

CPO's Serial No. 29/2013.

Eastern Railway

No.E.1054/2/Settlement/Spl.

Kolkata, dated 14.03.2013.

ALL CONCERNED

Sub:-Issue of Office order of termination for death cases

Please refer to this office CPO's S.I.No.52(03)/2003 dated 14.05.2003 circulating a format of notification of death in respect of Group 'C' & 'D' railway servant. However, it is seen that the existing memorandum of death notification is required to be modified as there are other information which are urgently required for taking initial action on issue of death notification. Accordingly, a revised format of death notification containing the important particulars and information is enclosed for information and necessary action. This issues with the approval of the competent authority.

DA: As above.

2. P.V.
15.3.13

(Md. Tarique)
Asstt. Personnel Officer/HQ
For Chief Personnel Officer

92-14/3

INDEX No.1058:- Issue of revised office order of termination for death cases.

S/c

Eastern Railway

NOTIFICATION OF DEATH

No.....

Dated

The service of Late.....S/D/o Late/Sri
Ex.....under.....R.Rly is terminated w.e.f.....(AN)consequent upon his death on
..... as per death certificate No..... dated.....
issued by..... of.....

He/She is governed by Pension rules/NPS rules. The Rly properties, if any, entrusted to him/her should be returned to the Controlling Officer.

Railway quarter, if any, held by him/her beyond the date of termination or beyond the period for which the permission has been granted will be treated as unauthorized occupation and action will be taken as per existing rule in due course.

The service particulars of Late.....are furnished below:-

1. Date of birth:.....
2. Date of Appointment:.....
3. Designation/Office:.....
4. Date of death :.....
5. P.F. A/C No/PRAN.....
6. Last Pay Rs.....
7. Pay Band Rs.....
8. Grade Pay Rs.....
9. Permanent Address:-
10. Present Address:-
11. Mobile /Telephone No. of legal heir:-
- 12 Whether separate Nominations executed/not executed

Regarding payment of PF/DCRG/GIS/Leave Encashment.

Signature of the authority

Copy forwarded for information and necessary action to:-

1. CAO/E/E.Rly/Kol.(2) CAO/PE/E.Rly/Kol.(3) CAO/Pension/E.Rly/Kol.(4) Concerned Officer of unit where the deceased was working.(5)APO/HQ along with a copy of application of widow/legal heir(s) of the deceased for payment of settl. dues of the deceased.(6)GM/Pass/E.Rly/Kol.(7) Secretary to ERECB,10, Strand Road Kol-1.(8)widow/legal heir (s) of the deceased with residential address.(9) In the Service Record.

Signature of the authority