


<b>केनरा बैंक</b>  <b>Canara Bank</b>	<b>CIRCULAR NO. : 379/2012</b>
<b>HUMAN RESOURCES WING INDUSTRIAL RELATIONS SECTION HEAD OFFICE : BANGALORE</b>	<b>I N D E X : S T F. 20</b> <b>D A T E : 13.12.2012</b>
	<b>A G I Z</b>

**SUB: CANARA BANK EMPLOYEES' PENSION REGULATIONS, 1995 – EXTENSION OF ANOTHER OPTION TO JOIN THE EXISTING PENSION SCHEME TO THOSE OFFICERS WHO TOOK VRS UNDER CANARA BANK OFFICERS' SERVICE REGULATIONS 1979 BETWEEN 29.09.1995 AND 27.04.2010 AND FAMILY OF SUCH OFFICERS IN CASE OF DEATH.**

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Another option for pension was extended to the eligible employees and ex employees of the Bank in terms of HO Cir 297/2010 dated 21.08.2010.

We are pleased to inform that now our Board of Directors have permitted to extend the pension option as per Joint Note dated 27.04.2010 to the following also:-

1. Non-optee officers who were in the services of the Bank prior to 29.09.1995 and continued thereafter and had taken VRS under Banks' Scheme as per provision of Reg. 19(1) of Canara Bank Officers' Service Regulations 1979 on or before 27.04.2010.
2. The family of those officers who were in the services of the bank prior to 29.9.1995, and continued thereafter and voluntarily retired (under Banks' Scheme as per provision of Reg. 19(1) of Canara Bank Officers' Service Regulations 1979) on or before 27.04.2010 and had died.

The terms & conditions are furnished in the Annexure to this circular.

This may be circulated amongst all the concerned.

**SHYAMALENDU SAHA  
GENERAL MANAGER**

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**TO : ALL BRANCHES/OFFICES OF THE BANK**

**ANNEXURE TO CIRCULAR NO. 379/2012 DATED 13.12.2012.**

- (1) Another option for joining the existing Pension Scheme shall be extended to:
- A. The officers who were in the services of the Bank prior to 29.09.1995 and continued thereafter and had taken VRS under Banks' Scheme as per provision of Reg. 19(1) of Canara Bank Officers' Service Regulations 1979 on or before 27.04.2010 [Herein after called as voluntarily retired officer].
  - B. The family of those officers who were in the services of the bank prior to 29.9.1995, and continued thereafter and voluntarily retired (under Banks' Scheme as per provision of Reg. 19(1) of Canara Bank Officers' Service Regulations 1979) on or before 27.04.2010 and had died. [Herein after called as family of such deceased voluntarily retired officer]
    - [a] The option to become a member of the Pension Fund, by the voluntarily retired officer/ family of such deceased voluntarily retired officer needs to be exercised in writing within 60 days from the date of this Circular;
    - [b] On exercising option, they have to Refund within 30 days after expiry of the said period of 60 days, the entire amount of the bank's contribution to the Provident Fund and interest accrued thereon received by the voluntarily retired officer/ deceased voluntarily retired officer on voluntary retirement and the differential portion of the PF received, if any, while implementing the Joint Note dated 27.04.2010 together with 56% of the said total amount.
- (2) Pension to those who opt to join the pension scheme complying with the terms of Joint Note dated 27.4.2010 shall be payable with effect from 27<sup>th</sup> November 2009 or from the next day of his/ her voluntary retirement whichever is later. However, in case of Family Pension, the pension will be paid from 27.11.2009 or from the next day of his/her death whichever is later. All the Regulations of the Canara Bank Employees' Pension Regulations, 1995, shall be applicable to those who opt for the Pension Scheme in terms of the Joint Note dated 27.4.2010.
- (3) The voluntarily retired officers / family of such deceased voluntarily retired officer as mentioned above, who are eligible for option under the above Scheme and desirous of opting for becoming a member of Pension Scheme are required to give an option letter in the prescribed formats provided in the **ANNEXURE I & II** (as applicable) to this Circular duly completed in all respects **directly** to the following designated authorities:
- a) **In case such officer was in scale I to III at the time of voluntary retirement:** Assistant General Manager of HRM Section, CO / Staff Administration Section of Inspection Wing / HOSA Section of HO, from where he/ she voluntarily retired.
  - b) **In case such officer was in Executive Cadre (i.e. Scale IV, V, VI & VII) at the time of Voluntary Retirement:** The option needs to be submitted to Deputy General Manager, PM section, Human Resources Wing, HO, Bangalore.
- (4) It may be noted that the Option should be exercised strictly as per the ANNEXURE I & II (as applicable) provided to this Circular.

