

FORMAT 4
[See Rule 30]

Certificate of verification of Service for Pension and Gratuity

No.....
Government of India
Ministry of.....
Department/Office.....
Dated the

Certificate

It is certified, in consultation with the Accounts Officer, that Shri/Smt./Km.
.....

(Name and Designation) has completed a qualifying service ofyears
months..... days as on(date), as per details given below.
The service has been verified on the basis of his service documents and in accordance with the rules regarding
qualifying service in force at present. The verification of service under sub rules (1) and (2) of Rule 30 of the
Central Civil Services (Pension) Rules, 2021, shall be treated as final and shall not be re-opened except when
necessitated by a subsequent change in the Rules and orders governing the conditions under which the service
qualifies for pension and gratuity.

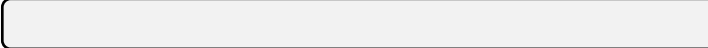
DETAILS OF QUALIFYING SERVICE

S. No.	Name of Ministry/Department /Office	From	To	Length of qualifying service
1.				
2.				
3.				



Signature & stamp of Head of Office

To

Shri 

(Name & Designation)