



West Bengal State Electricity Distribution Company Limited

(A Govt. of West Bengal Enterprise)

Registered Office: Vidyut Bhaban, Block - DJ, Sector - II, Bidhannagar, Kolkata - 700 091

CIN: U40109WB2007SGC113473; www.wbsedcl.in

Circular No. 08/2014

Dated : 19-07-2014

Sub: Format for declaration by the Pensioners/Family Pensioners regarding
life / non-employment / non-marriage / non re-marriage Certificate

In terms of the existing norms and procedures all Pensioners/Family Pensioners of the Company are required to submit life/non-employment/non-marriage/non re-marriage Certificate once in a year in the month of June. It has been noted and experienced that such certificates are given by the pensioners/family pensioners in different formats as may be considered appropriate by them. It has been brought to the notice that in most of the cases only non-employment certificates are given by the pensioners/family pensioners without submitting any other certificates like life / non-marriage/non re-marriage certificate etc. Such non furnishing of information stands in the way of smooth functioning of the pension disbursing process. Considering the above scenario, it has been decided to formulate a comprehensive format for obtaining all the relevant information in respect of Pensioners/Family Pensioners.

Accordingly, a comprehensive format containing all the forms relating to life/non-employment/non-marriage/non-remarriage certificates have been designed which is enclosed herewith. Pensioners/Family Pensioners will have to submit their declaration in the said comprehensive format in the month of November every year, starting from November 2014.

The pensioners/family pensioners who have already submitted their life/non-employment/non-marriage/non re-marriage certificate in the month of June in the year 2014 will have to submit the declaration/certificate in this comprehensive format again in the month of November, 2014 for proper maintenance of record and smooth disbursement of pension / family pension.

In this context it may also be noted that disbursement of pension/family pension/dearness relief/medical relief may be withheld temporarily due to non receipt of life/non-employment/non-marriage/non-remarriage certificate.

It is to be noted further that as per the existing system the Pensioners/Family Pensioners are required to submit their annual declaration at the Corporate Office of WBSEDCL at Vidyut Bhavan, Salt Lake, Kolkata - 700091 only. Now, considering the difficulties faced by the Pensioners/Family Pensioners it has also been decided that a drop box will be kept at all the Zonal Offices where they may drop their filled-in annual declaration in the prescribed format as per their convenience and the Zonal Offices will send all the received declaration at the Corporate Pension Cell by Special Messenger latest by 5th December every year.

All concerned are advised to follow the instructions scrupulously.

Encl : As stated.



(T.K. Rudra)

Director (HR)

Memo No. WBSEDCL/BC/72/506(229)

Dated: 19-07-14

Distribution.



WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED

(A Government of West Bengal Enterprise)

(Pension Cell)

"Vidyut Bhavan" Block DJ, Sector-II, Bidhannagar, Kolkata:700091

WBSEDCL

Yearly Certificate/Declaration to be submitted by the Pensioners/Family Pensioners

I. LIFE CERTIFICATE: (Mandatory for all Pensioners/Family Pensioners)

Certified that I have seen the Pensioner/Family Pensioner

Named:.....having
PPO No. / FPPO No.....and that he/she is alive on this date. Signature
of Sri /Smt.....is attested below.

Place :

Full Signature/LTI of the Pensioner/Family Pensioner

Name :

Mobile No :
(Pensioner)

PAN :

Date :

Signature

Name & Designation of the Authorised Officer (with Official seal)

II. Non-Employment Certificate

● I hereby declare that I have not received any remuneration for serving in any capacity in an establishment of the Central Govt./State Govt. or a Govt. Undertaking or from a Local Fund during the year ended November.....

● I hereby declare that I have been Employed/Re-employed in the Office of the.....
.....(Name of the Office) and was in receipt of
the following emoluments during the period.

(i) Consolidated Pay (with / without Dearness Allowance) Rs:.....

(ii) Honorarium (with / without Dearness Allowance) Rs:.....

(iii) Fees (with / without Dearness Allowance) Rs:.....

I further declare that the orders of my employment/re-employment do not stipulate my pension and family pension equivalent or Death Gratuity being held in abeyance during the Employment/re-employment period.

Date:.....

Signature/LTI

(Name of the Pensioner/Family Pensioner)

PPO/FPPO No.

III. Declaration of Male/Female Pensioners whose Family Pension are terminable on their marriage or re-marriage

I hereby declare that I am not married and that I have not been married during the past six months.
(For Un-married Daughter)

OR

I hereby declare that I have not been re-married and I undertake to report such an event to the Pension Payment Officer immediately after happening of the event. (For Widow/Widower/Divorcee)

I certify that the above declaration is correct.

Address (in full) :

Mobile/Ph No:

LTI/Full Signature of the Family Pensioner

(PTO)

INSTRUCTION

Delete (i.e. Sl. No. II, III) whichever is not applicable Sl. No. I is Mandatory for all.

Signature to be given in **BLUE INK ONLY**.

Attestation by Competent Authority is mandatory in case of LTI/RTI.

Non-Submission of Life Certificate may lead to stoppage of Pension/Family Pension which can be remitted only after submission of the same.

Please do not keep signed copy of this declaration. This may lead to misuse of the same by other persons.

Please educate family members to intimate any event of death of the Pensioner/Family Pensioner as soon as possible with copy of Death Certificate duly attested to the Pension Sanctioning Authority to avoid remittance of Pension/Family Pension to the Bank after happening of such contingency.

List of Authorised Officers who will certify the above declaration is given below. (Also available on the website of the Company : www.wbsedcl.in)

List of Authorised Signatories for Certification Life Certificate

1. A Person exercising the powers of a Magistrate under the Criminal Procedure Code.
2. A Registrar or Sub-Registrar appointed under the Indian Registration Act.
3. A Gazetted Government Officer.
4. A Police Officer not below the rank of Sub-Inspector In-Charge of a Police Station.
5. A Class-I Officer of the Reserve Bank Of India, or any Manager of a Nationalized Bank.
6. A Block Development Officer (BDO), Munsif, Tehsilder or Naib Tehsilder.
7. A Member of Parliament, of State Legislature or of Legislatures of Union Territory Government/Administration.
8. Treasury Officer
9. Any Class-I Officer of WBSEDCL/WBSETCL/WBPDCL