

ई-मेल

विभागीय वेबसाईट के नोटिस बोर्ड पर

पत्र संख्या : 1/विविध-1034/2013-सा0 प्र0-750/

बिहार सरकार  
सामान्य प्रशासन विभाग

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प्रेषक,

कन्हैया लाल साह,  
सरकार के अवर सचिव ।

सेवा में,

बिहार संवर्ग के सभी भा0प्र0से0 पदाधिकारिगण ।

पटना-15, दिनांक: 20 जनवरी, 2017

विषय:- नामांकन फॉर्म में सूचना उपलब्ध कराने के संबंध में ।

प्रसंग:- महालेखाकार (ले0 एवं ह0) का कार्यालय, बिहार, पटना का पत्रांक-जी0ई0-01/1180 दिनांक-08.12.2016.

महाशय,

उपर्युक्त विषयक महालेखाकार (ले0 एवं ह0) का कार्यालय, बिहार, पटना के प्रासंगिक पत्र की छायाप्रति संलग्न करते हुए निदेशानुसार कहना है कि इसके द्वारा भा0प्र0से0 पदाधिकारियों के नामांकन की सूचना विहित प्रपत्र में उपलब्ध कराने की अपेक्षा की गयी है ।

2. प्रसंगवश उल्लेखनीय है कि अखिल भारतीय सेवायें (मृत्यु-सह-सेवानिवृत्ति लाभ) नियमावली, 1958 के नियम-21 (2) में यह प्रावधान है कि अखिल भारतीय सेवा के पदाधिकारियों को उनकी सेवा सम्पुष्टि होने के पश्चात् नामांकन फॉर्म भरा जाना है ।

3. अतः अनुरोध है कि वांछित नामांकन फॉर्म पूर्व में महालेखाकार (ले0 एवं ह0) का कार्यालय, बिहार, पटना को उपलब्ध नहीं कराया गया हो, तो संलग्न संगत प्रपत्रों (अनुसूची-डी0 से जी0, जो आपसे संबंधित हो तथा अनुसूची एच0 एवं जे0) में वांछित सूचना सीधे महालेखाकार (ले0 एवं ह0), बिहार, पटना को भेजते हुए उसकी सूचना सामान्य प्रशासन विभाग को भी देने की कृपा की जाए ।

अनु0:- यथोक्त ।

विश्वासभाजन,  
20/01/2017  
सरकार के अवर सचिव ।

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महालेखाकार (ले० एवं ह०) का कार्यालय, बिहार, पटना  
OFFICE OF THE ACCOUNTANT GENERAL (A&E), BIHAR, PATNA

पत्रांक-जी०ई०-०११-११४०  
दिनांक- ४/12/2016

AS (A&E)

सेवा में,

1. प्रधान सचिव,  
सामान्य प्रशासन विभाग,  
बिहार, पटना।
2. प्रधान सचिव,  
गृह विभाग,  
बिहार, पटना।
3. प्रधान सचिव,  
पर्यावरण एवं वन विभाग,  
बिहार, पटना।

विषय:-

अखिल भारतीय पदाधिकारी सेवा के पदाधिकारी जिनका वेतन पूर्ण इस कार्यालय से निर्गत होता है, के Nomination संबंधी अभिलेख के संबंध में।

महाशय,

उपर्युक्त विषय के संबंध में सूचित करना है कि अखिल भारतीय पदाधिकारी सेवा के पदाधिकारी का Nomination Form विहित प्रारूप में इस कार्यालय को प्राप्त होना अपेक्षित है ताकि उनके सेवांत लाभो सहित अन्य प्रयोजनों हेतु इससे नियमानुकूल निर्देश प्राप्त किया जा सके। वर्तमान में पदाधिकारियों द्वारा Nomination इस कार्यालय को नहीं भेजे जा रहे है।

