From	To
The Member-Secretary, Chennai Metropolitan Development Authority, Thalamuthu-Natarajan Building, No.1, Gandhi-Irwin Road, Egmore, Chennai-600 008.	

Letter No. AB2/4163/2020 Dated:08.06.2026

Sir,

Sub: CMDA – Administration Bills (Main) Division – Pension – Production of Life Certificate, Non-Employment Certificate, Non-Marriage/Non-remarriage Certificate by the all Pensioners / Family Pensioners for the year 2026-2027 – Requested – Regarding.

Ref:
1. G.O. Ms. No.212, Finance (Pension) Department, dated 24.05.2001.
2. From the Commissioner of Treasuries and Accounts, Chennai – 600 015 D.O.Rc.No.59661/2001/F2, dated 03.04.2002.
3. Letter No.24168/Pension/2002-1, dated 03.05.2003 from Finance (Pension) Department, Secretariat, Chennai-9.
4. G.O. No.152, Finance (Pension) Department dated 22.05.2015.
5. G.O. No.165, Finance (Pension) Department dated 31.05.2023.

...

In the G.O. 1st read above, the Government has ordered that the Pensioners / Family Pensioners shall produce Life Certificate / Non-employment Certificate and Non-Remarriage/Non-Marriage Certificate as the case may be to the concerned Pension Disbursing Officer every year before 31st July of every year.

2. In the G.O. 5th read above, Government has instructed that attested Life Certificate shall be submitted by the Pensioners and Family Pensioners – but for Non-employment / Re-employment Certificate and Non-remarriage / Non-marriage Certificate self attestation is sufficient.

3. Therefore, I am to request you to produce the above certificate only in the CMDA format on or before 31.07.2026. If the same is not received on or before 31.07.2026, you have to appear for mustering before the concerned Pension Disbursing Officer during the month of August 2026. If the same is not produced before 31.07.2026 and if the pensioner has also not appeared for mustering on or before 31.08.2026 payment of Pension/Family Pension will be stopped from the month of September 2026.

4. Life Certificate format is available in CMDA web site and can be downloaded from the web site @ (www.cmdachennai.gov.in).

Encl: As above (Annexure I, II), (Annexure III for Family Pensioner)

Yours faithfully,

9/6/26

for MEMBER-SECRETARY.

9/6/2026

Verified Real State

ANNEXURE

LIFE CERTIFICATE

Certified that I have seen the Pensioner / Family Pensioner _____ (Name of the Pensioner) holder of Pension Pay Order No _____ and he / she is alive this date.

Place: SIGNATURE OF THE OFFICER

Date: Name :

Designation :

Present Address of the
Pensioner / Family Pensioner

Pincode :
Phone :
Aadhar No. :
PAN No. :
Bank Account No.:

Verified PedEstate™

ANNEXURE-II

NON-EMPLOYMENT CERTIFICATE

I declare that I have not been serving in any capacity in a State or Central Government or a Government Undertaking of a Government Corporation an Autonomous body or a Local Fund.

OR

I declare that I have been employed in the Office of _____ and was in receipt of the following monthly rates of emoluments during the year ended _____ or during the month of _____ within the said years.

i) Pay

ii) Special Pay

iii) Allowance (including Dearness Allowance etc.,)

OR

I declare that I have accepted employment under a Government outside India after obtaining the previous sanction of the Government and none of the conditions attached by the Government has been deviated from without obtaining previous sanction of the Government.

Place: SIGNATURE :

Date : Name of Pensioner/
Family Pensioner :

Pension Pay Order No:

I certify to the best of my knowledge and belief that the above declaration is correct.

Place: SIGNATURE OF OFFICER:

Date: NAME :

DESIGNATION :

Verified RealEstate™

ANNEXURE-III

NON-RE-MARRIAGE/NON-MARRIAGE CERTIFICATE

I hereby declare that I have not re-married and that I have not been re-married during the past years.

OR

I hereby declare that I have not married and I undertake to report such an event promptly to the Treasury/Bank.

* (Applicable only for Widow/Widower recipient of family pension)

Place : Signature:

Date : Name of the Family Pensioner:

Pension Pay Order No:

I certify to the best of my knowledge and belief that the above declaration is correct.

SIGNATURE OF THE OFFICER

Place : Name :

Date : Designation :

Verified RealEstate™