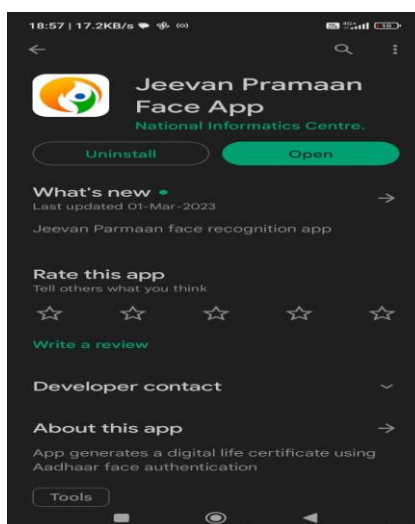


STEP BY STEP GUIDE FOR GENERATING DIGITAL LIFE CERTIFICATE THROUGH MOBILE PHONE

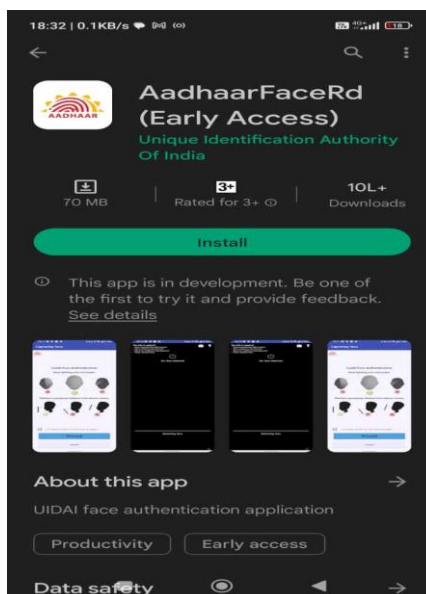
(This is for SAMPANN pensioners)

If you follow the given steps carefully, you need not visit any internet café for generating Digital Life Certificate (DLC) or any other authority for getting Physical Life Certificate. You can generate DLC for yourself and other fellow pensioners through your mobile sitting at the comfort of your home without spending anything.

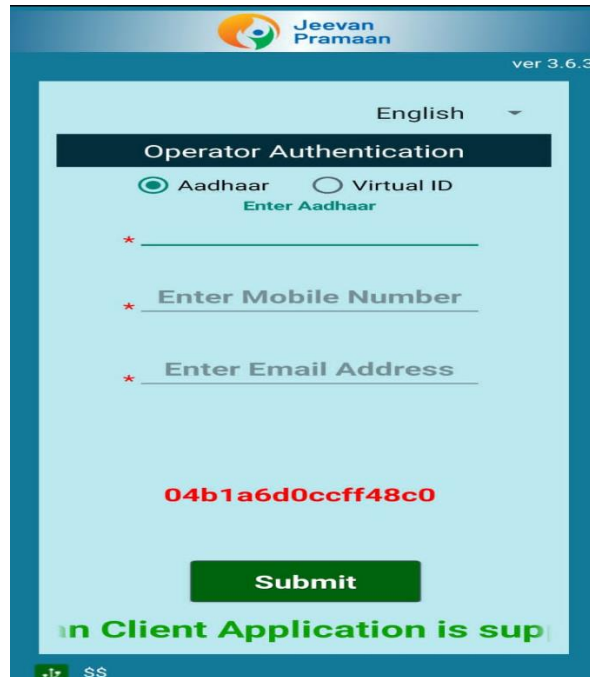
1. **JEEVAN PRAMAAN FACE APP** - Install “Jeevan Pramaan Face App” from Google Play Store in your Android mobile phone. It can be downloaded from the link below - <https://play.google.com/store/apps/details?id=com.aadhaar.life> (The app is not available in Apple store of I-phones.) The app looks like this:



