

DOCUMENTS REQUIRED FOR ENDORSEMENT OF NAME AND DATE OF BIRTH OF SPOUSE IN CASE SPOUSE NAME IS MISSING IN INITIAL RETIRING PPO

When officer (pensioner) is alive.

1. Appendix-I (Application for Endorsement of Family Pension) in triplicate duly verified by the PDA at Part II and verified by Service Headquarters and affixed with joint photographs on top right corner (duly attested by the PDA).
2. LPC cum Data Sheet.
3. Copies of PAN Card and Aadhar Card (of officer and spouse) duly self attested.
4. Mobile number and Email ID of the officer.
5. Pension Bank Accounts details of the pensioner alongwith a cancelled cheque leaf.
6. CTC of Birth Certificate /School Leaving Certificate of spouse in which her date of birth is mentioned (if available).

IN THE CASE OF DECEASED OFFICER.

1. MPB-501 duly completed in triplicate, duly affixed passport size photographs on the right corner, duly signed by the witness (Any Commissioned Officer of the Defence Services on effective list not below the rank of Capt or equivalent rank or Magistrate under his court seal) and counter signed by Zila Sainik Welfare Office and Service HQrs.
2. LPC cum Data Sheet.
3. Copies of PAN Card and Aadhar Card (of officer and spouse) duly self attested.
4. Mobile number and Email ID of the officer.
5. Pension Bank Accounts details of the pensioner alongwith a cancelled cheque leaf.
6. Death certificate of the officer.
7. CTC of Birth Certificate /School Leaving Certificate of spouse in which her date of birth is mentioned (if available).
8. NOK certificate issued by the service HQrs (AG/MP 5(b)).
9. Life Time Arrear (LTA) certificate issued by the Bank where the late officer was drawing his retiring pension showing date upto which payment of pension was made and recovery of any overpayment made.

To

The

------(Service HQ/
Record Office)

Passport size photographs of the pensioner and his spouse duly attested

**SUB: ENDORSEMENT OF FAMILY PENSION ENTITLEMENT IN THE PENSION
PAYMENT ORDER OF LIVING ARMED FORCES PENSIONERS**

Sir,

With reference to Deptt of pension and pensioners Welfare OM No 1/11/85-P&PW dated 28.10.87 and Ministry of defence OM No 6(4)/87/1369/B/D(Pen/Sers) dated 30.6.88. I hereby apply for endorsement of entitlement of family pension in the PPO. The requisite particulars are given below :-

- (i) Name of Pensioner :
- (ii) Regt No/IC No :
- (iii) Rank last held :
- (iv) Date of retirement/discharge :
- (v) Name of record Office in case of personnel below officer rank.
- (vi) Original PC/PPO No & Year (In case of pension : circular quote pension circular No, part and descriptive SI No)
- (vii) Particulars of Pension Discharge Authority :-
 - (a) Station ----- :
 - (b) Treasury/DPDO/PAO/Bank/Post Office :
 - (c) Bank br with full address and SB A/C No :
- (viii) Particulars of pay last drawn at the time of retirement. :
- (ix) Family pension from other sources :-
 - (a) Whether a family pension is already sanctioned by any other pension sanctioning authority and if so, the name of the pension sanctioning authority, PPO No and the particulars of the pension disbursing Authority. :
 - (b) Whether Family is eligible for family pension from any other source and if so, the authority who will sanction the pension.

.....2/-

(c) In case the family is sanctioned pension or is eligible for family pension from any other source, an option to receive family pension for the spell of service for which the pension has been sanctioned vide PPO/PC No quoted above, foregoing family pension admissible from any other sources should be enclosed.

(x) Details of family, in terms of pension rules, eligible for family pension.

Sl No	Name(s) and address of members of family	Relation-ship with the pensioner	Date of marriage	Martial status (in case of daughters)	Date of birth

(xi) Attested joint photographs of Smt _____ is pasted above.

(Attestation can be done by any Gazetted Officer, pension Disbursing Officer, Head of office of retired official, village Sarpanch, Block Development Officer, MLA/MLC etc).

(xii) Signature of or thumb Impression of spouse.

(xiii) Marks of identification.

Signature of or left hand
Thumb impression of the
Pensioner (In case of
Female Right Hand Thumb)

Witness :	<u>Name</u>	<u>Full address</u>	<u>Signature</u>
1.			
2.			

II

The particulars furnished above have been verified from th records available could be verified at our end.

(Signature of the PDA)
With officer stamp

III

The particulars furnished above have been verified with reference to service per records.

(Signature R/O/Concerned
Service Heaadquarters.

IV

Ordinary family pension @ Rs.
NO :

PM sanctioned vide PCDA (P) PPO

PENSIONER - Officer (Tick Category)

Spouse

Family Pensioner

2

Telephone _____

Name _____

Mobile _____

Address- _____

City _____

Date : _____

To,
Addl Dte Gen of Manpower (Policy & Planning)/MP 5(b)
Adjutant General's Branch, Integrated HQ of MoD (Army)
Wing No-3, Ground Floor, West Block-III
RK Puram, New Delhi-66

LPC-CUM-DATA SHEET

Dear Sir,

1. In order to record date of birth in PPO for additional pension in terms of Para 12 of GOI, MoD Revised Pension letter 17(45)/2008(1)/D(Pen/Policy) dated 11 Nov 2008. Data Sheet designed by PCDA (P) for issue of Corrigendum PPO is provided below :-

(a) **Details of Officer**

- (i) Rank _____ Name _____
(ii) Service No _____ Date of Retirement _____
(iii) Original PPO No _____
(iv) Latest Corrigendum PPO No _____
(v) Date of Birth _____ (DD/MM/YY)
(vi) Aadhaar Card No _____
(vii) E-mail ID _____ (viii) Mob No _____

(b) **Spouse**

- (i) Name _____
(ii) Date of Birth _____
(iii) Aadhaar Card No _____
(iv) E-mail ID _____ (v) Mob No _____

(c) **Family Pensioner** (Parents/Unmarried/Widowed/Divorced Daughter/ Handicapped Child) (Only if applicable).

