



**SECTION III: EMPLOYMENT RECORD**

List all your employers starting with the last employer (full name of organisation). DO NOT INCLUDE employers before 1967

	Employer's Name	<u>Department/ Section</u>	Period of employment				Staff No.
			From		To		
			Month	Year	Month	Year	
<u>1<sup>st</sup> Emp.</u>							
<u>2<sup>nd</sup> Emp</u>							
<u>3<sup>rd</sup> Emp</u>							
<u>4<sup>th</sup> Emp</u>							

**Continue on a plain piece of paper if necessary**

**SECTION IV: SURVIVORS BENEFITS ONLY**

Full Names: .....

Relationship with the Deceased: .....

Nationality: .....

Current Residential Address: .....

Postal Address: .....

Contact Tel/Mobile Number: .....Email.....

Father's Full Names: .....

Mother's Full Names: .....

**SECTION V: ELECTRONIC FUNDS TRANSFER**

Beneficiary's Bank Details Collection Form

FULL ACCOUNT HOLDER'S NAMES:	
BANK NAME:	
BANK BRANCH:	
ACCOUNT NUMBER:	
SWIFT CODE/SORT CODE AND IBAN NUMBER (for European Foreign Accounts)	
ROUTING NUMBER (USA)	

Left hand Thumb print

Right hand Thumb print

Left hand Thumb print

Right hand Thumb print

Beneficiary's Signature .....Date .....  
(To be signed in the presence of an NSSF Officer)

**FOR OFFICIAL USE ONLY**

**SECTION VI: DECLARATION BY NSSF STAFF**

I (Name)..... (Title)..... hereby  
confirm that the thumbprints and photograph attached belong to the claimant.

Signature ..... Date.....

**SECTION VII: COMPUTATION OF BENEFITS**

<b>Total and Final Entitlement</b>	
Balance of members account as at .....	
Additional Interest due	
Total of contribution not yet posted	
Amount adjusted	
Amount in words	

Name (CAPITAL LETTERS) and Signature of preparing officer

.....  
..... Date .....

Benefit authorised by .....

Signature ..... Title..... Date.....

Effective date of payment: .....Cheque/ EFT No .....

## REQUIREMENTS FOR BENEFIT PAYMENT

### 1.0 General Requirements

- 1- Current passport size photograph.
- 2- Personal Identification e.g. *photocopy of Identity Card, Voters Card, Driving Permit, Passport*
- 3- Photocopy of NSSF Card
- 4- Proof of Bank Account details e.g. *Bank slip*

### 2.0 Specific Requirements

#### 2.1 Age Benefit at 55 years

- 1- Introduction letter from the employer or Local Council

#### 2.2 Withdrawal Benefit at 50 years

- 1- Disengagement letter or Termination or end of contract letter
- 2- Introduction letter from employer or Local Council

#### 2.3 Withdrawal Benefit (following exempted employment)

- 1- Disengagement letter or Termination or end of contract letter
- 2- Certified copy of appointment letter and posting instructions
- 3- Certified copy of current pay slip, Warrant card for Police Officers, Movement order for the Army.

#### 2.4 Emigration Grant

- 1- Disengagement letter or Termination or end of contract letter
- 2- Evidence of exiting the country permanently; Confirmation from the Embassy, one way exit air ticket, Cancelled or Expired work permit or Special Pass clearance from Immigration Department in case of absence of work permit, Repatriation card for the case of refugees.
- 3- Evidence of permanent residence, Green Card for US immigrants
- 4- Marriage certificate where applicable

#### 2.5 Invalidation Benefit

- 1- Disengagement letter or Termination or end of contract letter
- 2- Clinical notes or documents indicating history of illness together with attendant Doctor's recommendation
- 3- Introduction letter from the last employer or Local Council
- 4- The fund member may be required to see the Doctor appointed by NSSF

#### 2.6 Survivor's Benefit

- 1- Certified copy of Letters of Administration or Probate and petition for letters of Administration or Grant of probate.
- 2- Death Certificate or Letter from Local Council confirming demise of the member.
- 3- Introduction letter from the employer of the deceased member.