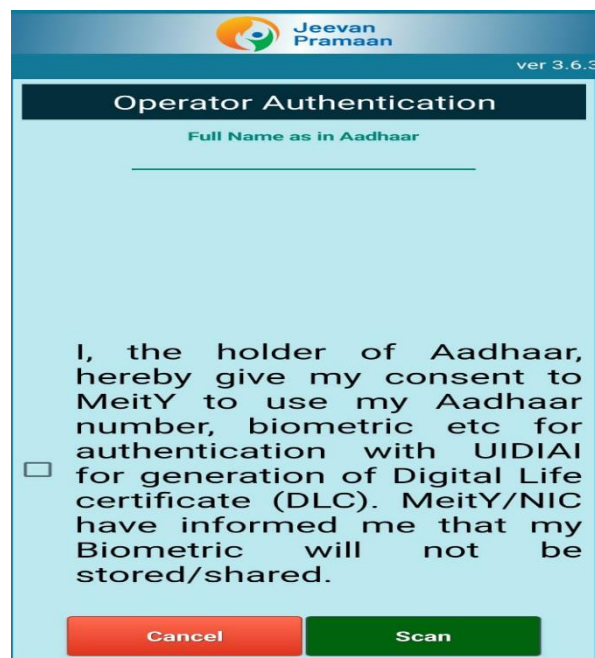
2. **AadhaarFaceRd (Early Access)** - After installing the above App, install “AadharFaceRd (Early Access)” from Google Play Store. The App looks like this:



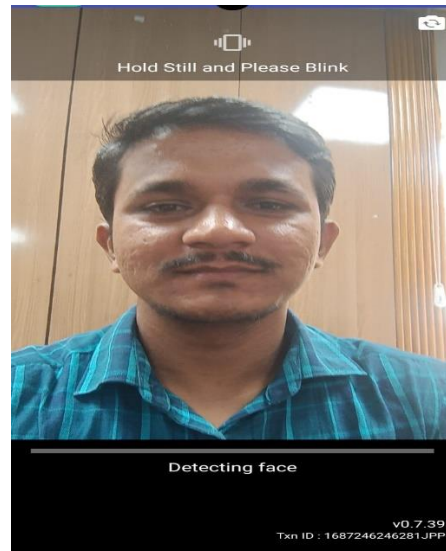
3. **(A) OPERATOR AUTHENTICATION** - Open Jeevan Pramaan Face App which was installed as per step-1. Here you have to get authenticated as an operator by filling details like Aadhaar Number, Aadhaar Linked mobile number and email Id. Once you get registered as an operator, you can not only generate DLC for yourself but also for any other pensioner through your mobile. The first page of operator authentication looks like this -



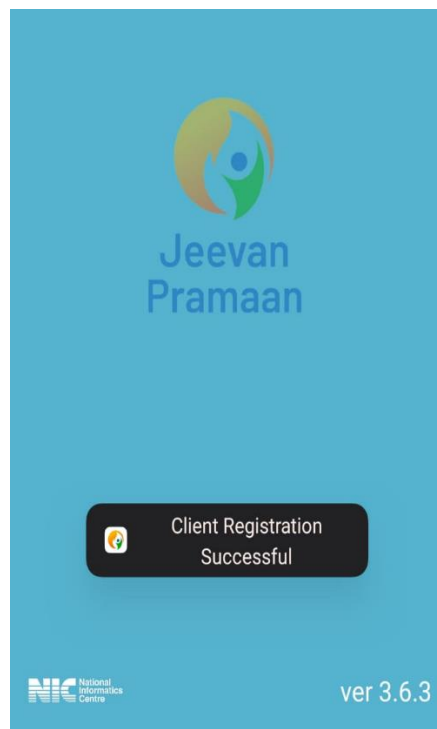
- (B) OPERATOR AUTHENTICATION** - On submission of details, an OTP will be sent to Aadhaar Linked mobile number. On submission of OTP, you have fill up your full name as in Aadhaar, tick the declaration and tap on scan. The page looks like this-



4. **FACE SCAN** - Hit the scan button (shown at step – 4 above). Ensure that the camera captures the full face and there should be sufficient light. One has to blink during scan. Try few times till you succeed. The page during scanning looks like this –



5. **SUCCESSFUL REGISTRATION** - On successful registration, you will get the following page -



So now you have successfully registered as an operator and can generate DLC for yourself or any other pensioner.

