

FORM 1
[See Rule 53(1)]

Nomination for Retirement Gratuity/Death Gratuity

When the Government servant has a family and wishes to nominate one member, or more than one member, thereof.

I,....., hereby nominate the person/persons mentioned below who is/are member(s) of my family, and confer on him/them the right to receive, to the extent specified below, any gratuity the payment of which may be authorised by the Central Government in the event of my death while in service and the right to receive on my death, to the extent specified below, any gratuity which having become admissible to me on retirement may remain unpaid at my death -

Original nominee/s				Alternate nominee/s	
Name and addresses of nominee/nominees	Relations hip with the Governm ent Servant	Age	Amount or share of gratuity payable to each*	Name, address relationship and age of the person or persons if any, to whom the right conferred on the nominee shall pass in the event of the nominee predeceasing the Government servant or the nominee dying after the death of the Government servant but before receiving payment of gratuity	Amount or share of gratuity payable to each**

This nomination supersedes the nomination made by me earlier on which stands cancelled.

Dated this day of 2014 at

Witnesses to signature :

1.
2.

Signature of Government Servant

(To be filled by the Head of Office)

Nomination by.....
Designation.....
Office.....

Signature of Head of Office
Date.....
Designation.....

FORM 3
Details of Family
[See Rule 54(12)]

Name of the Government servant

Designation

Date of birth

Date of appointment

Details of the members of my family *as on

S.No.	Name of the members of family	Date of Birth	Relationship with the officer	Initials of the Head of office	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					

I hereby undertake to keep the above particulars up-to-date by notifying to the Head of Office any addition or alteration.

Place.....	Signature of Government servant
Dated the.....	

*Family for this purpose means family as defined in Clause (b) of sub-rule (14) of Rule 54 of the CCS (Pension) Rules, 1972.

NOTE. - Wife and husband shall include respectively judicially separated wife and husband.

