



BHARAT SANCHAR NIGAM LIMITED
(Government of India Enterprise)

Office of the G.M.T.D., Vijayawada

LR.NO.CAO-CA/GENL-CORR/2019-20/ 10

dated @ VJ the 09-01-2020.

To

All SDEs / AOs / AGMs/ CAOs /DGMs
In Krishna SSA

Sub:- BSNL VRS 2019 - Submission of pension papers by optees - reg.

A set of pension forms and GSLIS Claim form have been kept in AP Intranet in "Application Forms Tab", by Circle Office, A.P.. The list of forms and number of copies to be submitted by VRS optee is furnished below.

All the controlling officers are requested to intimate the VRS optees to submit the forms duly filled and countersigned by controlling officers by 20-01-2020. VRS optees have to feed nomination details and upload photos of employee, spouse and joint photo (size should be less than 70kb) and Annexure 1 (duly countersigned by bank manager) in SAMPANN whenever it is opened and password is received in their mobile phone no.

S.No.	NAME OF THE FORM	No.of copies
1)	Form-5 (Application for Pension)	2
2)	Bank Mandate form (2 original for pension and 1 xerox copy)	2+1
3)	Annexure - 1 (Pensioner's Letter of Authority & Undertaking)	2
4)	Form-3 (Details of Family)	2
5)	Form-1 (Nomination Gratuity, G.P.F & Group Insur)	2
6)	Form-A (Nomination for Arrears of Pension)	2
7)	Advance Stamped-Receipt	2
8)	Discharge Receipt for G.S.L.I.S and application for NEFT payment	2
9)	Photographs (both employee and spouse) and specimen signatures	4
10)	Declaration in connection with Leave Encashment	1
11)	Declaration regarding Bank / C.C.S Loans outstanding	1
12)	Self declaration - non employment certificate for Group "A" Officers	2
13)	Declaration regarding non-participation in strike in 1990.	2

D. D. D. 9/1/2020

14)	Specimen signatures, identification marks and Blood group of Employee and spouse (descriptive roll duly countersigned by controlling officer)	4+4
15)	A declaration from the employee stating that the spouse is not the second partner <u>if the age difference is more than 10 years from that of the employee.</u>	2
16)	Self attested Xerox copies of Aadhar Card and PAN Card of pensioner and spouse	2+2
17)	Cancelled cheques (original -2 for Pension and GSLI) and 2 self attested Xerox copies. 2 self attested xerox copies of first page of Bank Passbook.	2+2+2

All the above forms from s.no.1 to s.no.15 are made available in WORD format in FTP:/VRS-2019 FORMS. Hence, all the controlling officers are requested to circulate the information to the VRS optees under their control.

All the VRS optees may be requested to submit forms duly filled in countersigned by controlling officer to VRS Cell, first floor, BSNL Bhavan, Vijayawada on or before 20-01-2020.

D. Srinivas
 Chief Accounts Officer (CA),
 % G.M.T.D., Vijayawada

Copy to : PA to GMTD - Vijayawada for kind information please.