

Manual For Online Portal For Retired Employees

MDL has introduced Online Portal for retired employees. One can avail news updates, circulars regarding retired employees, Form 16 and last pay slips and other such information. It is a new initiative by MDL to help retired employees have an easy platform for communication with the retired employees.

To make this initiative a success and convenient for retired employees user manual is prepared and provided here by SBC Cell for reference and guidance. Please refer to the below mentioned guidelines. Currently retired employees can view their Form 16 that has been uploaded recently.

1.START:

<https://mazagondock.in/>

Scroll to the bottom of home page and follow the steps as below:

The screenshot shows the Mazagondock.in website with a dark blue footer. The footer is divided into four main sections: Legal, Corporate Office, Annual Reports, and Quick Links. The 'Legal' section lists Terms & Conditions, Hyper Linking Policy, Copyright Policy, and Privacy Policy. The 'Corporate Office' section provides contact information for Mazagondock Shipbuilders Limited. The 'Annual Reports' section lists reports from 2017-2018 down to 2012-2013. The 'Quick Links' section includes Rajbhasha Patrika 'Jaltarang', Export, MOD, SODET, Defence PSUs & OFB, IEM's Contacts, Information RTI Act 2005, and Integrity pledge (CVC). Below these sections is a 'For Retired Employees' section with links for Ex-Executives, Ex-Non-Executives, and 'Online Portal for Retired Employees'. A red box highlights the 'Online Portal for Retired Employees' link, and a yellow callout box with the text 'CLICK HERE' points to it. Below the footer is an 'Other Links' section with various logos including india.gov.in, VOTERS, Central Public Procurement Portal, नैतिक आयोग, and others. A tooltip 'External link that opens in a new window' is visible over one of the logos. The browser's address bar shows 'https://mazagondock.in' and the Windows taskbar at the bottom shows the time as 10:37 on 16-07-2019.

Legal

- Terms & Conditions
- Hyper Linking Policy
- Copyright Policy
- Privacy Policy

Corporate Office

Mazagondock Shipbuilders Limited,
Dockyard Road, Mazagondock,
Mumbai - 400 010,
Maharashtra, India.

Telephone No. :
Board: +91 - 2376 2000, 2376 3000,
2376 4000

Annual Reports

- Year 2017-2018
- Year 2016-2017
- Year 2015-2016
- Year 2014-2015
- Year 2013-2014
- Year 2012-2013

Quick Links

- Rajbhasha Patrika 'Jaltarang'
- Export
- MOD, SODET, Defence PSUs & OFB
- IEM's Contacts
- Information RTI Act 2005
- Integrity pledge (CVC)

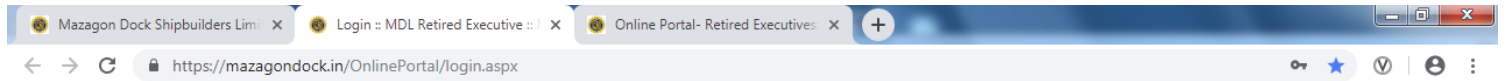
For Retired Employees

- Ex-Executives
- Ex-Non-Executives
- Online Portal for Retired Employees** (CLICK HERE)

Other Links

- india.gov.in
- Online Services for VOTERS
- Government of India Central Public Procurement Portal
- नैतिक आयोग
- INDIA INVESTMENT GRID
- External link that opens in a new window
- DEFENCE INVESTORS' CELL

2.LOGIN WITH YOUR EMPLOYEE ID AND PASSWORD



Mazagon Dock Shipbuilders Limited
(Formerly known as: Mazagon Dock Limited)
CIN : U35100MH1934GOI002079
(Ministry of Defence, A Govt. of India Undertaking)
SHIP BUILDER TO THE NATION

Online Portal for Retired Employees

लॉगिन / Login

PNo:

पसवर्ड / Password

Verification Code (Case Sensitive) *

लॉगिन / Login पासवर्ड भूल गए ? / Forgot Password?

News
Department, 1st Floor, Yogakshema, J B Marg, Mumbai - 400021 - By HR-SBC Dept.
[View All News](#)

ENTER the captcha in the field. Captcha is case sensitive.

INSERT EMPLOYEE NO.