Please note that any communication/letter or any other correspondence in any form sent by a voluntarily retired officer/ family of such deceased voluntarily retired officer

prior to the date of this circular **SHALL NOT** be entertained by the Bank as a valid option. The required option needs to be submitted in terms of this circular only.

(5) **BRANCHES / OFFICES SHALL NEITHER ACCEPT NOR ACKNOWLEDGE THE OPTIONS.**

All options by the voluntarily retired officers/ family of such deceased voluntarily retired officers shall be **directly** sent to the respective designated authorities as advised above. The Branch officials may entertain the optees only for the purpose of attesting their signature on the option letters or for remitting the refund amount conveyed by the concerned HRM Section, CO.

(6) Please note that the option should reach the Designated Authority on or before **10.02.2013** and the refund of the amount on or before **12.03.2013**. The Bank will not be responsible for any postal delay and under no circumstances an option / refund amount received after **10.02.2013/12.03.2013** respectively shall be entertained.

(7) All Branches / Offices / Administrative Units are advised to display **ANNEXURE-III** in their respective Notice Board for the information of all voluntarily retired officers/ family of such deceased voluntarily retired officers residing within their area and ensure that all assistance is extended to them to exercise their option.

**GENERAL INSTRUCTIONS / CLARIFICATIONS:**

1. The voluntarily retired officers/ family of such deceased voluntarily retired officers who do not submit their option within the stipulated date will be deemed that they do not wish to opt for Pension Scheme.
2. The option letter submitted by the voluntarily retired officers or family of such deceased voluntarily retired officers will be valid, provided they remit the amount on or before **12.03.2013**, as conveyed by the concerned HRM Section in terms of the scheme detailed above. It shall be noted that refunding the amount **WITHOUT** submitting the option within the period stipulated **SHALL NOT** be considered as a valid option.
3. All voluntarily retired officers/ family of such deceased voluntarily retired officers should ensure that they have a valid account with any one of the branches of **CANARA BANK** while opting for pension/family pension.
4. The voluntarily retired officers / family of such deceased voluntarily retired officers shall remit the refund amount as under:
  - The voluntarily retired officers/ family of such deceased voluntarily retired officers shall request in writing the concerned branch from where he/she proposes to remit the amount to transfer the funds from his/her account.
  - On receipt of the request to transfer the funds the concerned branches are advised to effect the following transaction:
    - The required funds are to be credited to **PARKING GL NO 209272431 – SL PARKING GL** through **Fast Path Option 1008 – Miscellaneous Customer Debit** by giving particulars of the voluntarily retired officer under the narration column as under:

**Example: FT - (STAFF NO) – (NAME OF THE VOLUNTARILY RETIRED OFFICER)**

- On the same day the funds in PARKING GL – 209272431 are to be transferred to **CASA Account No 0792111034230** of Pension Fund at **Trinity Circle Branch, Bangalore (DP Code 0792)** through **Fast Path Option 1408 Miscellaneous Customer Credit** by giving the particulars of the Ex-employee under narration column as under:

**Example: FT - (STAFF NO) – (NAME OF THE VOLUNTARILY RETIRED OFFICER)**

- **Branches to specifically note the following:**
    - **Strictly exercise the above 2 options only for transferring the funds.**
    - **IMB transaction is not to be permitted for remitting the funds.**
5. It may be noted that 56% of the amount of Bank's contribution to PF and interest thereon received by the voluntarily retired officers / legal heirs of such deceased voluntarily retired officers, as the case may be, shall be calculated inclusive of the differential Provident Fund if any received by the voluntarily retired officers / legal heirs of such deceased voluntarily retired officers under Joint Note dated 27.04.2010.
  6. The voluntarily retired officers/ family of such deceased voluntarily retired officers may refund the amount as conveyed by the concerned HRM Section at the time of exercising the option itself i.e. within 60 days as specified above. In such cases their pension papers will be processed at Pension Fund, HO when the refund is made by the optee, subject to the submission/ receipt of duly completed pension papers along with salary details from the concerned HRM Sections from where they voluntarily retired. However, it shall be noted that in such cases, once the refund is made the option shall become irrevocable.
  7. It shall be noted that if the refund amount received is less than what actually should have been refunded, the system will not process the application and such application will be considered as invalid as if no option is exercised. In case amount refunded is more than what actually should have been remitted, the excess amount will be credited along with the pension arrears.
  8. In terms of the provisions of the Canara Bank Employees' Pension Regulations, 1995, medical examination is mandatory for a Retired Employee who seeks commutation of pension after one year from the date of his retirement and shall be permitted, subject to the medical examination only. Such voluntarily retired officers who opt for pension and seeks commutation of pension shall approach the respective HRM Sections for the modalities to complete the medical examination through panel Doctor. **Commutation facility shall not be available for family pension.**
  9. Such of those voluntarily retired officers who wish to opt for pension under this Circular, who are not staying in the place where they had last worked and voluntarily retired are required to send their option to the HRM Section of the Circle from where they voluntarily retired. However, wherever medical examination is necessary, the voluntarily retired officers may contact the local HRM Section for assistance to conduct the medical examination locally and thereafter directly forward the same to the HRM section from where they voluntarily retired. All HRM Sections are advised to extend all cooperation/assistance to the voluntarily retired officers.

