
ISSUED BY
HRM DEPARTMENT
HEAD OFFICE, BARODA

CIRCULAR TO ALL BRANCHES/ OFFICES IN INDIA

Sir/Madam,

Re: Obtaining Life Certificate/ Non-Re-Marriage/ Non-Marriage certificate from all staff pensioner and family pensioners in November, 2019

You are well aware that Staff Pensioners as well as Family Pensioners Life Certificate to be submitted in the month of November every year.

It has been decided to collect the Life Certificates of Pensioners of BOB, eVB and eDB centrally in BOB Portal using the Employee Code (EC No) of the pensioner. **The pensioner of BOB/eDB/eVB can visit ANY branch / office of the Bank with proper identification and any Officer can certify the same in the Portal made available in BOB system for this purpose.**

In case the certification by any Officer is not done in the portal, the Pension would be stopped from the month of DEC, 2019 till the time the pensioner's life is certified by any officer of the Bank in the Portal.

Guidelines relating to obtaining of Life certificate/ Non-Re-Marriage/ Non-Marriage Certificate

1. The Pensioners/Family Pensioners are required to physically present themselves to the branch official, with proper identification.

In order to collect data centrally, we have launched a portal accessible on Domain PC.

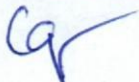
FOR Bank of Baroda Network Branches :

The link is available on login page of Payroll under the title- LIFE CERTIFICATE FOR STAFF PENSIONERS. This portal is accessible by officers only, branch should enter in the said portal immediately. (Job Card attached herewith)

For eVijaya & eDena Bank Network Branches

Please type URL <http://10.152.1.141/LifeCertificate/> for submission of life certificate for Staff pensioner. This portal is accessible by officers only. Officers should use BOB Domain ID & Password for submission of life certificate. (Job Card Attached herewith).

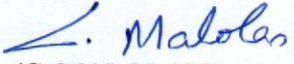

2. In case of widow recipient of family pension, certificate of non-re-marriage is required to be furnished by her.



3. In case of other recipient of family pension (a widower, an unmarried daughter) the certificate of non re-marriage/ non marriage is required to be furnished by the recipient at six month's interval i.e in May & November in the prescribed format.(Annexure-'A') and sent to the BASE branch and HO.
4. In case where the son/daughter is suffering from any disorder or disability (mental or physical) as to render him/her unable to earn a living even after attaining the maximum age limit, the person receiving the family pension as guardian should produce every three years in the month of November a certificate from Medical Officer not below rank of Civil Surgeon to the effect that the person continues to suffer from disorder or disability. In such cases, the guardian shall also be required to furnish a certificate every six months that he/she has not started earning his/her livelihood and in case of a girl she has not got married.

We are placing the circular on our Bank's website for the information of the Pensioners. A copy of this may be displayed on the noticeboard and the staff members be sensitized on this issue.

If any clarification/guidance, please contact us on our – Phone no.0265-2316640 of staff pension Dept at Head Office,Baroda e-mail pension.ho@bankofbaroda.com


(C. MALOLAN)
Head- HR OPERATIONS


नॉन-रि-मैरेज/ नॉन-मैरेज सर्टिफिकेट/ CERTIFICATE OF NON-RE MARRIAGE / NON MARRIAGE

सेवा में/ To

शाखा प्रबंधक/ The Branch Manager

बैंक ऑफ़ बड़ौदा/ Bank of Baroda

_____ शाखा/ branch

प्रिय महोदय/ Dear Sir,

विषय: बैंक ऑफ़ बड़ौदा (कर्मचारी) पेंशन विनियमन 1995 – क.कू.सं. _____

Re : Bank of Baroda (Employees') Pension Regulations 1995 – EC No. _____

मैं एतद्वारा घोषणा करता/ करती हूँ कि मैं शादीशुदा नहीं हूँ/ मैंने पिछले छह महीनों के दौरान शादी नहीं की है/ I hereby declare that I am not married / I have not been married during the past six months. या/ OR

*मैं एतद्वारा घोषणा करता/ करती हूँ कि मैंने पुनः विवाह नहीं किया है और मैं वचन देता/ देती हूँ कि ऐसे किसी भी मामले में बैंक को तुरंत सूचित करूंगा/ करूंगी/ *I hereby declare that I have not been re-married and I undertake to report such an event promptly to the Bank.

