



ALL INDIA CANARA BANK RETIREES' FEDERATION (Regd.)
(Affiliated to All India Bank Retirees' Federation)
"A.K.Nayak Bhavan", 2nd Floor,
14, Second Line Beach, Chennai – 600001.

Chairman

A.K.Bansal

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V.K.M.Varma

Vice President

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T.T.Raman
Y.V.Subba Rao
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B.Venkatrao
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S.K.Madan

Treasurer

A.B.Kasturirangan

Assistant Treasurer

P.Dhanaram

Our Ref:12:2016

February 08, 2016

To: All Affiliates, Office Bearers & Central Committee Members

Dear Sir/Madam,

Staff Welfare Measures to Retirees for 2015 – 2016

We are happy to inform you that the Competent Authority has since responded positively and permitted the following benefits under Staff Welfare Measures to flow to Pre-1986 Retirees & and their spouses, Family Pensioners and retired employees of our Bank as per details furnished hereunder:

Employees as on 1st April 2015 & who retired subsequently on superannuation or voluntarily retired are also covered within the ambit of the Schemes under Staff Welfare Measures.

- ❖ All superannuated retirees and those retired under VRS/SVRS 2000 with 60+ age as on date of claim will continue to get Rs.2500/-.
- ❖ All surviving Pre-1986 retirees or spouses of such deceased retirees, who are being paid ex-gratia amount from our Bank every month, will continue to be paid Rs.1000/- and Rs.1500/- per month respectively under Staff Welfare Measures.
- ❖ Circle Offices under whose jurisdiction the branch disburses pension are empowered to sanction the claim for medical reimbursement to retired employees/family pensioners instead of Circle Office from where they retired earlier;

We thankfully acknowledge the helpful role of Canara Bank Employees' Union for ensuring continuation of the benefits to retired employees/families amidst difficult situation. We heartily thank leadership of Canara Bank Employees' Union for their caring role in supporting us for advancing the cause of retirees' community in our bank.

Friends! We have been, in our Bank, building up retirees' movement across the country brick by brick. This continuous process involves patience, perseverance, hard work and determination at all levels of our Organisation. Please put in more efforts to reach retired employees/family pensioners residing in and around your place/district, explain activities of our Federation and strive for enrolling them more and more to our fold. For your information, true extract of the H.O. Memo No.05 :2016 dated 08.02.2016 from Human Resources Wing relating to benefits of Staff Welfare Measures to retired employees/family pensioners is furnished, besides specimen of formats to claim reimbursement of medical expenses.

With Warm Greetings,

Yours sincerely,

(S.V.Srinivasan)
General Secretary

ANNEXURE -8 A
CANARA BANK, HEAD OFFICE : BANGALORE
APPLICATION FORM FOR CLAIMING MEDICAL EXPENSES BY RETIRED EMPLOYEES

FROM: (Present Address)

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.....

Name & Staff No.....

Desgn.....

TO:

The Senior Manager/ Manager

Canara Bank

HRM Section/ Pension Paying Branch

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Sir,

I have incurred a sum of Rs..... (Rupees.....only)
towards cost of medical check up, medicines/ Premium towards Canara Medclaim
Policy / Medclaim Policy.

Date of joining the Bank :

Mode of exit :

Date of Cessation :

Date of birth :

Age as on 01.04.2015 :

Name of the Branch/ Office where last worked:

In case, it is reimbursement claimed Towards premium of Medclaim Policy, following
details be furnished:

Canara Medclaim / Medclaim Policy Premium paid details :

[Ensure that the Policy is taken and renewed during 01.04.2015 to 31.03.2016].

Copy of the Premium Paid Receipt/ Medclaim Policy :

I request you to sanction me a sum of Rs.2500/- and credit the same to the below
mentioned account in terms of Memo No.05:2016 dated 08.02.2016.

ACCOUNT : SB/OD No.

BRANCH :

DP CODE NO. :

I am Pensioner/ Non-pensioner (Tick whichever is applicable).

