

File Ref.....

Ministry/Department.....

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Request for Retirement on Ground of Age

(with the approval of the appropriate Service Commission under Section 116 of the Constitution)

The Secretary,
Public Service Commission,
FOREST-SIDE.

1. I, transmit, **in original**, an application datedfrom Mr/Mrs/Miss/Msseeking permission to retire from the public service as a special case under section 6(1) (a) of the Pensions Act. The particulars of the officer are as follows:-

- (a) **Surname:**.....**Maiden Name (if applicable):**.....
Other Names:.....
- (b) **National Identity No:**.....
- (c) **Date of Birth:**.....**Age:**.....
- (d) **Birth Certificate No:**.....**District of**.....
- (e) **Date joined service:**.....**as**.....
- (f) **Present Appointment:**.....

2. I certify that:

- (a) the particulars in paragraph 1 are correct;
- (b) Mr/Mrs/Miss/Ms.....is/is not on leave. He/She is not under interdiction, or on unauthorized absence and is/is not under report; and (Details are submitted on Page 2)
- (c) he/she is eligible for retirement as a special case under the Pensions Act for the reason that:
 - (i) he/she has been appointed on or after 01 July 2008
or
 - (ii) he/she has opted for the pensions provisions effective as from 01 July 2008* and has attained the age of 55 on 01 August 2018 or later.

3. The **original/s** of the Birth Certificate, and the Marriage Certificate (where applicable), of the officer is/are enclosed.

4. I object/have no objection to the request of Mr/Mrs/Miss/Ms.....being acceded to. (In case of objection, fill in Section B on page 2)

Date:.....

Signed:.....

*Delete as appropriate

Responsible Officer.....

A. Details in respect of paragraph 2(b) supported by documentary evidence.
(to include information as to whether officer is absent from duty without leave and since when)

B. Grounds for objection relating to paragraph 4.

Date:.....

Signed.....

Responsible Officer.....