F.No.C.50/120/2017-Ad.II
Government of India
Ministry of Finance
Department of Revenue
(Central Board of Excise & Customs)

North Block, New Delhi
Dated: 17th October, 2017

To
All Principal Chief Commissioners/ Principal Director General/
Chief Commissioners / Director Generals under
Central Board of Excise and Customs

Subject: - Issue of Identity and Pension Card to the officers retiring as
Secretary/Secretary equivalent in Government of India - reg.

Sir/Madam,

Ministry of Home Affairs (MHA), vide their OM No. 32015/57/2015-SSO
(PC) dated 29.09.2017, has informed that they have decided to issue an Identity and
Pension Card to the officers retiring as Secretary/Secretary equivalent in the apex scale
from the Government of India (copy enclosed).

2. It is requested that the above OM may kindly be circulated among the
concerned officers under your charge for their information.

Yours faithfully,

(Jai Prakash Sharma)
Under Secretary to the Government of India
Tel: 23095520

Copy to: The Website Manager, Directorate of Systems, New Delhi with the request to
put the above circular in the Department’s Website.

(Jai Prakash Sharma)
Under Secretary to the Government of India
OFFICE MEMORANDUM  29 SEP 2017

Subject: Issue of Identity and Pension Card to the officers retiring as Secretary/Secretary equivalent in Government of India-reg.

It has been decided that an Identity and Pension Card will be issued by MHA to the Officers who retire as Secretary/Secretary equivalent in the apex scale from the Government of India.

2. However, the Card will not allow the entry of pensioners in the building under MHA security cover. All Ministries/Departments are requested to bring this OM to the notice of their Secretary/Secretary equivalent officers for information.

(S. Samanta)
Under Secretary to the Govt. of India

To,

All Ministries/Departments of the Govt. of India.
FORM

FOR IDENTITY-AND-PENSION CARD

(Signature of the applicant in the box above)

PART-I (TO BE FILLED IN BY THE APPLICANT)

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<td>1. Name of the applicant (IN CAPITAL LETTERS)</td>
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<td>2. Father's/Husband's Name</td>
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<td>3. Date of Birth</td>
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<td>4. Date of Retirement</td>
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<td>5. Ministry/Department</td>
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<td>6. Residential Address</td>
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<td>7. Residential Telephone No.</td>
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<td>8. Blood Group</td>
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<td>9. Mark of Identification</td>
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<td>10. Pay Level (as per 7th CPC)</td>
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<td>11. Last Basic Pay</td>
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<td>12. Post from which Retired</td>
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<td>13. Qualifying Service</td>
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<td>14. Pension Originally Sanctioned</td>
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<td>15. PPO No. &amp; Date</td>
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2. The Old Identity Card No. _____________ which attached herewith/lost and the matter has been reported to the Police vide Receipt No. _____________ dated _____________ enclosed herewith. (Delete whichever is inapplicable).

(Signature of the applicant)
Dated:
FILE NO. .................................................. DATED: ..................................................

Certified that the information furnished by the applicant has been verified and found correct. A photocopy of PPO No. .................................................. dated .................. issued to him by the Special Seal Authority is attached herewith. Identity Card No. .................................................. surrendered by him is attached in his pension file.

UNDER SECRETARY TO THE GOVT. OF INDIA.

(Signature of the Under Secretary in the box above)