

REQUIREMENT OF SERVICE/FAMILY PENSION CALCULATION

- 1.Name & Designation of the Rtd. Employee : Sri/Smt. _____
2. Last Place of Working Institutiion : _____
3. Name of the Father/Husband's Name :Sri/Smt. _____
- 4.Name of the Applicant(If Employee is Death) : _____
5. Date of Birth : _____
6. Date of Joining Service : _____
7. Date of Retirement / Death : _____
8. Permanent & Temporary Address : _____

- 9.Bank A/C.Particulars with IFSC & MICR Code : _____

- 10.Treasury / CFMS I.D & Cell NO. : _____
10. Z.P.P.F / G.P.F / PRAN Account No. : _____
11. **Aadhar No.** : _____
- 12.**PAN No.** : _____
- 13.D.D.O Name & Designation : _____
14. D.D.O TAN No. : _____
15. Two Persons Witness Particulars : 1) _____
2) _____
16. Spouse Moles: _____

FAMILY MEMBERS PARTICULARS

S.No.	Name of the Member	Relation	Date of Birth	Maried or not	Employee or Not
1					
2					
3					
4					
5					

SIGNATURE

FAMILY BENEFIT ENTRIES(ON Death)

A) DEATH ENTRY

As per Death Certificate issued by the Panchayat Secretary / Municipal Commissioner _____ with L.Dis.NO. _____ Dt: _____ he / she was expired on _____ while in service.

B) PROPER PERSON CERTIFICATE

Certified that Sri / Smt. _____ W/O. H/O. Sri / Smt. _____ (Late) resident of _____ is the Next Proper Person to received Family Pensionary Benefits if any from Govt. And Bank of his / her spouse Sri / Smt. _____ who died on _____ while in service as per Certificate issued by the Talhsildar, _____ with Rc.No. _____ Dated: _____

C) GIS CONTRIBUTION ENTRY

As per Death Certificate issued by Panchayat Secretary / Municipal Commissioner _____ she / he expired on _____ while in service. _____ .During his / her Service he / she was contributed under the GIS and the same deducted amount was remitted to AP State GIS Head of A/c. The Particulars are as follows:

DETAILS OF CONTRIBUTION

From _____ To _____ @ Rs.20/- PM

From _____ To _____ @ Rs.30/- PM

From _____ To _____ @ Rs.60/- PM

From _____ To _____ @ Rs.120/- PM

The above particulars are found correct as per records.

D) GIS FINAL CLAIME PARTICULARS

According to the Proceedings Rc.No. _____ Dt: _____ of HM / MEO _____ & Death Certificate issued by the Panchayat Secretary / Municipal Commissioner _____ he / she expired on _____ while in service. And he / she contributed under the GIS during his / her service and remitted to State GIS Head of A/cs. Contrinbutios particulars are as follow :

From _____ To _____ @ Rs.20/- PM

From _____ To _____ @ Rs.30/- PM

From _____ To _____ @ Rs.60/- PM

From _____ To _____ @ Rs.120/- PM

The above said Contribution units Amount calculated as per the G.O.Ms.No. _____ Fin. Deptt. Dt. _____ Tables and GIS Closure Amount Rs. _____ /- (Inwords _____) Sanction and drawn from concerned Head of A/c.and the same amount paid to Sri / Smt. _____ as per Proper Person Certificate issued by the Tahsildar _____.

D) E.L's FINAL CLAIME PARTICULARS

According to the Proceedings Rc.No. _____ Dt. _____ of HM/MEO _____ & G.O.Ms.No.234 Fin.Deptt. Dt.10/8/2006 the incumbent was expired on _____ while in service on that date the incumbent has a balance of E.L's _____ Days in his/her E.L's Account. So, The above said Total Balance of E.L's Encashed and paid to the concerned Proper person only and also close his / her E.L's Account.

E) H.P.L's FINAL CLAIME PARTICULARS

According to the Proceedings Rc.No. _____ Dt. _____ of HM / MEO _____ &G.O.Ms.No.148 Fin.Deptt. Dt.21/8/2017 the incumbent was expired on _____ while in service on that date the incumbent has a balance of H.P.L's _____ Days in his / her H.P.L's Account. From this Balance Account he / she only eligible of H.P.L _____ Days are Encashed and paid to the concerned proper person only and also close his / her H.P.L's Account.

F) PENSION BENEFITS CERTIFICATES

1. Certified that All the Schools in which he / he worked were Recognised Institutions by the Government.
2. Certified that there are NO-DUES to be recovered from the deceased Employee.
3. Certified that there are NO-PENDING charges against the deceased employee.
4. Certified that there are NO-INTERRUPTIONS in the service of the deceased employee during the period from _____ to _____ (Upto Death)
5. Certified that he / she was expired on _____ while in service as per Death Certificate issued by the Concerned Authorities.
6. Certified that Sri/Smt. _____ H/O.W/O.Sri/Smt. _____ (Late) is the Nexe Proper Person to received Family Pensionery Benefits due to his / her spouse Sri/Smt. _____ who died on _____ while in service as per Certificate issued by the Concerned Authorities.
7. Certified that I have verified the Service with references to pay rolls, Pay Fixations including AAS, Appointments / Pay Fixations from time to time till the Date of Death and found correct Vide Govt.Memo No. 42/PSC/2012 Fin.(PSC) Deptt. Dt.17/02/2012.