

## **DOCUMENTS REQUIRED FOR VOLUNTARY PENSION**

<b>S N</b>	<b>Documents</b>	<b>Remarks</b>
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.	No demand certificate regarding Government dues out-standing.	
7.	No demand certificate regarding Government accommodation.	
8.	Address & Account number of Bank [IBAN No.]	
9.	Permanent Residential Address	
10.	Certificate regarding non-Payment of anticipatory pension	
11.	Declaration under Article 920[1]CSR	
12.	List of Family Members	
13.	Certificate regarding DOB/DOJ/DOR/EOL	
14.	Last Pay Slip	
15.	Last Pay Certificate	
16.	Written consent regarding recovery of Government dues from pension	
17.	Application / Option for grant of 35% Commutation	
18.	Prescribed form 'A' for commutation in lieu of 35% gross pension surrendered	
19.	Certificate regarding no disciplinary case [only for officers]	
20.	Certificate regarding no litigation case [only for officer]	
21.	Option form for Direct Credit System	
22.	Indemnity Bond on Stamp Paper	
23.	FRC Issued by NADRA [ Must for Officers]	
24.	Certificate regarding any Loan [ verified by DDO]	
25.	3-Sets of Left / Right Hand Thumb Impressions.	
26.	Notification from Ministry [only for officer]	
27.	Office Order regarding retirement	
28.	A copy of Cheque for conformed of IBAN No.	
29.	Service Book. (Officers Services Book required of No- gazette Period).	