പതിനാറാം കേരളനിയമസഭ

രണ്ടാം സമ്മേളനം

നക്ഷത്രചിഹ്നമിടാത്ത ചോദ്യം നമ്പർ: 1897 26-10-2026-ൽ മറുപടിയ്ക്ക്

പേയ്മെന്റ് ഓഫ് അരിയേഴ്സ് ഓഫ് പെൻഷൻ നോമിനേഷൻ റൂൾസ് 1984 ഉത്തരവിന്റെ പകർപ്പ് ലഭ്യമാക്കൽ

ചോദ്യം ഉന്നയിച്ച അംഗങ്ങൾ	മറുപടി നൽകിയ മന്ത്രി
ഡോ. മാത്യു കുഴൽനാടൻ	ശ്രീ. വി. ഡി. സതീശൻ (മുഖ്യമന്ത്രി)

(എ) പേയ്മെന്റ് ഓഫ് അരിയേഴ്സ് ഓഫ് പെൻഷൻ നോമിനേഷൻ റൂൾസ്, 1984 സംബന്ധിച്ച് 16-08-1984-ൽ പുറപ്പെടുവിച്ച സ.ഉ.(പി)നം.408/84/ധന (G.O. (P) No. 408/84/Fin) നമ്പർ ഉത്തരവിന്റെയും പ്രസ്തുത ഉത്തരവിൻ മേൽ നാളിതുവരെ പുറപ്പെടുവിച്ചിട്ടുള്ള എല്ലാ ഭേദഗതി ഉത്തരവുകളുടെയും അനുബന്ധ ഉത്തരവുകളുടെയും പകർപ്പുകൾ ലഭ്യമാക്കാമോ?

മറുപടി: സ.ഉ.(പി) നം.408/84/ധന (G.O (P) No.408/84/Fin) നമ്പർ ഉത്തരവിന്റെയും പ്രസ്തുത ഉത്തരവിന്മേൽ നാളിതു വരെ പുറപ്പെടുവിച്ചിട്ടുള്ള, ചുവടെ നൽകിയിരിക്കും പ്രകാരമുള്ള, ഭേദഗതി ഉത്തരവുകളുടെയും അനുബന്ധ ഉത്തരവുകളുടെയും പകർപ്പുകൾ ഇതോടൊപ്പം സമർപ്പിക്കുന്നു.

{ 1) G.O(P) No.113/85/FIN dated 25/02/1985

2) G.O(P) No.364/86/FIN dated 19/05/1986

3)G.O(P) No.64/2010/FIN dated 10/02/2010

4)G.O(P) No.465/2012/FIN dated 17/08/2012 }

സെക്ഷൻ ഓഫീസർ

Additional Secretary.

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FINANCE (PENSION — B) DEPARTMENT

G.O.(P)408/84/Fin. **Dated, Trivandrum, 16th August, 1984.**

Abstract.- Pension — Payment of arrears of pension — Revised procedure — Orders issued.

Read:— 1. Notification No.26 (3) - Pension Unit/82, dated 26th August 1983 of Government of India, Ministry of Home Affairs.

2. Letter No. PRI/GI/6-1/(C)/83-84/125, dated 3rd December 1983 from the Accountant General, Kerala.

ORDER

According to rules 138 and 139 of Part III, Kerala Service Rules, the legal heirs of a deceased pensioner have to produce either a legal authority issued by

a Court of Law or a Heirship Certificate for receiving the life time arrears of pension due to a deceased pensioner. The Government of India in the O.M. referred to above have revised the procedure regarding the payment of life-time arrears of pension due to their pensioners. The Accountant General in the letter read as second paper above has suggested to incorporate a similar provision in the State side also. Government after examining the various aspects, are pleased to issue the following revised procedure:—

1. **A pensioner may nominate any other person who shall receive after the death of the pensioner all moneys payable to him on account of such pension on, before or after the date of such nomination and which remain unpaid immediately before the death of the pensioner.**

2. (1) Every pensioner who has retired on or before the date of commencement of these rules shall within six months nominated any person in Form A and submit it in triplicate to the respective Pension Disbursing Authority through whom pension is drawn.

