

## **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

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\* 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.