

## APPENDIX A

(A Court Fee Stamp of Rupees five should be affixed on the Application Form)

### FORM OF APPLICATION FOR EMPLOYMENT UNDER THE SCHEME FOR THE COMPASSIONATE EMPLOYMENT OF THE DEPENDENTS OF GOVERNMENT SERVANTS DYING-IN-HARNES CONTEMPLATED IN

**GO. (P) No. 12/99/P& ARD DATED 24-5-1999.**

1. Name and full postal address of the applicant indicating the name of the District :
2. Name, full residential address and details of appointment last held by the Government Servant together with details of the date of entry in service, Office and Department where worked immediately before death etc. :
3. Relationship of the applicant to the Government Servant who died in harness. :
4. Total continuous service put in by the deceased Government Servant with date of birth and death :
5. Details of the members in the family of the deceased Govt. Servant together with the name, age, occupation and relationship of each with the deceased. :
6. Total annual family income of the deceased Government Servant (Certificate from concerned authority should be attached). :
7. Applicant's age and date of birth (attested copy of the relevant school records or other relevant records should be attached) :
8. Educational qualifications and experience, if any, gained (Attested Copy of the certificate to be attached) :

9. Physical measurements and fitness  
(Need be filled by the applicant who apply  
for the posts of Police Constable, Excise Guard,  
Forest Guard or jail Warder) :

Height :

Chest – Normal :

Expanded :

(To be supported by a certificate  
from a Medical Officer in Government Service)

10. Whether the applicant is married or single? :

11. Whether the applicant or any other dependent  
of the deceased Government Servant had applied  
for the benefits under the Scheme earlier?  
(If so give details) :

12. Whether any other dependent of the deceased  
Government Servant has availed of the benefit  
of employment under the scheme previously? :

13. Name of posts for which appointment is  
sought in the order of preference. :

14. The District chosen by the applicant :

### **DECLARATION**

I ..... do hereby declare that the particulars given above are true to the best of my knowledge and belief. I also agree to the appointment secured by me under the scheme being terminated without notice in the event of finding any misrepresentation or suppression of material parts on my part.

**Place:**

**Date:**

**Signature of Applicant**

## APPENDIX B

### CHECK LIST OF POINTS TO BE LOOKED INTO FOR APPOINTMENT OF DEPENDENTS OF GOVERNMENT SERVANTS DYING-IN-HARNESS

1. Name and designation of the deceased  
Government Servant :
2. Total Service put in by the deceased  
Government Servant :
  - i. Date of birth of the Government Servant
  - ii. Date of entry in service
  - iii. Date of death
3. Details of members in the family  
(Name, date of birth, marital status and  
occupation, if any) :
4. Total annual family income of the deceased  
Government Servant :
5. Date of receipt of the application from whom  
the application is received :
6. Name and relationship of the person to be  
considered for appointment :
7. Applicant's age and date of birth :
8. Qualifications of the candidate a represented  
and reported :
  - a) Educational qualifications
  - b) Physical measurement (In the case of  
posts such as Police Constable, Excise Guard,  
Forest Guard or Jail Warder)
    - Height :
    - Chest – Normal :
    - Expanded :
9. Post for which the applicant is qualified :

10. Other points for consideration if any :
11. Recommendation of the Head of Department/Collector :
12. Whether any dependent of the deceased employee was given appointment under the scheme. If so details of appointment given. :

#### **APPENDIX C**

1. Serial Number :
2. Reference Number if any, date and from whom received :
3. Current Number :
4. Date of receipt by Clerk :
5. Name and Designation of the deceased Government Servant and the Department in which the deceased was working :
6. Name and address of the applicant :
7. Reference issued to whom for enquiry report and date :
8. Date of receipt of the enquiry report :
9. Report sent to whom and date :
10. Nature of disposal :

#### **APPENDIX D**

1. Serial Number :
2. Name and address of the applicant :
3. Name of the deceased employee and the Department or Office (Institution) where he/she was working :
4. Date of receipt of application :
5. Current Number :
6. How disposed of (if appointment given details thereof) :