



Application Form for Death Gratuity & Family Pension

1	Name of Deceased Employee :		
2	Designation		
3	PF No.		
4	Permanent Retirement Account Number (PRAN):		
5	Date of Death of the deceased employee : (Attach Death Certificate)		
6	Name of Applicant / claimant : (Attach valid identification proof)		
7	In Case of Guardian of Minor / Mentally Disabled Children of Deceased Employee :		
	1. Name of Child		
	2. DOB of Child		
	3. Relationship of Guardian with Deceased		
8	Photograph of Applicant : <i>In Case of Guardian of Minor / Mentally Disabled Children of Deceased Employee a Photograph of Child Shall also be pasted</i> (Please attach Photo ID Proof)	Applicant	Minor Child
9	Relationship with Deceased Employee: *Category I : (a) Widow/Widower (b) Unmarried Son /Daughter *Category II : (c) Unmarried/ Widowed/Divorced Daughter (d) Parents (e) Disabled siblings, other (please specify)	Category	Relationship
10	Date of Birth and Age of Applicant : (Attach 10 th / Matriculation M.S.)	DOB:	Age:
11	Marital Status : (Please Specify) (Unmarried / Married / Widowed / Divorced)		
12	In case of Spouse - Whether Judicially Separated (Pl. ✓)	Yes	No
13	Disability status, if any (enclose valid certificate)		
14	Employment status:		
15	Annual Income (Enclose Copy of Income Tax PAN)		
16	Aadhaar Card No. of applicant (compulsory):		
17	Residential Address : (Please attach any proof of address)		

18	Identification marks and height(cm) of applicant :			
19	Savings Bank Account Details of Applicant(State Bank of India only): 1. Bank a/c should be in single and not a joint a/c 2. Please enclose copy of Bank Pass Book, first page duly attested by the Branch Manager.			
	Bank Name	State Bank of India		
	Branch Address			
	Account Number			
	IFSC Code			
20	Whether Applicant is in receipt of any pension / family pension? If so its particulars and source to be mentioned for information only:		<i>(However, a Civil or Military Family Pensioner is eligible to receive more than one family pension for a separate period of service as per Government of India orders. DOPT OM No. 1/33/2012-P&PW(E) dt. 16.1.2013)</i>	
21	Option for pensionary benefits:	(a) Benefits Under NPS		
		(OR)		
	<i>(Pl. mention in words)</i>	(b) Benefits Under CCS (Pension) Rules		
22	This is certified that I have carefully read and understood the rules and provisions of CCS Family Pension Rules 1964 regarding eligibility of Family Pension. I further certify that I am the first eligible beneficiary for family pension and I will furnish the information/s as required under the said rules if called by the Institute in future. I take full responsibility of all the dependent family members for their maintenance and understand that the family pension will be stopped in case of any complaint on my negligence for the well-being of the dependent family members.			
23	I have enclosed the self attested/original forms as per the enclosed checklist.			
24	Signature and Thumb Impression of Applicant : <i>(left hand thumb impression - in case of females & right hand for males)</i>			
			Signature	Thumb Impression
25	Signature of Witness: (A Govt. servant or IISER Bhopal employee)	Witness-I (Name)	Signature	Witness-II (Name)
		Address:	Address:	
26	Date :		Place :	

(To be filled in separately by each claimant and in case the claimant is minor, the Form should be filled by the guardian on his/her behalf. Where there is more than one minor, the guardian should claim gratuity in one Form on their behalf)

***‘Family’ for Family Pension-For the purpose of grant of Family Pension, the ‘Family’ shall be categorized as under:-**
[Ref.: Rule No. 54 (6) (v)] & [Rule No. 54 (23) of Family Pension, 1964]

Category-I	1) Widow or widower, up to the date of death or re-marriage, whichever is earlier; 2) Son/daughter (including widowed daughter), up to the date of his/her marriage/ re-marriage or till the date he/she starts earning or till the age of 25 years, whichever is the earliest.
Category-II	3) Unmarried/Widowed//Divorced daughter not covered by First Category above, up to the date of marriage/re-marriage or till the date she starts earning or up to the date of death, whichever is earliest. 4) Parents, who were wholly dependent on the Government servant when he/she was alive, provided the deceased employee had left behind neither a widow nor a child. Family pension to dependents parents’ unmarried/divorced/widowed daughter will continue till the date of death. Family pension to unmarried/widowed/divorced daughters in Second Category and dependent parents shall be payable only after the other eligible family members in First Category has ceased to be eligible to receive family pension and there is no disabled child to receive the family pension. Grant of family pension to children in respective categories shall be payable in order of their date of birth and younger of them will not be eligible for family pension unless the next above him/her has become ineligible for grant of family pension in that category. Disabled siblings (i.e. brother or sister) who were dependent on the Government servant immediately before the death of Government servant, for life.
Income Criteria	The dependency criteria for the purpose of family pension shall be the minimum family pension along with dearness relief thereon.
Childless widow	The childless widow of a deceased Government employee shall continue to be paid family pension even after her remarriage subject to the condition that the family pension shall cease once her independent income from all other sources becomes equal to or higher than the minimum prescribed family pension in the Central Government. The family pensioner in such cases would be required to give a declaration regarding her income from other sources to the pension disbursing authority every six months.