



युनाइटेड इंडिया इन्शुरेंस कंपनी लिमिटेड
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PENSION DEPARTMENT

6th March, 2020

Reopening of Life Certificate submission 2020

Further to our circular dated 06.12.2019, Life Certificate (LC) for the year 2020 was open from 01.01.2020 till 29.02.2020 and the submission was facilitated through Life Certificate tab in ESS-HCM portal. We have received more than 97% LC submission during this period. We have sent multiple reminders by SMS to all those pensioners who have not submitted LC and there was very good response from most pensioners. Despite our rigorous follow up, few pensioners did not submit their LC during the scheduled period and now we are receiving representations from pensioners and also from various RO's to extend timeline for LC submission.

This issue has been considered favourably as a one-time measure and accordingly, the "LIFE CERTIFICATE" tab under ESS-HCM portal will be open from **09.03.2020 till 18.03.2020 for a period of TEN DAYS ONLY**. All the Class-I officers at MO/BO/DO/Service Hubs/RO/LCB/HO can facilitate the pensioners approaching them to submit the Life Certificate online by logging in to the portal. **After 18.03.2020, Life Certificate tab will automatically be disabled and fresh Life Certificate submissions shall not be entertained.**

The procedure for submission of LC 2020 remains unaltered. You may inform the concerned pensioners to strictly comply with the timeline for submission of LC.

It is once again reiterated that only **online Life Certificate submitted through ESS Portal** shall be accepted for continuation of pension.


Chief Manager

