

1/366146/2023



Govt. of West Bengal
 Directorate of Vocational Education & Training
 Action Area : III, Plot : B-7 , New Town, Rajarhat, Kolkata-700160
 E-mail : wbdvet@gmail.com

Date: 15-02-2023

ORDER

In the event of in-service death of any VTC Teacher / Instructor / External Nodal Staff before attaining the age of 60 years, and amount of Rs. two (2.00) lakh shall be paid as one time Death Benefit to the legal heirs of the deceased such person in terms of provisions contained in G.O. No. I/122829/2021 dated 25.02.2021 w.e.f. February, 2021 of the Department of Technical Education Training and Skill Development.

In partial modification of the Memo. No. 213(7) -VET/2021-2022 dated. Kolkata, 15th September, 2021, Head of the Institutes of the grantee VTCs and Nodal Officers are requested to scrutinize the following documents and, thereafter, forward with a note of consent if everything is in order:

1. Claim application (with Mobile No.) in plain paper from the Legal Heir / Heirs must be routed through the HoI of VTC or Nodal Officer, as the case may be.
2. Authenticated copy of Death Certificate.
3. Authenticated copy of Birth Certificate/Age proof certificate of the deceased person
4. Authenticated legible copy of Legal Heir Certificate from appropriate Authority(BDO/SDO/DM/Appropriate Court)
5. Original Indemnity Bond and it should be typed as per T.R. Form No. 14 (copy enclosed) in Non-judicial Stamp Paper of at least denomination of Rupees fifty (Rs50) and must be Notorised (as per Treasury Rules)
6. Original affidavit before first class Judicial Magistrate of Court of appropriate jurisdiction if any Legal Heir(s) wish to relinquish the claim in favour of any co-legal heir. In case of **minor** legal heirs such affidavit is not required and the natural guardian is entitled to get such benefit..
7. Authenticated copy of Aadhar card and Pan Card of all legal heirs who are willing to receive such benefit.
8. (i) Authenticated copy of first page of Bank Account details comprising of Name of the Bank, Branch, Account Holder's Name, Account No., IFSC and MICR and (ii) a cancelled cheque of all the legal heir(s) wish to receive the benefit. In case of minor legal heirs such documents are not mandatory.
9. Original receipt copy of TR-7 in the Head of Account " 2203-00-800-013-70" as a proof of refund of excess amount, if any.
10. Last 02 (two) months' remuneration requisition slip of the deceased person.
11. Affiliation copy of the respective course/ students' enrollment details of the session issued by WBSCTE&VE&SD of the trade(VIII+)/discipline(H.S.) in which the incumbent has passed away. This is not applicable for the external nodal staff.
12. Authenticated copy of the engagement letter.

sd/-

Director-in-Charge of Vocational Education & Training

Copy forwarded for kind information and necessary action to the:

1. Additional Secretary, TET&SD Department
2. District Officers - 06 Regional Offices of DVET
3. Principal / PIC - 20 Nodal Polytechnics of DVET
4. Asst. Director (A/Cs), DVET, WB
5. HoI of VTCs.....
6. Establishment Section, DVET

Director-in-Charge of Vocational Education & Training