(2) Within thirty days of the receipt of nomination in Form 'A' as referred to in sub-rule (1) the Pension Disbursing Authority shall get the particulars of the pensioner as mentioned in Form 'A', verify with reference to the available records and return to the pensioner after obtaining a receipt thereof, the duplicate copy of the nomination in Form 'A' duly attested by him or an officer authorised by him in this behalf. The triplicate copy shall be sent to the Pension Sanctioning Authority while the original copy of the nomination shall be recorded.

(3) Every employee who is due to retire after the date of commencement of these rules shall submit the nomination in triplicate in Form A to the Head of the Department within three months before or after the date of retirement.

(4) Within thirty days of the receipt of the nomination in Form 'A', under sub-rule (3), the Head of Office shall get the particulars of the pensioner as mentioned in Form 'A', verify with reference to the records of the establishment and return to the pensioner, after obtaining the receipt thereof, a duplicate copy of the nomination in Form 'A', duly attested by him or by an officer authorised by him in this behalf. The triplicate copy duly accepted shall be sent to the Pension Sanctioning Authority who shall pass it on to the pension disbursing authority along with the Pension Payment Order. If the Pension Payment Order has already been issued in a particular case, the nomination shall be sent separately quoting Pension Payment Order No. and other particulars of the pensioner to enable the Pension Disbursing Authority to link it up with the Pension Payment Order.

(5) A notice of modification of nomination including cases where a nominee predeceases the pensioner shall be submitted in triplicate in Form 'B' to the Pension Disbursing Authority in the manner specified in sub-rule (1) and thereafter the provisions of sub-rule (2) shall apply *mutatis mutandis* with modifications as if it was made under sub-rule (1).

(6)A nomination or a fresh nomination or a notice of modification of nomination shall be signed by the pensioner or if he is illiterate shall bear his thumb impression given in the presence of two witnesses who shall also sign a declaration to that effect in the nomination, fresh nomination or notice of modification of nomination, as the case may be.

(7) Nomination, fresh nomination or notice of modification of nomination shall take effect from the date of receipt thereof by the Pension Disbursing Authority or the Head of Office, as the case may be.

3. A nomination made under Rule 1 and accepted by the Pension Disbursing Authority or the Head of Office, shall be a conclusive proof with regard to the person nominated to receive arrears of pension of the pensioner under these rules.

4. The arrears of pension payable under these rules shall be paid in accordance with the provisions of the existing rules governing the mode of payment of pension.

By Order of the Governor,
JOSEPHINE ANNE CLARANCE,
Additional Secretary (Finance).

FORM - A

Pension Disbursing Authority/Head of Office
(Name of Bank/Treasury/Post Office/Pension Sanctioning Authority, etc.)
Place.....

I,.....hereby nominate the person
(Name of the Pensioner in Capital Letters)
Payment of arrear of Pension (Nomination) Rules, 1983.

Name and address of the nominee	Relationship with Pensioner	Date of birth	If the nominee is minor Name and address of person who may receive the said pension during the nominee's minority
(1)	(2)	(3)	(4)

FORM - A (Continued)

Name and address of other nominee in case the nominee under column (1) above predeceases the pensioner	Relationship with pensioner	Date of birth if the other nominee is minor	Name and address of person who may receive the pension during other nominee's minority	Contingency on happening of which nomination shall become invalid
(5)	(6)	(7)	(8)	(9)

Place.....

Date.....

Signature (or thumb impression if illiterate)
and name of pensioner

Address

Witness:— Signature

Name & Address

Signature of Pension Disbursing Authority/Head of Office.

(Acknowledgement to be sent by the Pension Disbursing Authority/Head of Office)

Certified that application/nomination has been received from.....

(name of pensioner) whose address is.....

Place.....

Date.....

Signature of Pension Disbursing Authority/Bank/Treasury/
Post Office/Pension Sanctioning Authority/Head of Office

Full Address.....

