



## ALL INDIA ASSOCIATION OF COAL EXECUTIVES (AIACE)

### SUBMISSION OF LIFE CERTIFICATES

A number of queries are being raised regarding submission of Life Certificates. Following clarifications are given to settle the matter.

#### PURPOSE OF LIFE CERTIFICATE

It is a document to prove the existence of the claimant and for continuation of pension and other benefits. Life certificate is required for the following 3 purposes.

- (i) Pension under CMPS,1998
- (ii) Reimbursement Claims under CPRMSE
- (iii) Annuity under CIL Executive Defined Contribution Pension Scheme

#### 1. PENSION UNDER CMPS,1998

Life Certificate is to be submitted in November each year. If LC is not submitted in time, Pension will stop from the month of February of the succeeding year. You can submit life certificate even after this deadline and once it is received, CMPFO will resume your pension with arrears. Ensure that you have changed your pension bank account to a joint account with spouse with method of operation as "Former or Survivor".

**METHOD OF SUBMISSION:** Following options are available.

- a) Life Certificate in the revised format issued by CMPFO, duly signed by the Official of the Bank where pension is received, is to be mailed to Nodal Officer, SBI, Dhanbad/ CMPFO, Dhanbad. Alternatively a hardcopy can be sent by post.
- b) Digital Life Certificate (Jeevan Pramaan) can be generated. It is issued after Aadhar based biometric authentication. A registered biometric device is a must for this. It can be done either at Banks, Post Office or Jeevan Pramaan Centres. AIACE has entered into an MOU with India Post Payment Bank. As per this MOU, you can download the App and request to send a Postman to your residence to generate Jeevan Pramaan for a nominal charge of Rs.70. AIACE has also provided biometric devices to Bangalore, Kolkata, Patna, Asansol, Nagpur and Dhanbad branches. Members can approach Branch Secretaries for getting their JP.
- c) Data to be fed in Jeevanpramaan webpage

- I. SANCTIONING AUTHORITY: **Select CMPF**
- II. DISBURSING AGENCY: **Select CMPF**
- III. AGENCY: **Select CMPF**
- IV. PPO NUMBER: **Provide your PPO no.**

**JEEVAN PRAMAAN NEED NOT BE SENT TO ANYONE. It is stored in the database of Jeevan Pramaan authority and Pension Approving/Disbursing authorities enrolled with Jeevan Pramaan will download it. It can also be downloaded from Jeevan Pramaan website by the pensioner by giving his JP ID and entering OTP received on Aadhar linked mobile.**

**Care should be taken to choose CMPFO as sanctioning/dispensing authority while generating JP.**

**Please ignore posts being forwarded that Life Certificate can be generated from home. You cannot do it without a registered biometric device.**

## **2. REIMBURSEMENT CLAIMS UNDER CPRMSE**

Life certificate in the revised format given by CIL is to be submitted in November every year.

### **A. Offline/ Hard - copy submission of Life Certificate Form:**

CPRMSE beneficiaries can submit the paper-based Life Certificate (New Format). See Annexure-B.

It can be sent to the Offices of CIL and subsidiaries from where availing CPRMSE benefits.

Additionally, for CIL(HQ), Kolkata office, this can be sent by mailing the scanned copy of the duly attested, duly filled Life Certificate (New Format) to the email address:

[lifecertificate.cprmse@gmail.com](mailto:lifecertificate.cprmse@gmail.com)

It is to be countersigned by the Bank Manager or a Doctor or a Gazetted Officer or an officer of the Company from where medical facility is being availed.

### **B. Online submission – Digital Life Certificate / Jeevan Pramaan Patra:**

Accepting the request of AIACE, CIL has come on-board Jeevan Pramaan for the purpose of CPRMSE.

CIL will receive the Life Certificate automatically after biometric authentication.

#### **NOTE:**

1. For couple membership i.e. both retired executive and his/her spouse is alive – 02(two) separate Digital Life Certificate has to be generated.

2. Please ensure that you have updated your Aadhar details on website of CI by clicking

<http://apps.coalindia.in:8080/apex/f?p=230:2>

After going to above site, follow the steps as prompted by webpage.

3. Next visit either CIL(HQ), Kolkata, or a nearby Citizen Service Centre, Bank Branch or any Government office whose details are provided on <https://jeevanpramaan.gov.in/locatecentre> and bio-metrically authenticate his / her life certificate in real time. The various entries to be submitted are as follows:-

I SANCTIONING AUTHORITY: **Select COAL INDIA LIMITED**

II DISBURSING AGENCY: **Select COAL INDIA LIMITED**

III AGENCY: **Select COAL INDIA LIMITED**

IV PPO NUMBER: Write in the following format:

A) FOR RETIRED EXECUTIVE (i.e. the primary card holder): SUBSIDIARY/E/LAST FOUR DIGIT OF CPRMSE CARD NO, EX: **CIL/E/0040 OR ECL/E/3312 OR BCCL/E/2123**

**B) FOR SPOUSE OF RETIRED EXECUTIVES: SUBSIDIARY/E/S/LAST FOUR DIGIT OF CPRMSE CARD NO, EX: CIL/E/S/0040 OR ECL/E/S/3312 OR BCCL/E/S/2123**

