

E File. No. 35875 BSNLCO-CA/30(12)/2/2021-CA-ERP-FICO

Dated: 09/04/2026

To,  
All Circle Heads,  
All BSNL territorial and Non-territorial Circles

**Sub: User Manual for WEB Based Utility of LIC of India regarding BSNL Employees Superannuation Pension Scheme for BSNL direct recruits.**

With reference to the above, it is intimated that the fund manager i.e. M/s LIC of India has provided web based utility for E-Services to the members of the BSNL Superannuation Pension Scheme. To avail the web-based utility LIC ID's have been allotted by the fund manager i.e. M s LIC of India, which is also appearing on the pay slip.

The Web-Based Utility allows the facility of viewing the details of Monthly Contribution, Balance till date and other E-Services. The User Manual for creating a user ID and password of the same is enclosed herewith, the basic data required for availing the web-based facility regarding the policy is as follows:-

- i) Master Policy No. with M/s LIC of India 310103011795
- ii) Members may ensure that the mobile number. and a valid E-mail ID of the employee should be updated in SAP.
- iii) Members may further ensure that in case they are having individual policy with LIC of India then they have to ensure that they have identical basic details i.e. name, DOB, mobile no., Email ID, PAN No. and other basic details, in both the individual policy and BSNL group superannuation policy.
- iv) If the mobile number of a member is already registered in any LIC policy (except self), then the system will not allow the member to log in. In such cases, members need to get the mobile number updated in the previous policies or in the BSNL SPS group policy.
- v) The mobile number and email ID of one member will not be allowed for another member.

In case of any technical issue pertaining to the web-based utility, the grievance may be raised to the following officers of LIC / BSNL.

Sh. Praveen Yadav Branch Manager (P&GS) LIC, New Delhi  
Whats app/SMS No.: +91 8517000003  
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Sh.Pawan Kumar Beniwal, Dy. Manager (CA) BSNL, CO New Delhi  
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This is issued with the approval of the Competent Authority.  
Encl: User manual

  
9/4/26  
Deputy General Manager (CA)

Copy to:

1. PS to Director (Finance), BSNL.
2. PGM/GM (Finance)/IFA of all BSNL Circles.
3. Chairperson/Trustees of BSNL Employees Superannuation Pension Fund Trust
4. PGM(ERP)/GM (Est.)/(Pers.), Corporate Office, BSNL
5. DGM(R&P), CO, BSNL.