

FORM 19
DEPARTMENT DATA SHEET

1	Name of the Govt. Servant (in block letter)	
2	Designation	
3	Department	
4	Present Postal address with Pin code	
5	Father's name (and also husband's name) in case of female Govt. servant.	
6	Class of Pension	
7	Date of Birth	
8	Date of Appointment	
9	Date of Death	
10	Date of Retirement	
11	Qualifying Service	
12	Last Pay drawn	
13	Average emoluments	
14	Treasury	
15	Sub-Treasury	
16	Scale of Pay	
17	GPF A/c No. with a copy of statement	
18	Recoveries :-	
	(i) Provisional Pension Paid	
	(ii) Provisional DCRG Paid	
	(iii) Outstanding HBA (P)	
	(iv) Outstanding MCS (P)	
	(v) Outstanding interest on HBA	
	(vi) Outstanding Interest on MC	
	(vii) Overdrawal of pay & Allowances if any	
	(viii) Other recoveries, if any	

Signature of the Head of Office

Name :

Address: Personnel & A.R.(A) department

Email address : personnel-shil-meg@nic.in

Telephone No : PABX -