10. The medical certificate as specified above shall be as per the prescribed format provided in the **ANNEXURE VI**.
11. Such of those voluntarily retired officers / family of such deceased voluntarily retired officers who exercise pension option shall submit the following also:
- (i) In case of voluntarily retired officer, application for sanction of pension in prescribed format in duplicate as per **ANNEXURE IV** along with five copies his/ her latest photograph or joint photograph with spouse, in case spouse is alive.
  - (ii) In case of family of such deceased voluntarily retired officers, application for sanction of family pension as per **ANNEXURE V** along with duly attested copy of Death Certificate and five copies of his/ her latest photographs.
  - (iii) Copy of cessation proceedings (or a certificate from concerned HRM from where he / she voluntarily retired regarding his/ her mode of exit with details if cessation proceedings is not available)
12. The applicable income tax will be deducted from the pension arrears and net arrears will be paid to the voluntarily retired officers/ family of such deceased voluntarily retired officers, if found eligible.
13. The voluntarily retired officers/family of such deceased voluntarily retired officers who desire to know the likely pension and commutation amount (wherever applicable) are advised to get the details from the concerned HRM Section since the salary and other details are available with them and necessary communication has been sent to all the Circles in this regard. It may be noted that the personal and salary details of voluntarily retired officers are not available as of now at Employees' Pension Fund, HO and hence such officers are advised to avoid unnecessary communications seeking the above details before receipt of pension papers.
14. The commutation amount, if need be allowed to set-off with the refund amount to avoid huge financial burden while remitting the same.

## ANNEXURE – I

**[OPTION FORM TO BE FILLED IN BY THE NON-OPTEE OFFICERS WHO WERE IN THE SERVICES OF THE BANK PRIOR TO 29.09.1995 AND CONTINUED THEREAFTER AND HAD TAKEN VRS UNDER BANKS' SCHEME AS PER PROVISION OF REG. 19(1) OF CANARA BANK OFFICERS' SERVICE REGULATIONS 1979 ON OR BEFORE 27.04.2010.]**

To:

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I hereby declare that I have read and understood the terms of Joint Note 27.4.2010 for extending another option to join Pension Scheme and HO Cir.No.379/2012 dated 13.012.2012 issued in this regard. I have understood that the terms of the Joint Note dated 27.04.2010 have been arrived at on the basis of the Unions/ Associations offering to contribute 30% of the initial funding gap assessed for extending another option for joining the pension scheme. I am agreeable to the said contribution of 30% towards the initial funding gap and hereby voluntarily opt to become a member of the Bank's Pension Scheme as per the provisions of the said Settlement. I undertake to refund the Bank's contribution to Provident Fund together with accrued interest thereon paid to me on my retirement and the differential PF if any received by me on account of the implementation of the Joint Note dated 27.04.2010 plus an amount equal to 56% of the total Bank's contribution to Provident Fund with interest received at the time of retirement / implementation of the 9<sup>th</sup> BPS / Joint Note being 30% contribution towards the initial funding gap in terms of Joint Note dated 27.04.2010.

I understand that this option exercised by me shall be valid only if the amount as undertaken by me above, is refunded within the stipulated period i.e. **on or before 12.03.2013.**

**Whether availing Commutation : YES / NO**

Signature :

Name in Full :

Staff No. :

Designation :

Branch / Office last worked :

Present Residential Address :

**Account No: : Branch Name**

**PAN NO :**

Contact Telephone No. / Mobile No. or :

Contact Email ID of self or relative :

Date: [ Signature attested]\*

NAME:

DESIGNATION:

S.P. NO.:

**[NOTE: Additions / Alterations in the text of the above form will render the option invalid]**

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FOR OFFICE USE ONLY

1. Option noted on \_\_\_\_\_. 2. Amount refunded Rs. \_\_\_\_\_/- on \_\_\_\_\_.

**Manager / Officer with S.P. No.**

**ANNEXURE – II**

[OPTION FORM TO BE FILLED IN BY THE FAMILY OF THOSE OFFICERS WHO WERE IN THE SERVICES OF THE BANK PRIOR TO 29.9.1995, AND CONTINUED THEREAFTER AND VOLUNTARILY RETIRED (UNDER BANKS' SCHEME AS PER PROVISION OF REG. 19(1) OF CANARA BANK OFFICERS' SERVICE REGULATIONS 1979) ON OR BEFORE 27.04.2010 AND HAD DIED.]

