

NAVAL PENSION OFFICE (NAVPEN)

CHECK OFF LIST OF PENSION DOCUMENTS – RETIRING OFFICERS

<u>S. N.</u>	<u>Name of Documents</u>	<u>Forward No. of copies to:-</u>
(a)	Appendix 'B' – Application for retiring pension (Post retirement address at serial No. 7 may include contact details, Email ID, Aadhaar No and copies of Self, Wife & dependent Aadhaar Card in duplicate) PAN card copies of Self and Wife	NAVPEN - 02 DPA – 01
(b)	Annexure to Appendix 'B' – Declaration for Anticipatory /Provisional Pension	NAVPEN – 02 DPA - 01
(c)	Appendix 'C'- Application for Commutation of pension (Part I) & Part II – Form of Declaration	NAVPEN – 02 DPA - 01
(d)	Appendix 'K' – Nomination form 'A'	NAVPEN -03 DPA - 01
(e)	Joint photographs with wife only duly attested overleaf.	NAVPEN – 03 DPA - 01
(f)	Copy of Cancelled Cheque	NAVPEN – 02 DPA - 01
(g)	Appendix 'A' – Information to be furnished by the officer to OC of unit 8 months prior to his retirement	NAVPEN – 03 DPA - 01
(h)	Undertaking by the Pensioner	NAVPEN – 03
(j)	NOK Forms – Declaration of Family Particulars along with Family Photograph and Self Photograph	IHQ MoD(N)/DOP (OA&R/OPF)