PSPCL is continuously creating new milestones in the state in Digital Arena. This time PSPCL has come forward to provide facility to their pensioners for submitting alive certificate digitally. In this regard Punjab State Power Corporation Limited has decided to start digital alive certificate facility for its pensioners. In Present scenario each pensioner has to submit their Alive certificate each year, the individual drawing the pension is required to personally present oneself before the Pension Disbursing Agency. This very requirement of personally being present in front of the disbursing agency or getting a life certificate often becomes a major hurdle in the process of seamless transfer of pension amount to the pensioner. This process causes a lot of hardship and unnecessary inconvenience particularly for the aged and infirm pensioners who cannot always be in a position to present themselves in front of the particular authority to secure their life certificate.

In addition to this a lot of government employees post their retirement choose to move to a different location either to be with their family or other reasons, hence causing a huge logistical issue when it comes to accessing their rightful pension amount. To streamline the process of getting this certificate and making it hassle free and much easier for the pensioners, PSPCL has adopted to Digitalize Alive certificate through Jeevan Pramaan App

#### **Pre-Requisites for Digital Life Certificate Generation**

- i) The pensioner must have a Aadhaar number
- ii) The pensioner must have an existing mobile number
- iii) Registration of the Aadhaar number with Pension Disbursing Agency
- iv) PC with Windows 7.0 & above Android Mobile/Tablet 4.0 & above
- v) Internet Connectivity.

# INSTRUCTIONS FOR JEEVAN PRAMAN (LIFE CERTIFICATE) - THROUGH FACE AUTHENTICATION

### Benefits

- Use any Android Smartphone
- No dependence on any external
- device
- No more visits to the Bank

# Requirement

- Android Smartphone (version
  7.0 & above) (un-rooted device)
- Internet connection
- RAM 4+ GB
- Storage 64GB (Minimum 500 MB free storage space)
- Aadhaar number registered with Pension Disbursing Authority (Bank/ Post Office/ others)
- Camera resolution 5 Mp or more

#### Process

Step-1: Download and Install AadhaarFaceRd App from Google Play Store. (Refer to slide number: 3)

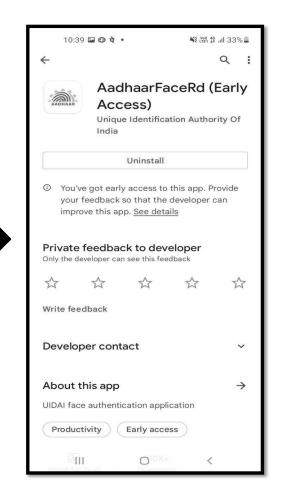
Step-2: Download and Install Jeevan Pramaan Face Application. (Refer to slide number: 5)

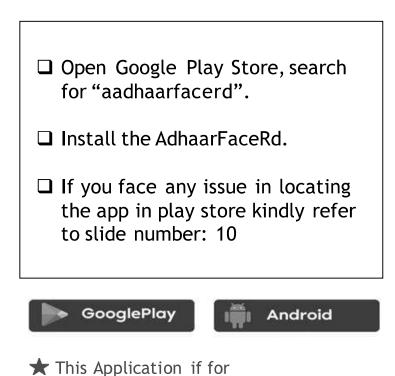
Step-3: Operator Authentication: This is a one time process. Pensioner can be the Operator as well. (Refer to slide number: 16)

Step-4: Pensioner Authentication: Fill in the pensioner details and Aadhaar based Face Authentication of Pensioner. (Refer to slide number: 23)

