

REGIONAL INSTITUTE OF PARAMEDICAL AND NURSING SCIENCES, AIZAWL, MIZORAM

NOMINATION FORM FOR PAYMENT OF GRATUITY (FORM 1/GRAT)

[See Section 6 of the Payment of Gratuity Act, 1972 read with Sub Section (1) of Section 4]

I, hereby nominate the person/persons mentioned below and confer on him/her/them the right to receive in the event of my death, to the extent specified below, amount of any gratuity the payment of which may be authorised under section 4 of Payment of Gratuity Act, 1972.

Name, date of birth (DOB) and address of the nominee	Relationship with employee	Share to be paid to each (in %)	If nominee is minor, name, DOB and address of person who may receive the amount on behalf of minor	Name, DOB, relationship and address of alternate nominee in case the nominee under Column (1) predeceases the employee	Share to be paid to each (in %)	Name, DOB and address of person who may receive the amount if alternate nominee in Col. (5) is a minor	Contingency on happening of which nomination shall become invalid
1	2	3	4	5	6	7	8

These nominations supersede any nominations made by me earlier.

Place :

Signature :

Date :

Name of employee :

Mobile No :

Designation :

Department/Section :

Note 1 : The employee shall draw lines across the blank space below the last entry to prevent the insertion of any name after he/she has signed.

Note 2 : An employee may, in his nomination, distribute the amount of gratuity payable to him under this Act amongst more than one nominee.

Note 3: If an employee has a family at the time of making a nomination, the nomination shall be made in favour of one or more members of his family, and any nomination made by such employee in favour of a person who is not a member of his family, shall be void.

Note 4: If at the time of making a nomination the employee has no family, the nomination may be made in favour of any person or persons but if the employee subsequently acquires a family, such nomination shall forthwith become invalid and the employee shall make, within such time as may be prescribed, a fresh nomination in favour of one or more members of his family.

Note 5: A nomination may, subject to the provisions of sub-sections (3) and (4), be modified by an employee at any time, after giving to his employer a written notice in such form and in such manner as may be prescribed, of his intention to do so.

Note 6 : If a nominee predeceases the employee, the interest of the nominee shall revert to the employee who shall make a fresh nomination, in the prescribed form, in respect of such interest.

Note 7: Every nomination, fresh nomination or alteration of nomination, as the case may be, shall be sent by the employee to his employer, who shall keep the same in his safe custody.

(To be filled in by the Head of Office/authorised Gazetted Officer)

Received the nomination, dated, under the Payment of Gratuity Act, 1972.

made by Shri/Dr/Smt./Kumari

Designation

Department/Section

Verified that the nomination(s) made by the employee is/are in accordance with the provisions of the relevant rules. Entry of receipt of nomination(s) has been made in pageVolume.....of Service Book.

Name, Signature and Designation of Head of Office/authorised Gazetted Officer with seal

Date of receipt..... The receiving officer will fill the above information and return photocopy of a duly signed copy of the complete Form to the employee who should keep it in safe custody so that it may come into the possession of the beneficiaries in the event of his/her death. The receiving officer shall put his/her dated signature on both pages of this Form.