

NORTH CENTRAL RAILWAY

NCRPS-6407/2025

Headquarters Office  
Subedarganj, Prayagraj

No. 797-E/NCR/Policy/2025/Pension

Dated: .06.2025

All PHODs / CHODs, NCR HQ office, Prayagraj,  
Divisional Railway Manager AGRA, JHANSI & PRAYAGRAJ,  
All Chief Workshop Manager/NCR  
Sr. Divisional Personnel Officers/AGRA, JHANSI & PRAYAGRAJ  
Bridge Line, TMC Line, CSP/NCR  
Staff Officer/RPF/NCR/HQ/Prayagraj. Dy.FA&CAO/G/NCR,  
Principal- All Training Centres/NCR  
All concern/NCR

**Sub:** Details required to be submitted by retiring Railway Servant in respect of family member who has been approved by Appointing Authority for co-authorisation for family pension i.e. permanently disabled child/dependent parents/ permanently disabled siblings-regarding.

**Ref:** Railway Board Letter No. F(E)III/2025/PN1/8 dated: 05.06.2025.

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Copy of Railway Board Letter No. F(E)III/2025/PN1/8 dated: 05.06.2025 (along with its enclosures) regarding details required to be submitted by retiring Railway Servant for family pension i.e. permanently disabled child/dependent parents/ permanently disabled siblings, is annexed herewith for further necessary action.

Policy Letter Circulated under NCRPS/NCRBE is also be available on website [www.ncr.indianrailways.gov.in](http://www.ncr.indianrailways.gov.in) (About us→Department→Personnel→NCR Policy Circulars).

**DA:** as above

Digitally Signed by Lavkush  
Singh Rawat  
Date: 16-06-2025 18:06:31

(Lavkush Singh Rawat)  
APO/IR  
for General Manager/P

**Copy to:-**

Secretary to GM for kind information to General Manager.  
Secretary to AGM for kind information to AGM.  
All Personnel Officer in HQ & Conc./NCR  
General Secretary NCRES, NCRMU/NCR  
Zonal Secretary AISCTREA, AIOBCREA/NCR  
All Ch.OS/Incharge/Personnel/NCR/HQ  
SWC for information in reference to SWC No.917422.

Reason: Approved

**GOVERNMENT OF INDIA (BHARAT SARKAR)  
MINISTRY OF RAILWAYS (RAIL MANTRALAYA)  
(RAILWAY BOARD)**

No. F(E)III/2025/PN1/8

New Delhi, dated: 05.06.2025.


**The General Managers/Principal Financial Advisors,  
All Zonal Railways/Production Units etc,  
DGs of RDSO and NAIR.**

**Sub: Details required to be submitted by retiring Railway Servant in respect of family member who has been approved by Appointing Authority for co-authorisation for family pension i.e. permanently disabled child/dependent parents/ permanently disabled siblings-regarding.**

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Attention is invited to the various forms appended to the Railway Services (Pension) Rules, 1993 which are required to be filled by the railway servant at the time of retirement.

2. In addition to the above, the details of family member co-authorised for family pension i.e. disabled child/ dependent parents/ dependent disabled siblings may also be obtained in the proforma enclosed herewith.
3. However, before obtaining the details in the enclosed proforma, it may be ensured that prior approval of Appointing Authority has been obtained for co-authorisation of the family member in terms of rule 75(6) of Railway Services (Pension) Rules, 1993 read with Board's letter No. 2013/AC-II/21/5 dated 25.11.2013 and Board's letter No. 2020/AC-II/21/3 dated 02.09.2020.
4. Please acknowledge receipt.

  
**(G. Priya Sudarsani)**  
**Director, Finance (Estt.)**  
**Railway Board**

## Proforma

**A. Details required to be submitted by retiring Railway Servant in respect of family member who has been approved by Appointing Authority for co-authorisation for family pension, i.e. permanently disabled child/dependent parents/ permanently disabled siblings**

1. Name of the co-authorised family member \*.....

.....

Photograph of family member co-authorised for family pension

2. Date of Birth of the co-authorised family member (DD/MM/YYYY):.....

3. Aadhar No. (Voluntary).....

4. Permanent Account Number(PAN).....

5. Relationship of the co-authorised family member with the railway servant: .....

.....

6. Personal marks of identification.....

7. Specimen Signature/ left hand thumb impression

8. Postal Address of the co-authorised family member:.....

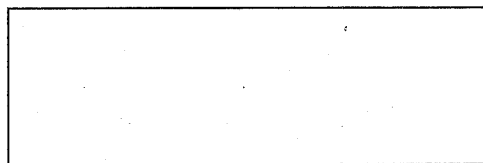
..... PIN .....

**B. Details of guardian/ nominee when the co-authorised family member is minor or suffering from disorder or disability of mind, including mental retardation**

1. Name:.....

Photograph of the Guardian/nominee

2. Date of Birth (DD/MM/YYYY) : .....
3. Aadhar No. (Voluntary).....
4. Permanent Account Number (PAN).....
5. Relationship with the minor/mentally disabled family member:  
.....
6. Relationship with the railway servant:.....
7. Postal Address of the Guardian/nominee : .....  
.....PIN.....
8. Specimen Signature / left hand thumb impression  
of the Guardian/nominee:



Place: ..... Date: ..... Employee's Signature

(\*Details of only such family member is required to be given who has already been approved by Appointing Authority for co-authorisation)

Note: (i) If more than one family member is co-authorised for family pension, photographs and details as above in respect of all such family members may be given in separate sheets with this proforma.

(ii) In terms of Board's letter No. 2013/AC-II/21/5 dated 25.11.2013 and Board's letter No. 2020/AC-II/21/3 dated 02.09.2020, permanently disabled child/dependent parents/ permanently disabled siblings may be co-authorised in the PPO issued to retiring railway servant, only if there is no other eligible prior claimant for family pension, other than the spouse.

(iii) The co-authorisation shall become invalid in case any other member of family subsequently becomes entitled to family pension prior to the co-authorised family member.

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