FORM - B

[See Rule 2 (5)]

The Pension Disbursing Authority

(Name of the Bank/Treasury/Post Office/Pension Sanctioning Authority, etc.)

Place.....

I,.....hereby make the following

(Name of pensioner in capital letters)

Alternative nomination in cancellation of the previous nomination made on..... (*under rule 2*) of the the Payment of Arrears of Pension (Nomination) Rules, 1984.

Name and address of of nominee	Relationship with pensioner	Date of birth	If nominee is minor Name and address of the person who may receive the said pension during the nominee's minority
(1)	(2)	(3)	(4)

FORM - B (Continued)

Name and address of the other nominee in case the nominee under column (1) above predeceases the pensioner	Relationship with pensioner	Date of birth if other nominee is minor	Name and address of person who may receive the pension during the other nominee's minority	Contingency on the happening of which nomination shall become invalid
(5)	(6)	(7)	(8)	(9)

Place.....

Date.....

Signature (or thumb impression if illiterate) and name of pensioner

Address :.....

Witness:— Signature

Name & Address.....

Signature of Pension Disbursing Authority

Date, Stamp.....

Certified that application/nomination (Form B) has been received from.....

at (Name of pensioner) whose address is.....

Form A has been cancelled and returned to him.

Place.....

Date.....

Signature of Pension Disbursing Authority/Post Office/Bank/Treasury/ with Full Address.....

FINANCE (PENSION — B) DEPARTMENT

G.O.(P)113/85/Fin. **Dated, Trivandrum, 25th February, 1985.**

Abstract.- Pension — Payment of arrears of pension — Extension of time limit for the submission of Nomination — Orders issued.

Read:— G.O.(P) 408/84/Fin., dated 16th August 1984. ¶

† G.O.(Ms.) 215/83/G.Edn. dated 13-12-1983 see G.O.on page 364.

‡ G.O.(P)105/83/Fin., dated 22-2-1983 see G.O.on page 356.

¶ G.O.(P) 408/84/Fin., dated 16-8-1984 see G.O.on page 368.

ORDER

The last date for the submission of nomination mentioned in para 2 (1) of the G.O. read above is extended to six months (i.e., till 15th August 1985). ¶

By Order of the Governor,
JOSEPHINE ANNIE CLARANCE,
Additional Secretary.

FINANCE (PENSION — B) DEPARTMENT

G.O.(P)364/86/Fin. **Dated, Trivandrum 19th May, 1986.**

Abstract.- Pension — Payment of arrears of pension — Extension of time limit for the submission of nomination — Orders Issued.

Read: — 1. G.O.(P) 408/84/Fin., dated 16th August 1984.

2. G.O.(P) 113/85/Fin., dated 25th February 1985.

3. Petition from Sri S.B. Gopala Pillai.

ORDER

In the G.O. read as 1st paper above Government have issued orders for filing nomination for the payment of arrears of pension. In the G.O. read as second paper above Government have extended the time limit upto 15-8-1985. Individual petitions are being received for further extension of the time limit.

2. In the circumstances Government are pleased to order that the time limit prescribed in the G.O. read as second paper above for filing nomination is dispensed with.

By Order of the Governor,
JOSEPHINE ANNE CLARANCE,
Additional Secretary to Government.

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കേരള സർക്കാർ
2010

Reg. No. രജി. നമ്പർ
KL/TV(N)/12/2009-2011

KERALA GAZETTE

കേരള ഗസറ്റ്

EXTRAORDINARY

അസാധാരണം

PUBLISHED BY AUTHORITY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്

Vol. LV വാല്യം 55	Thiruvananthapuram, Tuesday തിരുവനന്തപുരം, ചൊവ്വ	9th March 2010 2010 മാർച്ച് 9 18th Phalguna 1931 1931 ഫാൽഗുനം 18	No. നമ്പർ	540

GOVERNMENT OF KERALA

Finance (Pension-B) Department

NOTIFICATION

G. O. (P) No. 64/2010/Fin. *Dated, Thiruvananthapuram, 10th February, 2010.*

S. R. O. No. 240/2010.—In exercise of the powers conferred by sub-section (1) of Section 2 of the Kerala Public Services Act, 1968 (19 of 1968) read with section 3 thereof, the Government of Kerala, hereby make the following rules further to amend the Kerala Service Rules, namely:—

RULES

1. *Short title and commencement.*—(1) These rules may be called the Kerala Service (3rd Amendment) Rules, 2010.

