

**GOVERNMENT OF ODISHA  
FINANCE DEPARTMENT**

No. 32992 /F,  
FIN-TRY-PEN-0002-2014

Dt. 4.12.2023

**OFFICE ORDER**

**Sub: Submission of Annual Life Certificate by the Pensioners / Family Pensioners**

Every pensioner / family pensioner, in receipt of monthly pension / family pension from the State Government is required to submit his/her Annual Life Certificate during the month of November for continuation of regular disbursement of his/her monthly pension / family pension in terms of provision of Subsidiary Rule 314(1) of Odisha Treasury Code Volume-I read with Finance Department Notification No. 17024/F, Dated 02/06/2014.

2. It has come to the notice of the State Government that there are still a substantial number of pensioners / family pensioners yet to submit their Annual Life Certificate in the Treasuries / Banks as on 30th November, 2023.

3. Now taking into consideration the above fact, the State Government has been pleased to further extend the timeline up to **31st December, 2023** for submission of Annual Life Certificate / Non-marriage / Re-marriage certificate / Non-employment certificate for the year 2023, as a special case, in relaxation of the existing provisions.

4. In case of the demise of pensioners / family pensioners, during the period under relaxation, the information should be promptly intimated by the spouse/legal heir/ other acquaintances of the person concerned to the Pension Disbursing Authority (PDA) for necessary action.

5. The change in employment status, during the extended period, should also be intimated to the concerned PDA by the Pensioners / family pensioners. Further, in case of any change in the marital status of a family pensioner, during this extended period, the matter should be intimated to the concerned PDA for necessary action as per the extant rules.

This shall be applicable to all pensioners / family pensioners of the State Government and Aided Educational Institutions drawing pension from Treasuries or authorized Banks within the State.

By Order of the Governor

*A. P. L.*  
*04/12/2023*  
**Joint Secretary to Government**

**Memo No.** 32993 /F, dated 4.12.2023

Copy forwarded to PS to Secretary to Hon'ble Governor, Odisha for kind information of Secretary to Hon'ble Governor.

*SKA*  
OU.12.23

**Under Secretary to Government**

**Memo No.** 32994 /F, dated 4.12.2023

Copy forwarded to the Private Secretaries to Chief Minister / Minister, Finance & Excise for kind information of Hon'ble Chief Minister/ Hon'ble Minister, Finance & Excise.

*SKA*  
OU.12.23

**Under Secretary to Government**

**Memo No.** 32995 /F, dated 4.12.2023

Copy forwarded to the Private Secretaries to Chief Secretary/D.C.-cum-Additional Chief Secretary/Principal Secretary, Finance Department for kind information of Chief Secretary/D.C.-cum-Additional Chief Secretary/ Principal Secretary, Finance Department.

*SKA*  
OU.12.23

**Under Secretary to Government**

**Memo No.** 32996 /F, dated 4.12.2023

Copy forwarded to the Secretary, Odisha Legislative Assembly/Principal Accountant General (A&E), Odisha, Bhubaneswar/ Deputy Accountant General, Puri, Odisha for information and necessary action.

*SKA*  
OU.12.23

**Under Secretary to Government**

**Memo No.** 32997 /F, dated 4.12.2023

Copy forwarded to all Departments / Heads of Departments / Principal Accountant General (A&E), Odisha / Principal Accountant General (Audit), Odisha, Bhubaneswar/DAG, Puri for information.

*SKA*  
OU.12.23

**Under Secretary to Government**

**Memo No.** 32998 /F, dated 4.12.2023

Copy forwarded to All Revenue Divisional Commissioners / All Collectors & D.Ms for information.

*SKA*  
OU.12.23

**Under Secretary to Government**

**Memo No.** 32999 /F, dated 4.12.2023

Copy forwarded to the Chief General Manager, State Bank of India, Local Head Office, 111/1, Pandit Jawaharlal Nehru Marg, Bhubaneswar/ Regional Manager, State Bank of India, Bhubaneswar/ Berhampur/ Sambalpur/ Chief Regional Manager, United Bank of India, Zonal Office, Plot No.13, Forest Park, Bhubaneswar/Regional Manager, UCO Bank Building, 3<sup>rd</sup> Floor, C-2, Ashok Nagar, Unit-II, Bhubaneswar/ Regional Manager, Central Bank of India, Plot No.94, Janpath, Unit-III; Bhubaneswar/ Zonal Manger, Bank of India, Odisha Zone, Zonal Office, Plot No.98, Kharvel Nagar, Ground Floor, Keshari Talkies Complex, Bhubaneswar/ Regional Manager, Indian Bank, Regional Office, Plot No.117/118 Station Square, Bhubaneswar/ Chief Managing Director, Allahabad Bank, Regional Office, 3/1B, IRC Village, Nayapalli, Bhubaneswar/ Deputy General Manager, Andhra Bank , Zonal Office, M/14, Baramunda, Bhubaneswar/ Divisional Manager, Canara Bank, Red Cross Bhawan, SachivalayaMarg, Bhubaneswar/ Regional Manager, Indian Overseas Bank, Regional Office, B/2, West Saheed Nagar, Bhubaneswar/Deputy General Manager, Punjab National Bank, Circle Office, DeenDayalBhawan, 4<sup>th</sup> Floor, Ashok Nagar, Bhubaneswar/ Regional Manager, Union Bank of India, Regional Office, 3/1A, Civic Centre, IRC Village, Bhubaneswar for information and necessary action.

*Copy  
04.12.23*

**Under Secretary to Government**

**Memo No.** 33000 /F, dated 4.12.2023

Copy forwarded to the Director of Treasuries & Inspection, Odisha for information and necessary action. He is requested to take steps for wide publicity of the above provision.

Further, he is requested to bring this Office Memorandum to the notice of all Treasury Officers & Sub-Treasury Officers.

*Copy  
04.12.23*

**Under Secretary to Government**

**Memo No.** 33001 /F, dated 4.12.2023

Copy forwarded to all Officers / all Branches of Finance Department for information and necessary action.

*Copy  
04.12.23*

**Under Secretary to Government**

**Memo No.** 33002 /F, dated 4.12.2023

Copy forwarded to Sri Tapan Pattnaik, FID, Finance Department with a request to upload the copy of the Circular in Finance Department Website (<https://finance.odisha.gov.in/>).

*Copy  
04.12.23*

**Under Secretary to Government**