

**AIR HEADQUARTERS**  
**AIR OFFICER-IN-CHARGE ADMINISTRATION**

**BROCHURE ON TERMINAL BENEFITS**

**FOR**

(a) Officers on Retirement

(b) NOK on death of Officer after retirement

(November 2001)

**Issued by:- Directorate of Pay, Pension and Regulations**

Air Headquarters

West Block No 6, R.K. Puram

New Delhi-110066

## **PREFACE**

1. This Brochure contains information relating to terminal benefits and other entitlements of Officers on retirement and benefits/entitlements to Next of Kins, on death of an officer after retirement.
2. Efforts have been made to ensure that all important policy aspects relating to terminal benefits of Officers are included in the Brochure. However, entitlements are constantly under review. Therefore, if any information given in the Brochure is found to be at variance with any order/instruction of the Government and clarifications need to be sought, the same may be referred to Directorate of Pay, Pension and Regulations, Air Headquarters, West Block No 6, R.K. Puram, New Delhi-110066.

( A Bose )

Air Cmde

New Delhi

Director PP&R

2001

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**BROCHURE ON TERMINAL BENEFITS**

**PART -I TERMINAL BENEFITS FOR OFFICERS ON  
RETIREMENT**

**General**

1. **Entitlements.** An officer on retirement from service and NOK of the officer on his death after retirement is entitled to terminal benefits from one or more of the following:-

- (a) Retiring pension/Retiring Gratuity.
- (b) Commutation of Pension
- (c) Retirement Gratuity
- (d) Invalid Pension/Gratuity
- (e) Disability Pension
- (f) War Injury Pension
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- (l) Travel Concession Allowance
- (m) Air Force Group Insurance Scheme
- (n) Indian Air Force Benevolent Fund
- (o) Air Force Wives Welfare Association(AFWWA).

2. **Application.** The specimen forms of application and other proforme to be completed by the officers for retiring pension/gratuity and commutation are placed at Appendices 'A' to 'E'. It is to be completed by the officer as per instructions given therein and submitted to the Directorate of PP&R atleast four months in advance of his retirement. DPP&R, after scrutiny will forward these forms alongwith other requisite documents/information to Dy CDA(AF) who will issue the Pension Payment Order to his Banker under intimation to the officer.

3. **Retiring Pension – Qualifying Service.** Retiring Pension is granted on completing a minimum qualifying service of 20 years (15 years in case of late entrant). The weightage element is an in built factor of the pension and it is meant to compensate comparatively early retiring age. Weightage is not taken into account for calculation of minimum years of qualifying service. For qualifying service less than 20 years but more than 10 years, only Retiring Gratuity will be admissible.

4. **Calculation of Retiring Pension/Gratuity.** Retiring Pension will be calculated at 50% of



Average Emoluments. The amount so determined will be the retiring pension for 33 years of reckonable qualifying service including weightage. For lesser period of reckonable qualifying service this amount will be proportionately reduced. Retiring Gratuity will be granted at a uniform rate of ½ a month's Reckonable Emoluments for each completed six monthly period of qualifying service. No weightage in qualifying service is admissible to those retiring on Retiring Gratuity. The Average Emoluments shall be determined with reference to the Reckonable Emoluments drawn during the last 10 months of service. Reckonable Emoluments for calculation of pension have been defined as Basic Pay, Rank Pay and Non-Practising Allowance (where admissible). Formula for calculation of Retiring Pension with qualifying service of 20 years or more is as under:-

Average Emoluments for last 10 months X Qualifying Service (including  
Weightage)

2 X 33

Note. On punishment of forfeiture of past service by a Court Martial, the past service along with weightage admissible for the rank will be first restricted to a maximum pensionable service of 33 years and then the penalty of forfeiture of past service for pension deducted therefrom .

