



OFFICE OF THE DIRECTOR (ADMN.)  
LOK NAYAK HOSPITAL, NEW DELHI: 110002

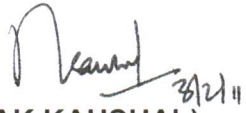
No.PA/Dir.(A)/2010/5493

Dated: 3rd February, 2011

**OFFICE CIRCULAR**

All the government servants are the beneficiary of the post retirement pensionry benefits. In order to avail the benefits, an employee is expected to nominate the beneficiary after his death or retirement for the Gratuity, leave encashment, DGIES etc. It is noted that such nominations have not been filed by the employees and this office as well as the families of the employees have to undergo a long and costly procedure to obtain the succession certificate from the Court of Law. In order to avoid all such ineventuality, all the government employees specially the Safai Karamcharies and Group D employees are advised to send five formats which includes the details of the family as well as nomination for the post death or retirement benefits. The same may be done within a week.

Those staff who have already submitted their nomination may ignore this Circular


  
(AK KAUSHAL)  
DIRECTOR (Admn)

No.PA/Dir.(A)/2010/

Dated: 3<sup>rd</sup> January, 2010

Copy to:

1. All HODs Lok Nayak Hospital
2. All MOICs Lok Nayak Hospital,
3. All Branch Incharges, LNH
4. Office Supdt. OS-II/III/IV LNH
5. Dy. Controller of Accounts, LNH
6. PA to Medical Supdt. LNH
7. PA to Addl. MS LNH
8. MOI/C (IT) for web updating
9. Notice Board.

  
(AK KAUSHAL)  
DIRECTOR (Admn)

Asst. Dir.

7/2/11

uploaded on 7/2/11