



## **NOTICE**



### **Submission of Life Certificate/Digital Life Certificate (Jeevan Pramaan) for Post-Retirement Medicare Scheme- Executives availing benefits from CIL(HQ), Kolkata in November,2021**

This is for information of all beneficiary under **CPRMSE** of Coal India Ltd and Subsidiaries availing the post-retirement medical benefit from CIL(HQ), Kolkata that they are to submit the Life Certificate (as per revised format) every year in the month of NOVEMBER (earlier it was December every year) to validate their CPRMSE Card.

#### **A. Offline/ Hard - copy submission of Life Certificate Form:**

CPRMSE beneficiaries can submit the paper-based Life Certificate (New Format) either by physically to CIL(HQ), Kolkata office or by mailing the scanned copy of the duly attested, duly filled Life Certificate (New Format) to the email address: [lifecertificate.cprmse@gmail.com](mailto:lifecertificate.cprmse@gmail.com)

#### **NOTE:**

1. This email-id is only for the retired executives, availing benefit from CIL(HQ), Kolkata.
2. The Life Certificate has to be submitted in Revised Format as per **Annexure-A**

**OR**

#### **B. Online submission – Digital Life Certificate / Jeevan Pramaan Patra:**

The CPRMS beneficiaries can visit either CIL(HQ), Kolkata, or a nearby Citizen Service Centre, Bank Branch or any Government office whose details are provided on <https://jeevanpramaan.gov.in/locatecentre> and bio-metrically authenticate his / her life certificate in real time. CIL will receive the Life Certificate automatically after biometric authentication.

In case of Digital Life Certificate there is no need for sending physical copy.

#### **NOTE:**

1. For couple membership i.e. both retired executive and his/her spouse is alive – 02(two) separate Digital Life Certificate has to be generated.
2. Please check the Digital Life Certificate End User Manual for the detailed procedure, which is attached in **Annexure-B**

**XXXXXXXXX**

## Annexure-A



### LIFE CERTIFICATE

#### TO BE SUBMITTED BY CPRMSE BENEFICIARY IN NOVEMBER EVERY YEAR

A. This is to certify that Shri \_\_\_\_\_, and Smt. \_\_\_\_\_ holder of the Post-Retirement Medical Card Number (Couple Membership): \_\_\_\_\_ residing at \_\_\_\_\_ are known to me and alive at the time of issuing this certificate.

OR

B. This is to certify that Shri / Smt. \_\_\_\_\_ husband / wife of Shri / Smt. \_\_\_\_\_ holder of the Post-Retirement Medical Card Number (Single Membership): \_\_\_\_\_ residing at \_\_\_\_\_ are known to me and alive at the time of issuing this certificate.

*\*Strike off whichever is not applicable*

**The signature/s of the above mentioned person(s) is /are attested hereunder:**

*(Note: In case of couple membership signature of both beneficiaries i.e. ex-employee and spouse is mandatory)*

#### Signature of Retired executive

Name (Shri/ Smt) :

Contact No :

Aadhaar Card No :

Date : \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD / MM / YYYY

#### Signature of spouse

Name (Shri/ Smt) :

Contact No :

Aadhaar Card No :

Date : \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD / MM / YYYY

\_\_\_\_\_  
Signature of Registered Medical Practitioner with Reg. No OR  
Gazetted Officer of Central/ State Govt. OR

The Branch Manager of the Bank where the retired executive/ spouse is holding S.B A/c OR  
Any officer of the company from where the medical facility is obtained  
**with seal/ stamp**

#### DECLARATION

**\*I/We hereby declare that I/we meet all the eligibility criteria as per the CPRMS-E Policy clause no:02 and declare that if any facts to the contrary are detected, the Company (CIL or Subsidiary Company) shall be free to cancel said benefits without any further reference to me/us.**

Place: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Beneficiary

**COAL INDIA LIMITED**

**Digital Life Certificate (Jeevan Pramaan) Submission  
User Manual**



**End User Manual**

## Life Certificate/Digital Life Certificate (Jeevan Pramaan) for Post-Retirement Medicare Scheme- Executives/Non- Executives

The retired employees of CIL i.e. the existing members of the Contributory Post-Retirement Medicare Scheme of Executives & Non-executives can now submit **Digital Life Certificate (Jeevan Pramaan)** for their post-retirement medical benefits, in the same way they have been doing it for their pension scheme.