To:

\_\_\_\_\_

I hereby declare that I, Sri. / Smt. \_\_\_\_\_, spouse/legal heir of the deceased employee Sri/Smt. \_\_\_\_\_ eligible to submit the option in terms of Regulation 2 (o) of the Canara Bank Employees' Pension Regulations, 1995 and I have read and understood the terms of Joint Note dated 27.4.2010 for extending another option to join Pension Scheme and HO Cir.No.379/2012 dated 13.12.2012. issued in this regard. I have understood that the terms of the Joint Note dated 27.04.2010 have been arrived at on the basis of the Unions/ Associations offering to contribute 30% of the initial funding gap assessed for extending another option for joining the pension scheme. I am agreeable to the said contribution of 30% towards the funding gap and hereby voluntarily opt for Bank's Pension Scheme as per the provisions of the said Joint Note dated 27.04.2010. I undertake to refund the Bank's contribution to Provident Fund together with accrued interest thereon paid to my husband/wife/father/mother/son/daughter (delete which ever is not applicable) on his/her voluntary retirement and the differential PF if any received by him / her on account of the implementation of the Joint Note dated 27.04.2010 plus an amount equal to 56% of the total Bank's contribution to Provident Fund with interest received at the time of implementation of the Joint Note dated 27.04.2010 being 30% contribution towards the initial funding gap in terms of Joint Note dated 27.04.2010.

I understand that this option exercised by me shall be valid only if the amount as undertaken by me above, is refunded within the stipulated period i.e. **on or before 12.03.2013.**

Signature :  
 Name in Full :  
 Contact Telephone No. / Mobile No. & contact E-mail ID :  
 Present residential address :

**Account No with the branch name**

Relationship with the deceased retired employee :  
 Name of the Deceased retired employee & staff number :  
 Designation :  
 Branch / Office last worked :  
 Date:

[ Signature attested]\*

NAME:  
 DESIGNATION:  
 S.P. NO.:

**NOTE: Additions / Alterations in the text of the above form will render the option invalid.**

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**FOR OFFICE USE ONLY**

1. Option noted on \_\_\_\_\_.
2. Amount refunded Rs. \_\_\_\_\_/- on \_\_\_\_\_.

**Manager / Officer with S.P. No.**

**ANNEXURE – III****TO BE DISPLAYED IN THE NOTICE BOARD OF ALL BRANCHES/OFFICES FOR THE INFORMATION OF  
ALL CONCERNED**

Sub: Attention of all Canara Bank Voluntarily Retired Officers and families of deceased voluntarily retired Officers – Another option for joining the Pension Scheme

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This is to inform all concerned that Bank has decided to extend the pension option as per Joint Note dated 27.04.2010 entered into between the Indian Banks' Association and the Officers' Associations to the following also:-

1. Non-optee officers who were in the services of the Bank prior to 29.09.1995 and continued thereafter and had taken VRS under Banks' Scheme as per provision of Reg. 19(1) of Canara Bank Officers' Service Regulations 1979 on or before 27.04.2010.
2. The family of those officers who were in the services of the bank prior to 29.9.1995, and continued thereafter and voluntarily retired (under Banks' Scheme as per provision of Reg. 19(1) of Canara Bank Officers' Service Regulations 1979) on or before 27.04.2010 and had died.

The salient features and the details of the eligibility and the conditions for joining the Pension Scheme is detailed in our HO Cir. No.379/2012 dated 13.12.2012, which is available in the Canara Bank Website – [www.canarabank.com](http://www.canarabank.com).

Please note that the last date for submitting the option is 10.02.2013.and the option should reach the respective designated authorities as specified in the said circular on or before that date.

