



THE NATIONAL TREASURY & ECONOMIC PLANNING

PENSIONS DEPARTMENT

PUBLIC NOTICE

PENSIONERS SELF-REGISTRATION EXERCISE

(START DATE: 05-12-2024 END DATE: 28-02-2025)

As part of the ongoing Public Service Pension Administration Reforms, the National Treasury officially launched an online Pensioner Self-Registration Portal on 5th December, 2024. The portal is hosted on the eCitizen platform under the National Treasury – Pensions Department services.

Following the launch, all pensioners and dependant's in receipt of monthly pension administered by the Pensions Department are required to register themselves by **28th February, 2025** for continued remittance of their monthly pension.

The registration targets pensioners in the category of retired:

1. State Officers,
2. Civil Servants,
3. Teachers who are former employees of TSC,
4. Police, Prisons and National Youth Service officers
5. Military officers and
6. Dependants of deceased pensioners.

In order to register, a pensioner or dependant is required to have a valid email address, mobile telephone number, KRA Pin number and an eCitizen account.

Documents required for upload during the registration include scanned pdf copies of;

1. National ID (both front and backside)
2. Bank or Sacco ATM card of your pension disbursement account (face side only with name and A/C No. clearly legible)
3. Birth certificates for children
4. Death certificates for principal pensioners and
5. Tax exemption certificates for PLWD where applicable.

A step by step guideline on the registration process has been provided on the portal. If you require assistance with the registration, raise support request on the portal or visit the nearest Huduma Centre.

The online pensioner self-registration can be done 24/7 using a mobile smartphone or desktop/laptop computer from any location.

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