ENTER DOB DDMMYYYY
For eg. If DoB is 01 Jan 1950 then password is 01011950

3. CHANGE YOUR INITIAL PASSWORD:

The screenshot shows a web browser window with the URL <https://mazagondock.in/OnlinePortal/ChangePassword.aspx>. The page header includes the Mazagon Dock Shipbuilders Limited logo and the following text: "Mazagon Dock Shipbuilders Limited (Formerly known as: Mazagon Dock Limited) CIN : U35100MH1934GOI002079 (Ministry of Defence, A Govt. of India Undertaking) SHIP BUILDER TO THE NATION". Below the header is the title "Online Portal for Retired Employees" and a navigation bar with "CHANGE PASSWORD", "Contact Us", and "Logout" buttons.

Your Session will expire in 29 minutes, 56 seconds.

Change Password

Note: Clear the browser history, in case you are not able to enter the text.

The form contains three input fields and a Submit button:

- पुराना पासवर्ड / Old Password:** A callout bubble points to this field with the text: "ENTER THE OLD PASSWORD I.E. DOB DDMMYYYY".
- नया पासवर्ड / New Password:** A callout bubble points to this field with the text: "SET NEW PASSWORD 6-10 CHARACTER MIN 1 ALPHABET, 1 NUMBER, 1 SPECIAL CHARACTER".
- पासवर्ड की पुष्टि करे / Confirm Password:** A callout bubble points to this field with the text: "ENTER THE NEW PASSWORD AGAIN TO CONFIRM".

The Submit button is located below the input fields.

The Windows taskbar at the bottom shows the system tray with the date and time: 10:53, 16-07-2019.

4.FORM 16

Mazagon Dock Shipbuilders Limited
(Formerly known as: Mazagon Dock Limited)
CIN : U35100MH1934GOI002079
(Ministry of Defence, A Govt. of India Undertaking)
SHIP BUILDER TO THE NATION

Online Portal for Retired Employees

Home My Documents My Payments Action Feedback Contact Us Logout

Your Session: Life Certificate > seconds

**TO VIEW FORM 16
CLICK HERE**

Basic Information

Name:	M
Employee Id:	8
Date of Retirement:	31/05/2019
Mobile No:	NA
Primary Email ID:	NA

Notices

314151 4141 944 / OPD Claim Form

View All Notices

ANY NOTICES, CIRCULAR, NEWS DISPLAYED HERE

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https://mazagondock.in/OnlinePortal/Form16Details.aspx

EN 11:05 16-07-2019



Mazagon Dock Shipbuilders Limited

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(Ministry of Defence, A Govt. of India Undertaking)

SHIP BUILDER TO THE NATION

Online Portal for Retired Employees

[Home](#) [My Documents](#) [My Payments](#) [Action](#) [Feedback](#) [Contact Us](#) [Logout](#)

Your Session will expire in 29 minutes, 57 seconds

Form 16

Form 16

Financial Year

Select Financial Year

खोज / Search

AFTER SELECTING
FINANCIAL YEAR,
CLICK HERE

SELECT THE FINANCIAL
YEAR FROM THE DROP
DOWN MENU



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[Home](#) [My Documents](#) [My Payments](#) [Action](#) [Feedback](#) [Contact Us](#) [Logout](#)

Your Session will expire in 29 minutes, 44 seconds

Form 16

Form 16

Financial Year

2018-2019

खोज / Search



Mazagon Dock Shipbuilders Limited
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Online Portal for Retired Employees

Home My Documents My Payments Action Feedback Contact Us Logout

Your Session will expire in 29 minutes, 59 seconds.

Form 16

Form 16

Financial Year

[खोज / Search](#)

Financial Year : 2018-2019

Part A	Click here to Download Form
Part B	Click here to Download Form

CLICK HERE TO VIEW FORM 16



FORM NO. 16

[See rule 31(1)(a)]

PART A

Certificate under Section 203 of the Income-tax Act, 1961 for tax deducted at source on salary

Certificate No. MGZHYHA	Last updated on 27-Jun-2019
Name and address of the Employer MAZAGON DOCK SHIPBUILDERS LIMITED MAIN BUILDING, MAZDOCK, HOUSE, DOCKYARD ROAD, MUMBAI - 400010 Maharashtra +(91)22-23762102 SDKAJWE@MAZDOCK.COM	Name and address of the Employee

PAN of the Deductor	TAN of the Deductor	PAN of the Employee	Employee Reference No. provided by the Employer (If available)
			MDL0085662