**For any further assistance / clarification, you may contact:**

1. Phone 080- 25323801, 25584571
2. E-mail - [hopenfund@canarabank.com](mailto:hopenfund@canarabank.com)

**GENERAL MANAGER  
HUMAN RESOURCES WING  
HO: BANGALORE**



**ANNEXURE IV****FORM OF APPLICATION FOR SANCTION OF PENSION AND COMMUTATION TO  
THE VOLUNTARILY RETIRED OFFICERS – OPTEE 2012  
(to be submitted in duplicate)**केनरा बैंक  Canara Bank**CANARA BANK EMPLOYEES' PENSION FUND**

Human Resources Wing, Naveen Complex, H.O. Annexe, 14, M.G. Road, Bangalore - 560 001. 0

Phone: 080-25323801, 25584040-Extn. 265, Email: [hopenfund@canarabank.com](mailto:hopenfund@canarabank.com)

To,  
GM / DGM / AGM  
Canara Bank  
HRM/HOSA Section /SAS (Inspection Wing)  
Circle/Head Office

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Space for affixing attested photo of  
Ex-Employee with his/her spouse

(Note: Designated Authority for sanction of pension and commutation for Workmen/Officers in Scale I, II, III – AGM of concerned HRM, for Executives in Scale IV & V – GM, HR Wing, H.O. Blore, Scale VI – ED, Scale VII – C&MD - Ref: HO Cir. 12/2011)

Dear Sir,

I have retired from the Services of the Bank with effect from \_\_\_\_\_ and confirm having opted for Bank's Pension Scheme. I request you to sanction eligible pension to me. I desire to commute a fraction of my pension in accordance with Canara Bank (Employees') Pension Regulations, 1995. The necessary particulars are furnished below:

1. Name in full as per Bank records (*in Block letters*) : \_\_\_\_\_
2. Staff No. : \_\_\_\_\_
3. Designation at the time of Retirement : \_\_\_\_\_
4. Branch / Office last worked with DP Code : \_\_\_\_\_ DP Code : \_\_\_\_\_
5. Circle Office : \_\_\_\_\_
6. Date of Birth (as per Bank's record) : \_\_\_\_\_
7. Date of Retirement : \_\_\_\_\_
8. Class of Retirement : **VRS / ( or specify )**
9. Fraction of pension proposed to be commuted : \_\_\_\_\_ (Max: 1/3<sup>rd</sup>)
10. Income Tax PAN Number (in Capital letters): 

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 (Mandatory)
11. Phone Numbers (Mandatory)
  - (a) Mobile number : \_\_\_\_\_
  - (b) Landline number with STD code : \_\_\_\_\_
12. Email - id : \_\_\_\_\_
13. Date of Pension option : \_\_\_\_\_

14.	Bank Contribution (BC) of PF settled including arrears		Rs.	
	a.	156% of BC amount	Rs.	
	b.	Commutation adjusted	Rs.	
	Net amount refunded (a – b)		Rs.	
	Date of Remittance			

15. Address for communication : \_\_\_\_\_

P.O. \_\_\_\_\_ Pin Code: \_\_\_\_\_

State: \_\_\_\_\_

16. Whether Ex-Serviceman : Yes/No (If Yes, page no.(4) to be filled)

17. Details of SB A/C to which pension has to be credited:

**SAVINGS BANK ACCOUNT NUMBER :**  
(13 digit)

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**NAME OF THE BRANCH : Canara Bank, \_\_\_\_\_ Branch.**

**D P CODE :**

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18. Details of my family members as required for the purpose of payment of family pension in accordance with the Provisions of the Canara Bank (Employees') Pension Regulations, 1995:

*(Note: In 'Remarks' column, details such as "Physically challenged/mentally retarded" may be furnished alongwith applicable supporting documents)*

Sl. No.	Name of the family member	Date of birth	Relationship with the employee	Remarks, if any
1				
2				
3				
4				
5				

I hereby undertake to update any addition or alteration in the details of my family members and any change in my address for communication by notifying the Canara Bank (Employees') Pension Fund.

Further, I undertake to refund or irrevocably authorize Bank/Pension Fund to recover any excess amount paid to me on account of salary revision/change in qualifying service/rate of pension etc.

**PLACE:**

**DATE:**

\_\_\_\_\_  
**SIGNATURE OF EX-EMPLOYEE/PENSIONER**

Signature attested: \_\_\_\_\_ Name & Staff No. \_\_\_\_\_

(To be attested by Authorized Signatory of the Branch/Office.)

**FORM OF NOMINATION FOR RECEIPT OF COMMUTED VALUE IN THE EVENT OF DEATH OF THE PENSIONER WITHOUT RECEIVING THE COMMUTED VALUE**

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I, \_\_\_\_\_ hereby nominate the person named below to receive the Commuted Value of Pension in the event of my death before receiving the Commuted Value of Pension.

1. Name of Nominee : \_\_\_\_\_
2. Address of Nominee : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
3. Relationship with pensioner : \_\_\_\_\_
4. Date of birth of nominee (in case of minor) : \_\_\_\_\_
5. If nominee is minor, Name & Address of person : \_\_\_\_\_  
 who may receive the Commuted Value of  
 pension during the nominee's minority \_\_\_\_\_  
 \_\_\_\_\_
6. Name & Address of other nominee in case the : \_\_\_\_\_  
 nominee under (1) above predeceases the  
 pensioner \_\_\_\_\_  
 \_\_\_\_\_
7. Relationship with pensioner : \_\_\_\_\_
8. Date of birth (in case of minor) : \_\_\_\_\_
9. If the other nominee under (6) is minor : \_\_\_\_\_  
 Name & Address of the person who may receive  
 the Commuted Value of pension during the other  
 nominee's minority \_\_\_\_\_  
 \_\_\_\_\_

**PLACE :**

**DATE :**

**SIGNATURE OF EX-EMPLOYEE/PENSIONER**

Name & Staff No. : \_\_\_\_\_ (\_\_\_\_\_)

Designation : \_\_\_\_\_

Branch / Office : \_\_\_\_\_

Signature of Witness : \_\_\_\_\_

Name & Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**OPTION LETTER FROM THE EX-EMPLOYEE (PENSIONER) WHO WAS AN  
EX-SERVICEMEN AND RE-EMPLOYED IN OUR BANK.**

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To

CANARA BANK [EMPLOYEES'] PENSION FUND  
HEAD OFFICE:: BANGALORE – 560 001

I hereby opt to be governed by any one of the following:-

- a. The Family Pension provisions under the Bank [Employees'] Pension Regulations 1995 as applicable to **Bank Employees**
- b. For the family pension benefits as authorized at the time of my retirement / discharge from **Military Services**

Pension details if opted for Central Civil Services (Pension) Rules

1. Name of the pension disbursing Authority :
2. Pension Payment Order Number :
3. Pension drawing Bank :
4. Name of the Branch :
5. SB account number :

I hereby undertake to inform the same to the Military Pension Disbursing Authorities / Bank and furnish the necessary Certificates to the effect.

**Signature** \_\_\_\_\_  
(Ex-Employee/Pensioner)

Name in full : \_\_\_\_\_ Staff No.(\_\_\_\_\_)

Designation at the time of retirement:

Last worked Branch/Office :

Signature attested: \_\_\_\_\_ Name & Staff No. \_\_\_\_\_  
(To be attested by Authorized Signatory of the Branch/Office.)

**NON-EMPLOYMENT CERTIFICATE**

- i) I declare that I have not accepted any commercial employment after my retirement from the services of the Bank. I have noted to obtain prior permission from the Bank in the event of accepting any Commercial Employment within two years from the date of retirement from the service of the Bank. Further, I undertake to report any reemployment taken up by me promptly to the branch through which I am drawing pension & Canara Bank [Employees'] Pension Fund.

**PLACE:****SIGNATURE OF THE EX-EMPLOYEE/PENSIONER****DATE :**

NAME: \_\_\_\_\_

STAFF No.: \_\_\_\_\_

DESIGNATION AT THE

TIME OF RETIREMENT: \_\_\_\_\_

**OR****RE-EMPLOYMENT CERTIFICATE**

- ii) I declare that I have accepted commercial employment after obtaining prior sanction from the Bank and none of the conditions attached thereto by the Bank has been violated (copy of the duly attested letter permitting reemployment thereof by the Bank is enclosed).

**PLACE:****SIGNATURE OF THE EX-EMPLOYEE/PENSIONER****DATE :**

NAME: \_\_\_\_\_

STAFF No.: \_\_\_\_\_

DESIGNATION AT THE

TIME OF RETIREMENT: \_\_\_\_\_

- *STRIKE OUT WHICHEVER IS NOT APPLICABLE*

In terms of Canara Bank [Employees'] Pension Regulations, 1995, the expression 'commercial employment' means:-

- i) an employment in any capacity including that of an agent, under a company (including a banking company), co-operative society, financial or professional business and includes also a directorship of such company (including a banking company) and partnership of such firm, but does not include employment under a body corporate, wholly or substantially owned or controlled by the Central Government or a State Government.
- (ii) Setting up practice, either independently or as a partner of a firm, as adviser or consultant in matters in respect of which the pensioner –
- Has no professional qualification and the matters in respect of which the practice is to be set up or is carried on are relatable to his official knowledge or experience, **OR**
  - Has professional qualifications but the matters in respect of which such practice is to be setup are such as are likely to give his clients an unfair advantage by reason of his previous official position, **OR**
  - Has to undertake work involving liaison or contact with offices or officers of the Bank.