5. Weightage in Qualifying service for the purpose of calculation of Pension and Gratuity will be as given below:-

<u>Rank</u>	<u>Weightage in Years</u>	
<u>Service Officers (Other lthan MNS)</u>	<u>(for pension)</u>	<u>(for gratuity)</u>
(i) Flying Officer/Flt Lt	9	5 yrs

(ii)	Sqn Ldr	8	:
(iii)	Wg Cdr(TS)	5	:
(iv)	Wg Cdr(S)/Gp Capt	7	:
(v)	Air Cmde	5	:
(vi)	AVM and above	3	:

- Note.
1. Weightage is reckoned only where the officer has completed 20 years of service.
  2. No weightage is admissible for those getting permanently absorbed in PSUs.

6. **Commutation of Pension.** A maximum of 43% of pension can be commuted .

The commuted value of pension is calculated on the basis of an officer's age on next birthday, which falls after the date of retirement.

7 **Retirement Gratuity.** Officers who have put in a minimum of 5 years qualifying service and are eligible for service pension/invalid gratuity or pension of any type are entitled for Retirement Gratuity. It is paid at the rate of one fourth of the emoluments last drawn for every six month of completed service, subject to a maximum of sixteen and a half months' pay, or Rs 3.5 lakhs whichever is less. A uniform weightage of 5 years is added to actual qualifying service subject to the total not exceeding 33 years. Emoluments for the purpose of calculating gratuity will be the last pay drawn which includes Basic Pay, DA, Rank Pay, Stagnation Increment & NPA (if admissible).

8. **Invalid Pension/Gratuity.** An officer invalidated out of service for causes, which are neither attributable to nor aggravated by Air Force Service is granted invalid pension/gratuity. If the service is less than 10 years at the time of invalidment, only invalid gratuity is paid. Invalid pension is equal to the service element of the disability pension and is calculated in the same manner as Retiring Pension. In case of an officer who is invalidated out of service due to causes which are attributable to or aggravated by service he shall be entitled to disability pension consisting of service element and disability element. Service element shall be equal to retiring pension without any condition of minimum

qualifying service. The disability element shall be computed @ Rs.2600/-pm for 100% disability. The extent of disability or functional incapacity shall be determined in the following manner for the purposes of computing the disability element:-

<b><u>Percentage of disability as assessed by invaliding Medical Board.</u></b>	<b><u>Percentage to be reckoned for computing of disability element</u></b>
Less than 50	50
Between 50-75	75
Between 76-100	100

9. **Disability Pension.** An officer who retires from service with a disability which is accepted as attributable to or aggravated by military service is entitled to disability pension consisting of service element and disability element. Disability element will be granted if disability is assessed at 20% or more either for life or for a specific period depending on the recommendation of the medical authorities. Service element which is equal to retiring pension will continue to be paid irrespective of the percentage of disability. The rate of disability pension for 100% disability is Rs.2600/-pm which will be proportionately reduced for disability less than 100%. No disability element will be payable for disability less than 20%. Officers who proceed on voluntary retirement/premature retirement at their own request except for the purpose of availing higher value of Commutation of Pension are not eligible for Disability Pension.

10. **Lumpsum compensation in lieu of Disability Element.** In case a person belonging to the Armed Forces is found to have a disability which is attributable to or aggravated by service due to continued exposure to hostile work environment, climatic conditions or due to accidents in the performance of normal duties, which is assessed at 20% or more for life but the individual is retained in service despite such disability, he/she can opt either for a compensation in lumpsum (in lieu of disability element) equal to the capitalised value of disability element on the basis of disability actually assessed or for disability element of pension at the time of retirement. The rates of disability element for calculating capitalised value shall be as laid down in Para 9 above. The age next birthday will be reckoned with reference to the date of onset of disability with loading of age, if any, recommended by the Disability Compensation Medical Board. Once a compensation has been paid in lieu of the disability element, there shall be no further entitlement to the disability element for the same disability at the time of retirement.

11. **War Injury Pension on Invalidment.** Where an Armed Forces personnel is invalided out of service on account of disabilities sustained during enemy actions in international war/ war like situation or border skirmishes or injuries while on operational duties etc, he/she shall be entitled to War Injury Pension consisting of Service Element and War Injury element as follows:-

(a) **Service Element:-** Equal to Retiring/Service Pension to which he/she would have been entitled on the basis of his/her pay on the date of invalidment but counting service upto the date on which he/she would have retired in that rank in normal course including weightage as

admissible without any condition of minimum qualifying service.