6. **(A) PENSIONER AUTHENTICATION** – On pensioner authentication page, you have to enter pensioner’s Aadhaar number and Aadhaar Linked mobile number and tap on submit button which will generate an OTP. The page looks like this –

Jeevan Pramaan ver 3.6.3

English

Pensioner Authentication

Aadhaar Virtual ID

Enter Aadhaar

* _____

* Enter Mobile Number

Enter Email Address

Submit

Jeevan Pramaan Client Application is s

SS

- (B) PENSIONER AUTHENTICATION** – Enter OTP received on pensioner’s mobile and hit the submit button. The screen looks like this –

Jeevan Pramaan ver 3.6.3

English

Pensioner Authentication

Aadhaar Virtual ID

Enter Aadhaar

* _____

Enter Mobile Number

* _____

Enter Email Address

Enter OTP

Submit

Jeevan Pramaan Client Application is s

SS

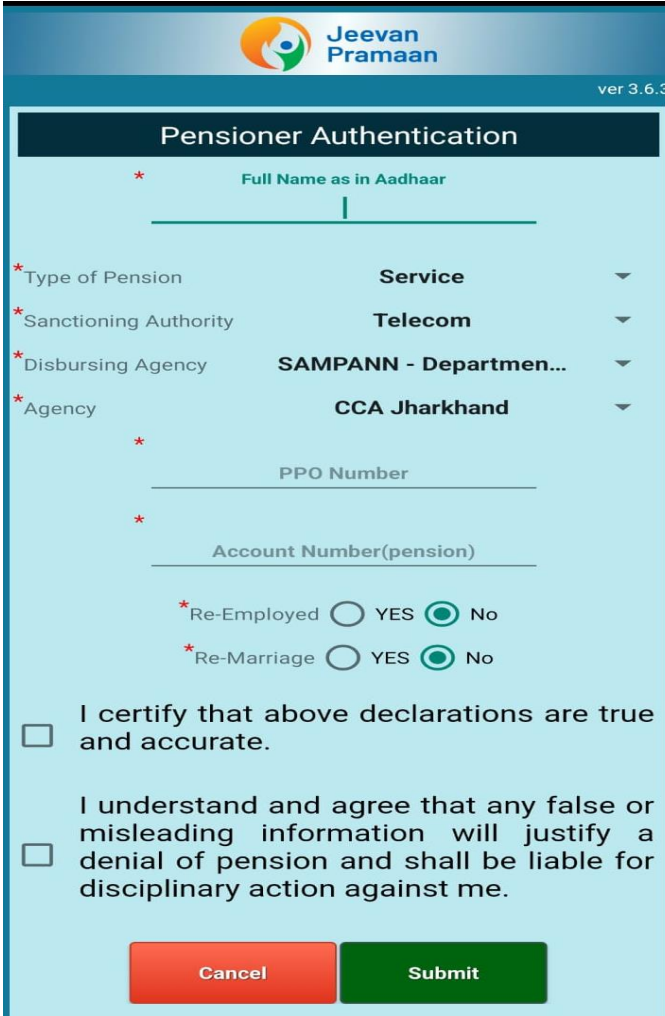
(C) PENSIONER AUTHENTICATION – This is the most important page wherein you have to enter the pensioner’s full name as in Aadhaar and the following very carefully from the drop-down menu:

- ❖ Type of pension – “Service” or “Others” for pensioners and “Family” for family pensioners.
- ❖ Sanctioning Authority – “Telecom”.
- ❖ Disbursing Authority – “SAMPANN – Department of Telecommunications”.
- ❖ Agency – “CCA Jharkhand”.

After selecting the above from the drop-down menu, enter the following –

- ❖ PPO Number – (15-digit PPO number starting with 83...for Jharkhand and not the alpha numeric earlier PPO number).
- ❖ Account Number – Enter the Pension Account Number through which pension is drawn from Bank or Post Office.

