

# PROFORMA - A

## Form of Certificate applicable for Released/Retired Personnel

It is certified that No. \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_  
whose date of birth is \_\_\_\_\_ has rendered service from \_\_\_\_\_ to \_\_\_\_\_ in  
Army/Navy/Air Force.

2. He has been released from military services :

% a) on completion of assignment otherwise than

- (i) by way of dismissal, or
- (ii) by way of discharge on account of misconduct or inefficiency, or
- (iii) on his own request, but without earning his pension, or
- (iv) he has not been transferred to the reserve pending such release.

%b) on account of physical disability attributable to Military Service.

%c) on invalidment after putting in at least five years of Military service

3. He is covered under the definition of Ex-Serviceman (Re-employment in Central Civil Services and Posts) Rules, 1979 as amended from time to time.

Place :

Signature, Name and Designation of the  
Competent Authority \*\*

Date:

SEAL

*% Delete the paragraph which is not applicable.*

\*\* Authorities who are competent to issue certificate to Armed Forces Personnel for availing Age concessions are as follows :

(a) **In case of Commissioned Officers including ECOs/SSCOs: Army:** Military Secretary Branch, Army Hqs., New Delhi; **Navy :** Directorate of Personnel, Naval Hqs., New Delhi; **Air Force :** Directorate of Personnel Officers, Air Hqs., New Delhi.

(b) **In case of JCOs/ORs and equivalent of the Navy and Air Force : Army :** By various Regimental Record Offices; **Navy :** BABS, Mumbai; **Air Force :** Air Force Records, New Delhi.

# PROFORMA - B

## Form of Certificate for Serving Personnel (Applicable for serving personnel who are due to be released within one year)

It is certified that No. \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_  
is serving in the Army/Navy/Air Force from \_\_\_\_\_.

2. He is due for release/retirement on completion of his specific period of assignment on \_\_\_\_\_
3. No disciplinary case is pending against him

Place :

Signature, Name and Designation of the  
Competent Authority \*\*

Date:

SEAL

\*\* Authorities who are competent to issue certificate to Armed Forces Personnel for availing Age concessions are as follows :

- (a) **In case of Commissioned Officers including ECOs/SSCOs: Army:** Military Secretary Branch, Army Hqrs., New Delhi; **Navy :** Directorate of Personnel, Naval Hqrs., New Delhi; **Air Force :** Directorate of Personnel Officers, Air Hqrs., New Delhi.
- (b) **In case of JCOs/ORs and equivalent of the Navy and Air Force : Army :** By various Regimental Record Offices; **Navy :** BABS, Mumbai; **Air Force :** Air Force Records, New Delhi.