

(See Rules 59 (I) (C) and 61 (I) )

**Particulars to be obtained by the Head of Office from the retiring Government servant eight months before the date of his retirement.**

- 1. Name .....
- 2. a) Date of birth .....
- b) Date of retirement .....
- 3. Two specimen signatures (to be furnished in a separate sheet) duly attested by a Gazetted Government servant.
- 4. Three copies of passport size joint photograph with wife or husband (to be attested by the Head of Office)
- 5. Two slips showing the particulars of height and personnel identification marks duly attested by a Gazetted Government servant.
- 6. Present address. ....  
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- 7. Address after retirement. ....  
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- 8. Name of the Treasury or the Branch of Public Sector Bank or the Pay and Accounts Office through which the pension is to be drawn.
- 9. Details of the family in Form 3 .....
- 9. Indicate whether family pension is admissible from any other source, i.e. Military or State Government and / or a public sector undertaking/autonomous body / Local Fund under the Central or a State Government. ....

Place ..... Signature .....

Dated ..... Designation .....

Ministry/ Deptt. / Office .....

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