**DOCUMENTS REQUIRED FOR WAIVE OFF**

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| **S N** | **Documents** | **Remarks** |
| 1. | Application from widow regarding Waive Off. |  |
| 2. | 1-Passport size Photograph of deceased officer / official. |  |
| 3. | 1-Passport size Photograph of widow. |  |
| 4. | Copy of CNIC of late officer / official. |  |
| 5. | Copy of CNIC of widow. |  |
| 6. | List of Family Members. |  |
| 7 | Office Order regarding death. |  |
| 8 | Last Pay Slip  |  |
| 9 | Last Pay Certificate |  |
| 10 | No-Marriage, Only Widow Certificate and Non-Separation Certificate on an affidavit dully signed by the witnesses and verified by Notary Public / Oath Commissioner. |  |
| 11 | Death Certificate issued by NADRA. |  |
| 12 | Statement regarding deduction / installment of loan / advance. (verified by DDO) |  |
| 13 | Certificate regarding outstanding loan / advance. (verified by DDO) |  |
| 14 | Certificate regarding DOB / DOJ / DOD / EOL etc. |  |
| 15 | Set containing the specimen signature of widow. |  |
| 16 | Set containing left / right hand thumb & finger impression of widow. |  |
| 17 | Left / Right Hand Thumb Impression. |  |

 **Note:**

1. All the performas / specimen may be downloaded from PMD’s website.
2. All the documents must be attested.
3. Last Pay Certificate must be attested by the DDO.
4. Copy of affidavit of widow must be attested by the Head of the Office.
5. All the certificates must be verified by the concerned DDO.
6. Left Hand Thumb & Finger Impressions for Male applicants & Right-Hand Thumb & Finger Impressions for Fe-male applicants.