



मानव संसाधन प्रभाग, प्रधान कार्यालय,
प्लॉट सं 4, सेक्टर 10, द्वारका, नयी दिल्ली
HUMAN RESOURCES DIVISION HEAD OFFICE,
PLOT No. 4, SECTOR 10, DWARKA, NEW DELHI

TO ALL BRANCHES/OFFICES.

06-09-2023

HUMAN RESOURCES MANAGEMENT DIVISION CIRCULAR NO. 714/2023

**INDIAN BANK'S ASSOCIATION (IBA) GROUP MEDICAL INSURANCE SCHEME
– OPTION FROM RETIRED/ RETIRING EMPLOYEES DURING
01.10.2022 TO 30.09.2023.**

The existing IBA's Group Medical Insurance Policy for active employees was last renewed on 01.10.2022 and is valid upto 30.09.2023 covering all serving employees. The employees retired/ retiring during this policy period i.e. from 01.10.2022 to 30.09.2023 are covered upto to 30.09.2023.

IBA's Group Medical Insurance Policy (Yearly Policy) for retirees is to be renewed w.e.f. 01.11.2023. Since the existing policy for serving employees is going to expire on 30.09.2023, there is a gap of one month i.e. October- 2023 for which medical coverage is required to be obtained by willing employees/ family pensioners.

We have received the One Month Premium quotes from The National Insurance Co. Ltd. (NICL) **for employees who retired after 01.10.2022/ retiring by 30.09.2023/ spouse of employees who retired after 01.10.2022 and subsequently expired**, to get the medical cover for the month of October 2023. There are four variants of coverage available for opting the coverage, as under:

1. Without Domiciliary -- Single policy (coverage for retiree/ family pensioner)
2. Without Domiciliary – Family floater (coverage for retiree & spouse)
3. With Domiciliary- Single policy (coverage for retiree/ family pensioner)
4. With Domiciliary- Family floater (coverage for retiree & spouse)

Pro-rata premium structure for One month for the above variants is as under:

1. Without Domiciliary -- Single policy (coverage for retiree/ family pensioner)

Cadre	Sum Insured (Rs.)	Pro-rata Premium (without GST) (Rs.)	GST @ 18% (Rs.)	Total Premium (Rs.)
Clerical/ Sub Staff	300000	2009.00	362.00	2371.00
Officers	400000	2810.00	506.00	3316.00

पंजाब नैशनल बैंक
मानव संसाधन प्रभाग, प्रधान कार्यालय
PUNJAB NATIONAL BANK
HUMAN RESOURCES DIVISION HEAD OFFICE

2. Without Domiciliary -- Family floater (coverage for retiree & spouse)

Cadre	Sum Insured (Rs.)	Pro-rata Premium (without GST) (Rs.)	GST @ 18% (Rs.)	Total Premium (Rs.)
Clerical/ Sub Staff	300000	2976.00	536.00	3512.00
Officers	400000	4162.00	749.00	4911.00

3. With Domiciliary- Single policy (coverage for retiree/ family pensioner)

Cadre	Sum Insured (Rs.)	Pro-rata Premium (without GST) (Rs.)	GST @ 18% (Rs.)	Total Premium (Rs.)
Clerical/ Sub Staff	300000	3787.00	682.00	4469.00
Officers	400000	4751.00	855.00	5606.00

4. With Domiciliary- Family floater (coverage for retiree & spouse)

Cadre	Sum Insured (Rs.)	Pro-rata Premium (without GST) (Rs.)	GST @ 18% (Rs.)	Total Premium (Rs.)
Clerical/ Sub Staff	300000	5609.00	1010.00	6619.00
Officers	400000	7039.00	1267.00	8306.00

All the employees retired after 01.10.2022/ spouse of deceased employees, willing to opt for above coverage, have to submit their consent exercising their option latest by **20.09.2023**. Employees retiring during September 2023 and willing to opt for the coverage have to ensure that their separation is marked in HRMS before submitting their consent.

Retirees have to provide their account number (preferable pension a/c) by ensuring that the account is in operative status with sufficient balance to cover the premium amount.

OPTIONS FOR SUBMISSION OF CONSENT:

A. For Retired employee's/ family pensioner:

1. Submitting Consent at Branch/ Offices

Duly filled consent form (Annexure I) can be submitted at any of the branch for entering and uploading in HRMS. Officials at branch/ offices should **enter & verify** (maker & checker) the details as per consent form submitted. Maker will upload the consent form after entering the details in HRMS as per the navigation given below. Checker should ensure correctness of data entered and consent form properly uploaded.

