



PROCEDURE FOR FAMILY PENSION (Conversion)

Eligible family member of deceased pensioner will apply to the parent PTCL unit / region of the retiree along with following documents.

(Set of documents available at concerned PTCL Unit / Region).

1	Application to parent PTCL unit / region for Family Pension. (Application Format attached below)
2	Non-Remarriage Certificate (In case of widow / widower)
3	Non-Marriage Certificate (In case of daughter)
4	Non-Separation Certificate (In case of widow / widower)
5	Single Widow Certificate (In case of widow)
6	List of Family Members showing therein Name, Relation, Date of Birth / Age and Marital Status.
7	Death Certificate of Pensioner issued by NADRA / Union Counsel.
8	Consent for Recovery
9	Specimen Signature (Widow / Widower / Daughter / Son)
10	EST-54 (Thumb & Fingers impression).
11	Copy of Valid CNIC
12	Three (3) Photographs

Pension Payment Order is issued to concerned GPO after receipt of complete case from PTCL.

The _____

Dated:

Subject: Conversion of Pension into Family Pension.

I Mst. / Mr. / Miss. _____

Widow / Mother / Son / Father / Husband / Daughter / Sister of _____

who was a PTCL Pensioner having PPO/RFNO _____ ,

Employee # _____ request to convert the pension of my deceased Father / Mother

/ Husband / Wife / Son / Daughter into Family Pension and authorize me to draw the family Pension

from Bank / GPO _____.

Yours truly,

Applicant:

Signature / Thumb Impression _____

CNIC # _____

Contact # _____