भवदीय/ Yours faithfully,

(_____)

घोषणाकर्ता के हस्ताक्षर/ Signature of declarant

वर्तमान आवासीय पता/ Present Residential Address :

मोबाइल नं/ फोन नं/ Mobile No. / Phone No.:

दिनांक/ Date :

स्थान/ Place :

(केवल विधवा द्वारा पारिवारिक पेंशन प्राप्त किए जाने के मामले में लागू तथा केवल एक बार प्रस्तुत किया जाए).

(*Applicable only for widow recipient of family pension and to be furnished only once).

मैं प्रमाणित करता/ करती हूँ कि उपरोक्त सूचना मेरी सर्वोत्तम जानकारी और विश्वास के अनुसार पूर्ण रूप से सही है.
I certify that to the best of my knowledge and belief that the above declaration is correct.

(_____)

साक्षी के हस्ताक्षर/ Signature of witness

नाम/ Name :

पता/ Address :

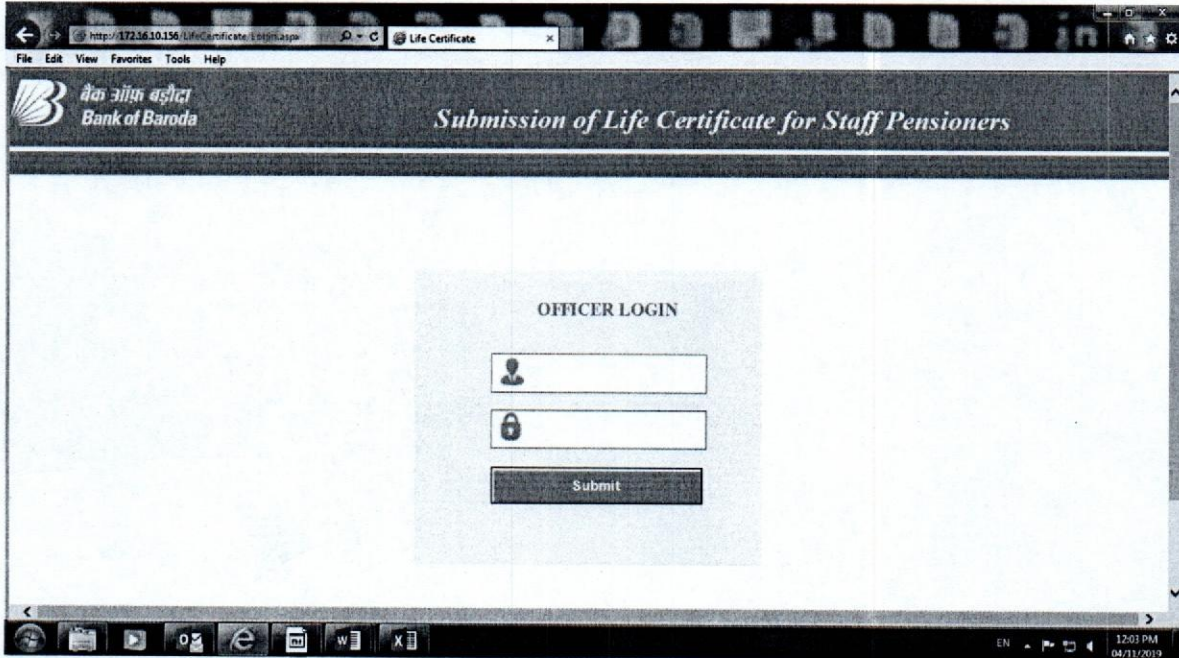
मोबाइल नं/ फोन नं/ Mobile No. / Phone No.:

दिनांक/ Date :

स्थान/ Place :

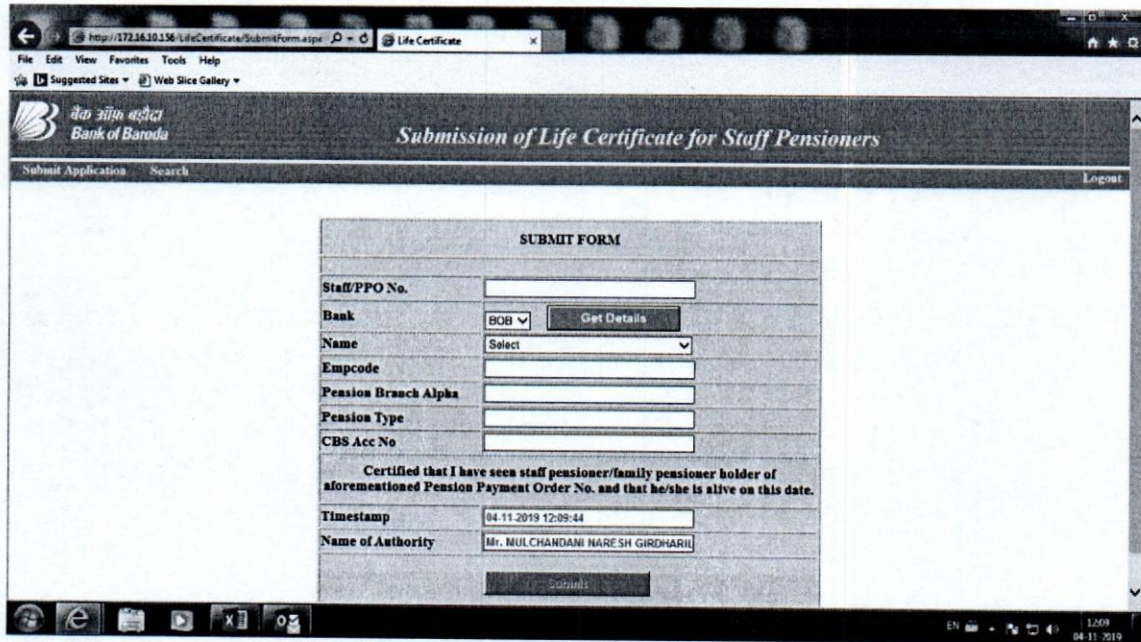
Enter Domain ID and Password

Example Domain ID vk123456
 Password Welcome1



If you find any problem with login please mail to mail.admin@bankofbaroda.com

Enter PPO No /Staff No and select Bank of their respective bank pensioner and select Name of the pensioner in drop down, if the name differs, then SUBMIT.



The screenshot shows a web browser window with the URL <http://172.16.10.156/LifeCertificate/SubmitForm.aspx>. The page title is "Life Certificate" and the main heading is "Submission of Life Certificate for Staff Pensioners". The form is titled "SUBMIT FORM" and contains the following fields:

Staff/PPO No.	<input type="text"/>
Bank	BOB <input type="button" value="Get Details"/>
Name	Select <input type="text"/>
Empcode	<input type="text"/>
Pension Branch Alpha	<input type="text"/>
Pension Type	<input type="text"/>
CBS Acc No	<input type="text"/>
Certified that I have seen staff pensioner/family pensioner holder of aforementioned Pension Payment Order No. and that he/she is alive on this date.	
Timestamp	04.11.2019 12:09:44
Name of Authority	Mr. MULCHANDANI NARESH GIRDHARI
<input type="button" value="Submit"/>	

Note:

- The pensioner of BOB who retired after 01.04.2019, please use their EC No in Staff/PPO no field for updation of life certificate.