

FORM 2

(To be submitted in duplicate if payment is desired in difference audit Circle)

1	Name of the Government Servant		
2	Father's Name (and also Husband name in the case of women Government servant)		
3	a	Present or last appointment including name of Establishment	
	i	Substantive	
	ii	Officiating if any	
	b	Remarks by the receiving authority	
	i	As to the Character and conduct of Government GOOD/FAIR/INDIFFERENT/BAD	
	ii	Explanation of any suspension or degradation	
	iii	Any other remarks	
	iv	Specific opinion of the receiving authority whether the service claimed is established it should be admitted or not	
	c	orders of the pension sanctioning authority	

The undersigned having satisfied himself if that the services of Thiru has been thoroughly satisfactory hereby orders the grant of the full pension and Death cum Retirement Gratuity Service Gratuity which may accepted by the audit officer as admissible under the Rules.

The undersigned having satisfied that the services of Thiru has not been thoroughly satisfactory, hereby orders that the full pension and or gratuity which may be accepted by the Audit Officer as admissible under the rules shall be reduced by the specified amount or percentage indicated below:

Amount of percentage or reduction in pension amount of percentage of reduction in pension amount of percentage of reduction in gratuity. The grant of pension and or gratuity shall take effect from

d. In the event of death of Thiru a family pension of Rs. will be admissible to as admissible under the Tamilnadu Pension Scheme 1954.

e. In forms of paragraph 7 of the aforesaid scheme, he/she is requested to contribute a position of Gratuity equal to one month” emoluments of pay as the case may be. Necessary recovery may be made.

A sum of Rs. on account of to be held over from the gratuity till the outstanding Government dues are assessed and adjusted.

f. The following service of the Government has been approved for the grant of special additional pension admissible under the rules.

Post/ Posts held

Period of service

The pensions and Death Cum Retirement Gratuity are payable at the and are chargeable to the Head “2071 Pension and other Retirement benefits etc.”

This order is subject to the condition that if the amount of pension and gratuity as authorised the afterwards found to be in excess of the amounts to which the pension is entitled under the rules, he shall be called upon to refund such excess.

Head of Office

- No amount of the gratuity head to held over, if the Government servant has made a cash deposit or furnish surity of a “Permanent Government servant in terms of Article 925”.