**Annex-I**

**DETAILS OF FAMILY**

**(To be updated every year)**

**{See Sect 4(1) of CS (MA) Rules 1944}**

Name of Govt. Servant : ....................................................................................................................

Designation : ....................................................................................................................

Date of Birth : ...................................................................................................................

Date of appointment : ...................................................................................................................

Details of the family members as on : .......................................................................................

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Names of the family members** | **Date of birth** | **Relationship with the Govt. Servant** | **Document submitted** | **Remarks of the Controlling Officer** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
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| 8 |  |  |  |  |  |
| 9 |  |  |  |  |  |
| 10 |  |  |  |  |  |

I hereby certify that the above declaration made by me is fully updated and correct.

Date: ......................................................... Signature of the Govt. Servant

**DECLARATION OF THE CONTROLLING AUTHORITY**

After careful checking of the documents submitted by the Government Servant, I satisfy myself that the above............................................ (Number of the members) persons are truly the Family Members of Pi/Pu ............................................................... for the purpose of CS (MA) Rules 1944.

Date: ........................................................ Signature of the Controlling Officer

(With seal)