

**Descriptive Roll and Identification Particulars**

1. Name of Employee / Pensioner :

(a) Official Address of Employee / Pensioner :

(b) Residential Address of Employee / Pensioner with Pincode :

2. PEN and PPO No. of Employee / Pensioner : (a) PEN :

(b) PPO No. :

3. Joint Photograph of Employee / Pensioner & Spouse or Photograph of Employee / Pensioner :

4. Date of Birth of Employee / Pensioner :

5. Date of Retirement of Employee / Pensioner :

6. Height of Employee / Pensioner :

7. Identification marks of Employee / Pensioner :

1.

2.

8. Ration Card Number of Family :

9. AADHAAR of Employee / Pensioner :

10. PAN of Employee / Pensioner :

11. Mobile phone number of Employee / Pensioner:

12. (a) Name of Spouse of Employee / Pensioner :

(b) Address of Spouse of Employee / Pensioner :

(c) Relationship of Employee / Pensioner : Wife / Husband

13. Identification marks of Spouse of Employee / Pensioner :

1.

2.

14. Specimen signatures of Employee / Pensioner (three numbers)

1.

2.

3.

Place :

Date :

***Verified and found correct.***

Place :

Signature, Name, Designation &  
PEN of Pension Sanctioning Authority/  
Head of Department/Head of Office

Date :

**Office seal**