

CIN:U40101MN2013SGC008344

MANIPUR STATE POWER COMPANY LIMITED

Keishampat Junction, Imphal – 795001

Corporate Office:- Electricity Complex, Patta No. 1293 under
87(2),

Khwai Bazar, Keishampat, Imphal – 795001, Manipur, INDIA

Fax : +91 385 2450702

Tele: +91 385 2450050



CIRCULAR

Imphal, the 31st May 2022

970-76

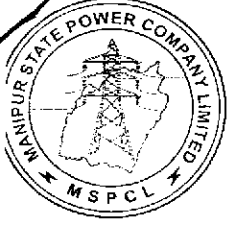
No.6/6(6)/NEPLE-PLS/MD-MSPCL/2021/ : It is hereby notified to all the retired/expired Non-Executive Project Linked Employees (NEPLE) and Project Listed Staff (PLS) of MSPCL who are covered under the Social Security Scheme that the Prescribed Pension Forms for extending pensionary benefits to these employees as approved by the Board of Directors of MSPCL in its 41st meeting held on 12/11/2021 and Government of Manipur Secretariat Power Department's letter No. 50/5(1)/2021-Power dated 23/11/2021, are available at the Pension Cell of the Corporate Office Complex.

2) Further, all the retired/expired NEPLE & PLS staffs are hereby instructed to collect the above forms for claims of pensionary benefits from the office of the Pension Cell, Corporate Office Complex, Keishampat and submit it to the undersigned at the earliest for further process. The same can be seen and downloaded from the Company website www.mspcl.in

3) The duly filled in forms should be completed in all respects and should enclose the following documents as listed below:

For Retired NEPLE/PLS employees

1. Passport size photograph of the Employee & Group family photograph
2. Form No. 3,5,7 &8
3. Service termination order
4. Verification certificate of Nodal Officer, Pension
5. Pension calculation sheet
6. Last pay certificate
7. No demand certificate
8. Descriptive Roll, Specimen signatures & fingers impression
9. Consent/Declaration certificate
10. Non-payment of Provisional Pension/Gratuity & Immediate Relief
11. Integrity Certificate/Vigilance Clearance
12. Non-Accommodation Certificate
13. No Due Certificate of PDA/MANIDCO
14. Service Book with proper verification and acquittance roll
15. Forwarding letter from concerned officer.
16. Aadhaar cards of the family.



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For Expired NEPLE/PLS employees

1. Passport size photograph of the claimant & Group family photograph
2. Form No. 3,12,14,18 & 19.
3. Service termination order
4. Verification certificate of Nodal Officer, Pension.
5. Pension calculation sheet
6. Last pay certificate
7. No demand certificate
8. Descriptive Roll, Specimen signatures & fingers impression
9. Consent/Declaration certificate
10. Non-payment of Provisional Pension/Gratuity & Immediate Relief
11. Integrity Certificate/Vigilance Clearance
12. Non-Accommodation Certificate
13. No Due Certificate of PDA/MANIDCO
14. Service Book with proper verification and acquittance roll
15. Forwarding letter from concerned officer
16. Aadhaar cards of the family
17. Death certificate
18. Legal wife/husband certificate
19. Court affidavit
20. Valid nomination certificate

(Orjubala Haorongbam)

Executive Director (HR), MSPCL

Copy to:

1. The Managing Director, MSPCL for kind information
2. All Executive Directors, MSPCL
3. All General Managers, MSPCL
4. All Deputy General Managers, MSPCL
5. All Officer/Staff deputed to Pension Cell vide this office notification dt 27/05/2022 for necessary action
- ✓ 6. Shri P.Bishorjit Singh, DM(IT) for uploading the prescribed pension forms in the Company website.
7. File concerned