#### Step-1: Download and Install Aadhaar Face Rd App from Google Play Store

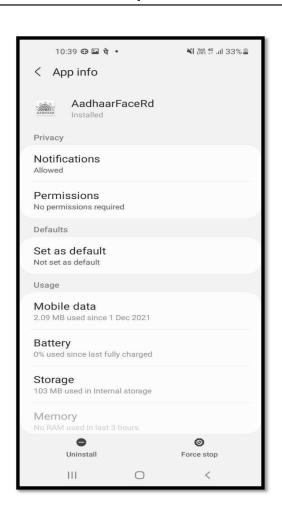






android users only

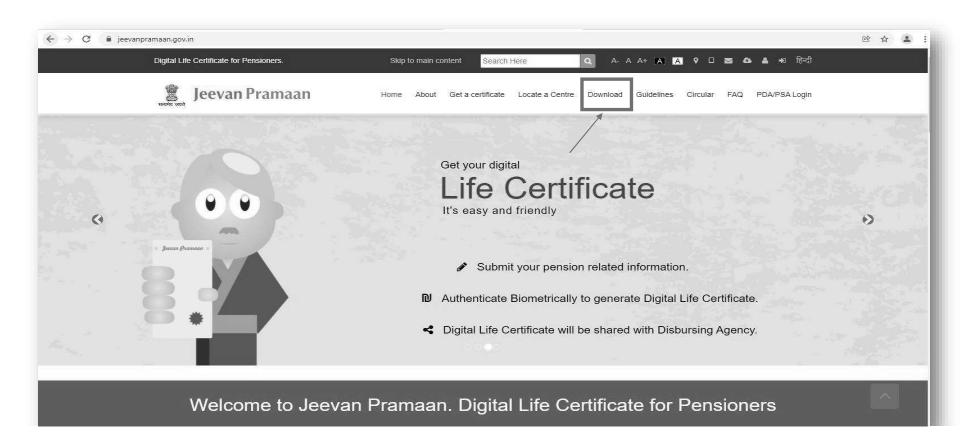
# Step-1: Download and Install AadhaarFaceRd App from Google Play Store



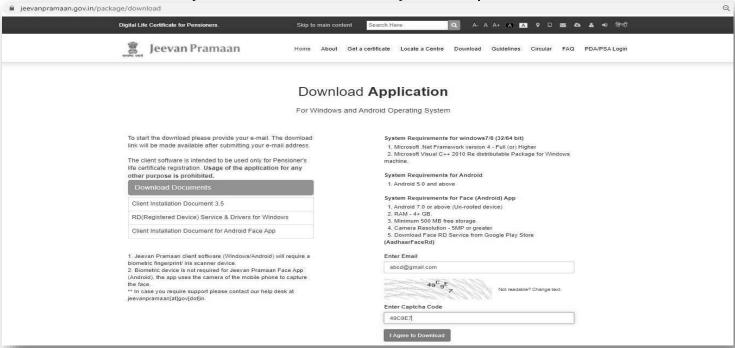


- ☐ The Aadhaar Face RD is not shown like other apps and has no icon.
- ☐ The App is visible in Settings → App Info as shown in the image.

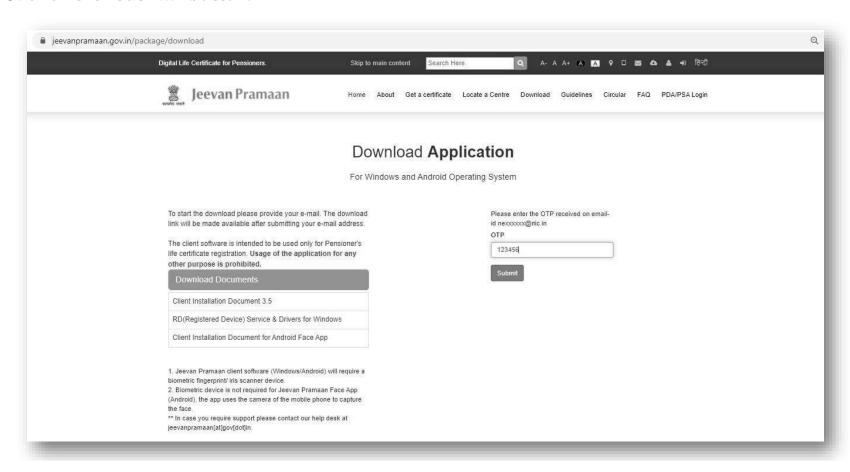
- □ Open the JeevanPramaan website in any web browser. The URL of the website is <a href="https://jeevanpramaan.gov.in">https://jeevanpramaan.gov.in</a>.
- ☐ Click on the *download* button highlighted in green box as shown in the image below