(b) War Injury Element:- Equal to reckonable emoluments last drawn for 100% disablement. However in no case the aggregate of Service element and War Injury element should exceed last pay drawn. For lower percentage of disablement, War Injury element shall be proportionately reduced.

12. Lumpsum Compensation in lieu of War Injury Pension.:- In case an Armed Forces Personnel is found to have a disability which is sustained under the circumstances mentioned in Para 11 above, which is assessed at 20% or more for life but the individual is retained in service despite such disability he will have an option either to draw war injury element at the time of retirement or can draw lumpsum compensation foregoing war injury element at the time of retirement. War injury element will be calculated at Rs.5600/- pm for 100% disability and will be proportionately reduced for disability less than 100% upto 20%. For disability less than 20% no war injury element shall be payable.

13. Constant Attendant Allowance. A Constant Attendant Allowance at the rate of Rs 600/- p.m. shall be admissible to an officer who is awarded a disability pension for 100% disablement, if in the opinion of the IMB/RMB/RSMB, the officer needs the services of a Constant Attendant for at least a period of three months, and the necessity arises solely from the condition of accepted disability/disabilities.

14. Medical Allowance. Armed Forces pensioners, who cannot avail of the Armed Forces medical facilities for their OPD treatment after their retirement, are entitlement to a Medical allowance of Rs.100/- pm on furnishing the option certificate at Annexure-I alongwith the pension papers for inclusion in the Pension Payment Order. They will, however, continue to be entitled to hospitalisation facilities.

Action to be taken by the Retiring Officer

15. Completion of Pension Papers. The instructions on filling up the pension papers given thereon will be scrupulously followed especially those relating to attestation of photographs, signature of witnesses, countersignature by OC Unit etc. The names and dates of birth of NOK/ children filled in the pension papers should tally with those contained in Certificate of Service. No column should be left blank or incomplete. Officer should also check the particulars of their service given in the Air Force list and get necessary amendments effected, if required on account of previous service/pre-commission service qualifying for pension etc. They will also verify and ensure that all PORs on account of substantive rank, year wise POR of annual leave

16. Superannuating on the form prescribed as Appendix F to AFO 1/88. An officer is not permitted to subscribe to his DSOP Fund during the last three months of his service. However, for purposes of deposit-linked insurance scheme, he will continue to be treated as a subscriber till superannuation.

17. Service Particulars. Retired and Released officers are also issued with Service Booklet, by JD PO3, Air HQ, Vayu Bhavan. The officer should write to JD PO3, Air HQ, Vayu Bhavan , enclosing two attested photographs in uniform in the last rank held by the officer and copy of the last pay slip. This is issued after the date of SOS. Officers may apply on plain paper since no form is prescribed for this.

18. Leave Encashment. The entitlement for encashment of leave is as follows:-

(a) On Superannuation

- |  |            |
|--|------------|
| (i) Below 17 years and above 15 years  | - 240 days |
| (ii) Below 22 years and above 17 years | - 265 days |
| (iii) 22 years and above               | - 300 days |

(b) On being **invalided** out of service on Medical Grounds

- |   |            |
|---|------------|
| (i) 15 years and above but below 17 years | - 240 days |
| (ii) 17 years to 22 years                 | - 270 days |
| (iii) Above 22 years service              | - 300 days |

(c) On Retirement/Discharge at own request

- |   |            |
|---|------------|
| (i) Less than 17 years                          | - 113 days |
| (ii) 17 years and above but less than 20 years  | - 132 days |
| (iii) 20 years and above but less than 22 years | - 265 days |
| (iv) 22 years and above                         | - 300 days |

**Grants/Reliefs**

19. IAF Benevolent Association. The IAFBA provides various types of assistance to retired officers and to next of kin of deceased officers. The important benefits available are listed below:-

(a) In case of death of an officer while in service , the widow/NOK is entitled to a monthly grant at the rate of Rs 2000/- p.m. for 15 years.

(b) In case of death of an officer after retirement/discharge, a monthly rehabilitation grant of Rs 1500/- p.m for 8 years is admissible .

