

PENSION FORM-R

Form for Sanction of Family Pension to the child or children of a retired Government/Aided /ULB Employee who dies after retirement but does not leave behind a widow or widower.

Department of _____ Office of _____

Letter No. _____ Dt. _____

To The Controller of Accounts,
 Odisha, Bhubaneswar

Subject–Grant of Family Pension to the child/children/Guardian [in case of minor(s)].

Sir/Madam

I am directed to say that Shri/Shrimati _____
_____, formerly (Designation) _____ working in
this Department/Office was authorised Pension of Rs. _____ with
effect from _____ on his/her Retirement from service.

2. Intimation has been received in this Department/Office that
 Shri/Smt. _____ died on _____ and that at the time
 of death left no widow/widower but was survived by the following children.

Sl. no.	Name (*)	Son/ Daughter	Date of birth in Christian Era	Name of the Guardian (In case on minor(s))
(1)				
(2)				
(3)				

3. In term of Rule - 56 of the Odisha Civil Services (Pension) Rules, 1992 the
amount of family pension has become payable to the children in the order
mentioned above. The family pension will be payable on behalf of the minor
to Shri/Smt. _____ who is the guardian.
4. Sanction for the grant of Family Pension of Rs. _____ per month
to the children mentioned above is hereby accorded. The Family Pension will
take effect from _____ and subject to the provision of sub-rule(5) of Rule 56 of
the Odisha Civil Services (Pension) rules, 1992 will be tenable till.....
5. The family Pension is debitable to the Head _____.
6. List of documents enclosed are:-
- (i) Permanent address of the Child/Children/Guardian.
 - (ii) Specimen signature or**left hand thumb and finger impressions of the
claimant or guardian duly attested by Head of Office/Gazetted Officer.
 - (iii) Two attested copies of passport size photograph of the Child/Children/Guardian.

(iv) Descriptive roll of the Child/Children/Guardian, duly attested.

7. Name of the Treasury where payment is to be made(Treasury/Sub-Treasury/Special Treasury):-

8. Name of the Bank where payment is to be made:-

Branch.....

A/c no.....

IFSC Code.....MICR Code.....

9. The receipt of this letter may kindly be acknowledged and this Department/Office be informed that instructions for the payment of family pension to the Child/Children/Guardian have been issued to the disbursing authority concerned.

Pension Sanctioning Authority

* The names of children should be mentioned in the order of eligibility mentioned in Rule-56 (7) (c) of the Orissa civil Services (Pension) Rules,1992.

**To be furnished in the case of the guardian, who is not literate enough to sign his or her name.