

### PAPERS REQUIRED FOR FAMILY PENSION

The Son, age not more than 25 years shall apply to the Head of the Institute where her deceased father or mother served at the time of retirement. She shall submit as enclosure the following documents:


- a) A proof of her identity e.g., copy of Voter Identity Card, Adhar Card.
- b) An income certificate from a Gazetted Officer of Central Government of a State Government Officer belonging to Group-'A' service to the effect that she does not have income of her own or has an income less than Rs. 3500/- per month and that she is the son of the particular employee/pensioner, as the case may be. (Income certificate from - **Block Development Officer of the concerned Block**)
- c) Legal heirs certificate from District Magistrate
- d) Age proof certificate (Madhyamik admit/Certificate)
- e) Copy of Death Certificate of her deceased father and mother.
- f) Copy of the Pension Payment Order of her father / mother.
- g) Recent passport size photograph. Specimen signature, Annexure 'A' (for drawal of pension through Public Sector Banks) and descriptive Roll (4 copies each).

  
12/8/21  
District Inspector of Schools  
(Secondary Edn.) Bankur

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The widowed / divorced / unmarried daughter shall apply to the Head of the Institute where her deceased father or mother served at the time of retirement. She shall submit as enclosure the following documents:

- a) A proof of her identity e.g., copy of Voter Identity Card, Adhar Card.
- b) An income certificate from a Gazetted Officer of Central Government or a State Government Officer belonging to Group-'A' service to the effect that she does not have income of her own or has an income less than Rs. 3500/- per month and that she is the widowed / divorced / unmarried daughter of the particular employee/pensioner, as the case may be. (Income certificate from - Block Development Officer of the concerned Block)
- c) Legal heirs certificate from District Magistrate
- d) Age proof certificate (Madhyamik admit/Certificate)
- e) Copy of Death Certificate of her deceased father and mother.
- f) Copy of the Pension Payment Order of her father / mother.
- g) Copy of Death Certificate of her deceased husband in case of widowed daughter.
- h) Copy of Divorce Certificate issued by the Court of Law in case of divorced daughter.
- i) Widow/divorced/unmarried certificate from a First Class Judicial Magistrate/Executive Magistrate
- j) Recent passport size photograph. Specimen signature, Annexure 'A' (for drawal of pension through Public Sector Banks) and descriptive Roll (4 copies each).

  
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The Disabled child shall apply to the Head of the Institution where her deceased father or mother served at the time of retirement. He/she shall submit as enclosure the following documents:

- a) A proof of her identity e.g., copy of Voter Identity Card, Adhar Card .
- b) An income certificate from a Gazetted Officer of Central Government or a State Government Officer belonging to Group-'A' service to the effect that she does not have income of her own or has an income less than Rs. 3500/- per month and he/she is the disabled child of the particular employee/pensioner, as the case may be (Block development Officer of the concerned Block)
- c) Legal heirs certificate from District Magistrate
- d) Age proof certificate (Madhyamik admit/Certificate)
- e) Copy of Death Certificate of her deceased father and mother.
- f) Copy of the Pension Payment Order of the pensioner
- g) Physically challenged certificate from competent authority
- h) Recent passport size photograph. Specimen signature, Annexure 'A' (for drawal of pension through Public Sector Banks) and descriptive Roll (4 copies each).

  
12/8/24  
District Inspector of Schools/  
(Secondary Edn.) Bankur