(2) They shall be deemed to have come into force on the 24th day of August, 2001.

33/985/2010/DTP.

2. *Amendment of the Rules.*—In Part III of the Kerala Service Rules,—

(1) sub-rule (9A) of rule 90 shall be omitted;

(2) in rule 138,—

(a) for clause (a), the following clause shall be substituted, namely:—

"(a) On the death of pensioner/family pensioner, payment of any arrears actually due may be made to his heirs/nominees as laid down in sub-rule (b) below without obtaining fresh sanction from Pension Sanctioning Authority.";

(b) for clause (b), the following clause shall be substituted, namely:—

"(b) A pensioner/family pensioner may nominate any person in the family as defined in Rule 71 who shall receive after the death of the pensioner/ family pensioner all moneys payable to him on account of such pension accrued before or after the date of such nomination which remains unpaid immediately before the death of the pensioner, as per the procedure laid down below:—

(1) Every pensioner/family pensioner who has not nominated a person prior to the notification of these rules, shall nominate any person as laid down in clause (b) above, in Form 15 and submit it in triplicate to the respective pension disbursing authority through whom pension is drawn, within 3 months from the date of this notification.

(2) Within thirty days of the receipt of nomination in Form 15 as referred to in sub-clause (1) the pension disbursing authority shall get the particulars of the pensioner/family pensioner as mentioned in Form 15, verified with reference to the available records and return to the pensioner, after obtaining a receipt thereof, the duplicate copy of the nomination in Form 15 duly attested by him or an officer authorised by him in this behalf. The triplicate copy shall be sent to the pension sanctioning authority while the original copy of the nomination shall be recorded.

(3) Every employee who is due to retire shall also submit nomination in triplicate in Form 15 to the Head of the Department/Head of Office (Head of Department/Head of Office referred herein is the Authority who is competent to receive the pension application and to certify the remarks of the Receiving Authority) along with the pension application (Pension Book).

(4) Within thirty days of the receipt of the nomination in Form 15 under sub-clause (3), the Head of Department/Head of Office shall get the particulars of the employee, as mentioned in Form 15, verified with reference to the records of the establishment and return to the employee, after obtaining receipt thereof, a duplicate copy of the nomination in Form 15 duly attested by him or by an officer authorized by him in this behalf. The original copy duly accepted shall be sent to the pension sanctioning authority along with the pension application (Pension Book) who shall pass it on to the pension disbursing authority through the Accountant General (A&E) along with the pension payment order. If the pension payment order has already been issued in a particular case, the nomination shall be sent separately through the Accountant General (A&E) quoting the pension payment order, number and other particulars of the pensioner to enable the pension disbursing authority to link it with the pension payment order.

(5) A notice of modification of nomination including cases where a nominee predeceases the pensioner/employee shall be submitted in triplicate in Form 16 to the pension disbursing authority or Head of Department/Head of Office, as the case may be, in the manner as laid down in clause (b) above and thereafter the provisions of sub-clause (2) or (4), as the case may be, shall apply mutatis mutandis to effect the modifications.

(6) A nomination or a fresh nomination or a notice of modification of nomination shall be signed by the pensioner/family pensioner or if he is illiterate, shall bear his thumb impression given in the presence of two witnesses who shall also sign a declaration to that effect in the nomination, fresh nomination or notice of modification of nomination, as the case may be.

(7) A nomination or a fresh nomination or a notice of modification of nomination shall take effect from the date of receipt thereof by the pension disbursing authority or the Head of Department/Head of Office as the case may be.

