



नागालैण्ड विश्वविद्यालय

NAGALAND UNIVERSITY

(संसद द्वारा पारित अधिनियम 1989, क्रमांक 35 के अंतर्गत स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament No.35 of 1989)

मुख्यालय : लुमामी, जुन्हेबोटो (नागालैण्ड), पिन कोड – 798627

Headquarters: Lumami, Dist. Zunheboto (Nagaland), Pin Code-798 627

NO.F.A.239/ESTT-1/2017- 10/1

Date: 29.05.2024

NOTIFICATION

This is to notify that all regular employees- both under Old Pension Scheme and National Pension System (NPS) are required to make nomination in the prescribed form conferring one or more person the right to receive Death/Retirement Gratuity amount in the event of his/her death while in service or after retirement before receiving gratuity.

Therefore, all regular employees are requested to make nomination in the prescribed form as applicable and submit the same to the office of the undersigned at the earliest.

Enclosed: i. Form 1 (those with family)
ii. Form 2 (those without family)

Sd/-
(Dr. ABEMO)
Registrar

NO.F.A.239/ESTT-1/2017- 10/1

Date: 29.05.2024

Copy to:-

1. The Asst Registrar to V.C for information of the Vice-Chancellor, N.U, Lumami.
2. The Pro-Vice Chancellor, Nagaland University, Kohima Campus/ Medziphema campus for information.
3. The Finance Officer, Nagaland University Lumami for information.
4. The CoE, Nagaland University, Lumami for information.
5. The Director, CDC, Nagaland University Lumami for information.
6. The Director, RDC, Nagaland University, Lumami for information.
7. All Deans, Nagaland University for information.
8. All HoDs, Nagaland University for information and circulation.
9. All Controlling Officers of Sections/Cells, Nagaland University for information and circulation.
10. The System Admin, Nagaland University, Lumami for uploading on the website.
11. Guard file.
12. Office copy.

(Vekhoyi Tetseo)
Deputy Registrar (Estt-I)

FORM 1
[(See Rule 53(1))]
Nomination for Retirement Gratuity/Death 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 member(s) of my family, and confer on him/them the right to receive, to the extent specified below, any gratuity the payment of which may be authorized by the Central 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)				Alternate nominee(s)	
Names and addresses of nominee/ nominees	Relationship with the Government servant	Age	Amount or 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 pre-deceasing the Government servant or the nominee dying after the death of the Government servant but before receiving payment of gratuity	Amount or share of gratuity payable to each**
1	2	3	4	5	6

This nomination supersedes the Nomination made earlier on which stands cancelled.

NOTE:

(i) The Government 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.

Date:

.....
Signature of Govt Servant

Witnesses to signature

1.

2.

*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 nominees(s).

(To be filled by the Head of Office)

Nomination by

Signature of Head of Office

Desination

Date

Office

Desingation

FORM 2

[(See Rule 53(1)]

Nomination for Retirement Gratuity/Death Gratuity

When the Government servant has no family and wishes to nominate one or more than one person, 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 gratuity the payment of which may be authorized by the Central 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)				Alternate nominee(s)	
Names and addresses of nominee/ nominees	Relationship with the Government servant	Age	Amount or 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 pre-deceasing the Government servant or the nominee dying after the death of the Government servant but before receiving payment of gratuity	Amount or share of gratuity payable to each**
1	2	3	4	5	6

This nomination supersedes the Nomination made earlier on which stands cancelled.

NOTE:

(i) The Government 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.

Date:

.....
Signature of Govt Servant

Witnesses to signature

1.

2.

*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 nominees(s).

(To be filled by the Head of Office)

Nomination by

Signature of Head of Office

Desination

Date

Office

Desingation