

Division	Type of Claim	Requirements	Concerned Office / Person	Contacts & Means of Communication
Pension and Gratuity Division (PGD)	Transfer of Pension	<p><b>For Transferee:</b></p> <ol style="list-style-type: none"> <li>1. Affidavit of Authenticity on the submitted documents (Notarized)</li> <li>2. Retirement Order</li> <li>3. Service Record</li> <li>4. Lump Sum Voucher/Retirement Gratuity Voucher</li> <li>5. Computation of Lump Sum/Retirement Gratuity</li> <li>6. Certificate of Last Payment (CLP)</li> <li>7. Certificate of Legal Beneficiary (CLB)</li> </ol> <p><i>Sub-requirements:</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> CENOMAR of PNP Personnel (w/ O.R.)</li> <li><input type="checkbox"/> CENOMAR of Wife (w/ O.R.)</li> <li><input type="checkbox"/> Death Certificate (w/ O.R.)</li> <li><input type="checkbox"/> Marriage Contract (w/ O.R.)</li> <li><input type="checkbox"/> Birth Certificate of Wife (w/ O.R.)</li> <li><input type="checkbox"/> Birth Certificate of all qualified children (w/ O.R.)</li> </ul> <p><b>If Single:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Marriage Contract of Parents (w/ O.R.)</li> <li><input type="checkbox"/> Certificate of Singleness (w/ O.R.)</li> </ul> <ol style="list-style-type: none"> <li>8. Decree of Entitlement &amp; Distribution</li> </ol> <p><i>Sub-requirement:</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Certificate of Legal Beneficiary (CLB)</li> </ul> <ol style="list-style-type: none"> <li>9. Photocopy of any valid IDs (SSS, GSIS, Postal ID, Passport, Voter's ID, PNP Dependent, Senior Citizen and other Government ID's)</li> <li>10. 2x2 (2 pcs.) ID Picture of Retiree</li> <li>11. 2x2 (2 pcs.) ID Picture of Wife</li> </ol> <p><b>Note:</b> Requirements 2-6 will be provided by PRBS</p>	<p>Claimant</p> <p>PRBS (Rm 111), DPRM Annex</p> <p>LIPD, PRBS</p> <p>NSO</p> <p>LIPD, PRBS</p> <p>LIPD, PRBS</p> <p>Claimant</p>	<p>723-0401 Local 4481 PRBS SMS (0999) 1499941 (0927) 3816243</p>