



कोलकाता पोर्ट ट्रस्ट / KOLKATA PORT TRUST  
हल्दिया गोदी परिसर / HALDIA DOCK COMPLEX  
वित्त प्रभाग / Finance Division



सं. PB/P-264B/327/HA

दि.10/10/2017

**Sub:- NOTICE FOR LIFE CERTIFICATE TO THE PENSIONERS DRAWING PENSION FROM HALDIA DOCK COMPLEX**

1) All Pensioners, Family Pensioners and dependent family pensioners who are drawing pension from Haldia Dock Complex are hereby informed that the Life Certificate in the prescribed form duly filled in and signed by the authorised signatories should be forwarded to Haldia Dock Complex in the following address direct in the month of November 2017 positively. Pensioners are also informed that if the Life Certificate in the prescribed form complete in all respect is not received by this office from the individual pensioner in the month of Nov'2017, the monthly pension in such cases would be discontinued w.e.f the month of December 2017. However the pensioner who are getting pension from Life Insurance Corporation, should be submit the Life Certificate as usual in the respective month as presently followed.

**Address :**

General Manager (Finance)  
Haldia Dock Complex  
Jawahar Tower,  
Finance Division,  
Pension Cell 3<sup>rd</sup> Floor,  
Haldia Township  
Pin-721607

2) All dependent family pensioners are being informed that in addition to the Life Certificate the **Monthly Income Certificate** issued by the authorised person, should be furnished to this

office in the above address positively in the month of November 2017 otherwise their dependent family pension will be discontinued immediately thereafter.

INCOME CERTIFICATE FOR DEPENDENT FAMILY PENSION, SHOULD BE ISSUED BY THE FOLLOWING AUTHORITIES ONLY.

DM/SDO/BDO/Group-A Govt. Officer not below the rank of Joint BDO/Executive Officer in case of Municipality / Deputy Commissioner of Corporation / MP/ MLA stating monthly income of the claimant affixing his/her seal and full name.

3) All pensioners / Family Pensioners / Dependent pensioners are also advised to avail Jeevan Praman utility / Apps for submission of Online Aadhaar based **Life Certificate** also.

4) In case the pensioners / Family Pensioners / Dependent pensioners submit Life Certificate to the Banks instead of sending the same to Haldia Dock Complex, HDC, Pension in such cases shall be disbursed only after receipt of the Life Certificate from the banks.

Asstt. Manager(Finance)  
For G.M(Finance)I/C  
Haldia Dock Complex  
10/10/17