

ANNEXURE 1. WELFARE GRANT APPLICATION FORM



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Bhutan Power Corporation Limited
Registered Office: Thimphu

STAFF WELFARE GRANT APPLICATION FORM

(To be applied by the BPC employees for the death of their family members)

Date :

Managing Director,
Bhutan Power Corporation Limited,
Thimphu.

Subject : Application for Staff Welfare Grant

Dear Sir,

I hereby certify that Mr./Mrs/Ms.....
Father/Mother/Spouse/Son/Daughter Father/Mother inlaw of the undersigned has expired on
..... at

Therefore, I would like to request BPC to kindly sanction the Welfare grant as per the provision
in BPC Staff Welfare Scheme. The Death certificate/Letter from the Gup is attached herewith as
an evidence for verification and kind consent.

I declare that the claim is true and in the event of false claim, I am willing to bear penalty as
deemed fit to be imposed by the Competent Authority.

Thanking you,

Yours faithfully,

(Affix Legal Stamp here)

(Signature)

Name :

Employee ID :

Designation :

Grade :

Office :

The concerned reporting supervisor of the employee should certify the authenticity of the claim.

Supervisor's Note – In case if the claim is false, the undersigned can be held fully responsible.

(Seal and Signature of the Supervisor)

STAFF WELFARE GRANT APPLICATION FORM

(To be filled up by the family members of the employees for the death of BPC employees)

Date :

The Managing Director ,
Bhutan Power Corporation Limited,
Thimphu.

Subject : Application for Staff Welfare Grant

Dear Sir,

I Mr./Mrs./Ms.....bearing CID No.....
hereby certify that I am (Relation) of late
Mr./Mrs./Ms.....who served as
(Designation of the deceased) during his/her service with BPC.

Therefore, I would like to request BPC to kindly sanction the Welfare grant as per the provision in BPC Staff Welfare Scheme. The Death certificate/Letter from the Gup is attached herewith as an evidence for verification and kind consent.

I declare that the claim is true and in the event of false claim, I am willing to bear penalty as deemed fit to be imposed by BPC.

Thanking you,

Yours faithfully,
(Affix Legal Stamp here)

(Signature)

Name :

Address :

Contact # :