



UNIVERSITY OF HYDERABAD

Pay Bills Section, Finance & Accounts, Gachibowli, Hyderabad-500046.

Phone No.: 040-23132208

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Ref: UH/F&A/2024-25/

Date: 28.10.2024

To

All the University Pensioners/Family Pensioners

Dear Sir/Madam,

Sub: - Life Certificate/& No Re-Marriage Certificate for drawing pension-reg.

As you know, Pensioners have to submit a Life certificate and family pensioners have to submit a Life Certificate cum no Re-Marriage Certificate in November of each year to enable this office to pay their pension/family pension uninterruptedly. Hence, all the UoH pensioners/family pensioners are requested to submit the Digital Life Certificate (DLC) on or after 1st November through the Aadhar Enabled Digital Life Certificate "Jeevan Pramaan" Portal#.

As a part of the Digitalization move, as you are all aware, the University is registered under the 'Jeevan Pramaan Portal' to facilitate the pensioners to submit a hassle-free 'Digital Life Certificate (DLC)' from any place in India. For details, please visit the website <https://jeevanpramaan.gov.in/>. You can find the location of service centres near your place of stay through the website <https://jeevanpramaan.gov.in/locatecentre/locate>

Life certificate can be submitted in the following ways:

- 1) As was done earlier, The University is arranging the Jeevan Pramaan facility at the Pay Bills Section, F&A.
- 2) Through any post office or a Post office App 'Postinfo' by requesting door services at nominal charges
- 3) Through the Jeevan Pramaan Mobile App from your Mobile [face recognition APP]

(Steps for submission of Life certificate through your mobile are attached)

The Essential Points to be noted while submitting a Digital Life Certificate (DLC) :

- While submitting a Life Certificate, the "University Of Hyderabad" should be chosen from the drop-down list where the system seeks information about the Sanctioning Authority, Disbursing Agency and Agency. (all three should be selected as 'University of Hyderabad')
- **PPO:** Please feed your PID number (if your pensioner id is 1234, then you need to type as PID1234)
- **Enter Account No.:** Give Your SBI account Number in which your pension is credited

#Pension would be released for Valid DLCs reflected in the UOH'S Jeevan Pramaan Account. Invalid life certificates wouldn't be considered when releasing the pension. Hence, please submit your DLC on time to avoid delay/stopping the pension. (For self-verification of submitted, please check "(University of Hyderabad)" or # UOHYD at downside of the life certificate)

It is also requested to go through the income tax circular dated 01/05/2024, placed on the UOH website. One has to opt for either the existing tax rate system (Option-A), where exemptions & deductions are allowed to claim OR the New tax regime (Option-B), where the rates are lower, but there are no exemptions or deductions. As per the IT Act, the University considers option "B" (New Tax Regime) as the default option if no option is exercised. Further, it may be noted that the Income Tax liability for Family Pensioners is vested with them. Hence, the University is not recovering any TDS from this current financial year.

All the pensioners/family pensioners are requested to link their Aadhar to their PAN. Otherwise, the tax would be recovered per the Income Tax Act at the highest slab- 31.2%, without allowing any deductions/threshold limit, as the TDS portal shows inactive PANs and demands a higher tax. Aadhar linking to PAN may be done on priority, i.e., on or before 20/11/2024, to avoid the deduction of TDS at higher rates. Once deducted, no refund of excess TDS is feasible.

This is requested to be circulated widely among UOH pensioners / UOH Pensioner's Group.

Thanking you,

Yours sincerely,

Joint Registrar (Pay Bills)



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MeitY
Government of India

Enhancing Ease of Submitting Digital Life Certificate through Face Authentication Technique based on UIDAI Aadhaar software for Digital Life Certificate submission by pensioners using only a smartphone.

