



# SLC (University of Delhi)

## Shyam Lal College

---

21.12.2023

### Notification

All the permanent staff members and pensioners of Teaching and Non-teaching are hereby informed that they have to submit the Details of Family (Form-5) already under circulation alongwith the following documents for dependents as given below:

1. Income certificate for parents/siblings/Widowed Daughter/Widowed Sisters is mandatory as per the guidelines given in the Form-5 issued through CSC or Tehsildar Office/SDM office.
2. Proof of Residence as given in Form-5
3. Proof of age of son
4. Attested copy Disability certificate issued by Competent Authority (in case of dependent son aged 25 and above)

Previously issued Medical cards stands cancelled for dependents and fresh card will be issued after the verification of above documents.

  
Principal

**DETAILS OF FAMILY**

FORM-5

[Rule 54(12) of CCS (Pension) Rules, 1972]  
(For Leave Travel Concession and Medical Facility)

I.....hereby declare that the following are Members of my family who are wholly dependent on me.

(i) Husband, Wife, Children, Step Children

S.NO.	Full Name	Relationship	Date of Birth

(ii) Father, Mother/Minor Brothers/Sisters/Widowed Daughters/Widowed Sisters, residing with me

S. No.	Full Name	Relationship	Age in case of Minor Brothers/sisters /children and date of birth	Status Married/ Unmarried/ Widowed

**UNDERTAKING**

I undertake that —

1. The children/ step children claimed to be dependent do not have income exceeding 9000/- per person per month from all sources including stipend and scholarship.
2. The income of parents from all sources including pension (inclusive of temporary increase in pension and pension equivalent of DCRG benefits) does not exceed Rs.9000/-per month. (If anyone mother/ father has the said income, both of them will come under dependents category.) Income Certificate of the concerned must be enclosed.
3. My father is not alive/ my father is wholly dependent on me and income of my widowed sisters/ unmarried sisters does not exceed Rs.9000/-per month from all sources. For each person, Income Certificate must be enclosed.
4. In the event of any change in the status of any of the above mentioned persons, which affects the eligibility, I shall inform the Administrative Section, Shyam Lal College Shahdara immediately about the same.
5. The particulars of dependent members of my family as given are correct. If any statement is found to be untrue I shall be liable for disciplinary action.

Date:

Signature:.....

Name:.....

Designation:.....

Department:.....

Filled in my presence	Verified & Submitted for Approval
Dealing Assistant	Section Officer/Adm. Officer