



SACRED HEART COLLEGE (Autonomous)
TIRUPATTUR - 635 601, TAMIL NADU.
(Affiliated to Thiruvalluvar University, Vellore.)

Dear Sirs/Madams,

For the kind attention of the Aided Staff !

Nomination forms like DCRG, TPF, & SPF etc. are uploaded in our college website.
Kindly download the same and fill and submit them to Mr.L.S.Antany, at counter No.1,
on or before 31-01-2022.

Date : 04-01-2022



Proveen Peter

Principal

for

Principal

Sacred Heart College (Autonomous)
Tirupattur-635 601, Tirupattur Dist

Part III Section IX

Details of Family

Name of the Government Servant

Designation

Date of Birth

Date of Appointment

Details of the members of my family* as on

Sl.No.	Name of the members of family	Date of birth	Relationship with the office	Initial of the Head of office	Remarks
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

I hereby undertake to keep the above particulars up to date by notifying to the Audit Officer / Head of Office any addition or alteration.

Place

Dated the

Signature of the Government Servant

* Family for this purpose means :-

- a) wife, in the case of a male Govt. servant;
- b) husband, in the case of a female Govt.servant ;
- c) sons below eighteen years of age and unmarried daughters below 21 years of age, including such son or daughter adopted legally before retirement; and
- d) parents,, in the case of unmarried Govt.servants

Note : Wife, and husband shall include respectively judicially separated wife and husband

Part - X Section X

Form 1 [See Rule 53(1)]

Nomination for Death-Cum-Retirement Gratuity

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

I, _____ hereby nominate the person / persons mentioned below who is / are members of my family, and confer on him/ them the right to receive, to the extent specified below, any gratuity that may be sanctioned by the Tamil Nadu 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 :-

Original nominee (s)			Alternative nominee (s)		
Name and address(s) of nominee/nominees	Relationship with the Government servant	Age	Amount of share of gratuity payable to each *	Name, address, relationship and age of the person or persons if any, to whom the right conferred on the nominee shall pass in the event of the nominee predeceasing the Govt. servant or the nominee dying after the death of the Government servant but before receiving payment of gratuity	Amount of shares of gratuity payable to each **
[1]	[2]	[3]	[4]	[5]	[6]

This nomination supersedes the nomination made by me earlier on _____ which stands cancelled.

Note :-

(i) The Govt.servant shall draw lines across the blank space below the last entry to prevent the insertion of any name after he has signed.

(ii) Strike out which is not applicable.

*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)

P.T.O

Dated this _____ day of _____ **2021** at _____

Witness to signature

- 1)
- 2)

Signature of Govt.Servant.

(To be filled in by the Head of Office / Audit Officer)

Nomination by : _____

Signature of heads of Office

Designation : _____

Pro-forma for acknowledging the receipt of the nomination form by the head of Officer / Audit Officer.

To

Sir,

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

Place :

Signature of heads of Office

Date :

Note :

The Government servant is advised that it would be in the interest of his nominees if copies of the nomination and the related notices and acknowledgements are kept in custody so that they may come in to the possession of the beneficiaries in the event of his death.

Part - 10 Section - X
ANNEXURE
FORM OF NOMINATION

I hereby nominate the person (s) mentioned below who is / are member (s) non-members of my family as defined in rule 2 of the General Provident Fund (Tamil Nadu) Rules, to receive the amount that may stand to my credit in the Fund as indicated below, in the event of my death before that amount has become payable or having become payable has not been paid.

