



**FLOW CHART:  
PROCESSING OF APPLICATION -  
PENSION ON VOLUNTARY RETIREMENT**

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ON RECEIPT OF VR APPROVAL, PENSION FORMS ARE BEING FORWARDED BY BUREAU TO THE ELIGIBLE PERSONNEL FOR COMPLETION AND EARLY RETURN TO BUREAU



DULY COMPLETED PENSION FORMS ALONG WITH DOCUMENTS AND SERVICE BOOK RECEIVED AT BUREAU ON REPORTING OF PERSONNEL FOR RELEASE FORMALITIES



PENSION FORMS VERIFIED WITH OFFICE RECORDS HELD WITH BUREAU AND PENSION CLAIM PREPARED AT BUREAU AFTER ISSUE OF DRAFTING ORDER DISCHARGE



PENSION CLAIM SENT TO PCDA (NAVY), MUMBAI FOR COUNTERSIGNATURE AND ONWARD SUBMISSION TO PCDA (PENSION), ALLAHABAD BY REPRESENTATIVE OF BUREAU FOR SANCTION OF PENSION AND ISSUE OF PENSION PAYMENT ORDER



ON RECEIPT OF PENSION PAYMENT ORDER AT BUREAU AFTER 4-6 MONTHS, THE SAME IS BEING SENT TO LINK BANK FOR RELEASE OF PENSION/DCRG/COMMUTATION OF PENSION THROUGH PAYEE BANK UNDER INTIMATION TO PCDA (P), ALLAHABAD/PAYING BANK. COPY OF INDIVIDUAL'S PPO ALONGWITH PENSION CERTIFICATE FORWARDED TO PENSIONER