Dated 21.08.15

Submitted to the Director.

Respected Madam,

Sub: Application for Family Planning Allowance-reg.

Ref: 1. No. 7(39)- EIII/79 dated 4.12.79 of Ministry of Finance, Govt. of India

 2.F. No. 7(20)/2008-E.III(A) dated 24.09.2008 of Mini. of Fin., Govt. of India

With reference to the above, please find enclosed the necessary certificate and self declaration for your consideration for allocating Family Planning Allowance. The delay in claiming was due to my unawareness of the scheme. Hence, it may kindly be condoned and admitted.

 Yours faithfully

Dr.Shijith Kumar C

 Library and Information Officer