(If Pensioner, also inform the Pension Account Number and the name of the Branch
through which the pension is drawn).

Yours faithfully,

SIGNATURE

DATE :

ANNEXURE - 8 B
CANARA BANK, HEAD OFFICE : BANGALORE
**APPLICATION FORM FOR CLAIMING MEDICAL EXPENSES BY
ELIGIBLE SPOUSES OF DECEASED EMPLOYEES**

FROM: (Present Address)

TO:

Name

The Senior Manager/Manager

Address

Canara Bank

.....

HRM Section/Pension Paying Branch

.....

.....

Sir,

I have incurred a sum of Rs..... (Rupees.....only) towards cost of medical checkup, medicines/ purchase of Mediclaim Policy during the period from 01.04.2015 to 31.03.2016.

Name of the Employee with Staff No:

.....

PPO No. and Date:

.....

Date of death of spouse:

.....

In case, it is reimbursement claimed Towards premium of Mediclaim, Policy, following details be furnished

Name of the Branch/Office where Family Pension being paid:

I request you to sanction me a sum of Rs.1000/- and credit the same to the below mentioned account in terms of Memo No.05:2016 dated 08.02.2016.

PENSION ACCOUNT NO. : SB/OD No.

BRANCH :

DP CODE NO:

Yours faithfully,

SIGNATURE

DATE :

TRUE EXTRACT OF MEMO NO.05:2016 DATED ISSUED BY INDUSTRIAL RELATIONS SECTION, HUMAN RESOURCES WING, HEAD OFFICE, BENGALURU PERTAINING TO STAFF WELFARE MEASURES TO RETIRED EMPLOYEES, FAMILY PENSIONERS, PRE-1986 RETIREES & THEIR SPOUSES ETC:

"8 [A] REIMBURSEMENT OF EITHER MEDICAL EXPENSES OR EXPENSES INCURRED TOWARDS PAYMENT OF PREMIUM TOWARDS MEDICLAIM POLICY INCURRED BY RETIRED EMPLOYEES:

- i) All the retired employees who have retired from the services of the Bank on or before 31.03.2015 on superannuation shall be eligible for the benefit under the scheme.
- ii) Employees who have exited from the services of the Bank opting VRS / SVRS 2001 on or before 31.03.2015 and have attained the age of 60 years as on the date of claim are also eligible under this scheme.
- iii) The following persons are not eligible under the Scheme:
 - a. Employees who have exited from the services of the Bank opting VRS/SVRS 2001 who are below the age of 60 years.
 - b. Employees who have been discharged / dismissed/ removed from the service / compulsorily retired/ terminated on the grounds of misconduct.
 - c. Employees who have resigned from the services of the Bank.
- iv) The eligible employees as (i) & (ii) above and falling between the age group of 60 to 65 years will be reimbursed either towards medical expenses incurred by them for the year 2015-16 on declaration basis or towards the purchase /renewal of CANARA MEDICLAIM POLICY.
- v) The eligible employees as (i) & (ii) supra and above 65 years age group will be reimbursed either towards medical expenses incurred by them for the year 2015-16 on declaration basis or towards the purchase / renewal of any Mediclaim Policy of their choice.
- vi) The reimbursement under this head is subject to maximum of Rs.2500/-.
- vii) The expenses for which reimbursement is claimed under this head should have been incurred during the year 2015-16.
- viii) The reimbursement of such medical expenses under this head shall be made on declaration basis as per Annexure 8 A and in case reimbursement is claimed for expenses incurred towards premium of Mediclaim policy the eligible retired employee shall produce a copy of premium paid receipt. In case such retired employee has opted for IBA Medical Insurance issued by M/s United India Insurance Company, a declaration to this effect may be submitted.
- ix) The eligible ex employees who are drawing pension from our Bank have to submit their declaration/ copy of premium paid receipt along with claim to the concerned Circle Office to which their Pension Paying Branch is assigned, duly informing the details such as Pension Account Number to which the amount is to be credited. The claim should be preferred on or before 31.03.2016. The Circle Office shall process the claim and inform the decision to Pension Paying Branch.**
- x) On receipt of sanction from HRM Section, the Pension Paying Branch may debit General Charges – Staff Welfare Schemes Expenses and disburse the same to the ex employee by way of credit to their Pension Account specified.** The branches/offices will have to submit a statement as per Annexure 10 for the total amount sanctioned under the scheme to the concerned HRM Section.
- xi) Those eligible ex-employees who are not pensioners shall claim the reimbursement amount through HRM Section of Circle Office from which they had retired. Such claims shall be processed and if found in order, reimbursement shall be made to the specified account of such ex employee.

