

**CHECK LIST FOR FAMILY PENSION CASE AFTER RITERMENT**

**CL-05**

Sr.	Item / Category	Page No.
1	Application	
2	Annexure pension form	
3	3 Passport size attested photograph of applicant	
4	List of family members	
5	Copy of CNIC of applicant and deceased/death certificate.	
6	Death certificate of deceased	
7	NADRA family registration certificate	
8	Undertaking for recovery of any payment.	
9	Option form for direct pension through bank dully verified by the concerned bank.	
10	Specimen signature/Thumb and finger impression of applicant attested by concerned officer.	
11	Affidavit for recovery of any over payment	
12	Copy of pension book	
13	Non re-marriage certificate dully verified by the DDO concerned	
14	Lawful widow/widower certificate	
15	Descriptive roll	
16	Succession certificate	

**Signature of Head Teacher**

**Time Line**

**No office will take more than 3 or 4 days.**

Concerned Authority	Receiving Date	Forwarding Date	Numbers of Days Consumed	Signature of Officer
O/O Headmaster /Principal/Initiating Authority				
O/O AEO/Zonal Head				
O/O Dy. DEO(in case of Primary and Middle School)				
O/O DEO concerned				
CEO Office (If competent Authority)				