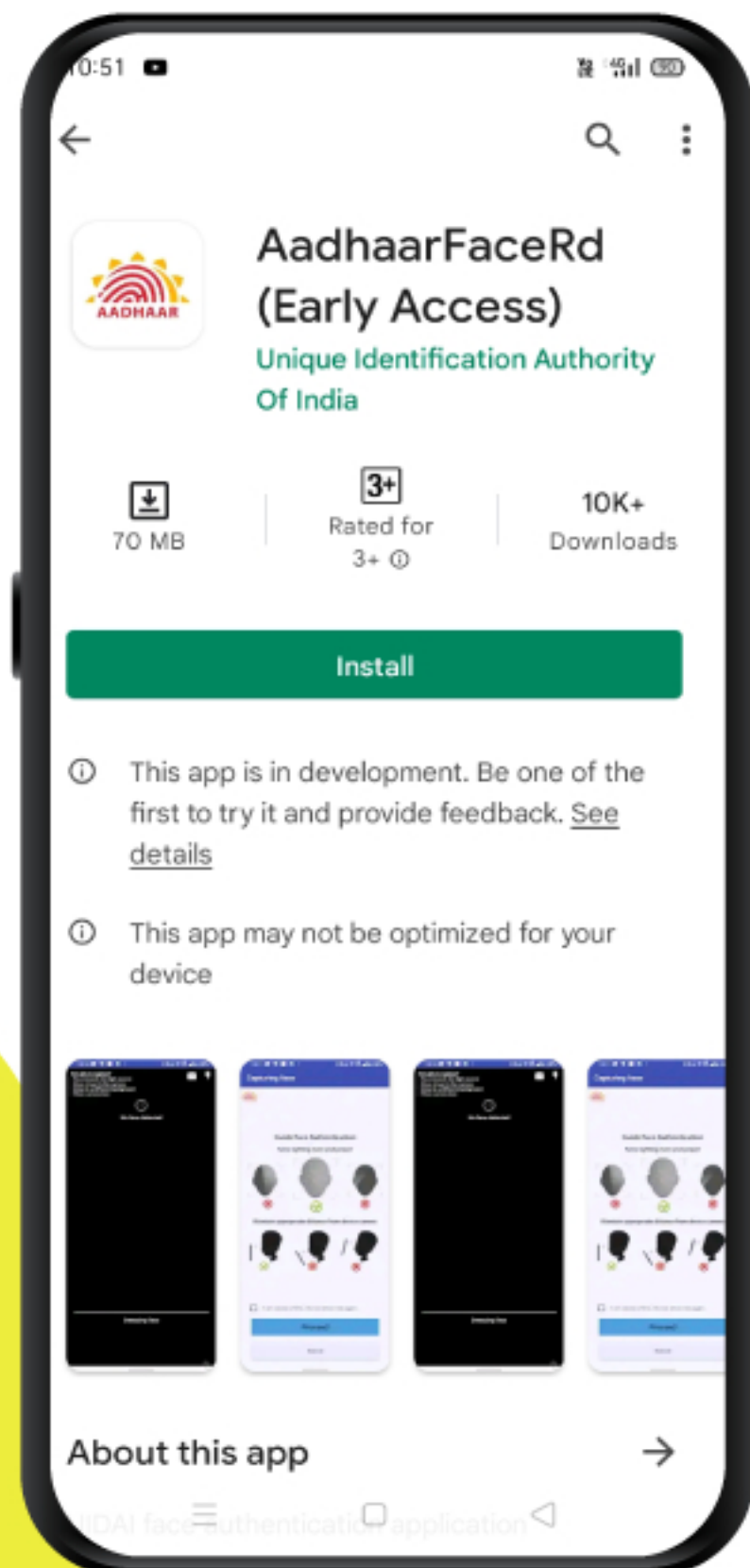
Process flow as given below:-



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**Process to submit life certificate through
"FACE AUTHENTICATION" launched by UIDAI**