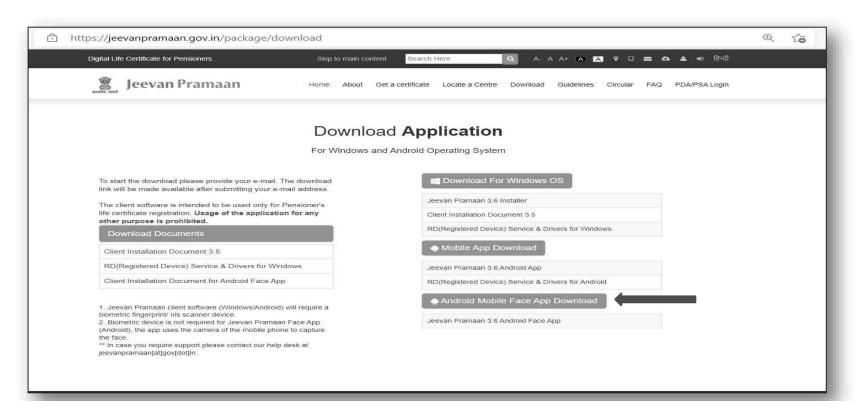
- On this page the requirements for different Jeevan Pramaan applications are listed, check whether your device fulfills the requirements before downloading the application
- ☐ Enter your e-mail, captcha code and then click on "I Agree to Download" button.
- ☐ You will receive an OTP in your email account that you have provided



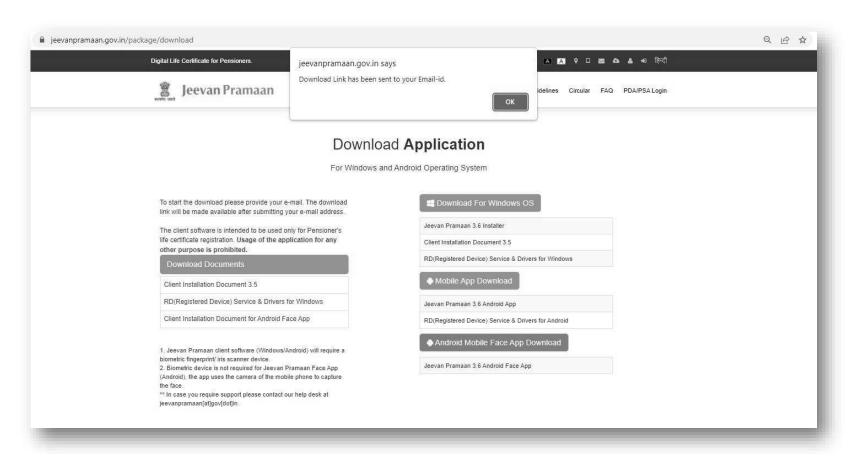
- ☐ Enter the OTP received on your e-mail.
- ☐ Click on the "Submit" button.



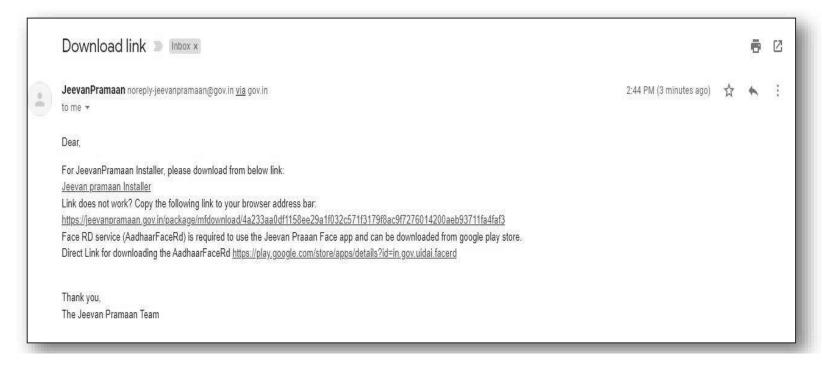
- □ Click on 'Android Mobile Face App Download' . You will receive a link on your email-id for downloading the application.
- □ Click on 'Download for Windows OS' if you want to download the Jeevan Pramaan application for Windows.
- ☐ Click on 'Mobile App Download' if you wish to download Mobile App (requires Biometric Device).