- (i) Name _____
(ii) Date of Birth _____
(iii) Aadhaar Card No _____
(iv) E-mail ID _____ (viii) Mob No _____

(d) **Bank Details (To be ascertained from the Bankers)**

- (i) BSR Code of Link Branch _____
(ii) Link Branch & Address _____
(iii) Pension Bank A/C No _____
(iv) BSR Code of Pension Paying Bank _____
(v) Address of Branch Paying Pension _____
(vi) Pension Paying Bank City _____ PIN Code No _____

Necessary documents duly attested by Gazetted officers are attached (copy of any one PAN Card/Matriculation certificate/passport/ECHS Card, Driving License as proof of birth of spouse/family pensioner alongwith copies Original and Corrigendum PPOs).

Yours sincerely,

Enclosures :-

1. Proof of Birth
2. Copies of Original and Corr PPOs.

To, The PCDA(P), Allahabad

APPLICATION FORM FOR PENSION TO WIDOW/DEPENDENT OF OFFICERS
PART-I
PARTICULARS RELATING TO DECEASED OFFICER

1. Personal No -----
Surname _____ First Name _____
(Block Letters)
2. (a) Unit/Corps/Ship _____ (b) Rank _____
(c) Date of birth _____ (d) Place of Birth _____
3. To be answered only if death occurred after termination of service.
(a) Date of death _____ (b) Place of Death _____

PART -II
PARTICULARS OF APPLICANT

4. Surname _____ First Name _____
(Block Letters) (Block Letters)
5. Address in Full:
6. (a) Date of Birth _____
(b) Date & Place of Marriage _____

7. Were you living apart from your husband at the time of his death for any reason other than his employment with the forces? If 'yes' attach a statement of circumstances.
8. (a) Particulars of children of the deceased officers under 18 years of age (See note overleaf) in respect of whom allowances claimed.

BIRTH CERTIFICATE TO BE ATTACHED IF AVAILABEL

Full Name (Full name of each child & Sex)	Sex	Date & Place	Present Address (if different from your own state reasons)

- (b) Are all the children maintained by you _____
- (c) Nationality _____
- (d) State/Province, you belong _____

9. Have you or any of the children been injured in war _____
If so, state date, place and nature of injury and whether your claim for compensation has been made _____

10. (a) Are you or any of your children in receipt of any pension or allowance _____

(b) Have you applied for any pension or allowance (apart from the present application) or do you intend doing so _____
If, so state as to when you have applied or intend to _____ apply _____.

PART - III

PARTICULARS OF ANY PENSION RECEIVED BY THE DECEASED OR THE APPLICANT OR THEIR CHILDREN

11.

Name of Pensioner	Nature of pension or Allowance	Monthly amount	By whom paid	Reference No (PPO No & Date)	Nationality

12.

DECLARATION

I HEREBY DECLARE that to the best of my knowledge and belief, the answers to the question on this form are true and complete and I claim pension on the basis of the facts set forth. I undertake to furnish any further particulars that may be required.

Witness to signature
(Any Commissioned Officer of the Defence Services on effective list not below the rank of Capt or equivalent rank or Magistrate under his court seal)

(Ordinary signature of applicant)

Address of witness _____

Date _____

State name of Treasury or Bank at which you desire pension should be made payable, if granted .

Note :- When pecuniary circumstances require, an allowance may also be granted under certain conditions after the age of 25 for a child who is

- (i) an apprentice (or in an analogous position) receiving not more than nominal wages or
- (ii) being educated at a University, Technical School or Secondary School or
- (iii) incapable of self support by reason of infirmity if you wish to claim any such allowance you should attach a statement giving full particulars.

*Acct No _____ Name of Bank/ Treasury _____

Postal Address/
Bank Code No _____

Format - D

LIFE TIME ARREAR CERTIFICATE BY PENSION DISBURSING OFFICE

Certified that Regt. No _____ Rank _____ Name _____

Records _____ was in receipt of Service /Disability/Mustering out pension w.e.f. _____ vide PCDA (P) Allahabad PPO No _____ DS No. _____

_____ . The above named pensioner died on _____ as per death certificate dated _____ He was drawing pension at the following rate basic pension Rs. _____ D.R. @ % _____ till date _____

The LTA of the above named deceased for the period from _____ to _____ (i.e. date of death) Rs. _____ has / has not been paid to Smt / Shri _____ who is lawfully nominated / legal heir of the deceased as per records of the deceased held at this office

(2) If LTA has not been paid please state the reasons in clear term.

(3) If pension overpaid i.e. paid beyond the date of death state the reasons of over paid and action for recoveries

(4) Please state the period for which the pension overpaid and the amount which is required to be recovered

(5) Further, it is certified that the above named individual was a pensioner at time of his death OR at the following date _____

Office Seal

Date _____