STEP-1

Download



**AadhaarFaceRd App
from Google Play Store**

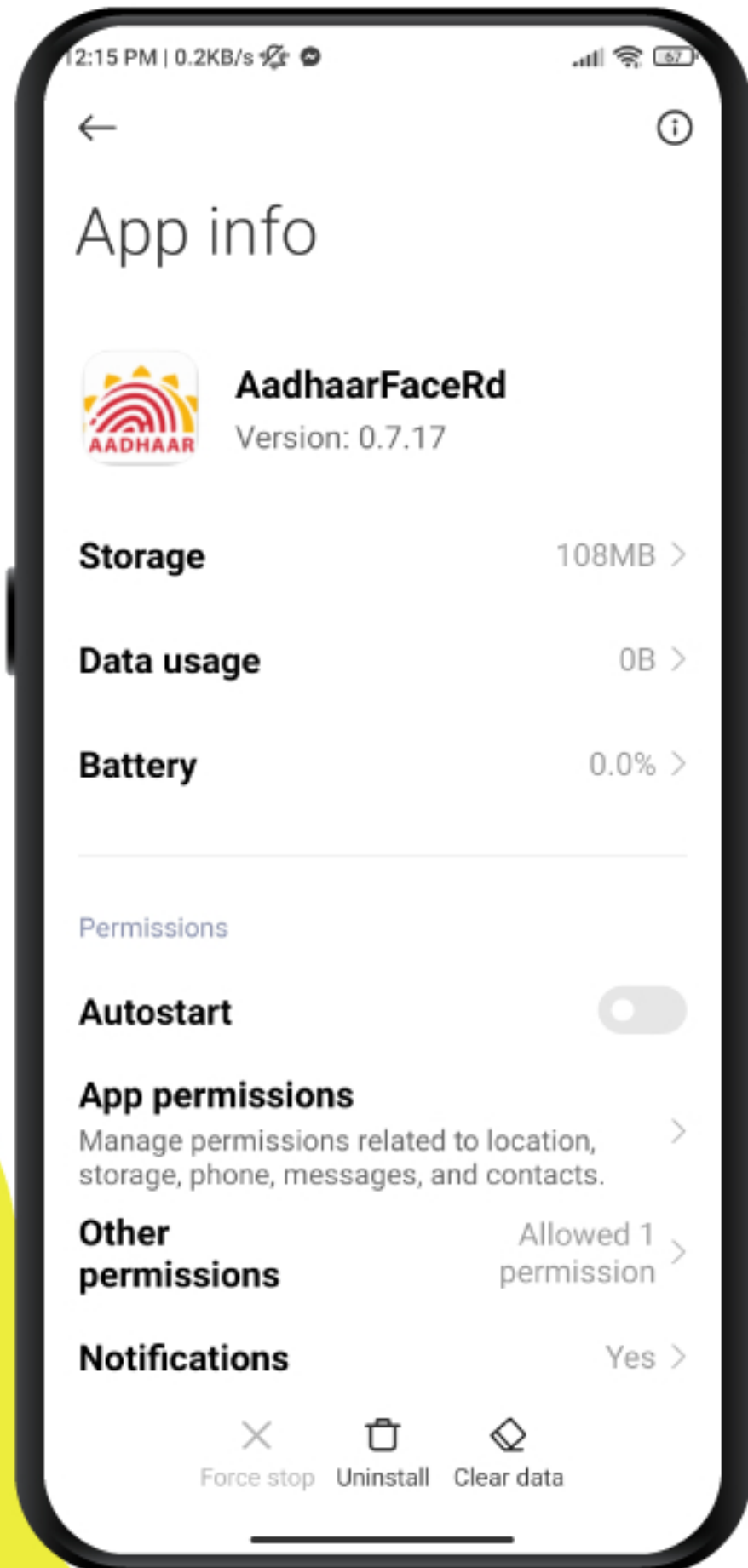


<https://play.google.com/store/apps/details?id=in.gov.uidai.facerd>

***NOTE-This Application is for Android Users only.**



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STEP-2

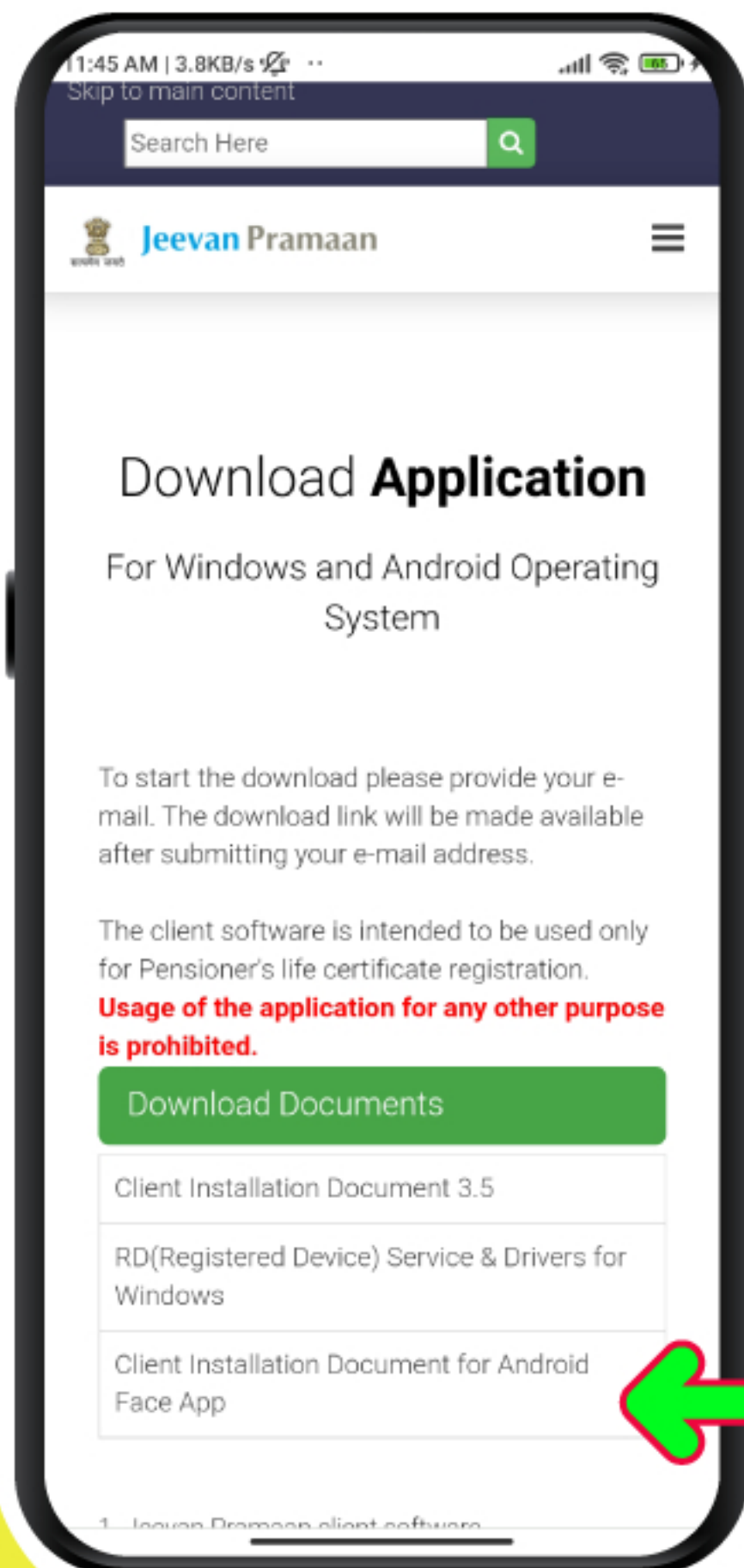
After the Rd service is installed it will be visible in Settings



App Info as shown in screenshot.



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STEP-3

**Download Jeevan
Pramaan Face
Application from**



**[https://jeevanpramaan.gov.in/
package/download](https://jeevanpramaan.gov.in/package/download)**

**Click on Client Installation
Document for Android
Face App.**



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jeevanpramaan.gov.in/pe

System Requirements for windows7/8 (32/64 bit)

1. Microsoft .Net Framework version 4 - Full (or) Higher
2. Microsoft Visual C++ 2010 Re distributable Package for Windows machine.

System Requirements for Android

1. Android 5.0 and above

System Requirements for Face (Android) App

1. Android 7.0 or above (Un-rooted device)
2. RAM - 4+ GB.
3. Minimum 500 MB free storage.
4. Camera Resolution - 5MP or greater.
5. Download Face RD Service from Google Play Store (AadhaarFaceRd)

Enter Email

Enter Email Id

Not readable? Change

Enter Captcha Code text.