Name and full address of the nominee (s)	Relationship with the subscriber	Age of the nominee (s)	Share payable to each nominee	Contingencies on the happening of which the nomination will become invalid	Name, address and relationship of the person (s) if any to whom the right of nominee shall pass in the event of his / her pre-deceasing the subscriber	If the nominee is not a member of the family as provided in rule 2, indicate the reasons.
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Dated this day of 20 at

Two witnesses to signature

Name and address

Signature

Signature of the subscriber

Name in Block Letters:

Designation

P.T.O

/2/
FOR THE USE BY THE HEAD OF OFFICE

Nomination by Thiru / Tmt. Selvi _____ Signature of _____
Designation _____ Head of Office _____
Date of receipt of nomination _____ Designation _____
Date _____

Instructions for subscriber:

- (a) Your name may be filled in :
- (b) Name of the fund may be completed suitably
- (c) Definition of term 'family' as given in the General Provident Fund (Tamil Nadu) Rules is reproduced below:

Family Means :

- (i) In the case of a male subscriber, the wife or wives and children of a subscriber and the widow or widows and children of a deceased son of the subscriber, provided that - if a subscriber proves that his wife has been judicially seperated from him or has ceased under the customary law of the community to which she belongs to be entitled to maintenance she shall henceforth be deemed to be to longer a member of the subscriber's family in matters to which these rules unless the subscriber subsequently intimated in writing to the Accounts Officer that she shall continue to be so regarded; and
- (ii) In the case of a female subscriber the husband and children or a subscriber and the widow or widows and children of the deceased son of a subscriber: Provided that if a subscriber by notice in writing to the Accounts Officer expresses her desire to exclude her husband from her family, the husband shall hence forth be deemed to be no longer a member of the subscriber' family in matters to which these rules relate, unless the subsequently cancels formally in writing her notice excluding him.

Note I - " Children " means legitimate children

Note II - An adopted child shall be considered to be a child when the Accounts Officer or if any doubt arises in the mind of the Accounts Officer, the Government Solicitor, Madras, is satisfied that under the Personal Law of the subscriber adoption is legally recognised as conferring the status of a natural child, but in this case only.

Note III - A child of one person given in adoption to another shall not be considered to be the child of the former, if the Accounts Officer, or if any doubt arises in the mind of the Accounts Officer, the Government Solicitor, Madras is satisfied that under the personal law of the persons concerned such adoption is legally recognised and in that case only.

(d) Col.4. If only one person is nominated the words " in full ", should be written against the nominee. If more than one person is nominated, the share payable to each nominee over the whole amount of the Provident Fund shall be specified,

(e) Col.5. Death of nominee (s) should not be mentioned as contingency in this column.

(f) Col.6. Do not mention your name

(g) Draw line across the blank space below last entry to prevent insertion of any name after you have signed.

Note : A nomination shall become invalid in case of a subscriber who had no family at the time of nomination subsequently acquires a family.

Part -10 Section -X

Form 1

Nomination for Tamil Nadu Government Employee's Special Provident Fund-Cum-Gratuity Scheme

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

I, hereby nominate the person / persons mentioned below who is /are member's of my family, and confer on him/them the right to receive, to the extent specified below, any Tamil Nadu Government Employee's Special Provident Fund-cum-Gratuity that may be sanctioned by the Government in the event of my death while in service and the right to receive on my death, to the extent specified below, any Tamil Nadu Government Employee's Special Provident Fund-cum-Gratuity Scheme which having become admissible to me on retirement may remain unpaid at my death :-

Original nominee (s)			Alternative nominee (s)		
Name and address(s) of nominee/nominees	Relationship with the Government servant	Age	Amount of share of gratuity payable to each *	Name, address, relationship and age of the person or persons if any, to whom the right conferred on the nominee shall pass in the event of the nominee predeceasing the Govt. servant or the nominee dying after the death of the Government servant but before receiving payment of gratuity	Amount of shares of T.N.Govt. E.S.P.Fund-cum/- Gratuity payable to each **
[1]	[2]	[3]	[4]	[5]	[6]

This nomination supersedes the nomination made by me earlier on _____ which stands cancelled.

Note :-

(i) The Govt.servant shall draw lines cross the blank space below the last entry to prevent the insertion of any name after he has signed.

(ii) Strike out which is not applicable.

*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)

P.T.O

/ 2 /

Dated this _____ day of _____ **2021** at _____

Witness to signature

- 1)
- 2)

Signature of Govt.Servant.

(To be filled in by the Head of Office / Audit Officer)

Nomination by : _____

Signature of heads of Office

Designation : _____