

## GENERAL INSTRUCTIONS

1. If you want assistance in obtaining employment on leaving service, take the introduction Card (X-32) duly completed by the Officer-in-Charge Records together with your Discharge Certificate to the nearest Employment Exchange and get your name registered with them. You will be issued with a Registration Card (X-IS) by the Employment Exchange. Until such time as you get employment, you MUST take steps to have the Registration Card renewed from time to time as directed by the Employment Exchange.
2. If you experience any difficulty in getting the Registration Card (X-IS) renewed, you should contact the Secretary of the RSB/ZSB or the Recruiting Officer of your area who will arrange for the renewal of your Registration Card and see that your name is not struck-off the live register until you get employment.
3. You may also approach the Ministry of Defence, Dte, Gen Resettlement, New Delhi in case you experience difficulty in securing employment or for being considered for allotment of land, if eligible and desirous.
4. If you want immediate employment apply at once. If the kind of job you want is not immediately available, your name will be noted.
5. Keep in touch with the local ZSB/RSB/KSB which will help to obtain employment and also assist you and your family's welfare.
6. Remember fwd your life cert/ Jeevan Praman Patra to the PCDA concerned once in a year to avoid discontinuation of pension.
7. To avoid frequent visit to PCDA for production of Life Certificate, you may explore the option of Digital Life Certificate.
8. Ensure that your NOK is nominated for your Pension

Disch Book Ser No 07/2024/2167

## EX-SERVICEMAN



SINGLE PHOTO JOINT PHOTO WITH NOK

PPO NO

205202402142

Name & Address details of issuing authority	: The Records Signals PIN-908770 C/O 56 APO
Email ID	: marshal@nic.in
Tele No/	: 0761-2997915
Toll free No	: 9424939799
(PCDA, Allahabad)	: 0532-2421877