I Agree to Download

STEP-4

**Provide required information -> a link will be sent to the mail ID provided -> Click on link -> file gets downloaded in downloads.
click on file to install app**



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STEP-5

Open app -> give required permissions-> this opens a screen for Operator Authentication-> give required information -> **submit**-> enter OTP-> Scan face of operator-> on being successful, pop-up will appear "Client registration successful"



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STEP-6

Note

- 1. The operator authentication is a one time process.**
- 2. Pensioner can also be the Operator.**
- 3. After operator authentication, a screen will open for pensioner authentication.**
- 4. One operator can generate DLC of multiple pensioners.**



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STEP-7

Pensioner Authentication
- Fill in required
details-> submit ->
Enter OTP -> submit

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Jeevan Pramaan 3.6 Powered by

English

Pensioner Authentication

☒ Aadhaar ☐ Virtual ID

Enter Aadhaar

* 4288939*****

Enter Mobile Number

* 98733*****

Enter Email Address

Enter OTP

16*****

Resend OTP Submit

Jeevan Pramaan Client Application is

USB \$



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Jeevan Pramaan 3.6 Powered by

* Full Name as in Aadhaar

Type of Pension --Select Categ...

Sanctioning Authority --Select Author...

Disbursing Agency

Agency

* PPO Number

* Account Number(pension)

*Re-Employed ☐ YES ☒ No

*Re-Marriage ☐ YES ☒ No

☐ I certify that above declarations are true and accurate.

☐ I understand and agree that any false or miss-leading information will justify a denial of pension and shall be liable for disciplinary action against me.

Cancel Submit

STEP-8

Fill in all the details as shown on the screen correctly, Click on both the checkboxes and submit.

Note:- Incorrect information may lead to non-updation of DLC at Pension Disbursing Office



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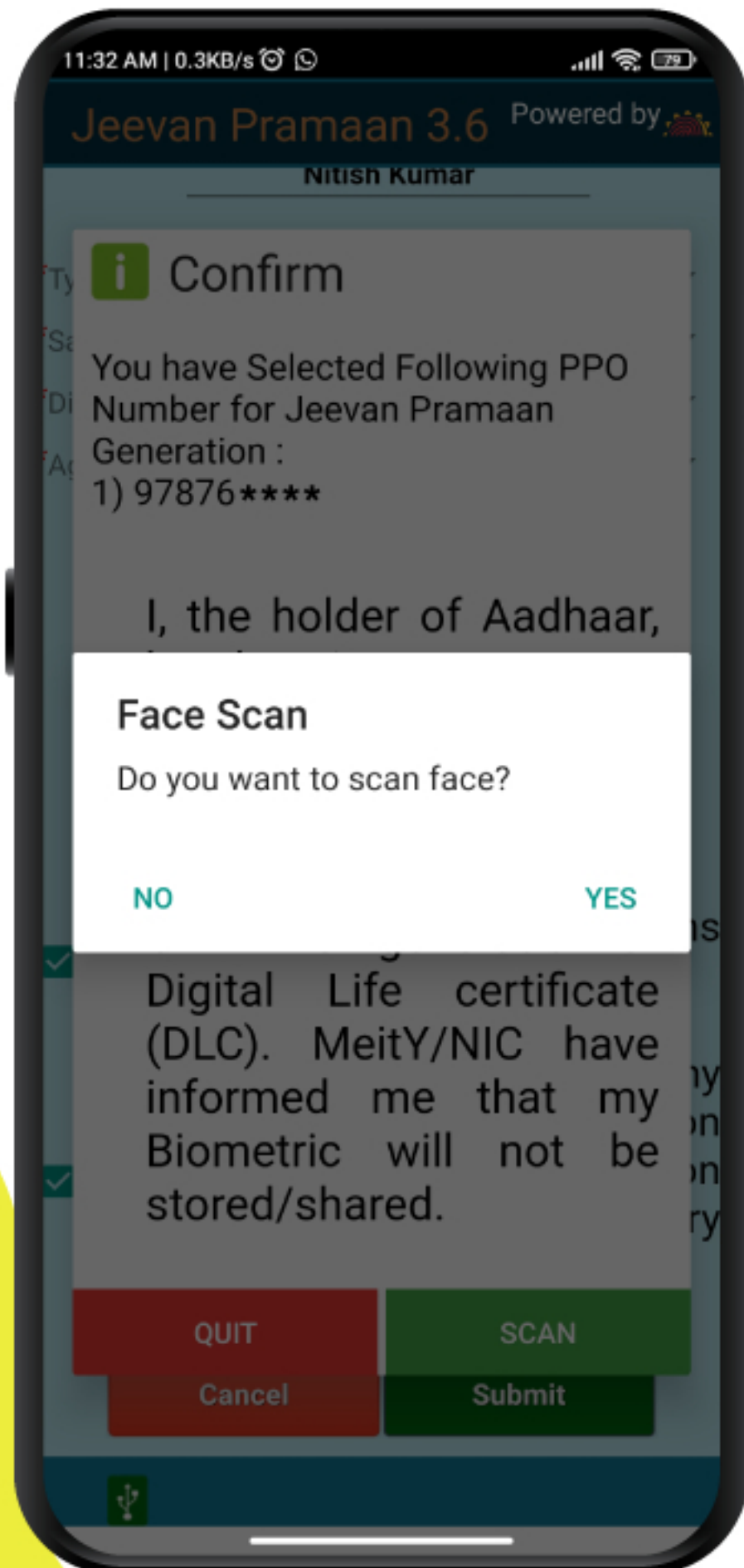


