



F.No.12012/01/2023-Admn.III

Government of India

Ministry of Agriculture & Farmers' Welfare

Department of Agriculture & Farmers Welfare

DIRECTORATE OF PLANT PROTECTION, QUARANTINE AND STORAGE

N.H.IV. FARIDABAD-121001(HARYANA)

Dated: 1st August, 2023

परिपत्र/CIRCULAR

Sub: Submission of details regarding employment of dependent's of deceased Government Servant dying while in service - Reg.

The undersigned is directed to refer to this Directorate's O.M. No. 49011/02/2018 dated the 13th March (sent by e-mails on 13.04.2023 & 17.04.2023), 2023 to forward again herewith Proforma regarding employment of dependents of Government servants deceased while in service/retired on invalid pension on the subject noted above, all Regional Officers-in-charge are informed that the verified details of movable/Immovable property, attested copy of PPO as per 7th CPC, (a) Family pension, (b) DCR Gratuity, GPF/PPF account balance, Leave Encashment, CGEGIS etc. Lump Sum amount received by the family on death of Government Servant (c) Annual Income from movable/immovable property as well as Annual Income earned by other members of the family of deceased person (falling under their jurisdiction) may be submitted in the prescribed Proforma as enclosed.

2. All Officers-in-charge of the Regional Offices of this Directorate, are requested that the requisite information/documents may be completed and provided on **TOP PRIORITY** basis within **15 days** by e-mail/speed post for taking further necessary action in this regard.

3. The applications for the compassionate appointment, if any, may also be sent along with duly filled up Proforma. It is also informed that there is no need to forward the same to this Directorate, if already sent.

Encl.: As above.

Mamta
18/8/23
(Mamta Chhabra)
Section Officer

To

1. All officers-in-charge of the Regional Offices (IPMs/PQs/LCOs/RPTLs of the Directorate.
2. I. T. Cell for uploading the same on the official website.
3. Guard File.

PROFORMA REGARDING EMPLOYMENT TO DEPENDENTS OF GOVERNMENT SERVANTS DYING WHILE IN SERVICE / RETIRED ON INVALID PENSION

I	Particulars of deceased/employee retired on invalid pension		
	a)	Name of the Government Servant (deceased/retired on medical grounds.)	
	b)	Designation of the Government servant	
	c)	Date of birth of Deceased/Retired on medical ground Govt. Servant	
	d)	Date of Superannuation of Deceased retired on medical ground, Govt. Servant	
	e)	Whether MTS or Not?	
	f)	Date of Death/retirement on Medical grounds	
	g)	Date of initial appointment in Government service in r/o Deceased/retired on medical grounds Govt. Servant.	
	h)	Total length of service rendered	
	i)	Age at the time of death	
	j)	Whether permanent or temporary	
	k)	Whether belonging to SC/ST/OBC	
	II	Particulars of the Candidate	
a)		Name of candidate for appointment	
b)		His/Her relationship with the Government Servant	
c)		Marital status of the applicant	
d)		Date of birth of candidate	
e)		Educational Qualification of candidate General Technical	
f)		Whether any other dependent has been appointed on compassionate ground	
g)		Height of the applicant	
III	Particulars of total assets left including amount		
	a)	Family Pension	
	b)	Retirement/Death Gratuity	
	c)	G.P.F Balance (DLIS)	
	d)	L.I. Policies (including PLI)	
	e)	C.G.E. Insurance amount + Saving fund	
	f)	Encashment of Leave	
	g)	D.P.W.S Fund	
	h)	Any other assets	
	i)	Amount of DLIS	
		Total	

IV	<p>(a) Movable and immovable properties/Agricultural Land etc., in the name of deceased government servant or any member of family, in Delhi or out side Delhi.</p> <p>(b) If yes, annual income earned and details thereof.</p>					
V	Brief Particulars of Liabilities, if any					
VI	Residence particulars & Address		<p>Rented / Own House / Govt. Accommodation(Enclose proof)</p> <p>Address:</p> <p>.....</p> <p>Post Office :</p> <p>Tehsil/Sub-division:</p> <p>District :</p> <p>Pin code :</p> <p>State :</p>			
VII	Particulars of all dependents of the employee (if some are employed, their income and whether they are living together or separately)					
S.N	Name(s)	Relationship with the Government Servant	Date of birth /Age	Address	Employed or not employed (if particulars of employment and emoluments)	Marital Status
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1						
2						
3						

VII	DECLARATION/UNDERTAKING
<p>I hereby declare that the facts given by me above are, to the best of my knowledge, correct. If any of the facts herein mentioned are found to be incorrect or false at a future date, my services may be terminated and I would be prosecuted under section 177,193,197,198,199 & 200 of IPC.</p> <p>2. I hereby also declare that I shall maintain properly the other family members who were dependent on the Government servant/member of the Armed Forces mention against I(a) of Part-A of this form and in case it is proved at any time that the said family member are being neglected or not being properly maintained by me, my appointment may be terminated.</p> <p>Dated _____ Signature of the Candidate _____</p> <p>Name :- _____</p> <p>Address:- _____</p> <p>I have verified that the facts mentioned by the candidate above, are correct.</p> <p>Dated _____ Signature of the Welfare Officer of the Department with office stamp/seal</p> <p>Name :- _____</p> <p>Address :- _____</p> <p>_____</p> <p>Rank, Name & Number with place of posting :-</p>	

Enclosure :

1.	Death Certificate (in original)
2.	Copy of certificates as proof Educational qualification & experience, (Self Attested)
3.	Proof of Age/DOB of applicant & other family members (Self Attested)
4.	Copy of ration card (Self Attested)
5.	Copies of orders of all pension benefits i.e. PPO, GLIS, Savings etc. (Self Attested duly verified by administrative department concerned)
6.	NOC from other members of family (Self attested declaration/undertaking)
7.	Two Photographs of applicant. (Attested by the Department)
8.	Rent agreement, Rent receipt and proof of ownership of Landlord of last quarter if applicable.

NOTE: FURNISHING OF WRONG / FALSE INFORMATION / CERTIFICATE IS PUNISHABLE UNDER SECTION 177, 193, 197, 198, 199 & 200 OF IPC.