

കൊച്ചി ശാസ്ത്ര സാങ്കേതിക സർവ്വകലാശാല
COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY

No. CUSAT/AUDIT(C).C1/13233/2021

KOCHI-22

Dated: 29.10.2022

Circular

Sub:- Pensioners --Submission of Digital Life Certificate through Jeevan Pramaan Portal ---reg.

Ref :- <https://jeevanpramaan.gov.in>

In order to reduce the difficulties of the Pensioners to appear in person at CUSAT every year in November to submit Annual Life Certificate, CUSAT has implemented the Jeevan Pramaan Scheme in the University by which the pensioners can generate a Digital Life Certificate using Aadhaar enabled biometric authentication mechanism. Pensioners can upload their life certificates digitally through the Jeevan Pramaan portal (<https://jeevanpramaan.gov.in>) either using their laptops or smart phones by themselves or can be done through any Citizen Service Centers/ Banks / Government offices / Akshaya Kendras / Post Offices etc. designated for the same. The list of Citizen Service Centers is available in the Jeevanpramaan portal. The details for generating Digital Life Certificate is given below *Circulars* in the Jeevan Pramaan portal under the heading '*Procedure for Generating Jeevan Pramaan / Digital Life Certificate*'. Details are also available below *Download* in the Jeevan Pramaan portal under the heading '*Client Installation Document*'.

While uploading the Digital Life Certificate, pensioners are requested to note that **both the Pension Sanctioning Authority and the Pension Disbursing Agency is to be entered as Cochin University of Science and Technology**. Also **Pension ID No. may be entered in the box for entering PPO No.** since it is easier to identify the pensioner. If visiting any Citizen Service Centers or Akshaya Kendras for generating and uploading DLC, the Pensioner may take with them his/her Aadhaar Card , mobile phone (for receiving the one time password while registration), and Bank pass book of SB Account to which Pension is credited.

The Family Pensioners also have facility to enter their not-remarried / Non Employment options and submit the same along with their Digital Life Certificates but the Family Pensioners who are 60 years or below may invariably submit the Non Remarriage/ Non Employment etc. Certificate in physical form as was done in previous years duly attested by a Gazetted Officer and Family Pensioners who are above 60 years may also submit a self attested Affidavit / Certificate of Non Remarriage/ Non Employment etc. in **physical form** (G.O(P) No.127/16/Fin dated 01/09/2016).

Those Pensioners drawing both Service Pension and Family Pension from CUSAT may use the option to generate DLCs for multiple pensions.

All Service Pensioners and Family Pensioners of CUSAT may generate and upload their Annual Digital Life Certificate from 01/11/2022 to 30/11/2022 through the Jeevan Pramaan Portal.

Sudheer M S *
Finance Officer

* This is a computer generated document. Hence no signature is required.