



केन्द्रीयविद्यालयसंगठन (मु.)/  
Kendriya Vidyalaya Sangathan (HQ)  
18 संस्थागतक्षेत्र/18 Institutional Area,  
शहीदजीतसिंहमार्ग/Shahid Jeet Singh Marg,  
नईदिल्ली - 110016/New Delhi -110016  
दूरभाष/Telephone No.: 011-26858570  
Email-[pensionkvshq@gmail.com](mailto:pensionkvshq@gmail.com)

फ.110230(e-Pen)/3/2022/केविएस(मु०)/पेंशन 4909

दिनांक: 22.10.2024

उपायुक्त/निदेशक  
सभी क्षेत्रीय कार्यालय/जीट  
केन्द्रीय विद्यालय संगठन

विषय: 01.04.2023 के पश्चात सेवानिवृत्त हुए केविएस पेंशनर्स का वार्षिक जीवन प्रमाण पत्र जमा करने के संबंध में/  
Submission of Annual Life Certificate for KVS Pensioners who got retired from 01.04.2023 onwards -reg.

महोदया/महोदय,

KVS has launched e-Pension portal w.e.f 01.04.2023, which facilitates timely processing of pension file and disbursement of initial Pension on scheduled time. The e-Pension portal also has the facility for submission of Life Certificate by the Pensioner on visiting nearest KVs/RO/ZIET/KVS(HQ) in addition to all other modes available, such as Nearest Indian Bank Branch, Jeevan Pramaan Application etc.

To avoid delay in transmission of Life Certificate, it is decided that the Principals of KVs will directly transmit the Life Certificate through e-Pension portal to CPPC of Indian Bank, for which all the Principals of Kendriya Vidyalaya will be required to have digital signature. Along with KVs, the Pensioners can submit Life Certificate from Regional Offices and ZIETs also.

Therefore, all Deputy Commissioners/Directors are requested to inform all the Pensioners (retired after 01.04.2023) that they have the option to submit Life Certificate by visiting nearest KVs/RO/ZIET or available mode. KVs may also be sensitized to entertain the Pensioners, who may come for submission of Life Certificate.

This issues with the approval of the Competent Authority of KVS.

IN CASE OF PENSIONER, WHO GOT RETIRED PRIOR TO 01.04.2023 WILL SUBMIT ANNUAL LIFE CERTIFICATE IN SBI THROUGH AVAILABLE MODES.

भवदीय,

(अखिलेश कुमार श्रीवास्तव)  
सहायक आयुक्त (वित्त)

Copy to:

1. Assistant General Manager, R&GR, Indian Bank, Parliament Street, New Delhi for information and necessary action.
2. All Deputy Commissioner/Director/Principal with the request to facilitate all Pensioners in submitting their Life Certificate.
3. The Assistant Commissioner (EDP) with the request to upload this letter on the KVS website in "Announcement" section.

सहायक आयुक्त (वित्त)