STEP-9

**Click on the checkbox
and scan for live
photograph.**



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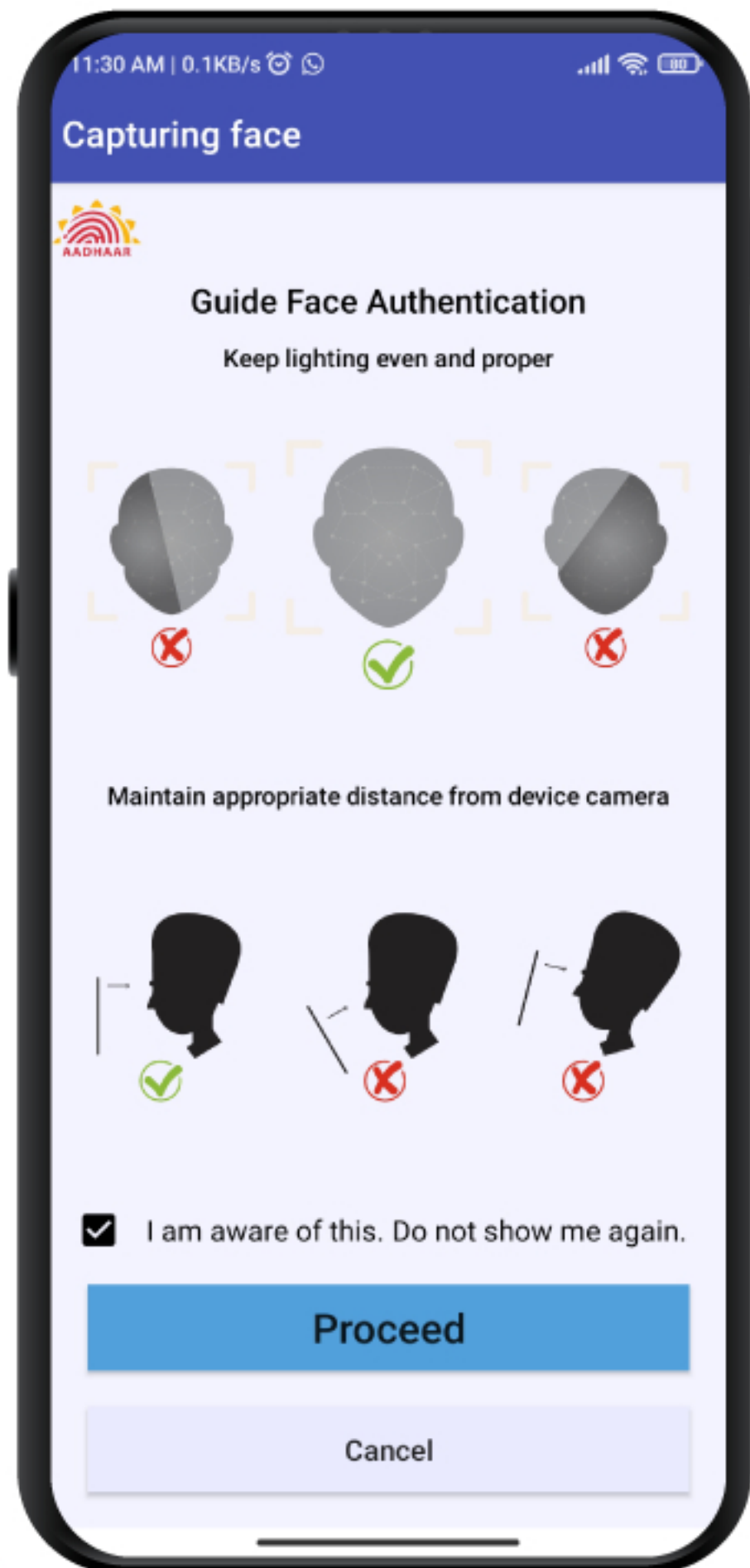


STEP-10

In this pop-up window select “yes” to continue with the scan process.