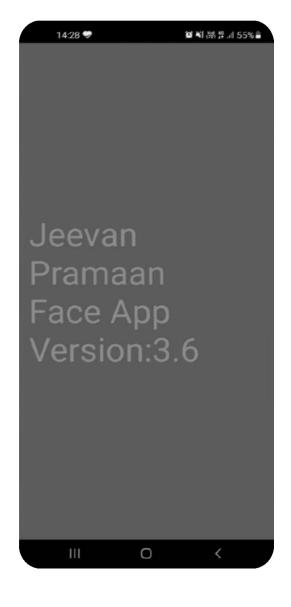


- ☐ The link to download the application is sent to your e-mail.
- ☐ Click on "OK" button



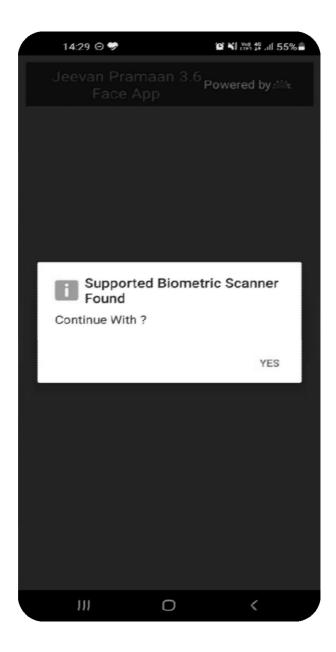
- ☐ You will receive the below mail on your e-mail ID. There is a link provided for downloading the application.
- ☐ The link shall work only once. Pl. note if you get 'session token expired' message, the download procedure has to be repeated.
- In case you are downloading the Jeevan Pramaan Face App then you also need to download UIDAI Aadhaar Face RD Service as mentioned on slide no: 2, the link for which is also sent in the e-mail.





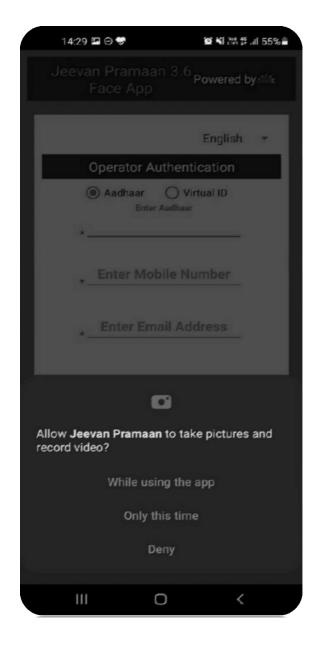


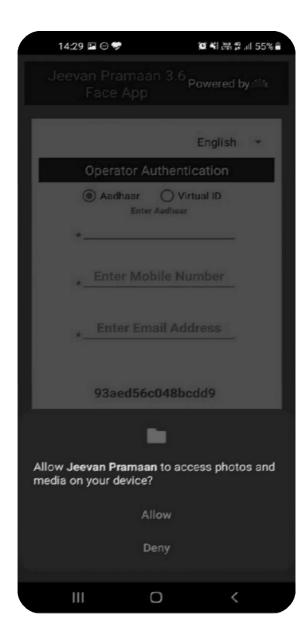
- ☐ After you have successfully installed the Jeevan Pramaan Face Application, run the application.
- $\Box$  The screen as shown on the left appears.



lacksquare Click on  $Y\!E\!S$  to proceed further.

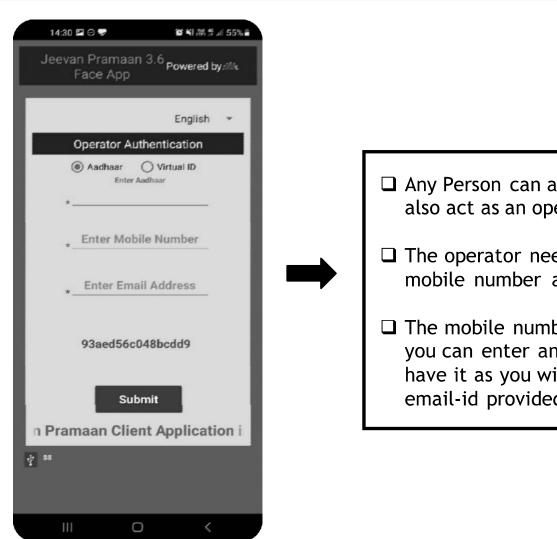
- ☐ A pop-up will appear asking for permissions.
- ☐ You need to allow the permissions in order to run the application. Click on 'While using the app' to proceed further.