(8) A nomination made under sub-clause (1) or (3) or a notice of modification of nomination made under sub-clause (5) and accepted by the pension disbursing authority or the Head of Department/Head of Office, shall be a conclusive proof with regard to the person nominated to receive arrears of pension of the pensioner/family pensioner under these rules.

Note:—(1) If the nomination is filed in favour of one or more members the amount or share payable to each member should be specified.

(2) Nomination shall also be made in favour of a person other than the members of the family as defined in Rule 71 in case:—

(a) the person is a guardian legally authorized to look after minor children or physically disabled/mentally retarded children;

(b) the person is a Mother Superior of Convent/Head of the religious institution to which the pensioner Nun/Priest of Church belong to.

(3) A registered "Will" proved by letters of administration or probate shall also be accepted as valid nomination in the case of those who have not filed nomination provided that the employee had no familyat the time of death.

(4) The right conferred upon the nominee shall pass on to such other nominee as specified in the nomination in the event of nominee predeceasing the pensioner/family pensioner.

(5) Nomination of unmarried person shall become invalid on getting married";

(3) after Form No. 14, the following Forms shall be inserted, namely:—

"FORM No. 15

(*See* rule 138)

Pension Disbursing Authority/Head of Office

(Name of Bank/Treasury/Post Office/Authority who is competent to certify RRA/Pension Sanctioning Authority)

Place .....

I,.....hereby make the following

(Name of the Pensioner/Family Pensioner in capital letters) nomination for payment of arrears of pension.

Name and address of the nominee	Relationship with the pensioner/ family pensioner	Date of birth of the nominee	If the nominee in column (1) is minor, name and address of person who may receive the said pension during the nominee's minority.	Share Payable	Name and address of other nominee in case the nominee under column (1) above predeceases the pensioner	Relationship with the Pensioner/ Family Pensioner	Date of birth of the other nominee	Share payable against the share of original nominee	If the nominee in column (6) is minor, name and address of person who may receive the pension during other nominee's minority	Contingency on happening of which nomination shall become invalid.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

Place:

Date:

Signature (or thumb impression if illiterate) and name of pensioner/family pensioner
Address:

Witness: Signature (1)

Name and address (2)

Pension Payment Order No.

(Acknowledgement to be sent by the Pension Disbursing Authority/Head of Office in the duplicate copy)

Certified that application/Nomination has been received from.....(name of pensioner) whose address is .....

Particulars of the pensioners/family pensioners have been verified with reference to the available records in this office and receipt of the nomination is acknowledged.

Place:

Date:

Signature of Pension Disbursing Authority/Bank/ Treasury/Post Office/Pension Sanctioning Authority/ Head of Office.
Full Address".

"FORM No. 16
(*See* rule 138)

Pension Disbursing Authority/Head of Office
(Name of Bank/Treasury/Post Office/Authority who is competent to certify RRA/Pension Sanctioning Authority)
Place .....
I,.....hereby make the following (Name of the Pensioner/Family Pensioner in capital letters) alternative nomination in cancellation of the previous nomination made on.....for payment of arrear of pension.

Name and address of the nominee	Relationship with the pensioner/ family pensioner	Date of birth of the nominee	If the nominee in column (1) is minor, name and address of person who may receive the said pension during the nominee's minority.	Share Payable	Name and address of other nominee in case the nominee under column (1) above predeceases the pensioner/ family pensioner	Relationship with the Pensioner/ Family Pensioner	Date of birth of the other nominee	Share payable against the share of the original nominee	If the nominee in column (6) is minor, name and address of person who may receive the pension during other nominee's minority	Contingency on happening of which nomination shall become invalid.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

Place:

Date:

Signature (or thumb impression if illiterate) and name of pensioner/family pensioner
Address:

Witness: Signature (1)
Name and address (2)

Pension Payment Order No.

Certified that application/Nomination (alternative nomination in form 16) has been received from.....(name of pensioner) whose address is .....

