.
- 3 Pensioner/family pensioner by means of biometrics i.e through finger print will authenticate himself/herself.
- 4 CSC centre will get Aadhar details through the UIDAI server.

- 5 After successful authentication, Jeevan Pramaan with photo of the pensioner/family pensioner will get generated at CSC server and will be made available to pension disbursing office of LIC.
- 6 Pensioner/family pensioner is required to pay a fee to the CSC for Jeevan Pramaan, as per the rates mentioned by CSC. At present ,as per Govt. of India, approved maximum rate for Jeevan Pramaan is Rs.10/-

**Process of updation of Existence Certificate at pension disbursing office**

- 1 Life certificate will be downloaded by the respective pension disbursing centers through id/e-mail id provided to them.
- 2 The pension disbursing centre has to match the name and the pension-id on the life certificate with the corresponding data in the pension master, which will be updated only if both the fields match.
- 3 If the fields do not match, the certificate must be rejected and the pensioner should be contacted for submission of physical life certificate as per the existing procedure.
- 4 After verification of 'Jeevan Pramaan', Aadhar number should be updated in the pension master if the same has not been seeded already.

Provision of Aadhar seeding has been made available in the Pension Module. We request you to advise the concerned offices to contact all pensioners for obtaining consent for 'Jeevan Pramaan' and also a copy of their Aadhar card for seeding the Aadhar number in the pension master. Letters to be addressed to pensioners in this regard can be generated through an option provided in the Pension Module viz. "Aadhar Seeding Intimation Letter Generation". This letter is to be sent along with a consent form from the pensioner. A specimen of the same is enclosed herewith.

We would request you to ensure the communication of this system of 'Jeevan Pramaan' to all pensioners under your jurisdiction and also advise concerned offices to initiate the process of seeding of Aadhar number of consenting pensioners at the earliest.



**Executive Director (E&OS)**

