

Process for Settlement of Widow / Family Pension (in the event of death of a regular pensioner)

1st Step : Intimation of Death

- The death of a pensioner should be informed immediately to **SBI Dhanbad Main Branch** through email at:
 - **cmpf.pension@sbi.co.in**
 - **sbi.00066@sbi.co.in**
- A **verified copy of the Death Certificate** must be attached.

2nd Step : Recovery of Excess Pension (if any)

- Any pension paid **after the date of death** is to be treated as **excess pension** and must be recovered.
- The recovered amount should be credited to:
- **Account No.: 34871915753, Account Name: COAL MINES PENSION CONTRIBUTION ACCOUNT**
- An **Excess Pension Recovery Certificate** should also be issued in the prescribed format by the Bank.
- **Excess Pension Calculation**
- 1. Pension paid **after the date of death** is recoverable.
 2. In case of death during a month, **proportionate pension** for the period after death is to be recovered.
 3. After recovery, intimation should be sent by the **Pay Disbursing Branch** through email to:
 - **cmpf.pension@sbi.co.in**
 - **sbi.00066@sbi.co.in**

3rd Step : Forwarding of Documents

- The following documents are to be submitted by the **family pensioner** at his/her **home SBI branch**:
 - **Application for Grant of Family Pension** (Annexure K)
 - **Copy of Death Certificate** of the pensioner
 - **Two passport size photographs** of the applicant, duly attested
 - **Copy of PPO** of the pensioner, duly attested
 - **Letter of Undertaking**
 - **Life Certificate** of the family pensioner
 - **KYC documents** of the family pensioner
- **The home SBI branch should forward the complete set of original documents, duly verified by an officer, to SBI Dhanbad Main Branch (00066) for processing of Widow / Family Pension.**

➤ **Cases Where Pension Account is Maintained with Another Bank** Even if:

- the deceased pensioner was maintaining the pension account with **another bank**, or the family pensioner wishes to maintain the account with **another bank**, the family pension application will still be processed by the **nearest SBI branch**, as **SBI is the pension processing bank**.

❖ **Important Note**

If the **Revised PPO** containing:

- the **name of the family pensioner**, and
- the **family pension amount**

has **not been issued by CMPFO**, then the Family Pensioner should submit the following documents to the concerned Colliery where the pensioner was last served for processing the claim to the concerned Regional Office for settlement of widow pension claim :-

1. **Six Passport Size photographs**
2. **Superannuation Letter**
3. **Application for Family Pension**
4. **Residential Certificate with photo**
5. **Aadhaar & PAN (spouse)**
6. **Bank Certificate (Statement)**
7. **Death Certificate**
8. **Service Record**
9. **Bank Account of claimant.**

***Please download the Annexure K and Undertaking visiting CMPFO website (<https://cmpfo.gov.in/forms.html>).**