Form 15 has been cancelled and returned to the pensioner/family pensioner.
Particulars of the pensioners/family pensioner have been verified with reference to the available records in this office and receipt of the nomination is acknowledged.
(Acknowledgement to be sent by the Pension Disbursing Authority/Head of Office in the duplicate copy).

Place:
Date:

Signature of Pension Disbursing Authority/Bank/ Treasury/Post Office/Pension SanctioningAuthority/ Head of Office.
Full Address".

By order of the Governor,

DR. P. PRABAKARAN,
Additional Chief Secretaty to Government.

Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

According to rules 138 and 139 of Kerala Service Rules Part III, the legal heirs of a deceased pensioner have to produce either a heirship certificate (for claims up to Rs. 75,000) or a legal authority issued for receiving the lifetime arrears of pension due to a deceased pensioner. This was causing much hardship to the legal heirs. To avoid this, Government have extended the facility of nomination to pensioners for drawal of lifetime arrears of pension in the event of their death vide G.O. (P) No.408/84/Fin. dated 16th August, 1984 and for the payment of lifetime arrears to the Legal heirs/nominees of the pensioner without obtaining fresh sanction from pension sanctioning authority vide G.O. (P) No. 1001/2001/Fin. dated 24th August, 2001. As per above Government Order, the clause (9A) to rule 90 of the Kerala Service Rules Part III which stipulates that the arrears on account of pension in respect of a deceased pensioner can be given to the person who is living and is entitled to receive family pension on the date of issue of the order sanctioning family pension, has been deleted. In order to give statutory validity to the above orders, suitable amendment has to be made to Kerala Service Rules Part III.

This notification is intended to achieve the above object.

To

The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.

The Accountant General (A&E), Kerala, Thiruvananthapuram.

All Heads of Departments and Offices.

All Departments (all Sections) of the Secretariat.

The Secretary, Kerala Public Service Commission (with C.L.)

The Registrar, University of Kerala/Cochin/Calicut/Mahatma Gandhi/ Agricultural University/Sree Sankaracharya University/Kannur (with C. L.).

The Secretary, Kerala State Electricity Board (with C.L.)

The General Manager, Kerala State Road Transport Corporation, Thiruvananthapuram. (with C.L)

The NORKA Department.

All Secretaries/Additional Secretaries/Joint Secretaries/ Deputy Secretaries/Under Secretaries to Government.

The Secretary to Governor.

The Private Secretaries to Chief Minister and other Ministers.

The Private Secretaries to the Leader of Opposition and Government Chief Whip.

The Private Secretary to the Hon'ble Speaker.

The Director of Public Relations, Thiruvananthapuram.

The Additional Secretary to the Chief Secretary.

The Director of Treasuries, Thiruvananthapuram.

The District Treasuries/Sub Treasuries.

The General Administration (SC) Department.

The Public Relations Department.

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കേരള സർക്കാർ
2012

Reg. No. രജി. നമ്പർ
KL/TV(N)/12/12-14

KERALA GAZETTE
കേരള ഗസറ്റ്

EXTRAORDINARY
അസാധാരണം

PUBLISHED BY AUTHORITY
ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്

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GOVERNMENT OF KERALA

Finance (Pension-B) Department

NOTIFICATION

G. O. (P) No. 465/2012/Fin. *Dated, Thiruvananthapuram, 17th August, 2012.*

S. R. O. No. 628/2012.—In exercise of the powers conferred by sub-section (1) of section 2 of the Kerala Public Services Act, 1968 (19 of 1968), read with section 3 thereof, the Government of Kerala hereby make the following rules further to amend the Kerala Services Rules, namely:—

RULES

1. *Short title and commencement.*—(1) These rules may be called the Kerala Service (13th Amendment) Rules, 2012.

(2) They shall come into force at once.

