



NATIONAL PENSION COMMISSION GENERAL NOTICE

RE: VERIFICATION AND ENROLMENT OF THE UNIVERSITY OF IBADAN EMPLOYEES DUE TO RETIRE IN 2008 AND 2009

Further to the Special Release No. 2188 of 29 February, 2008, this is to invite all employees of Federal Ministries, Departments, Agencies and the Federal Capital Territory Administration (FCTA), especially University of Ibadan who are due to retire between **January, 2008 and December, 2009** by virtue of attaining the age of 60/65 years or 35 years in service (whichever is earlier) to a Verification and Enrolment Exercise for the issuance of the Federal Government Retirement Bond Certificate by the National Pension Commission.

Eligible employees are required to come along with the following documents.

- (i) Original and photocopy of Letter of Appointment
- (ii) Original and photocopy of Birth Certificate or Declaration of Age.
- (iii) Original and photocopy of Promotion Letter or Pay Slip indicating Grade Level and step as at **30 June, 2004**.
- (iv) Letter from the Ministry, Department and Agency signifying retirement and first appointment dates; and grade level and step as at **30 June, 2004** as well as the current Grade Level and step.
- (v) Authenticated past Records of Service.
- (vi) Current Pay Slip indicating Grade Level and step.
- (vii) Evidence of registration with a Pension Fund Administrator indicating Personal Identification Number (PIN).

The verification and enrolment exercise of employees hold as follows:

Date: 31 March – 4 April, 2008
Venue: Trenchard Hall
Time : 9.00 am- 5.00 pm each day

Kindly note that the National Pension Commission will specifically attend to employees from the University on Monday, 31 March, 2008.

Employees are advised that participation is solely for those due to retire in **2008** and **2009**. Only those employees who have been verified and enrolled would be issued with the Federal Government Retirement Bond. No representation would be allowed.

Thank you.

Signed

Management