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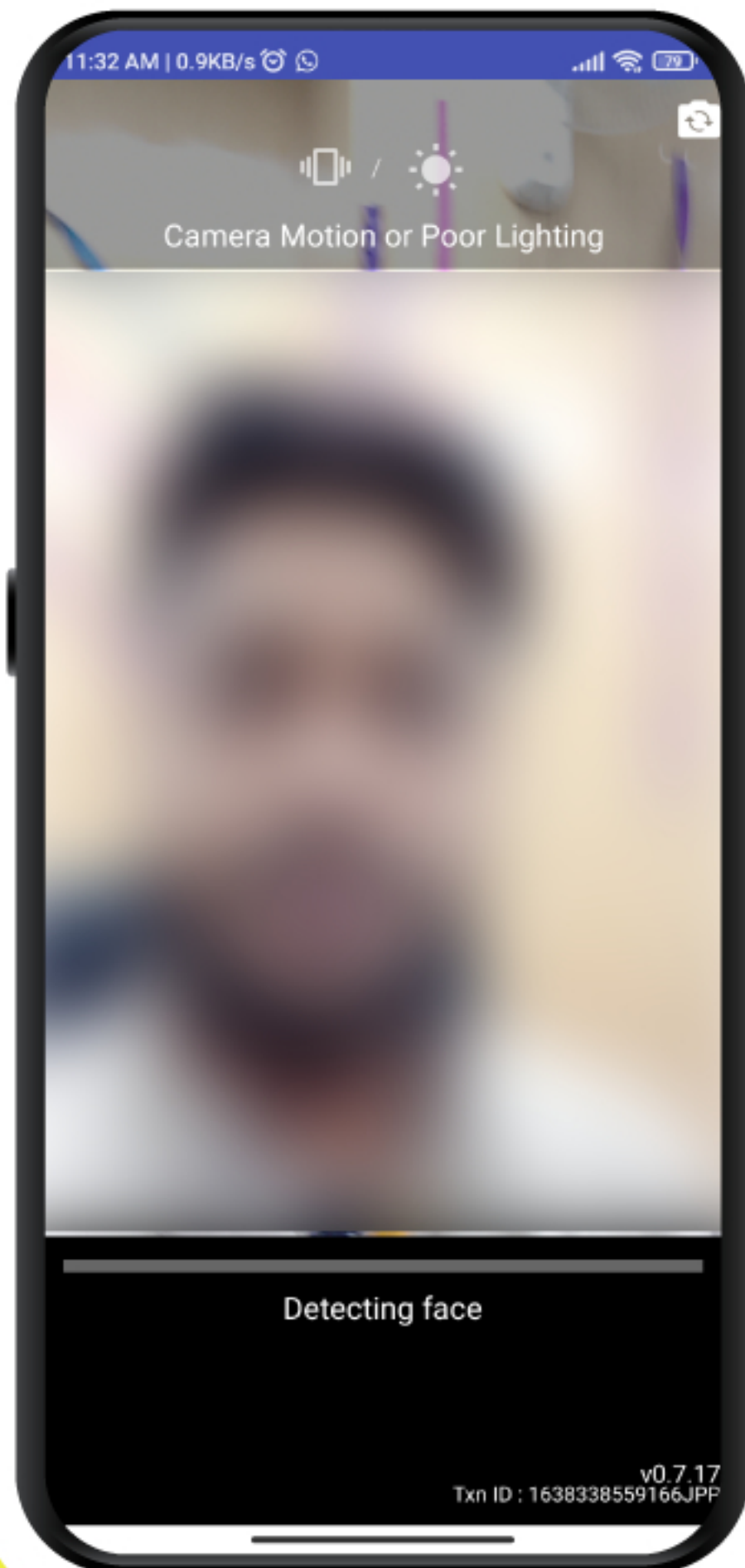