2. *Amendment of the Rules.*—In the Kerala Service Rules,—

(1) in Part I, in rule 28A, in the last sentence of the second paragraph, for the words and figure "Form No.17", the words and figure "Form No.18" shall be substituted;

(2) in Appendix VII, under heading "Rules Relating to Casual Leave", in rule 4, for the words and figure "Form No.16", the words and figure "Form No.19" shall be substituted;

(3) in Part III, in rule 138, in clause (b),—

(a) for the word and figure "Form 15", wherever they occur, the word and figure "Form 16" shall be substituted;

(b) in sub-clause (5), for the word and figure "Form 16", the word and figure "Form 17" shall be substituted;

(4) in the "LIST OF FORMS", for the serial numbers and the entries against them occurring after serial number 15 and the entries against it, the following serial numbers and entries shall, respectively, be substituted, namely:—

"16. Nomination for payment of arrears of pension (Rule 138—Part III)

17. Notice of Modification of Nomination (Rule 138—Part III)

18. Option for fixation of pay (Rule 28A—Part I)

19. Register of Casual Leave (Rule 4—Appendix VII).";

(5) in the 'Forms', for the Forms after Form No. 15 under rule 13A of Part I, the following Forms shall, respectively, be substituted, namely:

"FORM NO. 16

NOMINATION FOR PAYMENT OF ARREARS OF PENSION

(*See* rule 138 PART III)

Pension Disbursing Authority/Head of Office

(Name of Bank/Treasury/Post Office/Authority who is competent to certify RRA/Pension Sanctioning Authority)

Place.....

I, ...hereby make the following

(Name of the pensioner/Family Pensioner in capital letters) nomination for payment of arrears of pension.

Name and address of the nominee	Relationship with the pensioner/family pensioner	Date of birth of the nominee	If the nominee in column (1) is minor, name and address of person who may receive the said pension during the nominee's minority	Share Payable	Name and address of other nominee in case the nominee under column (1) above predeceases the pensioner	Relationship with the pensioner/family pensioner	Date of birth of the other nominee	Share payable against the share of original nominee	If nominee in column (6) is minor, name and address of person who may receive the pension during other nominee's minority	Contingency on happening of which nomination shall become invalid
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

Place:
Date:

Signature (or thumb impression if illiterate) and name of pensioner/family pensioner
Address:

Witness: Signature (1)
Name and address (2)

Pension Payment Order No.

(Acknowledgement to be sent by the Pension Disbursing Authority / Head of Office in the duplicate copy)

Certified that application/Nomination has been received from ..... (name of pensioner) whose address is .....

Particulars of the pensioner/family pensioner have been verified with reference to the available records in this office and receipt of the nomination is acknowledged.

Signature of Pension Disbursing Authority/Bank/ Treasury/Post Office/Pension Sanctioning Authority/ Head of Office
Full Address.

Place:
Date:

FORM No. 17

NOTICE OF MODIFICATION OF NOMINATION

(*See* rule 138 PART III)

Pension Disbursing Authority/Head of Office

(Name of Bank/Treasury/Post Office/Authority who is competent to certify RRA/Pension Sanctioning Authority)

Place.....

I, ...hereby make the following

(Name of the pensioner/Family Pensioner in capital letters) alternative nomination in cancellation of the previous nomination made on..... for payment of arrear of pension.

Name and address of the nominee	Relationship with the pensioner/ family pensioner	Date of birth of the nominee	If the nominee in column (1) is minor, name and address of person who may receive the said pension during the nominee's minority	Share Payable	Name and address of other nominee in case the nominee under column (1) above predeceases the pensioner/ family pensioner	Relationship with the pensioner/family pensioner	Date of birth of the other nominee	Share payable against the share of original nominee	If the nominee in column (6) is minor, name and address of person who may receive the pension during other nominee's minority	Contingency on happening of which nomination shall become invalid
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

Place:
Date:

Signature (or thumb impression if illiterate) and name of pensioner/family pensioner
Address:

Witness: Signature (1)
Name and address (2)

Pension Payment Order No.

Certified that application/Nomination (alternative nomination in form 17) has been received from.....(name of pensioner) whose address is.....

Form 16 has been cancelled and returned to the pensioner/family pensioner.

Particulars of the pensioner/family pensioner have been verified with reference to the available records in this office and receipt of the nomination is acknowledged.