### **Pre-requisites for CPRMSE Beneficiaries:**

1. The beneficiary must have Aadhaar number
2. The beneficiary must have a valid mobile number registered with Aadhaar
3. Registration of the Aadhaar number with CIL(HQ)/ Subsidiary HQ as the case may be. This is required by the Disbursing Agency i.e. CIL for processing of payments.

The CPRMS beneficiaries can visit either CIL(HQ), Kolkata or any CIL Subsidiary HQ, or a nearby CSC center, Bank Branch or any Government office whose details are provided on [jeevanpramaan.gov.in](http://jeevanpramaan.gov.in) and bio-metrically authenticate his / her life certificate in real time.

CIL will receive the Life Certificate automatically after biometric authentication.

**Physical Life Certificate of CPRMSE/NE will continue to be accepted** from the beneficiaries if preferred by him / her in the month of November (as per the new format)

Since the entire process is primarily Aadhaar based, digital life certificate submitted by the CPRMSE/NE beneficiaries can be authenticated only when the beneficiaries' accounts are seeded with their Aadhaar Number. **(For confirmation of the same kindly contact your respective subsidiary companies from where you avail the reimbursement or check on the [CIL website](#)**

- [Update your Aadhaar Card Number](#)

## STEP:01

V3.6 Pensioners Life Certificate system Windows 7 .Net:4.0.30319.42000

JEEVAN PRAMAAN - Pensioners life certificate English

Pensioner Authentication

☒ Aadhaar ☐ Virtual ID \*

Mobile \*

Email

Generate OTP

MANTRA\$MFS100\$23fc1833971340aa905273b66bd2a2b4

Jeevan Pramaan Client Application is supporting V

Provide **AADHAAR NO** and **AADHAAR LINKED MOBILE NUMBER, EMAIL(OPTIONAL)** and click on 'GENERATE OTP'

## STEP:02

V3.6 Pensioners Life Certificate system Windows 7 .Net:4.0.30319.42000

JEEVAN PRAMAAN - Pensioners life certificate English

Pensioner Authentication

☒ Aadhaar ☐ Virtual ID \*

Mobile \*

Email

Generate OTP

MANTRA\$MFS100\$23fc1833971340aa905273b66bd2a2b4

lient Application is supporting Virtual ID... Jee

Enter the **OTP** received in the registered mobile number

## STEP:03

### PPO NUMBER :

#### A) FOR RETIRED EXECUTIVE:

**SUBSIDIARY/E/LAST FOUR DIGIT OF CPRMSE CARD NO**

**EX: CIL/E/0040 OR ECL/E/3312**

#### B) FOR SPOUSE OF RETIRED EXECUTIVES:

**SUBSIDIARY/E/S/LAST FOUR DIGIT OF CPRMSE CARD NO**

**EX: CIL/E/S/0040 OR ECL/E/S/3312**

**For NON\_EXECUTIVES: Replace "E" with "NE"**

The screenshot shows a Windows 7 application window titled "MeitY .Net:4.0.30319.42000". The form contains the following fields and annotations:

- Pensioner Name:** Text input field.
- Type of Pension:** Dropdown menu with "SELECT SERVICE" highlighted in yellow.
- Sanctioning Authority:** Dropdown menu with "SELECT COAL INDIA LIMITED" highlighted in yellow.
- Disbursing Agency:** Dropdown menu with "SELECT COAL INDIA LIMITED" highlighted in yellow.
- Agency:** Dropdown menu with "SELECT COAL INDIA LIMITED" highlighted in yellow.
- PPO Number:** Text input field.
- Account Number(Pension):** Text input field with "ENTER REGISTERED (WITH CIL) A/C NO" highlighted in yellow.
- Is Re Employed?:** Radio buttons for "Yes" and "No".
- Is Re Married?:** Radio buttons for "Yes" and "No".
- Consent Box:** A checkbox with a yellow arrow pointing to it. The text inside reads: "I, the holder of Aadhaar, hereby give my consent to MeitY to use my Aadhaar number, biometric etc for e-KYC with UIDAI for generation of Digital Life certificate (DLC). I also give my consent for sharing of Aadhaar number and my DLC with my Pension Disbursing Agency and Pension Sanctioning Authority for pension processing and intimation. MeitY/NIC have informed me that my Biometric will not be stored/shared."
- Scan Finger:** A button with a yellow arrow pointing to it.
- Barcode:** A barcode with the text "MANTRA\$MFS100\$23fc1833971340aa905273b66bd2a2b4" below it.
- Bottom Right:** A yellow box with the text "SCAN ANY FINGER IN THE BIOMETRIC".

