

COMMON ERRORS OBSERVED IN PENSION FORMS  
SUBMITTED BY SPECIAL PENSION CLAIMANTS

Please note that the personal details of ex-sailors, their spouse and dependent family members are mandatorily required to match the details held with Record office (NAVPEN). Towards this requirement, following discrepancies have been observed on receipt of Forms (along with relevant documents): -

1. Name of ex-sailor in Record office do match with Aadhaar card and Pension forms submitted.
2. Name of ex-sailor's wife in Record office do not match with Aadhaar card and Pension forms submitted.
3. Date of birth of ex-sailor and wife in Record office do not match with Aadhaar Card and Pension Forms submitted.
4. Marriage declaration not made by ex-sailor and same is required to be declared by sending relevant proofs.
5. 02 Joint photographs are not found enclosed.
6. Countersignature of Zila Sainik Board (ZSB) is missing on Annexure 'A'.
7. Descriptive Roll – Page 8, Identification Mark is not mentioned.
8. Descriptive Roll – Page 9, signature of ex-sailor is not enclosed.
9. Copy of Aadhaar Card (duly attested by ZSB) of ex-sailor and spouse is not forwarded.
10. Photo affixed on page no. 12 & 15 is not attested by the ZSB.
11. Original copy of Bank Certificate is not forwarded.
12. Duly Notarised 'Self-Declaration' Affidavit for Non-Conviction/ Non-re-employment Certificate on affidavit is not forwarded.