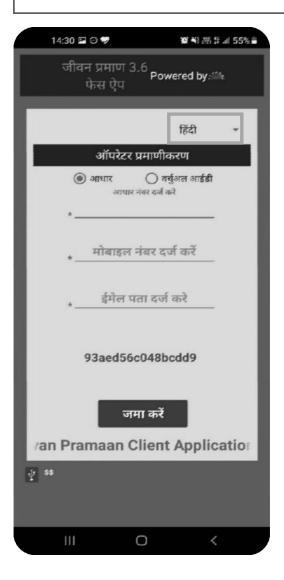




□ Next another pop-up will appear asking for more permissions. Click on *Allow*.



- ☐ Any Person can act as an operator. The pensioner can also act as an operator
- ☐ The operator needs to enter his/her Aadhaar number, mobile number and e-mail address and click on *submit*
- ☐ The mobile number need not be linked with Aadhaar, you can enter any mobile number but make sure you have it as you will receive an OTP on the mobile and email-id provided

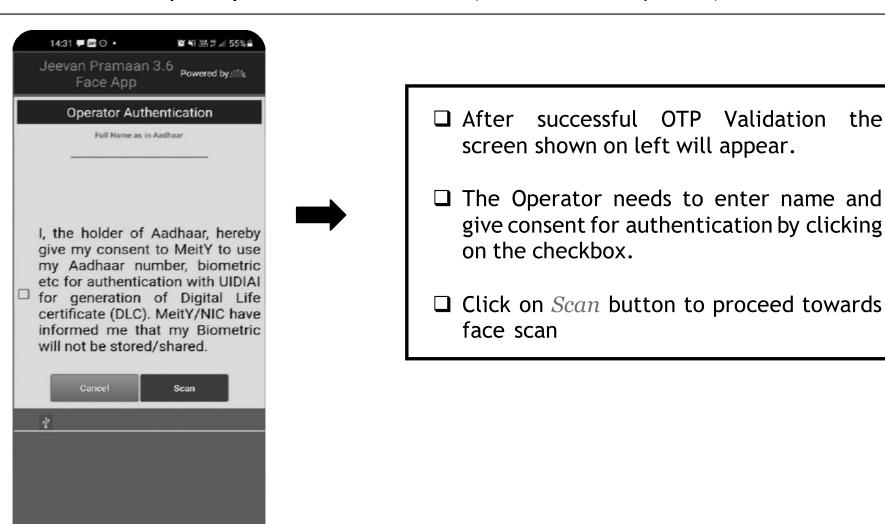


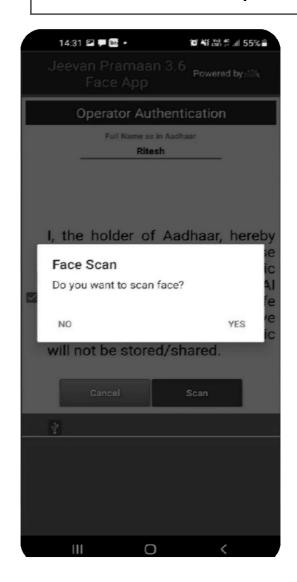
- ☐ The Application is bilingual you can select English or Hindi from the dropdown at the top right corner (marked in orange box in figure shown on the left side )
- ☐ The figure shows how the application looks like in Hindi language

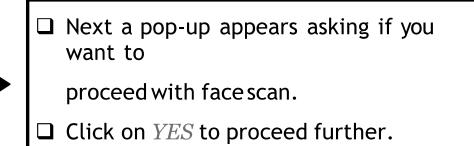


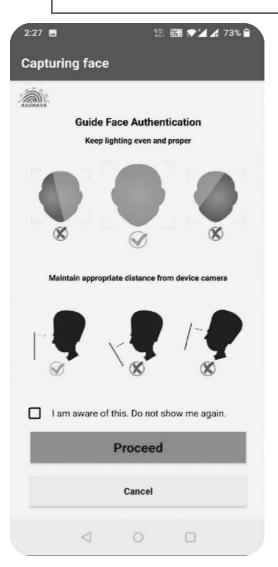
- ☐ After the Operator has entered the details, he/she will receive an OTP on entered mobile number as well as email.
- ☐ Enter any one of the OTP received and then click on *Submit* button.