(c) In the case of officers who die while in service, IAFBA makes a marriage grant of Rs 8000/- for daughter's marriage on an application from the widow/NOK at the relevant time.

(d) For further details and additional information, the officer may contact IAFBA, Subroto Park, New Delhi – 110010. (Telephone Number\_5667599)

20. Air Force Group Insurance Scheme. Presently, the Air Force Group Insurance Society provides the following benefits:

- (a) Death benefits under GIS-97
- (b) Flying Pay Linked Insurance under FPLI 81
- (c) Survival benefit
- (d) Disability benefit
- (e) Post Retirement Insurance Cover under PRIC-99
- (f) Medical Insurance Scheme-97

Under GIS-97 the insurance cover for death is a sum of Rs 10 lakhs for officers. Under FPLI 81 aircrew officers are covered for a sum of Rs 2.83 lakhs in addition. Survival benefit not less than total contribution made by the officer is payable to all officers on retirement.

With effect from 01 May 99 PRIC-99 is operative. Officers are required to make one time contribution of Rs 12,000/-, Rs 16,000/- and Rs 20,000/- to participate in this scheme. The PRIC cover is Rs 3,00,000/-, Rs 4,00,000/- and Rs 5,00,000/- respectively and it is available upto the age of 70 years i.e., for 15 years full cover is available and thereafter 50% of the death benefit upto the age of 70 years. Rs 3 lakhs cover is compulsory under the scheme. Additional cover of Rs 4 to Rs 5 lakhs is optional.

The disability benefit is granted to officers invalided out of service based on approved proceedings of invalidating Medical Board. The benefit is payable irrespective of the disability attributability to service. For 100% disability the amount payable is half the life cover and for lesser disability it will be proportionately reduced. Under the FPLI 81 also a similar disability cover is available. The disability benefits is not payable if the disability is less than 20%.

In the event of death of an officer after retirement, the widow/nominee is required to apply to AFGIS with the death certificate and the PRIC policy issued to the deceased officer. Payment will be made by AFGIS directly to the entitled beneficiary.

Under MIS-97 the member can opt for higher Medical Insurance cover by paying the additional amount of premium for self and spouse at the time of retirement and thereafter by paying additional premium as per age wise chart. There is no upper limit for MIS cover. Members and spouses are provided with compulsory cover of Rs 1 lakh each as one unit for life.

For further details, officers/NOK may contact the Society office at Subroto Park, New Delhi-110010/

21. Air Force Wives' Welfare Association (AFWWA). The AFWWA provides liberal benefits to needy persons. In case of death while in service, if the widow is a member, AFWWA gives a lump sum grant of Rs 5000/- as ex-gratia payment and Rs 2000/=p.m. as AFWWA pension. In addition scholarship to one child is also awarded. If death of officer takes place after retirement, a lump sum payment of Rs 5000/- is made if the widow is a life member. Scholarship to one child of the deceased family is also awarded by AFWWA. For other details regarding facilities from AFWWA the nearest Air Force Unit may be contacted or may write to AFWWA (Central), Air HQ, Vayu Bhavan, New Delhi-110011. (Telephone Number 3377691)

22. Travel and Baggage Allowance. An officer proceeding on retirement/release, besides Composite Transfer Grant, is entitled to free Conveyance including free conveyance of baggage for self and members of the family, from the last duty station to their permanent home address as recorded in official documents or to the place where he and his family is to settle down permanently even if it is other than his declared home town in India. Similar facilities are available to the widow/family in case of death while in service. Packing allowance is also admissible.

23. Resettlement in Civil Life Directorate of Training of the Directorate General of Resettlement (DGR) organises various training programmes for retiring as well as retired officers. Besides training, these Programmes which are organised at various Government, Semi Government and Private Institutions provide opportunities to Defence personnel to interact with Public/Private Sectors and get adequate exposure to enable them to decide whether they should go in for salaried jobs or set up self employment ventures. Their rehabilitation/employment programmes are available on website\_\_\_\_\_

For detailed information, officers are requested to contact/liaise with Director General Resettlement, West Block No 4, R. K. Puram, New Delhi-110066. (Telephone Numbers\_6192352, 6192355)

## **PART II – TERMINAL BENEFITS TO NOK ON DEATH OF OFFICER AFTER RETIREMENT**

### **Family Pension**

1. **Entitlement** Family pension is granted to the widow/eligible members of the family of an officer who dies while in service due to causes not attributable to Air Force service or after retirement.

