



टी बोर्ड भारत/Tea Board India

14, बिप्लबी त्रैलोक्य महाराज सारणी, कोलकाता – 700 001

14, Biplabi Trailokya Maharaj Sarani, Kolkata – 700 001

Telephone ; 033-2235-1331

Website : www.teaboard.gov.in

Ref. No. FIN-PNSN0POLY/6/2026-Finance/ 8/3

Dated 16.10.2026

CIRCULAR

Subject: Onboarding of Tea Board India onto the Jeevan Pramaan Portal for Digital Life Certificate (DLC) and Opening of Physical Life Certificate Submission Window

It is hereby informed to all Pensioners and Family Pensioners of **Tea Board India** that the Board has officially on boarded onto the **Jeevan Pramaan Portal** (Aadhaar-based Digital Life Certificate system) developed by the Ministry of Electronics and Information Technology (MeitY), Government of India.

Consequently, from this year onwards, all Tea Board pensioners and family pensioners can generate and submit their **Digital Life Certificate (DLC)** electronically.

1. Digital Life Certificate (DLC) Mode:

Pensioners opting for the digital mode can submit their Life Certificate without visiting the office/bank through any of the following methods:

- **Jeevan Pramaan Face Authentication App:** Download the **Jeevan Pramaan** and **Aadhaar Face Rd** apps on an Android smartphone to authenticate via facial recognition.
- **Biometric Devices (Desktop/Mobile):** Authenticate using an STQC-certified fingerprint or iris scanner via the Jeevan Pramaan software (jeevanpramaan.gov.in).
- **Citizen Service Centres (CSCs) / Doorstep Banking:** Visit a nearby CSC, Bank Branch, or request doorstep service from **India Post Payments Bank (IPPB)** / Post Offices.

Key Details for DLC: Select **Tea Board India** as the Sanctioning Authority / Disbursing Agency and enter your correct **PPO Number**, **Aadhaar Number**, and registered **Mobile Number**.

2. Physical Submission Window (Old System Continues):

For pensioners who prefer or require the conventional physical mode, **the traditional physical Life Certificate submission window remains fully open and operational.**

- **Physical Form:** Pensioners may download the standard Life Certificate form from the Tea Board website or collect it from the office.
- **Submission:** Physical certificates duly signed by an authorized signatory (Gazetted Officer, Bank Branch Manager, Postmaster, etc.) can be submitted directly at the **Pension Cell, Tea Board Kolkata**, regional offices, or sent by registered/speed post.

3. Important Instructions & Eligibility:

1. **Re-employment / Re-marriage Declarations:** Pensioners who are re-employed or family pensioners who have re-married are **ineligible** to submit via the Jeevan Pramaan digital portal and **must submit their declaration physically** in the prescribed format.
2. **Confirmation:** For DLC submissions, a unique **Pramaan ID** will be generated and sent via SMS to the pensioner's mobile upon successful completion. The certificate will automatically be processed by the Pension Cell.

All pensioners and family pensioners are requested to complete the submission of their Life Certificate (either digitally or physically) within the stipulated period to ensure uninterrupted pension disbursement.



(Dr. Amrita Chakraborty)
Secretary In-charge

Copy to:

1	All Pensioners / Family Pensioners of Tea Board India.	
2	Executive Director, Coonoor / Guwahati	For wide dissemination please.
3	All Regional/Sub-Regional Offices of the Board	
4	Tea Board Pensioners' Association, 1 st Indra Roy Road, (Regd. No.S/57378 of 1987-88), (Opp. Indira Cinema), Kolkata – 700 025	With the request to please bring the content of the Circular among all Tea Board Pensioners/family Pensioners please.
5	PAs to Dy. Chairman, FA&CAO, DTD & Secretary	
6	IT Cell	With the request to upload in Board's website.
7	TBEA	
8	Establishment Branch	