



Date: _____

The Dean, Administration
BITS Pilani, Hyderabad Campus

DECLARATION ON DEPENDENTS FOR YEAR 20 - 20

Family Data [# *Mother (M)*, *Father (F)*, *Spouse (W/H)*, *Son (S)* and *Daughter (D)*, *In-laws*]

| Name | Date of Birth | Relation # | Whether wholly dependent on staff (Y/N) | Whether residing with staff (Y/N) | Whether Employed (Y/N) |
|------|---------------|------------|---|-----------------------------------|------------------------|
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I hereby declare that the above mentioned persons are wholly dependent on me and staying with me. I am liable for any action that may be initiated against me by the Institute if the information provided above is proved to be incorrect.

[Dependency Criteria is given overleaf]

PSRN :

Name :

Signature :

Date :

P. T. O

DEPENDENCY CRITERIA

For the purpose of determining dependency, the following will be the criteria:

- **SON / DAUGHTER:** Till he / she starts earning, attains the age of 25 years or gets married, whichever is earlier.
- For son/sons, daughter/daughters suffering from permanent disability of any kind (physical or mental), there will be no specified age limit.
- **PARENTS, PARENTS-IN-LAWS (For female employee):** Who are residing with and fully dependent on the employee and whose present income from all sources including pension does not exceed Rs. 21,000/- per month. The declaration regarding the income and the residence of parents, parents-in-laws should be furnished by the employee once in the beginning of every financial year. A female employee in the Institute may choose to include either her parents or parents-in-laws as dependents. This option can be changed only once during service.
- **All employees** (as defined above) of the Institute may choose to include their parents and or parents-in-laws (for female employee) as dependents, provided they are not employed elsewhere nor have any other source of income above Rs. 21,000/- p.m. or Rs.2,52,000/- per year, in any form.- It is possible that they may visit elsewhere for a short period and not always be stay with employees. [*If they happen to visit and stay with employees only for medical benefits, the decision of campus Medical Officer and Director to permit / not permit reimbursement of expenses will be final and binding*].
- **SPOUSE OF STAFF MEMBER IS EMPLOYED IN A STATE/CENTRAL GOVT/ AUTONOMOUS / CORPORATE BODY:** When the spouse of a staff member is employed, he/she can choose to claim the medical facilities either from the Institute or from the spouse's employer by declaring the same through a joint communiqué.