

**APPLICATION FOR PENSION**

**FROM:**

Shri/Smt.

A/C.NO :

GPF A/C.NO:

MOBILE NO:

TO

THE PCDA (PENSION)

ALLAHABAD-211014

(THROUGH PROPER CHANNEL)

**SUB: APPLICATION FOR SANCTION OF PENSION/GRATUITY**

Sir,

I request to state that I am due to retire from service on account of Superannuation wef , my date of birth being . I therefore request that steps may kindly be taken with a view to sanction pension and gratuity as admissible under CCS Rules.

2. I hereby declare that I have neither applied for, nor received any pension or gratuity in respect of any portion of the service, qualifying for pension and in respect of which pension/gratuity are claimed herein nor shall I submit an application hereafter without quoting a reference to this application and the orders, which may be passed hereon.

3. I am governed by Rule 54 of CCS (Pension) Rules 1972 and the details of family are furnished in Form 3 including Handicapped Child (if applicable)

4. I have enclosed herewith documents as per your office letter no. AN/III/1595-A/Pen.Papers

Dated.... Part-II O.O.No. SI No dated

**My present address is:**

**My permanent settlement address after retirement will be:**

PLACE: BANGALORE

DATE:

SIGNATURE

DESIGNATION:

A/CNo. :

**APPLICATION FOR PENSION OR GRATUITY AND DEATH-CUM-  
RETIREMENT GRATUITY UNDER CIVIL RULES**

1. Name of applicant (in Block Letters) :
2. Father's Name/Husband's Name :  
(in the case of a female Govt. servant)  
[in Block Letters]:
3. Religion and Nationality (in Block Letters):
4. Residence showing Village, Pargana, :  
District  
State (in Block Letters)
5. Present or last employment including  
name of establishment:  
(a) Substantive appointment:
6. Date of beginning of service :
7. Date of ending of service :
- (a) Total period of military service : - NA -
- (b) Date of commencement and end of : -NA-  
military service:
- (c) Amount and nature of any pension/  
gratuity received for the military service: -NA-
8. Length of service, including interruption of  
which non-qualifying and interruptions. :
- (a) Total qualifying service :
- (b) Qualifying military service reckonable  
for civil pension : -NA\_
- (c) Total service qualifying for civil pension :  
/gratuity:
- (d) Details of previous service

9. Class of pension or gratuity applied and cause of application :
- (a) Pension Rules opted/eligible :
10. Whether nomination made for:
- (i) Death-cum-retirement gratuity:
- (ii) Family pension under Liberalised Pension Rules:
11. Average emoluments for the last Ten Months:
- (a) Rate of emoluments last drawn :
12. Proposed Pension
- (a) Proposed gratuity
- (b) Proposed death-cum-retirement gratuity:
13. Date from which pension to commence :
14. Place of payment (in Block Letters) :
15. Date of applicant's birth by Christian era :
16. Height
17. Identification marks :
18. Date of first application for pension :
19. Impression of balls of thumb and all the fingers :  
of the left hand (right hand in the case  
of a female Govt. servant)
20. Govt. under which service has been rendered : Ministry of Defence (Finance)  
in the order of employment, (the details may, where Defence Accounts Dept.  
necessary) be recorded on a separate PCDA  
sheet to be pasted on this page. BANGALORE - 560 007
21. Name of Wife :
22. **Descriptive Roll:**
- (i) Date of birth by Christian era :

- (ii) Height :
- (iii) Marks of Identification :
- (iv) Signature on a separate sheet of paper :  
duly attested
- (v) Right hand thumb and finger impressions - NA -  
(in the Case of illiterate) on a separate  
sheet of paper Duly attested:

**Signature of Head of Office/Dept.**

If the application is for a compensation, pension or gratuity, the nature of the change of establishment which has given rise to the claim should be fully stated

The term "emoluments" should be taken as defined in Art.486/486-A,C.S.R.

If not known exactly, must be stated on the best information or estimate

In case European Ladies, Gazetted Officer, Government title holder and other persons who may be specially exempted by Government, thumb and finger impressions and particulars of height and personal marks are not required.

Formal application on form 30 C.S.R. as per annexure if to Govt. of India, Ministry of Defence O.M. No. F.18(9)59/111517/D (Civ.I) dated 5-10-59 should accompany this form.

कार्यालय-अध्यक्ष की टिप्पणी  
REMARKS BY HEAD OF OFFICE

1. आवेदक के चरित्र और पिछले आचरण के संबंध में  
As to character and past conduct of applicant :

(क) अधिकारी के विरुद्ध कोई अनुशासनिक/जांच-आदालत की  
मामला है या की नहीं ।

(a) Whether the officer is involved in a disciplinary :  
case/Court of Enquiry or not

2. यदि कोई मुअत्तिली या पदावनती हुई हो तो उसका स्पष्टीकरण  
Explanation of any suspension or degradation :

3. यदि आवेदक को पहले कोई उपदान या पेंशन मिली हो तो उसके  
सम्बन्ध में ( सि० से० विनियमावली का अध्याय XXI देखें) ।

Regarding any gratuity or pension already received:  
by applicant-see Chapter XXI, C.S. Regs.

4. अन्य कोई टिप्पणी

Any other remarks :

5. दावा की गई सेवा क्या प्रमाणित है, और स्वीकार की जाए या  
नहीं इसके सम्बन्ध में कार्यालय अध्यक्ष की निश्चित राय । [ सि० से०  
विनियमावली के अनुच्छेद 912 (ii), 917 (ii) देखें] ।

Specific opinion by Head of office, whether the service :  
claimed is established, and should be admitted or not  
( see Articles 919 (ii)/917(ii) C.S. Regs )

स्थान

Station :

तारीख

Date :

हस्ताक्षर

Signature :

पद

Designation :