**NOTE:** In case of Single Membership (if the post-retirement medical card is in the name of spouse), then write SUBSIDIARY/E/S/LAST FOUR DIGIT OF CPRMSE CARD NO, **EX: CIL/E/S/0040 OR**

**ECL/E/S/3312 OR BCCL/E/S/2123**

**FOR NON-EXECUTIVES: REPLACE “E” WITH “NE”; EX: CIL/NE/2004 & CIL/NE/S/2004**

### **3. ANNUITY UNDER CEDCPS**

Life Certificate for Coal India Executive Defined Contributory Pension Scheme (also called NPS) is to be submitted to the Annuity Service Provider (ASP) depending upon option exercised at the time of filing profile form. Details of the periodicity are given in separate page. These details and formats of LC are also available on our website

(aiace.co.in) under Members’ Corner. Usually the ASP will inform the annuity holder regarding submission of LC.

**All the formats of life Certificates can be downloaded our website- aiace.co.in**



**COAL MINES PROVIDENT FUND ORGANISATION  
(MINISTRY OF COAL GOVERNMENT OF INDIA)**

Affix self  
attested  
Passport size  
Photo

1. Pensioner's Name \_\_\_\_\_
2. Aadhaar No. of Pensioner
3. Father's Name of Pensioner \_\_\_\_\_
4. Spouse Name (As appearing in pension claim form) \_\_\_\_\_
5. Spouse Aadhaar No.
6. CMPF A/c No. \_\_\_\_\_
7. Pension Payment Order No. \_\_\_\_\_ Date \_\_\_\_\_  
details of Pension Sanctioning Authority. CMPF Regional Office, Region \_\_\_\_\_
8. Saving Bank A/c No \_\_\_\_\_
9. Paying Bank \_\_\_\_\_ Branch \_\_\_\_\_  
IFSC Code \_\_\_\_\_
10. Mobile No of the pensioner
- Alternative Mobile No.
11. Email Id:- \_\_\_\_\_

**1. LIFE CERTIFICATE**

Certified that I am alive and putting my signature /LTI/RTI as token of proof.

Verifying official Signature

Name :-

Designation :-

Date:

Signature/LTI/RTI of Pensioner

Name \_\_\_\_\_

Present Address \_\_\_\_\_

**2. NON REMARRIAGE CERTIFICATE /AGE CERTIFICATE OF SON/DAUGHTER**

1. I hereby declare that I have not re-married and in undertake to report such an event promptly to the pension Disbursing Authority/Bank (in case of widow/widower)
2. I have not attained the age of 25 years (in case of son)
3. I have not married and I have not attained the age of 25 years (in case of daughter)

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

Signature/Thumb impression of pensioner

Place :

Date:

(To be submitted in pension paying Bank Branch only in the Month of November every year for onward transmission to Nodal Banks after verification of signature/thumb impression of the pensioner by the paying bank.)

Note:

- Pensioner's are requested to consult disbursing bank branch (Paying Branch) to convert the Existing Account into Joint Account (former or Survivor mode)
- Pensioner & Spouse identity proof & address proof (Aadhaar card/ Address proof) required at the time of submission of life certificate

## Annexure-A



### LIFE CERTIFICATE

#### TO BE SUBMITTED BY CPRMSE BENEFICIARY IN NOVEMBER EVERY YEAR

**A.** This is to certify that Shri \_\_\_\_\_, and Smt. \_\_\_\_\_ holder of the Post-Retirement Medical Card Number (Couple Membership): \_\_\_\_\_ residing at \_\_\_\_\_ are known to me and alive at the time of issuing this certificate.

OR

**B.** This is to certify that Shri / Smt. \_\_\_\_\_ husband / wife of Shri / Smt. \_\_\_\_\_ holder of the Post-Retirement Medical Card Number (Single Membership): \_\_\_\_\_ residing at \_\_\_\_\_ are known to me and alive at the time of issuing this certificate.

*\*Strike off whichever is not applicable*

The signature/s of the above mentioned person(s) is /are attested hereunder:

*(Note: In case of couple membership signature of both beneficiaries i.e. ex-employee and spouse is mandatory)*

\_\_\_\_\_  
**Signature of Retired executive**

Name (Shri/ Smt) : \_\_\_\_\_  
Contact No : \_\_\_\_\_  
Aadhaar Card No : \_\_\_\_\_  
Date : \_\_\_\_\_  
DD / MM / YYYY

\_\_\_\_\_  
**Signature of spouse**

Name (Shri/ Smt) : \_\_\_\_\_  
Contact No : \_\_\_\_\_  
Aadhaar Card No : \_\_\_\_\_  
Date : \_\_\_\_\_  
DD / MM / YYYY

\_\_\_\_\_  
Signature of Registered Medical Practitioner with Reg. No OR  
Gazetted Officer of Central/ State Govt. OR  
The Branch Manager of the Bank where the retired executive/ spouse is holding S.B A/c OR  
Any officer of the company from where the medical facility is obtained  
**with seal/ stamp**

#### DECLARATION

\*I/We hereby declare that I/we meet all the eligibility criteria as per the CPRMS-E Policy clause no:02 and declare that if any facts to the contrary are detected, the Company (CIL or Subsidiary Company) shall be free to cancel said benefits without any further reference to me/us.

Place: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Beneficiary