



बाबासाहेब भीमराव अम्बेडकर विश्वविद्यालय

(केन्द्रीय विश्वविद्यालय)

विद्या विहार, रायबरेली रोड, लखनऊ-226025

BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY

(A Central University)

Vidya Vihar, Rae Bareli Road, Lucknow-226025

Letter No.....

Date.....

To,

The Registrar,
BBAU, Lucknow,

Sub : Submission of Family Declaration in respect of LTC/MR Bills/CEA Bills etc. as per Check List for declaration regarding dependent family members.

Please accept my family Declaration for record of the University in order to settle MR Bills/ LTC Bills/CEA Bills etc. as per following checking :

1. The name and detail in respect to the member/s like age, address, income etc. is must be as per Attestation Form and Agreement with BBAU in respect of non-teaching and teaching employee respectively Y/N
2. Two surviving minor unmarried children or step children wholly dependent on the employee (encl. proof of DOB certificate as per School record). Y/N
3. Married daughter divorced, abandoned or separated from their husbands and widowed daughters residing with and wholly dependent on the employee (encl. proof such as Affidavit). Y/N
4. Parents and/or step mother, and/or step father wholly dependent on the employee (Encl. proof of Income of the dependent). Y/N
5. Unmarried minor brothers till the age of 23 years and unmarried/ divorced/ abandoned/ separated from their husbands or widowed sisters residing with and wholly dependent on the employee, provided their father is either not alive or is himself dependent on the employee (Encl. proof such as affidavit). Y/N
6. If Spouse is also Central Govt. employee, for medical reimbursement only one of them can claim for all the members of family including himself, in this respect a joint declaration as who would make the claim should be given. For LTC each can declare independent home town and each can claim for the members of one's own family (dependent) (encl necessary document). Y/N

Dependent definition :

w.e.f. 01.09.2008, a person is said to be wholly dependent if his income from all sources does not exceed the amount of minimum pension in Govt. (i.e. Rs.3500/-) and Dearness Relief thereon.

(Signature of employee)

Approved / Not approved		
Ref. _____		
Astt.	Sr. Astt.	S.O. (Estt.)