2. **Ordinary Family Pension**. In the case of death of an officer who was in receipt of pension, Ordinary Family Pension is admissible to the widow and after her death to the eligible children. The PPO issued to the officer at the time of retirement includes family pension admissible to the widow on

his death. The widow has to intimate the death of her husband to the Pension Disbursing Authority (PDA) by submitting an application on plain paper along with the Death Certificate in original. She has to open a separate Single Bank Account for the purpose. The pension will be released to her and deposited in her above Account, by the PDA.

3. **Ordinary Family Pension at Enhanced Rate** In case the officer dies within 7 years of retirement or before completing the age of 67 years, the widow is paid Family Pension at enhanced rate which is double the rate of ordinary Family Pension as given above, or 50% of the last pay drawn or the pension granted to the officer whichever is the least for a maximum period of 7 years or till the officer would have attained the age of 67 years, whichever is earlier.

4. **Grant of Family Pension for life to handicapped children** A son or daughter of an officer suffering from any disorder or disability of mind or physically crippled or disabled which renders him or her, unable to earn a livelihood even after attaining the age of 25 years is eligible for grant of family pension for life, after the death of widow and when there are no other eligible children. For this officers are required to intimate the name of such a child as per Annexure II to the Dte of PO, Dte of PP&R and Dy CDA(AF) on the format attached thereof. However, at the time of his becoming due for receipt of such family pension, he/his legal guardian shall apply afresh on the prescribed form Annexure –II along with the latest medical certificate and passport size photograph.

#### **PART IV-LIST OF IMPORTANT TELEPHONE NUMBERS**

**Correspondence on Personal matters** Full postal address and telephone numbers of the important office/agencies connected with Air Force pensioners are given below:-

<u>Sr No</u>	<u>Name of Agency</u>	<u>Address</u>	<u>Telephone</u>
1.	Air Headquarters, Dte of PP&R	Air Headquarters	6104394 } Dir
		Dte of PP&R	3377820 }
		West Block No 6	6171370 } Jt Dir
		R.K. Puram	3377821 }
		New Delhi-110066	3377823 } AD
2.	Air Force Central Accounts Office (AFCAO)	Air Force Central Accounts Office,	5667437



	Subroto Park New Delhi-110010	
3.	Air Force Group Insurance Society (AFGIS)	Secretary, Air Force Group Insurance Society, Subroto Park New Delhi-110010.
		5667260 5691367
4.	IAF Benevolent Association (IAFBA)	Secretary IAFBA Subroto Park New Delhi-110010
5.	Air Force Wives Welfare Association (AFWWA)	Hon. Secretary AFWWA(Central) Air HQ, Vayu Bhavan New Delhi-110011
		3377691
6.	JD CDA(AF)	Jt Controller of Defence Accounts (Air Force) Subroto Park, New Delhi-110010
		5692418 5693334

**Appendix 'A'**

CDA (AF) Pension Cell

Subroto Park, New Delhi - 10

Unit :

STATEMENT OF PARTICULARS ; OFFICERS

PROCEEDING ON RETIREMENT

Sir,

I, have the honour to submit the following particulars/documents in connection with the sanction of my retirement pension :-

(a) Address after retirement (in block capitals)

change to be notified to Dy CDA (AF), Subroto Park,

New Delhi - 10, Air HQ (RKP) (Dte of PP&R),

West Block-VI New Delhi - 66 and Dte of PO,

Air HQ (VB), New Delhi -11.

(b) Name of Public Sector Bank from

which pension is proposed to be drawn

(c) Saving Bank/Current Account No.

(should be in individual name).

Particulars of wife and children	Relationship	date of birth	(d)

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(e) Date of marriage

(f) Three copies of joint photographs with wife in civil dress (pass port size 3"x2") :

-

**NOTE** : Photographs to be attested on the reverse by OC/Adjt as follows :-

"Attested photograph of \_\_\_\_\_(Rank and Name)  
and his wife Smt \_\_\_\_\_(name in full).