अतः अनुरोध है कि इस संबंध में आवश्यक निर्देश जारी किये जाय ताकि पदाधिकारियों के Nomination Form इस कार्यालय में प्राप्त हो सके। यदि तत्संबंधित अभिलेख आपके कार्यालय में उपलब्ध हो तो इस कार्यालय को अधिलम्ब उपलब्ध कराने की कृपा की जाय।

भवदीय

वरीय लेखा अधिकारी  
बिहार, पटना।

बिहार सरकार  
वरीय लेखा अधिकारी  
बिहार, पटना-800 001  
दिनांक: 21/12/2016

श्री चंद  
22/12/16  
444/साभ  
22-10-20

<sup>120</sup>SCHEDULE D

*Nomination for death-cum-retirement Gratuity (when the member of the Service has a family and wishes to nominate one member thereof)*

I hereby nominate the person mentioned below who is a member of my family and confer on him the right to receive any death-cum-retirement gratuity that may be sanctioned by State Government in the event of death while in service and the right to receive on my death, any gratuity which having become admissible to me on retirement may remain unpaid at my death.

Name and address of nominee	Relationship with the member of the Service	Age	Contingencies on the happening of which the nomination shall become invalid	Name, address and relationship of the person or persons if any, to whom the right conferred on the nominee shall pass in the event of the nominee predeceasing the member of the Service the nominee dying after the death of the member of the Service but before receiving payment of the gratuity.	Amount of share or gratuity payable to each
1	2	3	4	5	6

This nomination supersedes the nomination made by me earlier on ..... which stands cancelled. Dated this..... day of ..... 19 .. at.....

<sup>121</sup>SCHEDULE E

*Nomination for Death-cum-Retirement Gratuity*  
(When the member of the Service has a family and wishes to nominate more than one member thereof)

120 Substituted vide MHA Notification No. 29/7/60-AIS(II) dt 31.12.62

121 Substituted vide MHA Notification No. 29/7/60-AIS(II) dt 31.12.62

— \* —

hereby nominate the persons mentioned below, who are members of my family, and confer on them the right to receive, to the extent specified below any death-cum-retirement gratuity that may be sanctioned by State Government in the event of my death while in service and the right to receive on my death, to the extent specified below, any gratuity which having become admissible to me on retirement may remain unpaid at my death.

Name and address of nominee	Relationship with the member of the Service	Age	Amount or share of gratuity payable to each*	Contingencies on the happening of which the nomination shall become invalid	Name, address and relationship of the person or persons if any, to whom the right conferred on the nominee shall pass in the event of the nominee predeceasing the member of the Service or the nominee dying after the death of the member of the service but before receiving payment of the gratuity	*Amount of share of gratuity payable each
	2	3	4	5	6	7

<sup>122</sup>SCHEDULE F

*Nomination for Death-cum-Retirement Gratuity*

(When the member of the Service has no family and wishes to nominate one person)

I, having no family, hereby nominate the person mentioned below and confer on him the right to receive any death-cum-retirement gratuity that may be sanctioned by State Government in the event of my death while in service and the right to receive on my death any gratuity which having become admissible to me on retirement may remain unpaid at my death.

Name and address of nominee	Relationship with the member of the Service	Age	Contingencies on the happening of which the nomination shall become invalid	Name, address and relationship of the person or persons if any, to whom the right conferred on the nominee shall pass in the event of the nominee predeceasing the member of the Service but before receiving the payment of gratuity	Amount or share of gratuity payable to each*

<sup>122</sup> Substituted vide MHA Notification No. 29/7/60-AIS(II) dt 31.12.62

1	2	3	4	5	6

This nomination supersedes the nomination made by me earlier on..... stands cancelled.

Dated this..... day of..... 19 at.....

Witnesses to Signature:

1.....

2.....

