



युनाइटेड इंडिया इंश्यूरेन्स कंपनी लिमिटेड  
**United India Insurance Co. Ltd.**  
Regd. & Head Office : 24, Whites Road, Chennai - 600 014.



**PENSION DEPARTMENT**

16<sup>th</sup> December 2015

**PENSIONER LIFE CERTIFICATE 2016**

As you may be aware, every pensioner is expected to submit Life Certificate in January 2016. Leveraging technology - with the help of HO IT department, it has been decided to obtain the Life Certificate for 2016 through electronic mode.

A Pensioner is expected to approach any NEAREST Office of United India where an officer will facilitate the pensioner to submit Life Certificate online. Any change in bank details or residential address shall also be reported while submitting the Life certificate.

- The submission of Life Certificate will be enabled through “My Page Log-in”.
- The verifying officer upon giving the Annuity number / Employee number of the pensioner will fetch the data from the SAP Pension database.
- In case the Pensioner is unable to give either of the above, a search is possible in the database with the date of exit / date of death of employee.
- The Pensioner is expected to produce an id proof to the verifying officer. Viz. Pensioner id card, Voter id, PAN Card – for identification of the pensioner.
- Upon identification of the Pensioner, Verifying officer will fill-in necessary details required in the Life Certificate and submit the form, for taking print of the Life Certificate for 2016.

While the data so submitted will flow into HO Pension department, the Pensioner is required to send the Life Certificate form to HO Pension Department for necessary validation by the Department.

Muthukrishnan M  
Manager