

✓ Requirement of documents to claim Family Pension benefits

- Get file processed for order for leave encashment of unutilized leave of deceased from concerned District Office
- Get a copy of Pension Claim Paper (set-2) from Pension Office after producing Bank Receipt of `20/-
- 3 (three) copies Passport Photo of legal heir
- Attested copy of COI or Pan Card as the case may be
- Attested copy of birth certificate/age proof of nominees
- Xerox Copy of Bank Pass Book
- Xerox Copy of last Pay Voucher of deceased
- LPC and non-payment certificate of leave encashment of unutilized leave of deceased from DDO
- If there is outstanding loan with any financial institutions, get certificate to this effect and submit it to concerned DDO who will reflect in last page of Set 2.
- NOC from FRED (Finance Department) \implies *go with Bank Receipt of `50/-*
- NOC from HUDCO
- NOC from SIDICO
- NOC from SABCO
- NOC from SBS