**Pension Revision or Updation Request Form**

**Section A: Personal and Pensioner Information**

|  |  |  |  |
| --- | --- | --- | --- |
| Pensioner’s Full Name | Mr. Ahmed Khan | Pensioner ID / PPO No. | PPO-PK-458796 |
| National ID / CNIC | 42101-1234567-9 | Date of Birth | 10-03-1958 |
| Date of Retirement | 30-06-2018 | Department / Organization | Public Works Department |
| Designation at Retirement | Senior Engineer | Type of Pension | Superannuation Pension |
| Contact Number | +92-300-9876543 | Contact Number | +92-300-9876543 |
| Email Address | ahmed.khan@email.com | Current Mailing Address | House #45, G-11/3, Islamabad |

**Section B: Pension Account Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Bank Name | National Bank of Pakistan | Branch Name | Blue Area Branch, Islamabad |
| Bank Account No. | 0012456789 | IBAN | PK12 NBPA000012456789 |
| Pension Disbursing Agency | Accountant General Office, Islamabad | | |

**Section C: Reason for Pension Revision / Update**

|  |  |  |  |
| --- | --- | --- | --- |
| ☐ Salary revision due to pay scale update | ☐ Correction of service period / qualifying years | ☐ Inclusion of additional allowances | ☐ Implementation of new pension policy |
| ☐ Correction in previous pension calculation | ☐ Other (Please specify): |  |  |

**Brief Description of Request:**  
*Example:* "My pension was originally calculated on Basic Pay Scale 18, whereas I was promoted to Scale 19 before retirement. I request recalculation of pension based on revised last pay drawn."

**Section D: Supporting Documents (Attach Copies)**

|  |  |  |  |
| --- | --- | --- | --- |
| ☑ Last Pay Certificate (LPC) | ☑ Revised Pay Slip / Notification | ☑ Pension Payment Order (PPO) Copy | ☑ CNIC Copy |
| ☑ Service Book Pages showing updated details | ☑ Previous Pension Revision Order (if applicable) |  |  |

**Section E: Office Use Only**

|  |  |  |  |
| --- | --- | --- | --- |
| Application Received Date | 05-10-2025 | Verified by (Officer Name & Signature) | Mr. Imran Shah |
| Department / Section | Pension Cell | Remarks | Verified — pay scale revision applicable. |
| Forwarded to (Authority) | Director General Accounts | Date Forwarded | 08-10-2025 |
| File Reference No. | PWD/PEN/REV/2025-078 |  |  |

**Section F: Pension Revision Summary (Accounts Office Use)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Particulars** | **Previous Amount (PKR)** | **Revised Amount (PKR)** | **Difference (PKR)** |
| Basic Pension | 45,000 | 52,000 | 7,000 |
| Medical Allowance | 4,500 | 5,200 | 700 |
| Total Monthly Pension | 49,500 | 57,200 | 7,700 |
| **Effective From (Date)** | **01-07-2025** | | |

**Section G: Authorization and Signature**

|  |  |  |  |
| --- | --- | --- | --- |
| **Authorized Officer Name** |  | | |
| **Designation** |  | **Signature & Seal** |  |
| **Date** |  |  |  |

**Declaration by Pensioner**

I hereby certify that the information provided above is true and correct to the best of my knowledge. I understand that providing false information may result in cancellation of pension benefits.

**Signature of Pensioner:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_