

The Manager,
Health Staff Welfare Scheme
MOH: Thimphu.

Date:.....

Sir/Mdm,

I, would like to state that Dr/Mr/Mrs/Ms.....
(Spouse/Father/Mother/Son/Daughter of undersigned expired on.....
at..... It shall therefore, be a great support to the family if the grant
eligible as per the HSWS bylaw is released by HSWS management. The death certificate of the diseased
dependent/ members is attached herewith for your scrutiny and record. I declare my personal details as
provided below:

| Personal Details to be filled in by member applicant | | | | |
|--|--------------|-----------------|---|--|
| *Applicant Name: | | | Gender: M <input type="checkbox"/> F <input type="checkbox"/> | |
| *CID No. | | Employee ID No. | | |
| *Bank a/c No: | Name of Bank | Branch | | |
| *Valid Email id of the applicant: | | | *Contact No | |

***All fields are compulsory**

I hereby declare that the above claim is true and in the event the claim is found to be falsified, I shall be liable under the appropriate law.

Yours faithfully,

Name & Signature of the applicant member

Working agency:..... Phone No.....

Endorsement of Controlling Officer:

Verified and confirmed that the demise of applicant's Father/Mother/Son/daughter/Father In-law/Mother In-law (late.....) is found true and details so provided correct. I shall be liable if incase the above claim is found false.

Name & Signature of the Controlling Officer

Official Seal of the agency

FOR HSWS OFFICE USE ONLY:

Based on the authority granted by HSWS by-law..... The release of HSWS grant/semso Nu. (In words.....) to the applicant/nominee Dr/Mr/Mrs/Ms..... Is hereby approved against the demise of his/her dependent Late.....

Endorsed by:

Approved by:

.....
Name & Signature of HSWS Treasurer

.....
Name and signature of approving authority

NB:

1. The application must be accompanied by;
 - a. Death certificate of the diseased issued by appropriate authority
 - b. Completed form (GAF-IV) must be scanned and emailed to Manager HSWS at- hswsmoh@gmail.com
 - c. Any other relevant documents supporting the claim of HSWS grant.