

DOCUMENTS REQUIRED FOR SUPERANNUATION RETIREMENT PENSION

S N	Documents	Remarks
1.	Pension Paper CSR-25 [Revised-2019] (in triplicate).	
2.	3-Passport size Photographs.	
3.	4-Copy of CNIC of employee	
4.	Copy of CNIC (Next of Kin of Account holder for DCS use)	
5.	3-Sets each contain the specimen signature.	
6.	3-Sets each containing left / right hand thumb & finger impression.	
7.	3-Sets of Left / Right Hand Thumb Impressions.	
8.	No demand certificate regarding Government dues out-standing.	
9	No demand certificate regarding Government accommodation.	
10	Address & Account number of Bank (IBAN No.)	
11	Copy of cheque book leaf	
12	Permanent Residential Address	
13	Certificate regarding non-Payment of anticipatory pension	
14	List of Family Members	
15	Office Order regarding Retirement	
16	Certificate regarding DOB/DOR/EOL	
17	Last Pay Slip	
17	Last Pay Certificate	
18	Service statement (only for officers 17 and above)	
19	Written consent regarding recovery of Government dues from pension	
20	Declaration under Article 920[1]CSR	
21	Application / Option for grant of 35% Commutation	
22	Prescribed from 'A' for commutation in lieu of 35% gross pension surrendered	
23	Option form for Direct Credit System	
24	Indemnity Bond on Stamp Paper	
25	Certificate regarding any Loan [verified by DDO]	
27	FRC Issued by NADRA	
28	Certificate regarding not taking part in politics.	
29	Litigation / Disciplinary Case. Issued by Establishment Section [only for officer 17 & above]	
30	Office Order regarding retirement	
31	Notification regarding Retirement from Ministry [only for officer]	
32	Services book. (Officers 17 & above non-gazetted period)	

