

DOCUMENTS REQUIRED FOR COMPULSORY PENSION

S N	Documents	Remarks
1.	Pension Paper CSR-25 [Revised-2019]. (in triplicate)	
2.	3-Passport size Photographs.	
3.	3-Copy of CNIC of employee	
4.	3-Sets each contain the specimen signature.	
5.	3-Sets each containing left / right hand thumb & finger impression.	
6.	3-Sets of Left / Right Hand Thumb Impressions	
7.	No demand certificate regarding Government dues out-standing.	
8.	No demand certificate regarding Government accommodation.	
9.	Address & Account number of Bank (IBAN NO.)	
10.	Permanent Residential Address	
11.	Certificate regarding non-Payment of anticipatory pension	
12.	Declaration under Article 920[1]CSR	
13.	List of Family Members	
14.	Office Order regarding Retirement	
15.	Certificate regarding DOB/DOJ/DOR/EOL	
16.	Certificate regarding any Loan [Verified by DDO]	
17.	Last Pay Slip	
18.	Last Pay Certificate	
18	Written consent regarding recovery of Government dues from pension	
19	Application / Option for grant of 35% Commutation	
20	Prescribed form 'A' for commutation in lieu of 35% gross pension surrendered	
21	Certificate regarding no disciplinary case [only for officers]	
22	Certificate regarding no litigation case [only for officers]	
23	Notification from Ministry regarding retirement [only for officers]	
24	Indemnity Bond on Stamp Paper	
25	Option form for Direct Credit System	
26	Office Order regarding retirement	
27	Service Book	