FORM - 1

NOMINATION FOR DEATH-CUM-RETIREMENT GRATUITY

When the Government servant has a family and wishes to nominate one person or more than one person.

I ......................................................................................havina family, hereby nominate the person / persons mentioned below and confer on him/them the right to receive to the extent specified below, any gratuity the payment of which may be authorised by the Central 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:

<table>
<thead>
<tr>
<th>ORIGINAL NOMINEE [s]</th>
<th>ALTERNATIVE NOMINEE [s]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name and address of</td>
<td>Name, address, Amount</td>
</tr>
<tr>
<td>nominee / nominees</td>
<td>or relationship and age of</td>
</tr>
<tr>
<td>Relationship</td>
<td>relationship and age of</td>
</tr>
<tr>
<td>with the</td>
<td>Share of</td>
</tr>
<tr>
<td>Government Servant</td>
<td>person or persons, if</td>
</tr>
<tr>
<td>Age</td>
<td>Gratuity payable to</td>
</tr>
<tr>
<td></td>
<td>each. *</td>
</tr>
</tbody>
</table>

| 1 | 2 | 3 | 4 | 5 | 6 |

* This Column should be filled in so as to cover the whole amount of the Gratuity.

** The amount/share of the Gratuity shown in this column should cover the whole amount/share payable to the original nominee [s].
This nomination supersedes the nominations made by me earlier on..........................
which stands cancelled.

Note:-
i] The government servant should draw lines across blank space below
the last entry to prevent the insertion of any name after he has signed.
strike out which is not applicable

ii] Dated this....................................day of ....................................20...... at....................................
witnesses to signature.

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

Signature of Government Servant

[To be filled by the Head of Office]

Nomination by..........................................................

Designation..........................................................

Office.................................................................

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

Signature of Head Office

Date:..........................................................

Designation..........................................................

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

PROFORMA FOR ACKNOWLEDGING THE RECEIPT OF THE NOMINATION FOR BY THE HEAD OF OFFICE

To,

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

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

Sir,

In acknowledging the receipt of your nomination, dated
the............................................................../cancellation, dated the ................................. of the nomination made
earlier in respect of gratuity in Form ....................., I am to state that it has been duly placed on
record.

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

Signature of Head of Office

Designation

Place..........................................................

Date..........................................................

Note: The Govt. servant is advised that it would be in the interest of his nominees if copies
of the nominations and the related notices and acknowledgements are kept in safe custody so
that they may come into the possession of the beneficiaries in the event of his / her death.