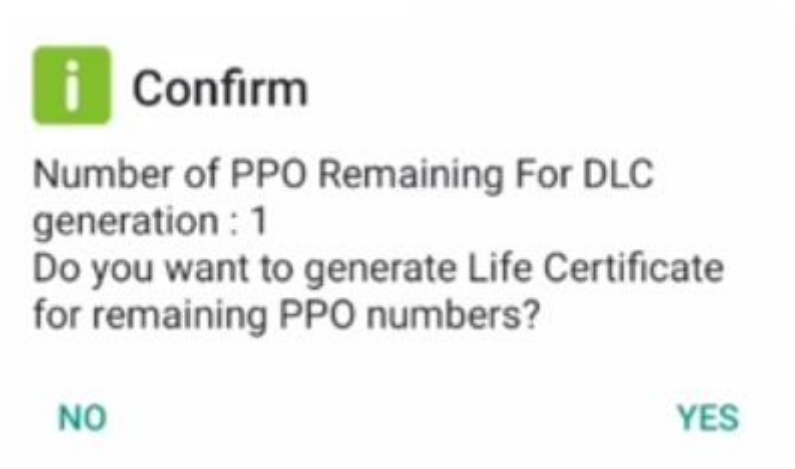
Finally, select the relevant options against “Re-employed” and “Re-Marriage”. Thereafter, check the declarations and hit the submit button. The screen looks like this-



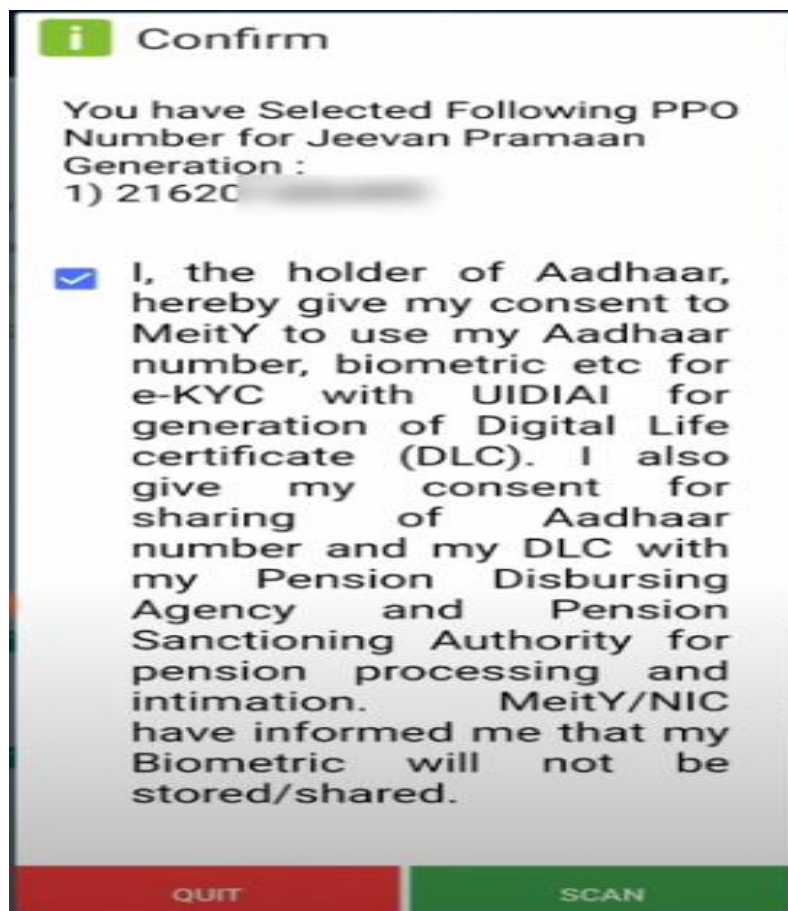
The screenshot shows the 'Pensioner Authentication' form on the Jeevan Pramaan portal. The form is titled 'Pensioner Authentication' and includes the following fields and options:

- Full Name as in Aadhaar**: A text input field with a red asterisk indicating it is mandatory.
- Type of Pension**: A dropdown menu with 'Service' selected.
- Sanctioning Authority**: A dropdown menu with 'Telecom' selected.
- Disbursing Agency**: A dropdown menu with 'SAMPANN - Departmen...' selected.
- Agency**: A dropdown menu with 'CCA Jharkhand' selected.
- PPO Number**: A text input field with a red asterisk.
- Account Number(pension)**: A text input field with a red asterisk.
- Re-Employed**: Radio buttons for 'YES' and 'No', with 'No' selected.
- Re-Marriage**: Radio buttons for 'YES' and 'No', with 'No' selected.
- Declarations**: Two checkboxes for certifying the accuracy of the information and agreeing to disciplinary action.
- Buttons**: 'Cancel' (red) and 'Submit' (green) buttons at the bottom.

