

APPENDIX 'B'

(Refer Para 12 of NO 01/2014)

APPLICATION FOR CHANGE OF PERMANENT HOME STATION
(RETIRED OFFICERS)

(To be submitted to Integrated Headquarters, Ministry of Defence (N)/ DESA)

1. Rank, Name and Personal No. _____
2. Unit/ Establishment where the Officer last Served/ appointment held _____
3. Permanent home station now requested By the Officer _____
4. New Permanent Address _____

5. Correspondence Address if different From Permanent address _____

6. Document Attached as Address Proof (tick any one) ☐ Aadhar Card ☐ Land Line Tele Bill
☐ Driving License ☐ Passport (Copy of Pages reflecting particulars and address)
☐ Electricity/ Gas Bill ☐ Electoral Photo Identity Card ☐ Ration Card
☐ Property Documents ☐ Pensioner document such as ESM I-Card
☐ Bank/ Kisan/ Post Office Passbook ☐ Any other Govt. photo identity card issued
7. Land Line & Mobile Number _____
8. e-mail Id _____
9. Detailed reasons for seeking change _____

Signature

Name:

Rank:

Number:

Place:

Date:

Recommended and forwarded. The above change is unavoidable under the circumstances explained in column 9 above.

II

Approved/ Not Approved

Signature of the Competent Authority at IHQ MoD(N)/ DESA

File No.....Date.....

To,

(Officer Concerned)

Copy to: -

PCDA (Navy)

NAVPEN

Internal: -

DOP (OA&R)

Note:-

(a) 05 copies of the application form (ink signed and printed back to back) along with supporting document be forwarded by Registered/Speed post to this Directorate: -

**Directorate of Ex-Servicemen Affairs
Integrated Headquarters, Ministry of Defence (Navy)
Room No 004
Talkatora Stadium Annexe
New Delhi 110004
Tele - 21410476/ 21410482**

(b) Clear scanned copies of the ink signed application along with supporting document can be forwarded to DESA in lieu of hard copy on e-mail to **desa@navy.gov.in**