

**GOVERNMENT OF ANDHRA PRADESH
FINANCE (HR.III-PENSIONS.I) DEPARTMENT**

Circular Memo.No.Fin 01.34021/125/2018-SO(HR.3-Pen- I) Dt: 20-12-2018

Sub: Pensions – obtaining of Annual Verification (life) Certificates from the Pensioners w.e.f 01.01.2019 – Instructions – Issued – Reg.

Ref: 1.Government Memo No: 240/PSC/2013 dated 26-10-2013 of Finance (PSC) Dept.

2. Lr.No.FIN 02-14035/1/2018 – D Sec – DTA, dt.03.10.2018 of DTA, AP.

3. Memo.No.FIN01.34021/125/2018-SO(HR.3-Pension.I)Dept,dt.30.10.2018

4. Minutes of the Meeting dt.15.11.2018.

In the reference 2nd cited, the DTA, Ibrahimpatnam, A.P. submitted certain proposals for postponement of period of obtaining Annual Verification Certificate from the Pensioners from 1st November – 30th April to 1st January – 30th April from 2018-19 onwards and change of procedure for obtaining digital life certificate from Pensioners from SRDH Verification Service to Jeevan Pramaan Portal. Accordingly orders have been issued vide reference 3rd cited, changing the period of obtaining digital life certificates from the Pensioners from 1st November to 30th April every year to 1st January to 30th April every year. A work shop is also held in A.P.Secretariat with all the stake holders (AG/NIC/DTA/Service Associations/Pensioner's Associations) on 15.11.2018 to elicit their opinion. Based on the opinions expressed by all the Participants, the following instructions are issued for strict compliance in obtaining Digital/Physical life certificates from the Pensioners.

- i. Digital life certificates shall be obtained from the Pensioners w.e.f 01.01.2019 through Jeevan Pramaan Portal. The Pensioners can submit the Digital life certificates either from Internet Centres, MeeSeva Centres, Pensioner Service Associations or from the login of any Registered Service Provider. The required fee, if any, shall be borne by the Pensioner only.

(P.T.O.)

- ii. The Jeevan Pramaan Software may be made available in all the Sub Treasuries/District Treasuries for the Use of Pensioners willing to submit their digital life certificates thro' Treasuries. As a Precautionary measure SRDH Verification Service Software may also be kept ready in the Sub Treasuries for use in case of any urgency till Jeevan Pramaan Procedure is stabilized.
- iii. In respect of Pensioners with worn-out Finger Prints, the Digital life certificates may be obtained in Sub Treasuries using Iris Scanners to be provided by APCFSS. In case of nonavailability of Iris Scanners, Physical life Certificates may be obtained from all such Pensioners, which are attested by any Gazetted Officer working within in the jurisdiction of the Sub Treasury or Pay Bank Manager from where the Pensioner is drawing his pension.
- iv. In respect of the Pensioners who directly visit the Sub Treasury for submission of Physical Life Certificates due to finger prints problem, the STO/ATO can verify the Pensioner and attest in the Physical life (Annual Verification) Certificate.
- v. In respect of Bed ridden Pensioners, the DTA may take steps to depute the STO concerned where the Pensioner is staying for verification of Pensioner and obtaining Digital/Physical life certificate. Where the Physical life certificate is obtained, it may be despatched to the Sub Treasury concerned by Registered Post, where the Pension record of the Pensioner is available. On receipt of such Physical life certificate in the home Sub Treasury, the STO concerned shall verify the Pensioner thro' video calling facility and compare the image of the Pensioner in the video call with that available in Pension record and confirm the receipt of Physical life certificate.

