

**APPLICATION FOR VOLUNTARY RETIREMENT & INVALID  
PENSION TO THE EMPLOYEES OF KSRT CORPORATION**

- 1 Name of Employee
- 2 Present designation, Grade and Unit
- 3 Permanent Residential Address
  
- 4 Date of Birth
- 5 Date of Superannuation
- 6 Date from seeks Voluntary Retirement/  
Invalid pension
- 7 Reason/Purpose of retirement
- 8 Date of entry into service
- 9 PSC Advice List No. & Rank No.
- 10 Rank No. /Page No. in the Gradation  
List with year
- 11 Whether MC in the prescribed form produced  
as per Rule 43 of Part III KSR (in the case  
of invalid pension)
- 12 Last date of duty performed
- 13 Total Qualifying service
- 14 Whether any un-authorized absence/  
Disciplinary case/police case/  
Accident case/MACT case are pending  
against the employee, if so furnish  
the details

- 15 Liabilities outstanding

16 Incumbency details

17 Remarks if any

Place

Signature of the employee

Date

Certified that I have verified the above details except in column No.6  
& 7

In the application with the Service Book of the employee and found correct. I recommend that the application may be considered. The Service Book of the employee is forwarded.

Station

Signature

Date

Name

Designation of the Unit Officer

(Office Seal)

Note: In the case of voluntary Retirement three months notice is required before the date on which he/she wishes to retire. If less than three months, reason should be furnished in Column No.17