(g) Whether likely to be re-employed : Army/Navy/Air Force (Yes/No)

(h) Whether anticipatory pension desired (Yes/No)

(j) Date of retirement

Signature

Name

Thro : Air HQ (Dte of PP&R)

Rank

RK Puram, New Delhi - 66

Designation

**Appendix 'B'**

**(Annexure 'D' (Min of Def letter 5621/AT-Pt/653/D(Pen/Services) dated 06 May 93)**

**DECLARATION**

Whereas the Deputy Controller of Defence accounts (Air Force) New Delhi - 10 has consented provisionally, to advance me pension @ Rs \_\_\_\_\_per month, and a sum of Rs \_\_\_\_\_-being the commuted value of 43% of pension mentioned above, in anticipation of completion of the enquiries/documents necessary to determine my pension entitlement, viz, pension, Death cum retirement Gratuity and a part of pension that may be commuted I hereby acknowledge that, in accepting the advance, I fully understand that the same is subject to revision on the completion of necessary enquiries/documents and I promise to raise no objection to such revision on the ground that the provisional payment now made to me exceed the award which I may be eventually found entitled. I further promise to pay either in cash or by reduction from my subsequent payment of pension any amount advanced to me in excess of that which I may be eventually found entitled.

Signature

Place :

Service No.

Rank

Date :

Name

**Appendix 'C'**

**(Referred to in Table-I of Regulations 16 and Regulation 108  
of Pension Regulations for the AF Part II (1961).**

**FORM OF APPLICATION FOR COMMISSIONED OFFICERS**

**COMMUTATION OF PENSION**

When this form has been duly filled and signed, it should be sent to the appropriate authority mentioned in Regulations 108

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QUESTIONS

ANSWERS

---

1. The Personal No. Rank and  
name of the applicant
  
  2. Place of birth
  
  3. Date of birth  
Age next birthday (in years)
  
  4. Married or single
  
  5. Have you on any previous occasion  
applied for permission to commute a portion  
of your pension, and if so, with what result ?
  
  6. How much per annum of your pension  
do you wish to commute
  
  7. How do you desire the capital sum to be                   **'THROUGH BANK'**  
paid to your agents or by draft for  
negotiation through Bank.
-

Signature

Address

Dated :



**Appendix 'D'****FORM 'A'**

Pension disbursing authority/Head of office (name of Bank/Try/Post Office/Accounts Officer).

Place :

I, \_\_\_\_\_ hereby nominate the person named below under (Min of Def letter No. 4(2)/84/868/B/D(Pen/Sers) dated 01 May 84.

---

Name & Address	Relationship	Date of Birth	If the nominee is minor
----------------	--------------	---------------	-------------------------

Of the nominee name & addressee of person who may receive the said pension

During the nominee's minority

---

(1)	(2)	(3)	(4)
-----	-----	-----	-----

---

Name & Address of other	Relationship	Date of	Name & Add of person who may
-------------------------	--------------	---------	------------------------------

Nominee in case the \_\_\_\_\_ with \_\_\_\_\_ birth if receive the pension during

Nominee under Col 1 \_\_\_\_\_ pensioner \_\_\_\_\_ the other other nominee's minority

Precedence the \_\_\_\_\_ nominee

Pensioner \_\_\_\_\_ is minor

---

(5)	(6)	(7)	(8)
-----	-----	-----	-----

---

Contingency on happening of which nomination shall become invalid

---

(9)

DEATH/DIVORCE/INSANITY

---

Place :

Witness : Signature, Name & Address

(Sig & name of the pensioner)

---

Signature of pension disbursing authority/Head of office/(Acknowledgement to be sent by the pension disbursing authority/Head of Office).