पंजाब नैशनल बैंक
मानव संसाधन प्रभाग, प्रधान कार्यालय
PUNJAB NATIONAL BANK
HUMAN RESOURCES DIVISION HEAD OFFICE

Manager Self Service → Welfare Schemes → Consent for Medical Insurance.

2. Submitting Consent through HRMS Self Service

Retired employees can also submit their consent in HRMS (www.pnbnet.net.in) through Self Service option at the navigation given below:

Self Service → Consent for Medical Insurance

B. Employees Retiring during September 2023

Employees retiring during 01.09.2023 to 30.09.2023 can fill the consent in HRMS at the navigation given below:

Self Service → Consent for Medical Insurance.

The submission of consent is to be done latest by **20.09.2023 (Wednesday)** and the HRMS window will be closed after 5.00 PM on 20.09.2023. **The amount of premium will be debited from the respective accounts of the retirees on 22.09.2023 and will be remitted to National Insurance Company Ltd.**

The bank will be in a position to provide medical cover only to the retirees whose consent is received and premium amount is debited within the above time frame.

Heads of all branches are advised to take appropriate steps to bring the content of this circular to the knowledge of the retirees/spouse of the deceased employees, drawing pension from their branches, so that willing retirees/ spouse of deceased employees may opt to become member of the above Insurance Scheme.

Respective branches/offices are further advised to ensure that the submission of consent of retirees/ spouse of deceased employees is smooth and no hardships is caused to them in this process.

In case of any query, branches/ offices/ retirees may contact following officials at HO-HRD.

1. Ms Minali Choudhary (Sr Manager) - 8091341406
2. Ms Deeksha Kakkar (Dy. Manager)- 7827624747

GENERAL MANAGER
(SUMESH KUMAR)

ANNEXURE - I
CONSENT FORM –IBA GROUP MEDICAL INSURANCE SCHEME

THE DY. GENERAL MANAGER
HUMAN RESOURCE MANAGEMENT DEPARTMENT,
PUNJAB NATIONAL BANK,
HEAD OFFICE,
NEW DELHI 110075

PHOTOGRAPH SELF	PHOTOGRAPH SPOUSE
--------------------	----------------------

REG: IBA GROUP MEDICAL INSURANCE SCHEME FOR RETIRED EMPLOYEES/SPOUSE OF RETIRED EMPLOYEES – OPTION FOR OCTOBER 2023 (ONE MONTH) COVERAGE.

I SUBMIT MY CONSENT TO JOIN IBA'S GROUP MEDICAL INSURANCE SCHEME. MY DETAILS ARE AS UNDER:-

PF NO		EMPLOYEE NAME	
DOB		CADRE/DESIGNATION	
STATUS OF EMPLOYE	ALIVE <input type="checkbox"/>	GENDER	
	DECEASED <input type="checkbox"/>	SEPERATION REASON	
RETIREMENT DATE		XXXXXX	XXXXXXXX
SPOUSE NAME		ALIVE (SPOUSE)	YES/NO
DOB (SPOUSE)		GENDER	
WANTS DOMICILIARY COVERAGE :- YES <input type="checkbox"/> NO <input type="checkbox"/>			
COVERAGE FOR*	FAMILY FLOATER <input type="checkbox"/>		SINGLE <input type="checkbox"/>
*SINGLE RATE ARE APPLICABLE FOR RETIREE WITHOUT SPOUSE AND SURVIVING SPOUSE (FAMILY PENSIONER)			
SUM INSURED* (BASE POLICY)	300000 (For clk/SS) <input type="checkbox"/>	400000 (For Officer)	<input type="checkbox"/>
MOBILE NO.			
CORRESPONDENCE ADDRESS			PIN
E-MAIL ID			

I AGREE AS UNDER:

- I IRRECOVERABLY AUTHORIZE THE BANK TO DEBIT PREMIUM AMOUNT FROM MY BELOW MENTIONED ACCOUNT FOR THE PERIOD 01/10/2023 TO 31/10/2023.**

A/C NO.	
---------	--

- I shall maintain sufficient balance in the aforesaid account.
- In case I intend to withdraw from the scheme, I shall inform the Bank before its due date for not deducting Premium from my account. Once I opt out of the scheme I will not be allowed to rejoin.
- I shall inform the Bank in case of any changes in my details such as contact information, account details, etc.
- The Bank is acting as intermediary in providing the information to the Insurance Company. The claims shall be scrutinized/ settled by the Insurance Company on the basis of claim documents and the Bank will not be involved in this process.

Your Faithfully

Date;
Place:

Signature

Acknowledgement Received consent form to join the Medial Insurance Scheme as per Circular No....., Dt..... Sh/Smt..... PF No..... The information received shall be entered in HRMS.

Signature of Bank
Official with Stamp
Bo/Co.....