(Acknowledgement to be sent by the Pension Disbursing Authority/Head of Office in the duplicate copy)

Signature of Pension Disbursing Authority/Bank/
Treasury/Post Office/Pension Sanctioning Authority/
Head of Office
Full Address.

Place:
Date:

FORM NO. 18

OPTION FOR FIXATION OF PAY

(Rule 28A Part I)

(a) Consequent upon my promotion as.....with effect from.....FN/AN, I hereby opt the fixation of pay under rule 28A, in the higher scale of pay of the promoted post, with effect from the date of promotion, without any review consequent on accrual of increment in the lower scale.

(b) Consequent upon my promotion as .....with effect from .....FN/AN, I hereby opt the initial fixation of my pay at the stage in the time scale of pay of the promoted post next above my pay in the scale of pay of the lower post on the date of promotion, and thereafter under rule 28A in the higher scale of pay of the promoted post based on the pay in the lower post with effect from.....i.e., from the date of accrual of next increment in the scale of pay of the lower post.

Place:
Date:

Signature
Name
Designation.

FROM NO. 19

REGISTER OF CASUAL LEAVE

(Rule 4, Appendix VII)

Register for Casual Leave for the year.....

Name.....

Designation.....

Date of application	Period of Casual Leave applied for	Date of		Total period of Casual Leave availed of	Initials of Sanctioning Authority	Remarks
		Commencement	Termination			

By order of the Governor,

V. P. JOY.
Principal Secretary to Government.

Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

As per notification issued under G. O. (P) No. 413/2009/Fin., dated 25th September, 2009 and published as S. R. O. No. 837/2009 in the Kerala Gazette Extraordinary No. 1861 dated 8th October, 2009, Form No.15 under rule 13A of Part I was inserted in the Kerala Service Rules. Thereafter, as per notification issued under G. O. (P) No. 64/2010/Fin., dated 10th February, 2010 and published as S. R. O. No. 240/2010 in the Kerala Gazette Extraordinary No. 540 dated 9th March, 2010, number 15 was again assigned to the Form under rule 138 of Part III of the Kerala Service Rules. Accordingly, the Form numbers assigned to the other Forms inserted subsequently as per notifications issued under G. O. (P) No. 630/2010/Fin., dated 25th November, 2010, published as S. R. O. No. 1085/2010 in Kerala Gazette Extraordinary No. 2694 dated 25th November, 2010 and G. O. (P) No. 637/2010/Fin., dated 25th November, 2010 published as S. R. O. No. 1113/2010 in the Kerala Gazette Extraordinary No. 2740 dated 1st December, 2010 were also assigned mistakenly. Therefore, Government have decided to rectify those mistakes through an amendment to the Kerala Service Rules.

The notification is intended to achieve the above object.

To

The Principal Accountant General (Audit), Kerala, Thiruvananthapuram

The Accountant General (A&E), Kerala, Thiruvananthapuram.

All Heads of Departments and Offices / All Departments (all Sections) of the Secretariat.

The Secretary, Kerala Legislature Secretariat (with C.L.)

The Secretary, Kerala Public Service Commission (with C.L.)

The Registrar General, High Court of Kerala (with C.L.)

The Registrar, University of Kerala//Cochin/Calicut/Kannur and M.G University (with C.L.)

The Secretary, Kerala State Electricity Board (with C.L.)

The General Manager, Kerala State Road Transport Corporation, Thiruvananthapuram (with C.L.)

The NORKA Department.

All Secretaries/Special Secretaries/Additional Secretaries/Joint Secretaries/Deputy Secretaries/Under Secretaries to Government.

The Secretary to Governor.

The Private Secretaries to Chief Minister and other Ministers.

The Private Secretary to the Hon'ble Speaker.

The Director of Public Relations, Thiruvananthapuram.

The Additional/Deputy Secretary to Chief Secretary.

The Director of Treasuries, Thiruvananthapuram.

The District Treasuries/Sub Treasuries.

The General Administration (SC) Department.

The Public Relations Department.

The Nodal Officer. www.finance.kerala.gov.in

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