

CHO/PMG/SW/35 /2022-23

Date: 24.11.2022

All Branches/ Offices

Sub: Introduction of new Staff Welfare Scheme-Health Assistance to Retirees.

The Staff Welfare Committee in its meeting held on 29.07.2022 has approved a new Staff Welfare Scheme- **Health Assistance to Retirees** for the **Financial Year 2022-23**, wherein an amount of Rs. 1000/- will be credited to retirees' account for providing assistance on the amount spent for medical purpose.

Eligibility:

All superannuated/ VRS retired employees.

Application Procedure:

Category	Procedure
Staff Pensioners (Drawing pension in the month of Feb' 2023)	No Application required
All other eligible retirees (Non-pension optee / NPS Subscribers)	Application form (Annexure-I) to be submitted to nearest UCO Bank branch.

Role of Retiree:

Submit duly filled application form (Annexure-I) complete in all aspect along with all the supporting documents(PAN card, Aadhaar card, Bank Passbook, Retirement certificate/ ID card) to their nearest UCO Bank branch on or before **31.12.2022**.

Role of Branch Head:

Verification of genuineness of the documents submitted by the retiree and forwarding the same to the respective Zonal Office on or before **15.01.2023**.

Role of Zonal Admin:

Verification of the forwarded applications from Branch Office and compilation of data for onward submission to HO, PSD in the attached format(Annexure-II) with hard copy of the application forms along with all supporting documents on or before **31.01.2023**.

Modalities of the Scheme:

1. An amount of Rs.1000/- for FY 2022-23 to be credited to retirees' account i.e. All superannuated / VRS retired employees/officer, for health assistance.
2. Payment will be made in the month of March-2023 on the basis of data as on 28.02.2023.
3. Employee who is going to retire from the date of this circular to 28th Feb 2023 and is a non-pension optee, will have to apply for this scheme by filling up the application form given in Annexure-I, within the stipulated time given in this circular.
4. If any discrepancy is found while checking the data the application will be rejected.
5. If any data is found fraudulent in future, Bank has the right to recover such amount from the account of the concerned employee.



6. Application forms submitted within the stipulated timeline only will be considered and no further extension will be allowed.

Flow and Timeline:

Submission of application form by the eligible retiree on or before 31.12.2022 .
↓
Submission of application forms received by Branches to respective Zonal Offices on or before 15.01.2023 .
↓
Compilation of data for onward submission to HO, PSD in the attached format (Annexure-II) with hard copy of the application forms along with all supporting documents on or before 31.01.2023
↓
Payment by HO, PSD in the month of March.

Branches/ Offices are directed to bring the contents of this Circular to the notice of all eligible In-service employees / Retired employees enabling them to avail the facility. A copy of this Circular should be prominently displayed on the Bank's Notice Board for information of all concerned.



(Manish Kumar)
General Manager
HRM, PSD, OL & Training



Encl:

- 1) Annexure-1 – Application form for Health Assistance to Retirees
- 2) Annexure-2 – Format for reporting to Head Office, PSD by the Zonal Offices

APPLICATION FORM FOR HEALTH ASSISTANCE TO RETIREES (SWS)									
NAME									
EMP NO.									
DATE OF BIRTH									
DATE OF RETIREMENT									
MOBILE NO.									
EMAIL ID									
PAN									
AADHAAR NO.									
PENSION OPTEE	<input type="checkbox"/> YES <input type="checkbox"/> NO								
TYPE OF RETIREMENT	<input type="checkbox"/> VRS <input type="checkbox"/> CRS <input type="checkbox"/> NPS SUBSCRIBER <input type="checkbox"/> OTHERS Specify _____								
ACCOUNT DETAILS	<table border="1" style="width: 100%;"> <tr> <td>ACCOUNT NAME</td> <td></td> </tr> <tr> <td>ACCOUNT NUMBER</td> <td></td> </tr> <tr> <td>IFSC</td> <td></td> </tr> <tr> <td>BRANCH</td> <td></td> </tr> </table>	ACCOUNT NAME		ACCOUNT NUMBER		IFSC		BRANCH	
ACCOUNT NAME									
ACCOUNT NUMBER									
IFSC									
BRANCH									

(All the fields are mandatory)

I hereby declare

- That all the facts stated above are true and I understand that if the data is found incorrect in future, amount paid under this scheme will be recovered from my account.
- That, I am not drawing pension from any branch/ office of UCO Bank.

Signature of the retiree

FOR OFFICE USE ONLY

BRANCH			
SOL ID			
SIGNATURE OF BRANCH HEAD		BRANCH SEAL	
SIGNATURE OF ZONAL OFFICE ADMIN		ZONE SEAL	