Signature of the member of the Service

<sup>123</sup>SCHEDULE G

*Nomination for death-cum-Retirement Gratuity*

(When the member of the Service has no family and wishes to nominate more than one person)

1. having no family, hereby nominate the persons mentioned below and confer on them the right to receive to the extent specified below, any death-cum-retirement gratuity that may be sanctioned by State government in the event of my death while in service specified by me. Any gratuity which having become admissible to me on retirement may remain unpaid at the time of my death.

Name and address of nominees	Relationship with the member of the Service	Age	Amount or share of gratuity payable to each*	Contingencies on the happening of which the nomination shall become invalid	Name, address and relationship of the person or persons if any, to whom the right conferred on the nominee shall pass in the event of the nominee predeceasing the member of the Service or the nominee dying after the death of the member of the Service but before receiving the	Amount of share of gratuity payable to each

<sup>123</sup> Substituted vide MHA Notification No. 29/7/60-AIS(II) dt 31.12.62

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					payment of gratuity	
2	3	4	5	6	7	

This nomination supersedes the nomination made by me earlier on..... which stands cancelled  
 this..... day of..... 19 at.....

Signature to signature:

Signature of the member of the Service.

The officer shall draw lines across the blank space below the last entry to prevent insertion of any name after he has signed.

Each column should be filled in so as to cover the whole amount of gratuity.

The amount/share of gratuity shown in this column should cover the whole amounts/share due to the original nominees.

<sup>124</sup>SCHEDULE H

Nomination for Family Pension

I hereby nominate the persons mentioned below, who are members of my family, to receive in the order shown below, the family pension which may be granted by State Government in the event of my death after completion of 10 years qualifying service.

Name and address of nominee	Relationship with the member of Service	Age	Whether married or unmarried
	2	3	4

This nomination supersedes the nomination made by me earlier on..... Which is cancelled.

dated this..... day of..... 19 at.....

Witnesses to signature:

1.....

2.....

Signature of the member of the Service

N.B.- The officer should draw lines across blank space below the last entry to prevent insertion of any name after he has signed.

**SCHEDULE I**

*Declaration Form*

Whereas the.....(here state the designation of the officer sanctioning advance) has consented provisionally, to advance to me the sum of Rs..... month/Rs.....in anticipation of the completion of the enquiries necessary to enable the Government to fix the amount of gratuity/pension/death-cum-retirement gratuity/family/pension, payable to me <sup>125</sup>(as the nominee/legal heir of Shri.....)

I hereby acknowledge that, in accepting this advance I fully understand that gratuity/pension/death-cum-retirement gratuity/family pension, payable to me is subject to revision on the completion of the necessary formal enquiries and I promise to base objection to such revision on the ground that the provisionally sanctioned gratuity/pension/death-cum-retirement gratuity/family pension now to be paid to me exceeds the gratuity/pension/death-cum-retirement gratuity/family pension which was finally sanctioned to me. I further promise to repay any amount advanced to me in excess of the gratuity/pension/death-cum-retirement gratuity/family pension that was finally sanctioned to me.

Signature.....

Designation (if a Government Servant).....

Station.....

Date.....

Witnesses to signature:

(With address),

1.....

2.....

<sup>125</sup> The words may be omitted where inapplicable

**<sup>126</sup>SCHEDULE J**

[See rule 22B(11) (i)]

*Details of Family*

Name of the member of the Service:

Designation :

Date of birth:

Date of appointment:

Details of the members of my family as on:

I hereby undertake to keep the above particulars up-to-date by notifying to the Government/Accounts Officer any addition or alteration.

Place:

Date :

Signature of the member of Service

No	Name of the member of Family <sup>127</sup>	Date of birth	Relationship with the officer	Remarks
1	2	3	4	5

**SCHEDULE K**

Authorities Competent to Retire a Member of the service on various kinds of Retirement Benefits.

Nature of Retirement Benefits	Authority Competent to Retire
1	2

<sup>126</sup> Inserted vide DP&AR Notification No. 250117/82-AIS(II) dt 24.3.83

<sup>127</sup> The words may be omitted where inapplicable