

**FORM 2**  
**Details of Family**  
[See rule 10(3)]  
**Important**

1. The original Form submitted by the Government servant / Subscriber is to be retained. All additions or alterations are to be communicated by the Government servant/retired Government servant / Subscriber along with the supporting documents and the changes shall be recorded in this Form under the signature of Head of Office in Col 7. No new Form will substitute the original Form. However, the retiring Subscriber should submit the details of family afresh at the time of retirement.
2. The details of spouse, all children and parents (whether eligible for family pension or not) and disabled siblings (brothers and sisters) may be given.
3. The Head of Office shall indicate the date of receipt of communication regarding addition or alteration in the family in the 'Remarks' column. The fact regarding disability or change of marital status of a family member should also be indicated in the 'Remarks' column.
4. Wife and husband shall include judicially separated wife and husband.
5. The retired Government servant shall attach the details of change in family structure after retirement in the proforma prescribed under Dept. of P. & P.W., O.M No. 1 (23)- P.&P. W/91-E, dated the 4<sup>th</sup> November, 1992.
6. Copies of birth certificates to be attached. Copies of any other relevant certificates, if available, should be attached.

<b>Name of the Government servant / Subscriber</b>		<b>Designation</b>		<b>Nationality</b>	
--	--	--------------------	--	--------------------	--

**Details of family members:**

S.N.	Name (Please see notes below before filling)	Date of birth (DD/MM/YYYY)	Aadhaar no.* (Optional)	Relationship with Govt. servant/ retired Government servant / Subscriber	Marital status	Remarks	Dated signature of Head of Office
	(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.							
2.							
3.							
4.							
5.							
6.							

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

E-mail: (Optional)

Place:

Mobile: (Optional)

Date:

(Signature)

*\*Providing Aadhaar No. is optional. However, if it is provided, consent to link it to Bank Account and also for authentication of identity from UIDAI for pension related purpose only, is presumed.*

Form 1

**OPTION TO AVAIL BENEFITS IN CASE OF DEATH OR DISCHARGE ON  
INVALIDATION OR DISABILITY OF GOVERNMENT SERVANT / SUBSCRIBER  
DURING SERVICE**

[See rule 10)

\* I, ....., hereby exercise option that in the event of my discharge from service on the account of disability or retirement from service on account of invalidation or Death during service, benefits under CCS(Pension) Rules, 1972 or CCS (Extraordinary Pension) Rules, 1939 as the case may be, may be paid to me or my family.

**OR**

\* I, ....., hereby exercise option that in the event of my discharge from service on the account of disability or retirement from service on account of invalidation or Death during service, benefits may be paid to me or my family, as the case may be, based on the accumulated pension corpus in the Individual Pension Account under the National Pension System in accordance with the CCS( Implementation of National Pension System) Rules, 2021.

Signature of Government servant

Subscriber Name \_\_\_\_\_

Designation \_\_\_\_\_

Office in which employed \_\_\_\_\_

Telephone/Mobile No \_\_\_\_\_

Place and date:

This option supersedes any other option made by me earlier.

\* Completely strike out the benefits for which option is not intended to be made.

**(To be filled in by the Head of Office or authorized Gazetted Officer)**

Received the option dated ....., under CCS (Implementation of National Pension System) Rules, 2021 made by Shri/Smt./Kumari....., Designation.....

Office.....

Entry of receipt of option has been made in page ..... Volume.....of Service Book.

Signature, Name and Designation of Head of Office or authorized  
Gazetted Officer with seal

Date of receipt.....

The receiving Officer will fill the above information and return a duly signed copy of the complete Form to the Government servant who should keep it in safe custody so that it may come into the possession of the beneficiaries in the event of his/her death/ invalidation.