Explanation – For the purpose of this clause the expression “employment under a cooperative society” includes the holding of any office, whether elective or otherwise, such as that of President, Chairman, Manager, Secretary, Treasurer and the like, by whatever name called in such society.

**ANNEXURE V****FORM OF APPLICATION FOR GRANT OF FAMILY PENSION TO THE  
FAMILIES OF VOLUNTARILY RETIRED OFFICERS – OPTEE 2012***(To be submitted in duplicate)*केनरा बैंक  Canara Bank**CANARA BANK EMPLOYEES' PENSION FUND****Human Resources Wing, 14, Naveen Complex, H.O. Annexe, M.G. Road, Bangalore - 560 001.****Phone: 080-25323801, 25584040-Extn. 265, Email: hopenfund@canarabank.com**Space for affixing  
attested passport size  
photograph

1.	Name of the Applicant		
2.	Full Postal Address of Applicant		
3.	Phone No.	Landline with STD code	
		Mobile	
4.	PAN No. (in capital letters)		
5.	Email id		
6.	Relationship of the applicant with the deceased Employee	WIDOW / WIDOWER/ SON / DAUGHTER / MOTHER	
7.	If the Applicant is a minor, name of the Guardian		
8.	Nature of Guardianship		NATURAL GUARDIAN (Father or Mother) / LEGAL GUARDIAN (appointed by Court) <i>(In case of Legal Guardianship attested copy of Court Order to be enclosed)</i>

9.	Details of surviving widow / widower and children below the age of 25 years of the deceased Employee / Pensioner :					
	Sl. No.	Name	Relationship with the deceased Employee / Pensioner	Date of Birth	Marital Status	If employed, name of the Employer & salary drawn p.m. (only in case where Son / Daughter is the Applicant)
	1					
	2					
	3					
	4					
	5					
10.	Details of the deceased Employee :					
	a.	Name				
	b.	Staff Number				
	c.	Designation at the time of death				
	d.	Date of death				
	e.	Branch/Office in which last worked				
	f.	Circle Office				
g.	Whether Ex-servicemen	YES / NO				
11.	Enclosures (tick whichever is applicable)					
	a.	Attested copy of death certificate				
	b.	Attested copy of proof of Date of birth of children < 25 years of age				
	c.	3 passport size photographs of Applicant & Guardian (wherever applicable) in addition to 2 affixed to the application				
	d.	Certificate of Re-marriage / Marriage				
	e.	Attested copy of the Military Pension PPO				
	f.	Declaration for opting for family pension (Ex-servicemen)				
g.	Declaration of Employment & details of salary (where applicant is Son / Daughter)					

12.	Date of Pension option	
13.	Details of applicant's Individual A/c at Canara Bank:	
	SB A/c No.	
	Branch	

14.	Bank Contribution (BC) of PF settled including arrears	Rs.	
	156% of BC amount	Rs.	
	Amount refunded	Rs.	
	Date of Remittance		

Place :

Date :

Signature of the Applicant  
(Left hand thumb impression in case of illiterate)

Attested by:

	Name	Designation	Full Address	Signature
i)				
ii)				

Witnesses:

	Name	Designation	Full Address	Signature
i)				
ii)				

**NOTE:**

Attestation and witness should be done by an Officer of Canara Bank or a Gazetted Government Servant or two respectable persons in the Town/Village where the applicant resides.



**Application forwarded to Employees' Pension Fund for sanction of Family Pension.**

Remarks if any:

Manager/Senior Manager  
HRM, CO .....

**DECLARATION REGARDING RE-MARRIAGE / MARRIAGE**

I hereby declare that I have not got re-married as on date and I undertake to report such an event promptly to the Canara Bank [Employees'] Pension Fund / Canara Bank branch through which I am drawing family pension. (Applicable only for widow / widower)

I hereby declare that I have not got married as on date and I undertake to report such an event promptly to the Canara Bank [Employees'] Pension Fund / Canara Bank branch through which I am drawing family pension. (Applicable only to unmarried children)

I declare that, to the best of my knowledge and belief, the above is correct.

Place :

Signature of the Applicant

Date :

(Left hand thumb impression in case of illiterate)

Name : \_\_\_\_\_

Attested by:

	Name	Designation	Full Address	Signature
i)				

**NOTE:**

Attestation should be done by an Officer of Canara Bank or a Gazetted Government Servant or a respectable person in the Town/Village where the applicant resides.

**DECLARATION ON EMPLOYMENT**

*[Only in case where Applicant is Son/Daughter of the deceased Employee/Pensioner]*

I. Sri/Smt..... Son/Daughter of late  
Sri/Smt..... hereby declare that I have been employed  
in M/s .....  
.....  
*(Name of the Employer & address)*  
as ..... *(designation)* drawing Rs..... as salary per month.