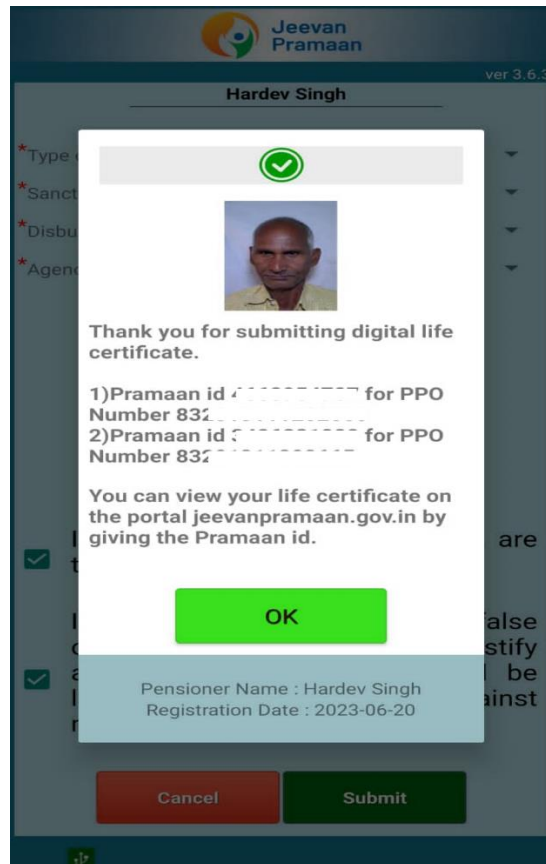
7. **CONFIRMATION BEFORE SCAN:** Tick NO because you are generating DLC for only one PPO. YES, will be applicable if there are more than one PPO. The screen will look like this-



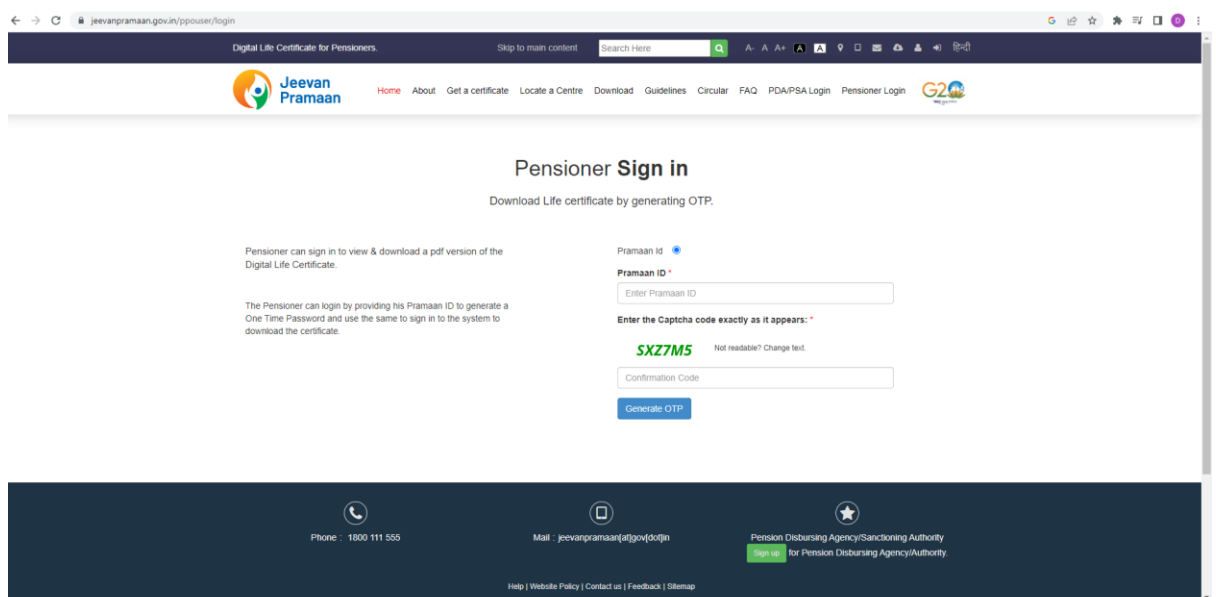
8. **SCAN** – In this page, check the declaration box, hit the submit button for scan and do the scanning exactly as described at step – 4 above.



