

**South Eastern Railway
HEADQUARTERS OFFICE**

DATE OF APPLICATION: _____

**Application cum declaration for employment assistance on compassionate grounds –
Group 'C' and 'D' posts.**

1. Particulars of the Ex-employee

- a. Name of the Ex-employee (Smt/Sri) : _____
- b. Last Designation, office & station : _____
- c. Date of Death / Medical unfitness /
Medical decategorisation / Missing
(Please tick the appropriate one) : _____
- d. Date of Voluntary retirement, if any :
(of the employee) _____
- e. Cause of death / Voluntary :
retirement (of the employee) _____
- f. Designation & Station where last :
working _____
- g. Working under whom : _____
- h. Date of initial appointment : _____
- i. Date of Death (in words & figures) : _____
- j. Last pay drawn & scale : _____
- k. Length of service : _____
- l. Whether the dependents are left in :
indigent circumstances _____
- m. What settlement payments made: :
P. F. : _____
Leave Salary : _____
C.G.E.G.I.S. : _____
Last wages : _____
Pension : _____
Commutation : _____
D.C.R.G. : _____
G.P.A.L. : _____
- n. Any other member of the family :
working _____

- o. Whether the family is in destitute/ :
penurious conditions (elaborate) _____

Please attach
a passport size
photograph
and attest

2. Particulars of the candidate applying for employment assistance:

- a) Name of the candidate : _____
- b) Relationship with Ex-employee : _____
- c) Date of birth of the candidate:-
i) As per School certificate (enclose) : _____
ii) As per Court affidavit (enclose) : _____
iii) As per declaration : _____
iv) As per medical identity card : _____
- d) Educational qualification and :
Technical qualifications, if any
(necessary attested copy of the
certificates to be enclosed) _____
- e) Whether SC / ST / OBC (necessary :
attested copy of certificate to be
enclosed) _____

3. Particulars of the family members of the Ex-employee.

Sl. N	Name of the member	Relationship with the Ex-employee	Date of birth & age	Educational qualification	Marital status	Present occupation (if anybody in Rly.) please give details.

4. In case of missing employee:-

- i) Date of missing of the employee : _____
- ii) Date of FIR lodged : _____
Employment assistance with latest police report not more than one month old, if so, 2nd enquiry report to be given:

5. In case of 2nd marriage:-

- i) Details of 1st wife & children : _____

ii) Whether the 2nd marriage has got :
administrative approval or not. _____

6. In case of adoption:

i) Whether adoption deed made legally : _____

ii) Whether the adopted person :
appearing in Pass declaration as per
Rly. Pass Rules _____

iii) Whether administrative approval :
taken for such adoption _____

7. DECLARATION FROM THE CANDIDATE:

I do hereby declare that none has been appointed in the Railway under employment assistance on compassionate grounds and nobody also will apply for such assistance in future other than me. The particulars furnished in the application cum declaration are true to the best of my knowledge and belief and if anything is found false I shall be liable for action as per extant rules. I do hereby assure that I shall abide by the rules and regulations of the employment assistance on compassionate grounds and look after the family members left behind by the ex-employee.

I enclose herewith the following documents for your perusal for employment assistance.

- a) Nomination for employment from the widow / father duly attested.
- b) No objection and consent of the brothers/sisters duly attested.
- c) Attested true copy of the school / college certificates showing the date of birth and educational qualifications.
- d) Court affidavit in original in support of age (in case of candidate did never study in any school).
- e) Attested copy of Caste certificate from competent authority not below the rank of MRO / Tehesildar.

The above particulars as furnished by the applicant are certified as correct. The signature / LTI of the applicant is also certified as genuine and countersigned by me.

Signature of Unit Supervisor
With date & stamp

Signature, LTI of the candidate

Date: _____

Address: _____

DECLARATION

Sri / Smt., W/H/o Late.....
 Ex..... Station:..... hereby nominate my
 Sri /Smt..... for employment assistance on compassionate
 grounds. He /She will look after the family left behind by the Ex.employee.

I do hereby also declare that no appointment on compassionate grounds has been
 made in the family.

Signature of the Widow /
 Ex-employee

Place:

Address: _____

.....
 Witness of signature:

1. _____ 2. _____

ANNEXURE

I Particulars of all dependent family members of the Railway Servant (if some are
 employed, their names and whether they are living together or separately).

S. No	Name (s)	Relationship with the Govt. servant	Age	Address	Employed or not (if employed, particulars of employment & emoluments)
1	2	3	4	5	6

DECLARATION / UNDERTAKING

1. I do hereby declare that the facts given by me above are, to the best of my knowledge, correct. If any of the facts herein mentioned are found to be incorrect or false at a further date, my services may be terminated.

2. I hereby also declare that I shall maintain properly the other family members who have been dependent (details given above) on Railway Servant mentioned against 1 (a) of Part-A of this form and in case it is proved that the said family members are being neglected or not being properly maintained by me, further during the period of their dependency, my appointment may be terminated.

Date: _____

Signature of the candidate

Name : _____

Address : _____

I have verified that the facts mentioned above by the candidate are correct.

Date:

Signature of the Welfare Officer

Name: _____

Address: _____

