

As per the rule 34(1)(a) of the Code on Social Security (Central) Rule, 2025, published in G.S.R. 935(E) dated 30-Dec-2025, an Employee who is leaving the Organization and is eligible for payment of Gratuity under the Code shall apply, ordinarily within a period of thirty days from the date the Gratuity becomes payable, in Form-IV to the Employer.

However, where the date of superannuation or retirement of an employee is known, the employee may apply to the employer before thirty days of the date of superannuation or retirement.

**DO YOU KNOW?**



**Employee who is eligible for payment of Gratuity shall apply within a period of 30 days from the date the Gratuity becomes payable in Form-IV.**