CIT (TDS)	Assessment Year	Period with the Employer	
The Commissioner of Income Tax (TDS) Room No. 900A, 9th Floor, K.G. Mittal Ayurvedic Hospital Building, Charni Road, Mumbai - 400002	2019-20	From 01-Apr-2018	To 31-Mar-2019

Summary of amount paid/credited and tax deducted at source thereon in respect of the employee

Quarter(s)	Receipt Numbers of original quarterly statements of TDS under sub-section (3) of Section 200	Amount paid/credited	Amount of tax deducted (Rs.)	Amount of tax deposited / remitted (Rs.)
Q1	QTELTKOC	334342.00	24243.00	24243.00
Q2	QTHVQSGF	341515.00	27489.00	27489.00
Q3	QTLKQKGE	818555.00	184180.00	184180.00
Q4	QTOQVHPD	429021.00	104832.00	104832.00
Total (Rs.)		1923433.00	340744.00	340744.00

I. DETAILS OF TAX DEDUCTED AND DEPOSITED IN THE CENTRAL GOVERNMENT ACCOUNT THROUGH BOOK ADJUSTMENT
(The deductor to provide payment wise details of tax deducted and deposited with respect to the deductee)

Sl. No.	Tax Deposited in respect of the deductee (Rs.)	Book Identification Number (BIN)			
		Receipt Numbers of Form No. 24G	DDO serial number in Form no. 24G	Date of transfer voucher (dd/mm/yyyy)	Status of matching with Form no. 24G
Total (Rs.)					

5. LAST MONTH'S SALARYSLIP



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SHIP BUILDER TO THE NATION

Online Portal for Retired Employees

Home My Documents My Payments Action Feedback Contact Us Logout

Last Month Salary

Your Session will expire in 29 minutes, 51 seconds.

PAYSLIP FOR THE
MONTH OF
RETIREMENT

Basic Information

Name:

Employee Id:

Date of
Retirement:

31/05/2019

Mobile No:

NA

Primary Email ID:

NA

Notices

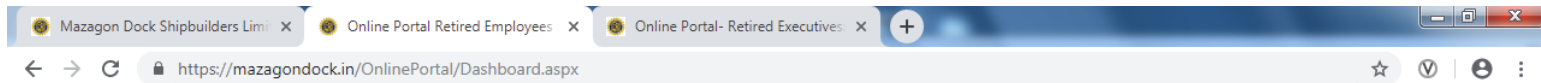
NEW

जीवित प्रमाण पत्र / Life Certificate for Ex-Employees

[View All Notices](#)



6.EDIT PROFILE



Mazagon Dock Shipbuilders Limited

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SHIP BUILDER TO THE NATION

Online Portal for Retired Employees

Home My Documents ▾ My Payments ▾ Action ▾ Feedback Contact Us Logout

Your Session will expire in 29 minutes, 40 seconds

Edit Profile
Change Password

TO VIEW AND EDIT YOUR CONTACT DETAILS, DOB, ETC CLICK HERE

Basic Information

Name:

Employee Id:

Date of Retirement: 31/05/2019

Mobile No: NA

Primary Email ID: NA

Notices

NEW

ओपीडी दावा प्रपत्र / OPD Claim Form

View All Notices

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https://mazagondock.in/OnlinePortal/UpdateProfile.aspx



EN 11:07
16-07-2019

Edit Profile

Note: Clear the browser history, in case you are not able to enter the text.

Employee ID	<input type="text"/>
Salutation	Mr. ▾
First Name	K
Middle Name	<input type="text"/>
Last Name	<input type="text"/>
Permanent Address	<input type="text"/>
Correspondence Address	<input type="text"/>
Landline No.	<input type="text"/>
मोबाईल सं / Mobile No *	<input type="text"/>
Alternate Mobile No	<input type="text"/>
मुख्य ईमेल / Primary Email *	<input type="text"/>
वैकल्पिक ईमेल / Altr. Email	<input type="text"/>
जन्मतिथि / Date of Birth	<input type="text"/>
लिंग / Gender *	Male ▾
Date of Retirement	31/05/2019
Family Members	<input type="text"/>

The fields are mandatory. Mobile No. and Email ID is required for changing password. It will also help for communicating notification(s) to the employees