Certified that application/nomination has been received from \_\_\_\_\_  
whose permanent address is \_\_\_\_\_

---

**(To be filled by the pensioner)**

Signature of Pension Disbursing Authority/Bank/Try/Accts officer/Head of office

Place : New Delhi (RKP)

Signature :

Date :

Address :

**Appx 'E'**

**PARTICULARS OF SPOUSE**

1. Name
  
2. Personal marks of identification (I)  
  
(ii)
  
3. Specimen signature (I)  
  
(ii)  
  
(iii)
  
4. Right hand thumb and finger impressions  
(left hand in case of male)

**Middle finger**

**Index Ring**

**Finger finger**

**Thumb**

**Small  
finger**

**Attested**

(Seal)

Signature

Name

Dated :

Designation

Annexure-I

**Form of Option**

(i) I \_\_\_\_\_ hereby opt for the  
medical facilities from Armed Forces Hospitals/MI

Rooms \_\_\_\_\_

\_\_\_\_\_

**OR**

(ii) I \_\_\_\_\_ hereby opt to claim fixed

medical allowance of Rs 100/- p.m. in lieu of OPD facilities at Armed Forces Hospital/MI

Rooms.

Existing Address :-

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature

\_\_\_\_\_

Name

\_\_\_\_\_

Personal No. \_\_\_\_\_

Unit/Formation \_\_\_\_\_

**Countersigned**

Date : Commissioned Officer/Treasury/  
RSB/Paying Branch/DPDO/PAO

Station SEAL

- (i) To be scored out if not applicable
- (ii) This is one time option.

**Annexure-II**

(Refers to Para 4 of Part-II)

**PROCEDURE FOR GRANT OF FAMILY PENSION TO HANDICAPPED  
CHILDREN OF ARMED FORCES PERSONNEL UNABLE TO EARN AN  
INDEPENDENT LIVING**

1. As per existing policy, during the life time of pensioner and spouse, family pension endorsement cannot be notified in the PPO in favour of disabled son/daughter. However, if the name of such son/daughter is to be placed on records of Pension Sanctioning Authority, Pensioners can furnish the

information in quadruplicate a per attached proforma alongwith latest medical certificate to each of the following addressees by Registered Post:-

- (i) PCDA(P), Allahabad, G1, Military Group, Cp-IV, Draupadighat, Allahabad,(U.P.)
- (ii) Dy CDA(AF), Pension Cell, Subroto Park, New Delhi-110010.
- (iii) AD, Dte of PO3(F), Vayu Bhavan, New Delhi-110011.
- (iv) DD, Dte of PP&R, West Block 6, Air Headquarters, New Delhi-110066.

2. It may also be noted that when such contingency arises, such son/daughter/legal guardian, as the case may be, has to apply for sanction of family pension in the prescribed application form to the Pension Sanctioning Authority through Dte of PP&R this HQ alongwith fresh Medical Certificate from Medical Officer not below the rank of Civil Surgeon mentioning (i) as far as possible, the exact mental or physical condition, disability and degree of disorder of the child and also (ii) state that handicapped child is not in a position to earn his or her livelihood.

3. The person receiving the family pension as guardian of such son or daughter shall produce every three years a certificate from a Medical Officer not below the rank of a Civil Surgeon to the effect that he or she continues to suffer from disorder or disability of mind or continues to be physically crippled or disabled.

4. Other condition for grant of family pension are as under:-

(a) A daughter shall become ineligible for family pension under this proviso from the date she gets married.

(b) The family pension payable to such a son or daughter shall be stopped if he or she starts earning his/her livelihood.



(c) In such cases it shall be the duty of the guardian to furnish a Certificate to the Treasury or Bank, as the case may be, every month that:-

(i) he or she has not started earning his/her livelihood;

(ii) In case of daughter, that she has not yet married.

PARTICULARS FOR GRANT OF FAMILY PENSION TO  
HANDICAPPED CHILDREN

1. Details of Retiring pensioner:-

(a) Service No, Rank & Name.

(b) Date of Retirement

(c) Original PPO No.

(d) Issued by:-

2. Details of Family Pensioner:

(a) Name & Relations with retiring officer

(b) Date of Marriage

(c) Present Address

(d) PPO No. in which family pension was notified

3. Details of Handicapped children:-

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Name & address	Date of	Marital	Whether	Details of disability
	Birth	Status	employed or not	
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4. Details of other children who are eligible for family pension.

Date:

Signature of the pensioner

Place: