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**State Bank of India**  
**Corporate Centre, Mumbai**

*e-Circular*

**GOVERNMENT ACCOUNTS DEPARTMENT**

Sl. No. 748/2012-13

Circular No. : NBG/GAD-PENSION/35/2012-13

Wednesday, October 17, 2012.

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The Chief General Manager,  
State Bank of India,  
Local Head Office,  
All Circles.

e-Circular No.NBG/GAD-PENSION/35

Dt. 17-10-2012

Dear Sir,

**PENSION DISBURSEMENT**  
**ADDITIONAL INFORMATION FROM PENSIONERS**  
**DURING SUBMISSION OF LIFE CERTIFICATE**

It has been decided to collect the information as under from the pensioners during their visit to the branches for submission of Life Certificate in November 2012.

- (i) Income Tax Permanent Account Number (PAN)
- (ii) Mobile number of the pensioner
- (iii) Date of birth of the spouse (with proof), if it is not available in the PPO

2. The additional information from the pensioners are required for :

- (a) Correct deduction of Income Tax at source. Income Tax at higher rate will be deducted, if PAN is not available in the Pension software.
- (b) Providing details of the pension paid and other promotional message through SMS - better communication with the pensioner.
- (c) Requirement of Government authorities for issue of revised PPO.

The additional information will form a part of the Life Certificate to be obtained from the pensioner.

3. We, therefore request you to instruct the Pension Paying Branches / CPPC to obtain Life Certificate from pensioners on the enclosed revised format. PAN of the pensioner and mobile number should be entered in the pension software by the branch and information of Date of birth (along with proof) should be transmitted to the CPPC to enable them to capture the date. Adequate publicity may kindly be made at the Circle level advising the pensioners to bring the relevant documents as proof of Date of Birth of spouse for submission along with the Life Certificate.


Yours faithfully,

Sd/-

General Manager (AB&R)

Annexure on next page

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**LIFE CERTIFICATE**

(To be submitted by Pensioner once a year in November)

Certified that I have seen the pensioner Shri/Smt/  
Ms. \_\_\_\_\_ (Name of Pensioner)  
holder of Pension Payment Order No. \_\_\_\_\_ and that he/  
she is alive on this date.

Place :-

Date :-

Name :-

Designation of Authorised Officer

Seal -

**ADDITIONAL INFORMATION :**

I submit herewith additional details as under :

1. Income Tax Permanent Account Number (PAN) :-
2. (a) Mobile No.:
- (b) Alternate Mobile No. :
3. Date of Birth of the spouse :  
(Proof of Date of Birth attached)

Signature -

Name of the Pensioner \_\_\_\_\_

Savings Bank Account No. : \_\_\_\_\_

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