



भविष्य निधि एवं पेंशन प्रभाग, प्रधान कार्यालय
प्लॉट सं. 4, सेक्टर 10, द्वारका, नई दिल्ली- 110075
PF & PENSION DIVISION, HEAD OFFICE
PLOT NO: 4, SECTOR-10, DWARKA, NEW DELHI-110075

Respected Ex-Gratia Beneficiaries

Date:17.07.2026

NOTICE

SUBMISSION OF LIFE CERTIFICATES FOR PRE 01.01.1986 RETIREES/THEIR SURVIVING SPOUSE IN HRMS.

Bank is paying Ex-Gratia amount in favour of Pre 01.01.1986 retirees/ their surviving spouse. In terms of Pension Fund Circular No.9/98 dated 27.12.1998, Life Certificate of retiree who retired prior to 01.01.1986 or their surviving spouse **be obtained twice in the year i.e. during the month of January and July every year.**

The Life Certificate of these Ex-gratia beneficiaries is now due for the month of July 2026. Therefore, all Ex-Gratia beneficiaries are requested to submit their Life Certificate to their concerned Paying Branch for onward submission into HRMS.

The format of the Life Certificate of Ex-Gratia beneficiary is annexed as per Annexure-E.

It is advised to all Ex-gratia beneficiaries to submit their life certificate in concerned Paying Branch in time for continuation of Ex-Gratia payments.

**(SAURABH BHATIA)
DIVISIONAL HEAD**



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ANNEXURE- E

PUNJAB NATIONAL BANK

LIFE CERTIFICATE

(To be submitted by the Ex-gratia beneficiary in January & July every year)

E.P.O No. _____

Name of Ex-gratia beneficiary _____

Signature of Ex-gratia beneficiary _____

Certified that I have seen the Ex-gratia beneficiary Shri/Smt. _____ (Name)
holder of the above Ex-gratia payment order No. _____ and that he is alive
on this date.

FOR PUNJAB NATIONAL BANK

Manager

PLACE : _____

NAME: _____

DATE: _____

GBPA NO.: _____

Note:

This certificate should be signed by the Incumbent Incharge of the Paying Branch. In case the ex-gratia beneficiary is not able to present himself at the branch because of serious illness etc, the Incumbent may verify by deputing an officer from the Branch. Alternatively, the certificate may signed by as Gazetted Officer.