(In case OTP is not received click on *Resend OTP* button )

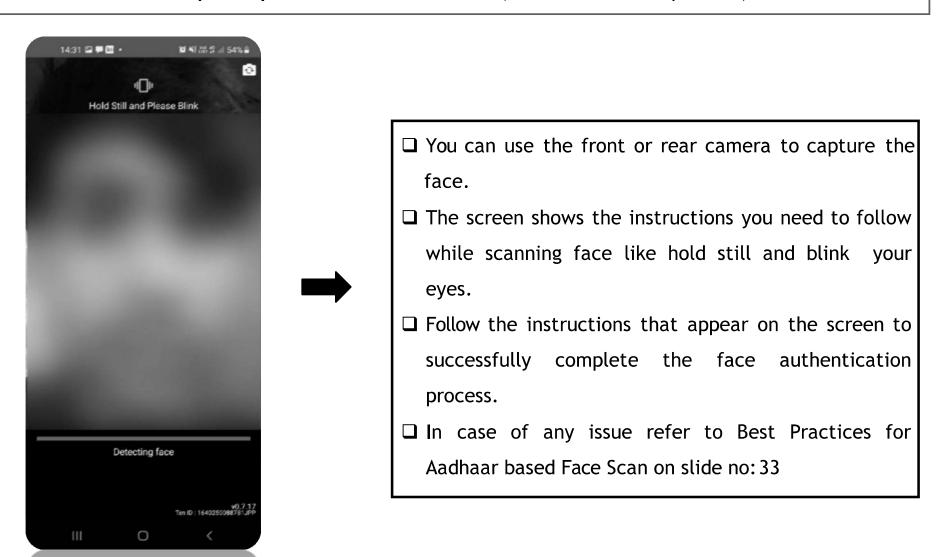




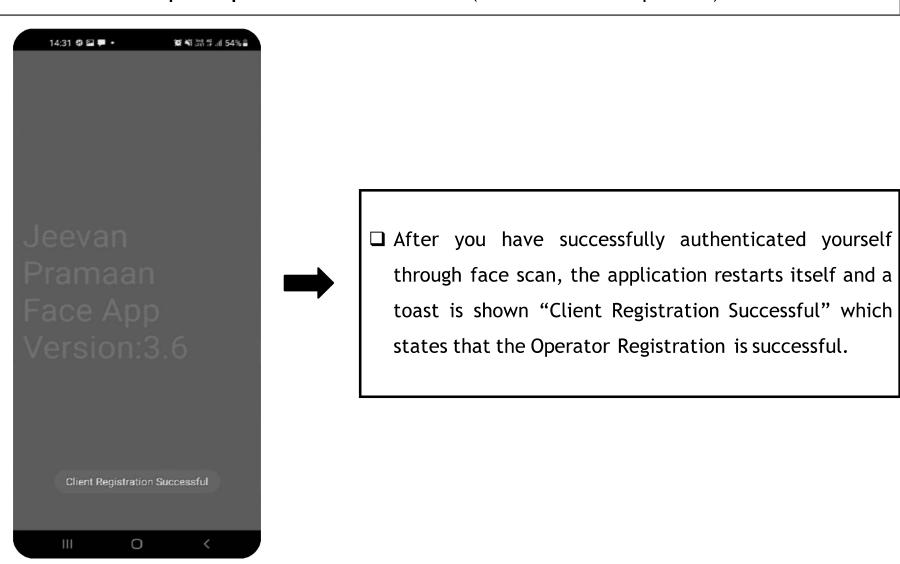


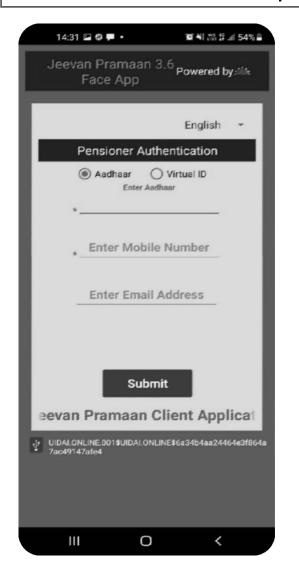


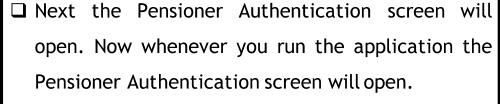
- ☐ The screen shows the instructions for face authentication.
- □ Read the instructions properly, click on the check box and then click on *Proceed*.