I. SANCTIONING AUTHORITY: **Select COAL INDIA LIMITED**

II. DISBURSING AGENCY: **Select COAL INDIA LIMITED**

III. AGENCY: **Select COAL INDIA LIMITED**

III. PPO NUMBER: Write in the following format:

A) FOR RETIRED EXECUTIVE (i.e. the primary card holder): **SUBSIDIARY/E/LAST FOUR DIGIT OF CPRMSE CARD NO, EX: CIL/E/0040 OR ECL/E/3312 OR BCCL/E/2123**

B) FOR SPOUSE OF RETIRED EXECUTIVES: **SUBSIDIARY/E/S/LAST FOUR DIGIT OF CPRMSE CARD NO, EX: CIL/E/S/0040 OR ECL/E/S/3312 OR BCCL/E/S/2123**

**NOTE:** In case of Single Membership (if the post-retirement medical card is in the name of spouse) then write **SUBSIDIARY/E/S/LAST FOUR DIGIT OF CPRMSE CARD NO, EX: CIL/E/S/0040 OR ECL/E/S/3312 OR BCCL/E/S/2123**


**FOR NON-EXECUTIVES: REPLACE "E" WITH "NE"; EX: CIL/NE/2004 & CIL/NE/S/2004**

## STEP:04

V3.6 Pensioners Life Certificate system Windows 7 .Net:4.0.30319.42000

\* Pensioner Name

\* Type of Pension



Thank you for submitting digital life certificate.

1) Pramaan id 4689447514 for ppo   
time 15:17:23.

You can view your life certificate on the portal  
jeevanpramaan.gov.in by giving Pramaan id.

Pensioner Name :   
Registration Date :2021-08-06

and my DLC with my Pension Disbursing Agency and Pension Sanctioning Authority for pension processing and  
intimation. MeitY/NIC have informed me that my Biometric will not be stored/shared.

MANTRA\$MFS100\$23fc1833971340aa905273b66bd2a2b4

After successful submission of digital life certificate, beneficiaries will receive a sms on his/her mobile giving the transaction id. **CPRMS beneficiaries will be able to download the computer generated life certificate from jeevanpramaan.gov.in using this transaction id (PRAMAAN ID) for their records**, just the same way they have been doing it for their CMPF Life Certificate.

Downloading the Life Certificate & Printing the same is optional. **CIL will receive the Digital Life Certificate automatically after biometric authentication.**

**There is no need to submit physical copy.**



# Frequently Asked Questions (FAQ)

**Q. What are the various modes of Life Certificate submission for the post-retirement Medicare scheme of executives/non-executives?**

**A. Mode of Submission of Life Certificate for Post-Retirement Medicare scheme:**

## **I. Submission of Life Certificate at respective Subsidiaries/ CIL(HQ)**

- Manually - Life certificate can be submitted in physical format **(Copy attached)** to their respective subsidiary companies/ company HQ.
- Digitally: - Visit the Company HQs of any subsidiary/ CIL HQ/ any CSC Center. Provide Aadhaar number, Mobile number, Post-Retirement Medical card number & Account number. Then provide biometrics (Fingerprint). On successful Aadhaar based biometric authentication, Jeevan Pramaan will be generated with a unique id called Pramaan Id as acknowledgement.

## **II. Submission of Life Certificate Digitally through <https://jeevanpramaan.gov.in> using own PC/Laptop/Mobile**

For any help : please go through the link <https://jeevanpramaan.gov.in/app/faq>

### **• Pre-requisites for this option:**

STQC certified Registered Biometric device is required. List of sources is available on Jeevan Pramaan portal as well as in Appendix B.

