

F O R M - F

(Vide Regulation 34)

PART-I

Form of Application

Application for a Family Pension for the family of Late  
Shri/Sm.....(Designation).....  
.....in the Office/Department of.....

1. Name of the Applicant :
2. Relationship to the deceased :  
employee/pensioner.
3. Date of death of the employee/:  
pensioner
4. Date of retirement, if the :  
deceased was pensioner.
5. Name and age of surviving :  
kindred of the deceased

(N a m e)

Date of birth  
(By Christian era)

Widow/Widower

Unmarried daughters

Parents

6. Place from where payment is desired:
7. Signature or left hand thumb  
impression(in the case of those  
who are not literate enough  
to sign their name.
8. Descriptive roll of - :

Widow/Widower/Guardian of the  
minor children/parents of late  
.....

- i) Date of birth(by Christian era) :
- ii) Height :
- iii) Personal marks, if any, on hand  
or face. :
- iv) Left hand thumb and finger impre-  
ssions, little finger, ring  
finger, index finger, thumb :

Attested by :

W i t n e s s e s :

1. ....
2. ....

NOTE - The descriptive roll(column) and signature or left hand thumb



# PART II

## Form for Sanctioning Family Pension

1. Name of the Calcutta Metropolitan:  
Water and Sanitation Authority  
employee.
2. Father's name (and also husband's  
name in the case of a female  
employee). :
3. Religion and Nationality :
4. Last appointment held including  
name of establishment/Office.
5. Date of beginning of service :
6. Date of end of service :
7. Substantive appointment held :
8. Pension regulations opted/eligible:
9. Length of continuous qualifying  
service prior to death :
10. Emoluments as per regulation :
11. Amount of family pension admissible:
12. Date from which pension is to  
commence :
13. Place of payment (Calcutta  
Metropolitan Water and Sanitation  
Authority-Headquarters. Name and  
branch of the nationalised bank)

The undersigned having satisfied himself of the above particulars of late Shri/Sm. . . . . hereby orders the grant of a family pension of . . . . . per month to Shri . . . . . which may be accepted by the Audit Officer as admissible under the regulations.

Signature and designation  
of the Sanctioning Authority.

Ag/-



FORM E  
(vide regulation 34 )

Form of Family Pension

No. . . . .

The Calcutta Metropolitan Water and Sanitation Authority,  
Department/Office.

Dated, the . . . . .

Subject: Payment of Family pension  
in respect of late/  
Shri/Sm. . . . .

The undersigned has learnt with regret the death of Shri/  
Sm. . . . .

(Designation)

in this Office/Department and is directed to inform you that  
under the provisions of regulation 28 you are entitled to family  
pension for life/till attaining the date of majority.

I am accordingly to suggest that formal claim of the grant  
of family pension may be submitted by you in the enclosed Form  
(Form F, Part I) along with the following documents, namely :-

1. Death Certificate.
2. Two copies of passport size photograph duly attested  
by a gazetted officer.
- \* 3. Guardianship certificate where pension is admissible to  
the minor children.

To

. . . . .  
. . . . .  
. . . . .

\*Where family pension is admissible to the minor children.



**Descriptive Roll of Widow of Late**  
**(In columnar Form)**

[illegible]