

**Annexure-I**

**SPECIMEN LETTER OF UNDERTAKING BY THE PENSIONER**

To

The Pr. CCA,

\_\_\_\_\_

\_\_\_\_\_

Dear Sir,

Payment of pension under P.P.O.No. \_\_\_\_\_ through your office.

In consideration of your having, at my request, agreed to make payment of pension due to me every month by credit to my account number \_\_\_\_\_ in Bank \_\_\_\_\_, Branch \_\_\_\_\_ (Name of the City). I the undersigned agree and undertake to refund or make good any amount to which I am not entitled or any amount which may be credited to my account in excess of the amount to which I am or would be entitled. I further hereby undertake and agree to bind myself and my heirs, successor, executors and administrators to indemnify the DoT from and against any loss, suffered or incurred by the DoT in so crediting my pension to my account under the scheme and to forthwith pay the same to the DoT and also irrevocably authorise the DoT to recover the amount due.

Yours faithfully,

Signature:

Name:

Address:

Witnesses:

1) Signature:

Name:

Address:

Date:

2) Signature:

Name :

Address:

Date:

**ANNEXURE –III**

**Life Certificate**

Certified that I have seen the pensioner.....(  
name of the pensioner) holder of Pension Payment order (PPO)  
No.....  
And that he/she is alive on this date.

Pensioner's signature and Address  
.....  
.....  
.....

Signature  
\*Name & designation of the Authorised Officer  
( Seal )

\* list of authorised officers is state on the reverse.

**Annexure-IV**

**PROGRESS REPORT IN RESPECT OF PENSION CASES OF COMBINED  
SERVICE OPTEE OF MTNL ABSORBED EMPLOYEES RETIRED PRIOR TO  
APRIL 2014**

FOR THE MONTH OF.....

S.No.	Opening Balance	No. of cases received	Total	No. of cases finalised	Balance	Remarks
-------	--------------------	-----------------------------	-------	------------------------------	---------	---------

Signature of Pr.CCA/CCA