STEP-11

**Click on the
checkbox and
proceed.**



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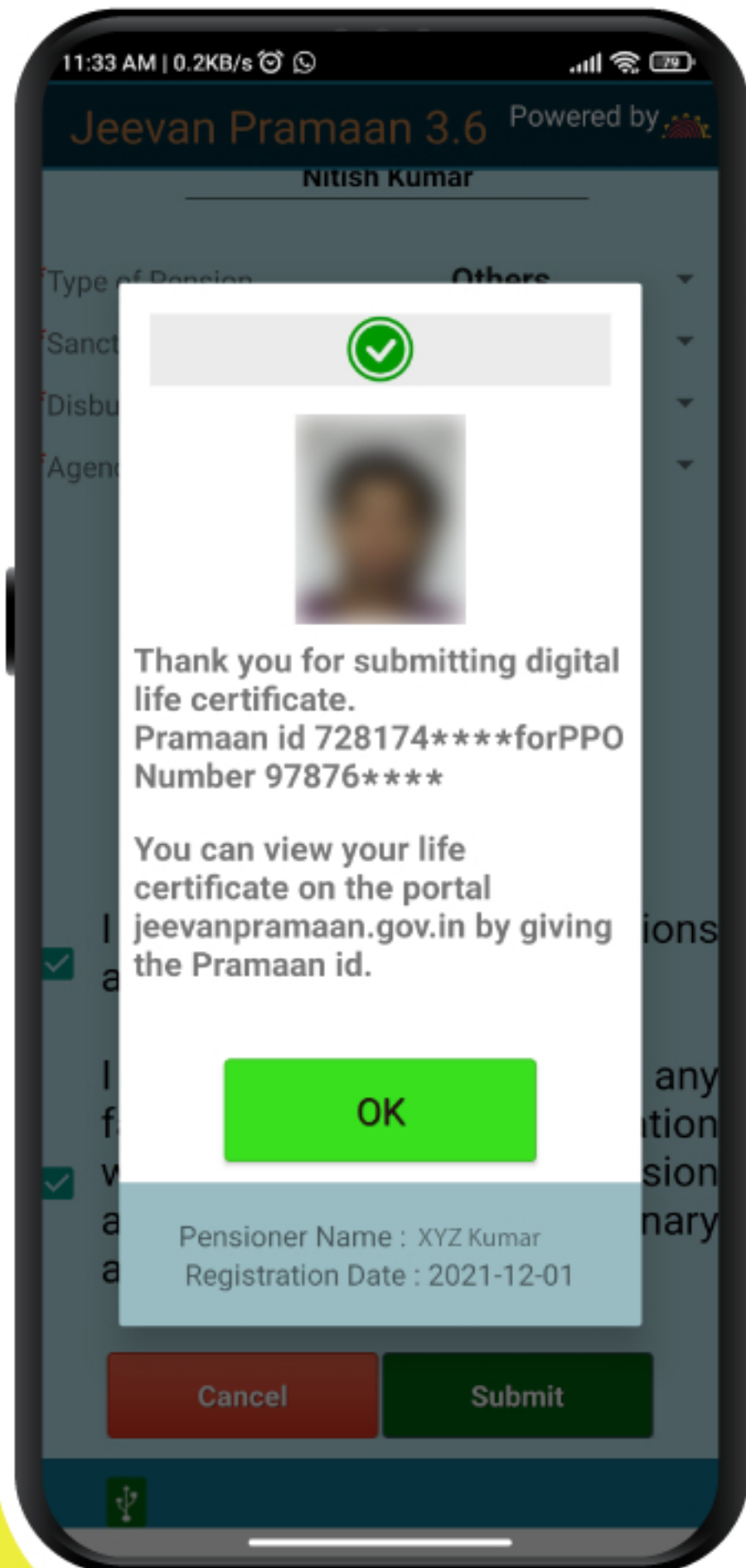


STEP-12

While doing Face Authentication keep your face straight and follow the instructions shown on screen.



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STEP-13

**After face scanning
DLC submission
appears on the
mobile screen along
with the Pramaan ID
and PPO no.**

***For queries mail us at dlc-doppw@gov.in**