## **III. Submission of Life Certificate Digitally through GoI UMANG App on Mobile**

CPRMSE Beneficiaries will have to download UMAMG app from google play store, search Jeevan Pramaan and click on generate life certificate. Authentication page will open. Required information to be feeded for generation of DLC.

### **• Pre-requisites for this option:**

STQC certified Registered Biometric device is required. List is available on Jeevan Pramaan portal.

## **IV. At Citizen Service Centre (CSC) / Aadhar Seva Kendra / CIL(HQ)/ Subsidiary HQ**

Visit nearest CSC or Aadhaar Seva Kendra. Provide Aadhaar Number, Mobile Number, EIS No (For Primary Card Holder) and Post-Retirement Medical Card No (For Spouse of primary card holder), Account number & name of Pension Sanctioning Authority **(which will be Coal India Limited)**. Then provide biometrics (Fingerprint). On successful Aadhaar based biometric authentication, Jeevan Pramaan will be generated with a unique id called Pramaan Id as acknowledgement.



**Q. I am a retired executive superannuated from ECL but getting reimbursement from BCCL. How do I submit digital life certificate?**

**A.** For generating digital life certificate, all beneficiaries irrespective of the companies of reimbursement will have to select the following in the Jeevan Pramaan portal:

**i. Sanctioning Authority: Select Coal India Limited**

**ii. Disbursing Agency: Select Coal India Limited**

**iii. PPO Number:** Write in the following format:

A) FOR RETIRED EXECUTIVE: SUBSIDIARY/E/LAST FOUR DIGIT OF CPRMSE CARD NO, EX: CIL/E/0040 OR ECL/E/3312 OR BCCL/E/2123

B) FOR SPOUSE OF RETIRED EXECUTIVES: SUBSIDIARY/E/S/LAST FOUR DIGIT OF CPRMSE CARD NO, EX: CIL/E/S/0040 OR ECL/E/S/3312 OR BCCL/E/S/2123

**FOR NON-EXECUTIVES:** REPLACE “E” WITH “NE”; EX: CIL/NE/2004, CIL/NE/S/2004

**Note:** You need to generate 02 (two) separate digital life certificate – one for the primary card holder (retired employee) and other for the dependent spouse of primary card holder.

V3.5 Pensioners Life Certificate system Windows 7 .Net:4.0.30319.42000

This is the authentication page generated

\* Pensioner Name

\* Type of Pension

\* Sanctioning Authority **Select Coal India Limited**

\* Disbursing Agency **Select Coal India Limited**

\* Agency

\* PPO Number **CIL/E/0040 or CIL/NE/1040**

\* Account Number(Pension)

Is Re Employed? ☐ Yes ☒ No

Is Re Married? ☐ Yes ☒ No

☐ I, the holder of Aadhaar, hereby give my consent to MaitY to use my Aadhaar number, biometric etc for e-KYC with UIDIAI for generation of Digital Life certificate (DLC). I also give my consent for sharing of Aadhaar number and my DLC with my Pension Disbursing Agency and Pension Sanctioning Authority for pension processing and intimation. MaitY/NIC have informed me that my Biometric will not be stored/shared.

Scan Finger

SECUGEN\$HU20\$497d49e3a625405b95c0a59e0e98e6c0

**Q. In the field “Account Number(Pension)” can I put different account number other than the one registered for post-retirement?**

**A. NO.** In the field “Account Number(Pension)” you will have to write the account number which is already registered for post-retirement medical facility.

Even if you put some other account number, the payment will be disbursed to the already registered account only.

**Q. For couple membership i.e. both retired executive/non-executive and spouse is alive, whether two separate digital life certificates need to be generated?**

**A.** Yes, for couple membership i.e. when both retired employee and his/ her spouse is alive, then two separate digital life certificate - i.e. one for the primary card holder i.e. retired executive/non-exe and the other for the spouse will have to be generated.

**Q. How do I know my digital life certificate has been generated at Coal India Portal?**

**A.** You can visit [CIL Website](#) and check whether your digital life certificate has been generated at CIL portal. Digital Life Certificate/ Jeevan Pramaan will appear in CIL website after 03(three) days from the date of submission.

\*\*\*\*\*END\*\*\*\*\*