**Step-3: Operator Authentication** (this is a one time process)







- ☐ The pensioner should enter his/her Aadhaar number
  - and mobile number. The email address is optional.
- □ Next click on the *submit* button you will receive an OTP on the entered mobile number and email (only if the user has provided email)

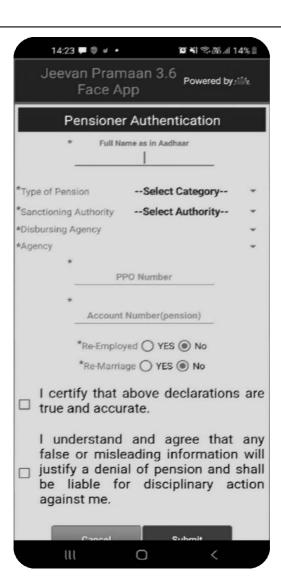




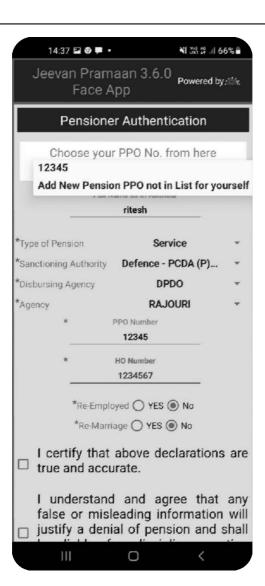
☐ Enter the OTP received and click on *submit* button to proceed further.

(If OTP is not received, please click on Resend OTP)

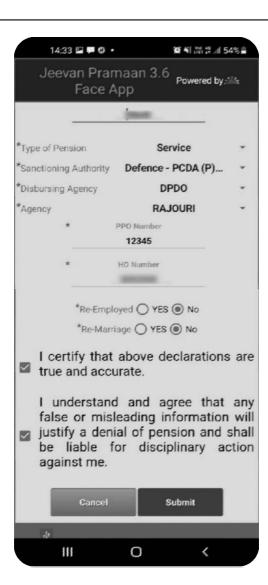
- ☐ After successful OTP Validation the screen shown on left appears. The screen will be either blank or will have prefilled details as shown in the next slide.
- ☐ Enter all the details correctly, incorrect information will lead to rejection of Jeevan Pramaan by the Pension Disbursing agency i.e. PUNJAB STATE POWER CORPORATION LIMITED for pensioners.

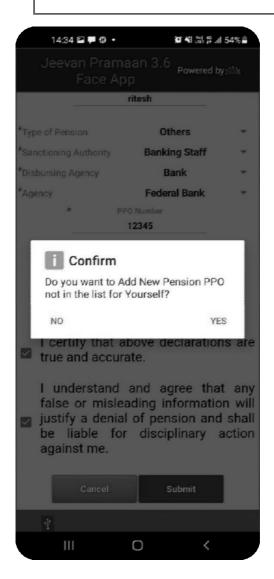


- ☐ PSPCL pensioners have to enter their 'Employee ID's' instead of PPO in 'PPO Number'
- □ PSPCL pensioners have to select 'Punjab State Power Corporation Limited' from drop down menu of 'Sanctioning Authority, Disbursing Agency and Agency.



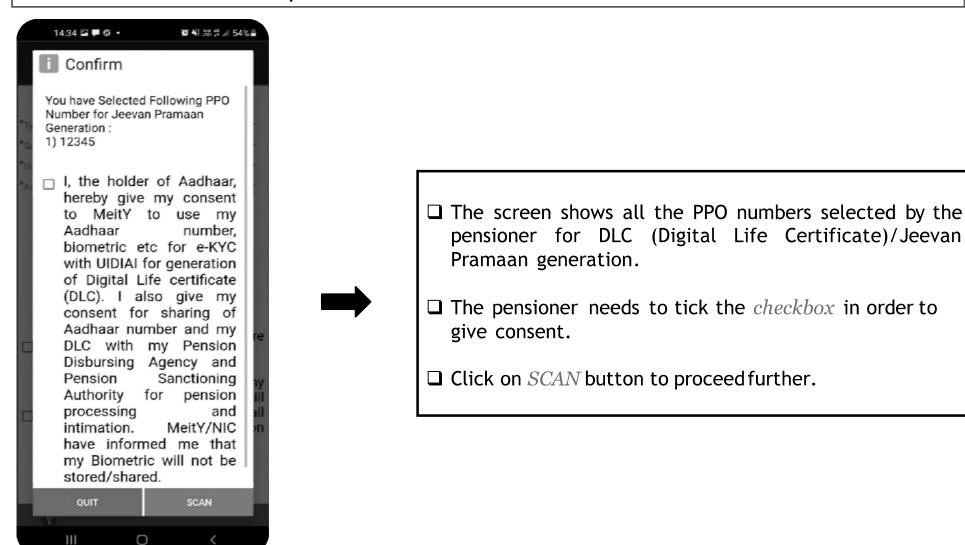
- ☐ After entering all the details tick both the *checkboxes* stating that the information entered is accurate.
- $\square$  click on *Submit* button to proceedfurther.

