

Division	Type of Claims	Requirements	Concerned Office / Person	Contacts & Means of Communication
Pension and Gratuity Division (PGD)	Pension / Transfer of Pension	<p><b>INP SURVIVOR / TRANSFEREE</b></p> <ol style="list-style-type: none"> <li>1. INP Application Form (pro-forma)</li> <li>2. Affidavit of Authenticity (pro-forma)</li> <li>3. Service Record Retirement Voucher Certificate of Monthly Pension</li> <li>4. Retirement Order/Posthumous Order               <ul style="list-style-type: none"> <li><input type="checkbox"/> Investigation Report, LOD Proceedings</li> <li><input type="checkbox"/> Spot Report, Blotter Report, Report of Death (issued right after the death of INP Personnel)</li> </ul> </li> <li>5. Marriage Contract (w/ O.R.)</li> <li>6. Advisory of Marriage (Retiree and Spouse)</li> <li>7. Birth Certificate of Claimant</li> <li>8. Other pertinent documents:               <ol style="list-style-type: none"> <li>a. 2x2 &amp; 1x1 ID picture</li> <li>b. Photocopy of two (2) valid ID's (at least Pensioner's ID/Update Form and PNP ID)</li> <li>c. Barangay Clearance that he/she is residing at that place.</li> <li>d. Certification from Chief of Police that he/she is still alive.</li> </ol> </li> </ol>	<p>PRBS/Claimant</p> <p>GSIS</p> <p>RMD, DPRM/ Last Unit</p> <p>NSO</p> <p>Claimant</p>	<p><i>723-0401 Local 4481</i> <i>PRBS SMS</i> <i>(0999) 1499941</i> <i>(0927) 3816243</i></p>