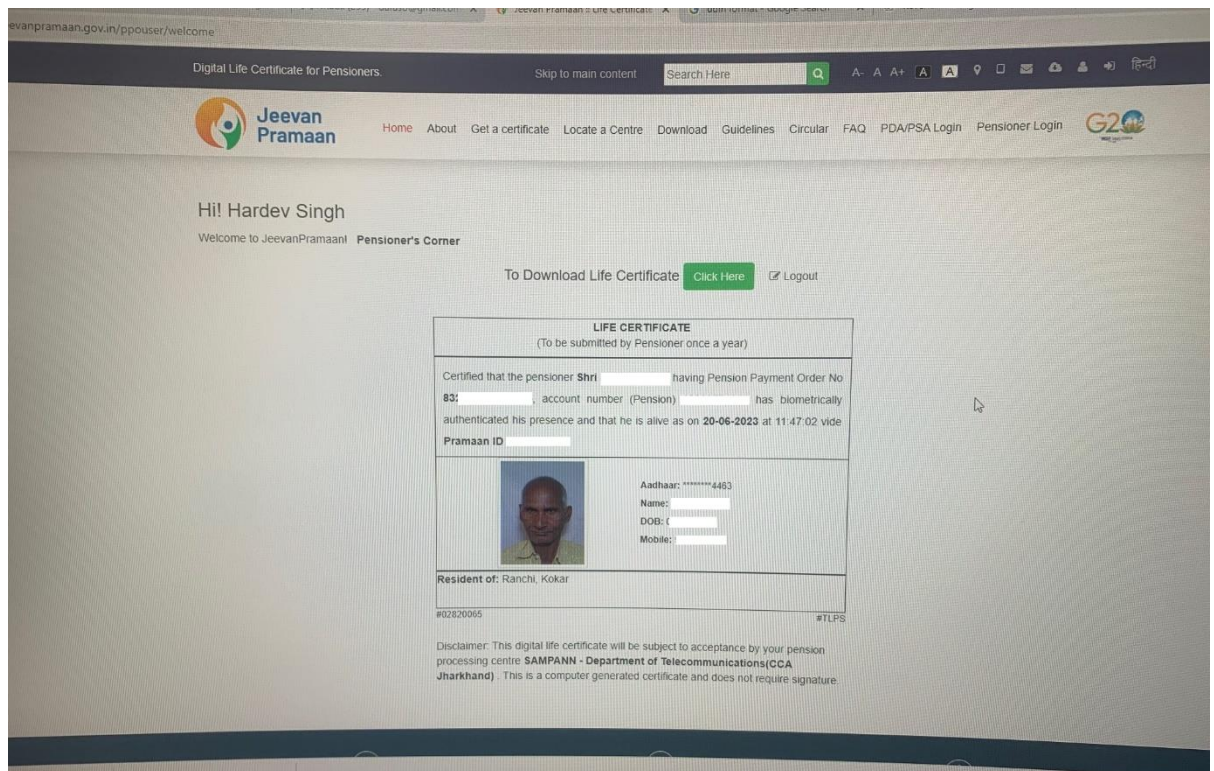
9. **SUCCESSFUL SUBMISSION** – On successful submission, you will get the page which gives the Pramaan Id and PPO Number. The screen looks like this –



10. **(A) DOWNLOADING DLC** – For downloading DLC, visit www.jeevanpramaan.gov.in/ppouser/login . Enter Jeevan Praman Id and generate OTP. The page will look like this -



(B) DOWNLOADING DLC – After submitting OTP, DLC can be viewed and downloaded. The page looks like this –



There is NO need to submit a copy of this DLC to the Office of CCA, Jharkhand. DLC will be extended automatically by SAMPANN for one more year.

In the event of not being able to generate DLC on your own, please visit your nearest CSC, Pragma Kendra or any internet café conducting DLC through Jeevan Pramaan. However, keep in mind to correctly select the drop-down options described at step 6 (C) above, else Office of the CCA, Jharkhand will not be able to extend your life certificate and your pension will be discontinued on the expiry of the current life certificate.

Please Note: - For non-migrated pensioners, prevailing process for submission of LC / DLC shall continue.