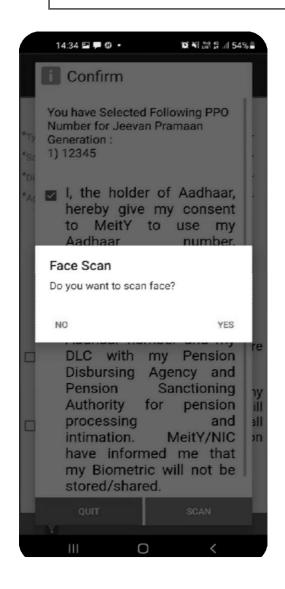


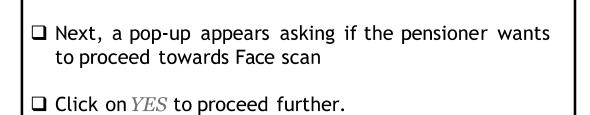


After you click on Submit button a pop-up will appear as show in figure on the left.
 The pop-up asks the pensioner whether he/she wants to add another PPO number/Pension apart from the one which has already been entered .
 In case user clicks on YES the user will be taken to the pensioner details screen ( as shown on previous page ) and the pensioner is required to fill all the details

regarding the PPO number that he/she wants to add.









- ☐ The screen shows the instructions you need to follow while scanning face. It shows if the lighting is poor or if camera is moving and not stable etc.
- ☐ It will show hold still and blink your eyes when the lighting is right and the camera is stable.
- ☐ Follow the instructions shown on the screen to successfully complete the face authentication process.
- ☐ In case of any issue refer to Best Practices for Aadhaar based Face Scan on slide no: 33



☐ Once face authentication is successful, the DLC i.e Jeevan Pramaan is successfully generated and appears on the screen as shown.

The screen shows the Pramaan-id for each PPD number.

☐ The pensioner shall also receive a SMS on the mobile number provided during pensioner-authentication, the SMS contains the Pramaan-id and the link from which the DLC can be downloaded.

#### Points to be Considered

#### For proper results ensure:

- 1. **Position:** For capturing facial image, it is advisable that adjust the camera at the right distance or in the right posture.
- 2. Frontal pose needs to be captured i.e. no head rotation or tilt. The Pensioner should be instructed to be seated properly with their back upright

and their face towards the camera.

- 3. It is strongly recommended that the face should be captured with neutral (non-smiling) expression, teeth closed, and both eyes open and looking into the camera.
- 4. **Illumination:** Poor illumination has a high impact on the performance of face recognition. Proper and equally distributed lighting mechanism should be used such that there are no shadows over the face, no shadows in eye sockets, no light exactly above the, can cause shadows. Light should be diffused and placed in front of the Pensioner so that there are no shadows under the eye.
- 5. **Eye Glasses:** If the person normally wears glasses, it is recommended that the photograph be taken with glasses. However, the glasses should be clear and transparent. Dark glasses /tinted glasses should be taken off before taking the photograph.

#### Some of the actionable feedbacks in software are:

- 1. No face Found
- 2. Enrollee too far
- 3. Pose (Look Straight)
- 4. Insufficient lighting
- 5. Very low face confidence
- 6. Non-uniform lighting (of face in output image)
- 7. Incorrect background (in output image)
- 8. Insufficient lighting (bad grey values in face area of output image)

#### Points to be Considered

# Please click on the following link to download Jeevan Pramaan app and AadhaarFaceRd

- https://bit.ly/3Nh3FWD
- https://play.google.com/store/apps/details?id=in.gov.uida i.facerd