[B] REIMBURSEMENT OF MEDICAL EXPENSES ON DECLARATION BASIS TO SPOUSES OF DECEASED EMPLOYEES WHO ARE DRAWING FAMILY PENSION:

i) The spouse of such employees / retired employee who had died on or before 31.03.2015 and drawing family pension from our Bank are eligible under this scheme.

ii) The reimbursement under this head is subject to maximum of Rs.1,000/-.

iii) The reimbursement of such medical expenses under this head shall be made on declaration basis as per Annexure 8 B and in case reimbursement is claimed for expenses incurred towards premium of Medclaim policy the eligible spouse of retiree shall produce a copy of premium paid receipt. In case such spouse of retiree has opted for IBA Medical Insurance issued by M/s United India Insurance Company, a declaration to this effect may be submitted.

iv) The expenses for which reimbursement is claimed under this head should have been incurred for the year 2015-16.

v) The eligible spouses of deceased employees have to submit their declaration/claim to the concerned Circle Office to which their Pension Paying Branch is assigned, duly informing the details such as Pension Account Number to which the amount is to be credited. The claim should be preferred on or before 31.03.2016. The Circle Office shall process the claim and inform the decision to Pension Paying Branch.

vi) The above scheme is not available to such of those spouses who are drawing family pension being a widow or widower of a deceased employees/ deceased retired employee of our Bank but are claiming benefit under any of the scheme mentioned in Sl.No.5, 8A & 9 of this memo.

vii) On receipt of sanction from HRM Section, the Pension Paying Branch may debit General Charges – Staff Welfare Schemes Expenses and disburse the same to the spouse of ex employee who is drawing family pension by way of credit to their Pension Account specified. The branches/offices will have to submit a statement as per Annexure 10 for the total amount sanctioned under the scheme to the concerned HRM Section.

11. SPECIAL SCHEME FOR PRE 1986 RETIREES OR SPOUSE OF SUCH DECEASED RETIREES WHO ARE PAID EX-GRATIA AMOUNT BY THE BANK:

All surviving Pre-1986 retirees or spouses of such deceased retirees, who are being paid ex-gratia amount from our Bank every month, will be paid Rs. 1000/- and Rs.1500/- per month respectively under Staff Welfare Measures. The amount will be paid every month along with the ex-gratia amount through Employees' Pension Fund, without the beneficiary claiming the same. The reimbursement under these Schemes has to be claimed by submitting request letters as per the relevant Annexures only. The reimbursement made by Branches / Offices in respect of claims under all the above Schemes shall be debited to General Charges – Staff Welfare Scheme Expenses. Branches / Offices shall use strictly the code only. Branches shall contact concerned HRM Section for further information if any.

Branches / Offices have to keep proper records / vouchers in respect of reimbursements permitted under the Schemes and the same shall be made available to the Inspecting Officers for verification during the Regular Inspection. Claims received after the dates mentioned under each Scheme shall not be entertained.

Such of those employees who are on the rolls of the Bank as on 01.04.2015 and superannuated/voluntarily retired subsequently, are eligible to claim the reimbursement of expenses under Staff Welfare Measures 2015-16 for eligible schemes. However, in case an employee is under suspension, he/she is not eligible for the benefit of these schemes during the period of suspension. All the above schemes will be in force from 01.04.2015 - to 31.03.2016."