7.CHANGE PASSWORD



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SHIP BUILDER TO THE NATION

Online Portal for Retired Employees

Home My Documents v My Payments v Action v Feedback Contact Us Logout

Edit Profile

Change Password

Your Session will expire in 29 minutes, 31 seconds

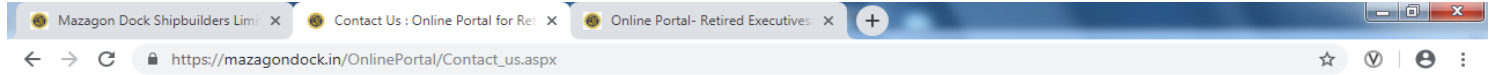
TO CHANGE PASSWORD
CLICK HERE

Edit Profile

Note: Clear the browser history, in case you are not able to enter the text.

Employee ID	<input type="text"/>
Salutation	Mr. v
First Name	K
Middle Name	<input type="text"/>
Last Name	<input type="text"/>
Permanent Address	<input type="text"/>
Correspondence Address	<input type="text"/>
Landline No.	<input type="text"/>
मोबाईल सं / Mobile No *	<input type="text"/>

8. CONTACT DETAILS:



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Online Portal for Retired Employees

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Your Session will expire in 29 minutes, 45 seconds.

Contact Us

Superannuation Benefit Cell

Ms. Aruna Sood, Deputy General Manager (HR-SBC)

Mr. Nilesh Baikar, Assistant Manager (HR-SBC)

Email ID: hrsbc@mazdock.com

Contact No. 022 2376 4166 / 4128 / 4130.

9. LIFE CERTIFICATE TAB

Mazagon Dock Shipbuilders Limited
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CIN : U35100MH1934GOI002079
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SHIP BUILDER TO THE NATION

Online Portal for Retired Employees

Home My Documents My Payments Action Feedback Contact Us Logout

Your Session

- Form 16
- Life Certificate >
 - Download Unsigned Life Certificate
 - Upload Signed Life Certificate
 - Life Certificate Approval Status

Contact Us

Superannuation Benefit Cell

Ms. Aruna Sood, Deputy General Manager (HR-SBC)
Mr. Nilesh Baikar, Assistant Manager (HR-SBC)
Email ID: hrsbc@mazdock.com
Contact No. 022 2376 4166 / 4128 / 4130.

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EN 11:08
16-07-2019

SAMPLE OF LIFE CERTIFICATE FORMAT WHICH IS TO BE DOWNLOAD:

Mazagon Dock Shipbuilders Limi x Upload Life Certificate : Online P x LifeCertificate x Online Portal- Retired Executives: x

https://mazagondock.in/OnlinePortal/LC.aspx

Print

Total: 1 sheet of paper

Print Cancel

Destination: Canon iR1435 UFF

Pages: All

Copies: 1

Layout: Portrait

More settings

Print using system dialog... (Ctrl+Shift+P)

माझगाव डॉक शिपबिल्डर्स लिमिटेड

Date :- 16/07/2019

जीवित प्रमाण पत्र / LIFE CERTIFICATE

दिनांक 28/02/2007 के अंतर्गत 2007 के प्रशासनिक निर्देश के अंतर्गत परतरीला से सेवा - निवृत्ती परचात पिकल्स योजना 2007 के अंतर्गत लाभ प्राप्तकर्ता द्वारा प्रतिवर्ष 31 दिसंबर के पहले प्रस्तुत करना आवश्यक है।
(To be submitted before 31st December of every year by the Claimant of benefits under the MDL Post Retirement Medical Scheme 2007 under administrative instruction No.CH/29/2007 dated 28/02/2007).

भुगतान करनेवाली नाम / Name of the Ex-Employee	श्री / श्रीमती / Shri/Smt. Mr. K LINNKRISHNAN		
पूर्व पदनाम / Ex-Designation:	पूर्व पी. नं. / Ex. P. No./T. No.	85662	
पता पत्र संकेत नं. / मोबाइल नं. / Address & Contact Tel No./ Mobile No.			

भुगतान करनेवाली के हस्ताक्षर / अंगुठे का निशान : **पत्नी / पत्नी का हस्ताक्षर / अंगुठे का निशान :**

Signature/ Thumb impression of Ex. Employee: _____

Signature/ Thumb impression of spouse निवृत्ती प्रमाणित किया जाता है कि श्री/श्रीमती _____ पत्नी/पत्नी जीवित है और श्री/श्रीमती के _____

This is to certify that Shri/Smt. _____ and Shri/Smt. _____ spouse of Shri/Smt. _____ is alive.