**OR**

II. I am Self-employed and earning Rs ..... as income per month.

I declare that, to the best of my knowledge and belief, the above are correct.

Place :

Date :

Signature of the Applicant  
(Left hand thumb impression in case of illiterate)

**ANNEXURE VI**

**CANARA BANK  
HEAD OFFICE :: BANGALORE – 560 002**

**DECLARATION BY THE PENSIONER FOR FACILITATING  
MEDICAL EXAMINATION BY THE BANK'S PANEL DOCTOR**

SPACE FOR AFFIXING ATTESTED PASSPORT SIZE PHOTO
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The applicant must complete this statement prior to his examination by the Bank's Panel Doctor and must sign the declaration appended thereto in the presence of Bank's Panel Doctor.

1. Name in full (in block letters) : \_\_\_\_\_
2. Date of Birth ( as per Bank's Service Record) : \_\_\_\_\_
3. Particulars regarding parents : \_\_\_\_\_
  - a) Father's age, if living and state of health : \_\_\_\_\_
  - b) Father's age at death and cause of death : \_\_\_\_\_
  - c) Mother's age, if living and state of health : \_\_\_\_\_
  - d) Mother's age at death and cause of death : \_\_\_\_\_
4. Have you been considered for grant of invalid Pension? If so, state the ground thereof : \_\_\_\_\_
5. Have you been granted leave on medical Certificate during the last three years of your Service? If so, state periods of leave and nature of illness : \_\_\_\_\_
6. Have you during the last three-year period : \_\_\_\_\_
  - a) Suffered from any major illness requiring hospitalization? If so, the nature of illness and period of hospitalization may please be indicated or : \_\_\_\_\_
  - b) undergone any major surgical operation : \_\_\_\_\_
  - c) lost or gained weight markedly : \_\_\_\_\_

---

**DECLARATION BY APPLICANT**

(To be signed in the presence of the Bank's Panel Doctor)

I declare all the above answers to be to the most of my belief true and correct.

I am fully aware that be willfully making a false statement or concealing a relevant fact, I shall incur the risk of losing the commutation.

PLACE :

DATE :

\_\_\_\_\_  
Applicant's signature or thumb impression

\_\_\_\_\_  
**SIGNATURE OF BANK'S PANEL DOCTOR**

**MEDICAL DETAILS OF THE PENSIONER**  
(To be filled by the examining Medical Officer)

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1. Apparent Age : \_\_\_\_\_
2. Height : \_\_\_\_\_
3. Weight : \_\_\_\_\_
4. Describe any scars of identifying marks of the applicant : \_\_\_\_\_
5. Pulse rate (a) Sitting : \_\_\_\_\_  
(b) Standing : \_\_\_\_\_  
What is the character of pulse : \_\_\_\_\_
6. Blood Pressure (a) Systolic : \_\_\_\_\_  
(b) Diastolic : \_\_\_\_\_
7. Is there any evidence of disease of the main organs : \_\_\_\_\_  
(a) Heart : \_\_\_\_\_  
(b) Lungs : \_\_\_\_\_  
(c) Liver : \_\_\_\_\_  
(d) Spleen : \_\_\_\_\_  
(e) Kidney : \_\_\_\_\_
8. Investigations (wherever considered necessary by the Bank's Medical Officer) : \_\_\_\_\_  
(a) Urine (state specific gravity) : \_\_\_\_\_  
(b) Blood : \_\_\_\_\_  
(c) X-Ray Chest : \_\_\_\_\_  
(d) E.C.G : \_\_\_\_\_
9. Any additional finding : \_\_\_\_\_

**CERTIFICATE OF FITNESS FOR PAYMENT OF COMMUTATION OF PENSION**  
(To be filled by the examining Bank's Panel Doctor)

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I/We have carefully examined Sri/Smt/Kum. \_\_\_\_\_  
And am/are of opinion that –

He/She is in good bodily health and has the prospect of an average duration of life

**OR**

He/She is not in good bodily health and is not a fit subject for commutation

**OR**

Although he/she is suffering from \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

He/she is considered fit subject for commutation but his/her age for the purpose of commutation, i.e., the age next birthday should be taken to be \_\_\_\_\_ (in words) years more than his/her actual age.

PLACE :

DATE :

\_\_\_\_\_  
Signature of examining Bank's  
Panel Doctor

Name of the Doctor : \_\_\_\_\_  
Registration No. : \_\_\_\_\_  
Address : \_\_\_\_\_  
: \_\_\_\_\_  
: \_\_\_\_\_

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