यह प्रमाण पत्र कंपनी की सेवा निवृत्ती परचात पिकल्स योजना के अंतर्गत करनेवाली के पत्नी/पत्नी का पोस्ट रीटायरमेंट मेडिकल पॉलिसी हेतु किया जाता है। This certificate is issued for renewal of post medical benefits policy of employee and his/her spouse under company's post Retirement Medical Scheme.

दिनांक / Date :- _____ हस्ताक्षर/स्वीकृत/Signing authority

स्थान / Place:- _____ (जैसा की नीचे उल्लिखित है/As mentioned below)

नोट: 1 जीवित प्रमाण पत्र प्रतिवर्ष 31 दिसंबर तक या पहले से पहले माझगाव डॉक शिपबिल्डर्स लिमिटेड ज.नि. (मा.स. एम.क.स. विभाग, पिकल्स एका, प्रोबन्दा रोड, मुंबई - 400 010 में पहुंचा जाना चाहिए, अन्यथा बीमा कंपनी को बीमा प्रीमियम का भुगतान नहीं किया जाएगा और आज किसी और अंगुठे की कल्पना पर विचार नहीं किया जाएगा।
N.B 1. Life certificate must reach to M/s Mazagon Dock Shipbuilders Limited (MDSBL) department, medical Ctl, Dockyard Road, and Mumbai-400010 on or before 31st December of every year, otherwise Insurance premium will not be paid to the insurance Company and no further correspondence will be entertained.

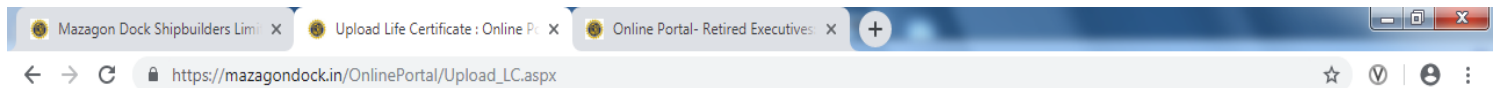
जीवित प्रमाण पत्र को प्रमाणित करने के लिए निम्न प्राधिकारी हैं।
Authorities for certification of life Certificate are as under-

- अ) बैंक का शाखा प्रबंधक /Branch manager of Bank
- आ) स्कूल का हेड मास्टर / School Head Master
- इ) पोस्ट मास्टर / Post Master
- ए) स्थानिक विधायक / संसद का सदस्य /Local MLA/MP
- उ) राजपत्रित अधिकारी /Gazetted officer
- उ) ग्राम पंचायत का सरपंच /Sarpanch of village panchayat.

2) स्थानिक विधायक / संसद का सदस्य /Local MLA/MP
3) राजपत्रित अधिकारी /Gazetted officer

EN 11:09 16-07-2019

10. UPLOAD FORMAT



Mazagon Dock Shipbuilders Limited

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CIN : U35100MH1934GOI002079

(Ministry of Defence, A Govt. of India Undertaking)

SHIP BUILDER TO THE NATION

Online Portal for Retired Employees

[Home](#) [My Documents](#) [My Payments](#) [Action](#) [Feedback](#) [Contact Us](#) [Logout](#)

Your Session will expire in 29 minutes, 59 seconds.

Upload Life Certificate Files

BROWSE TO ADD **SIGNED AND ATTESTED** SCANNED LIFE CERTIFICATE IN PDF FORMAT

Upload Life Certificate Files

Upload File (PDF Only):
(File Size limit 1 MB)

Choose Files No file chosen

Submit

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EN 11:09
16-07-2019

11. STATUS



Mazagon Dock Shipbuilders Limited

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CIN : U35100MH1934GOI002079

(Ministry of Defence, A Govt. of India Undertaking)

SHIP BUILDER TO THE NATION

Online Portal for Retired Employees

[Home](#) [My Documents](#) [My Payments](#) [Action](#) [Feedback](#) [Contact Us](#) [Logout](#)

Your Session will expire in 29 minutes, 58 seconds

Life Certificate List

Life Certificate List

No Records Found

STATUS OF LIFE CERTIFICATE CAN BE VIEWED WHETHER APPROVED OR PENDING

