



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.

09-10-2024

HUMAN RESOURCES MANAGEMENT DIVISION CIRCULAR NO. 789/2024

REG: INDIAN BANK'S ASSOCIATION (IBA) GROUP MEDICAL INSURANCE SCHEME FOR RETIRED OFFICERS/ WORKMEN EMPLOYEES – RENEWAL OF POLICY FOR THE PERIOD 01.11.2024 TO 31.10.2025

The present IBA's Group Medical Insurance Policy for retired employees will expire on 31.10.2024 and to ensure continuous medical coverage under the policy, premium for renewal of the policy for the period 01.11.2024 to 31.10.2025 i.e. 2024-25, is to be remitted in the month of October, 2024.

Further, as the current policy for serving employees is going to expire on 31.10.2024, the employees retiring in the month of October may enroll themselves for IBA GMI policy for retired employees 2024-25.

We are in receipt of communication from IBA, informing that National Insurance Company Limited (NICL) has been chosen as the Lead Insurer for arranging the Medical Insurance Policy for the policy period 2024-25.

We have received the Premium rates from NICL for IBA's Group Medical Insurance Policy for Retirees, for the policy period 2024-25 as under:

1. PREMIUM:

A. PREMIUM BASE POLICY – (RETIREE & SPOUSE):

CADRE & SI	PREMIUM (Rs.)	GST @ 18% (Rs.)	TOTAL PREMIUM (Including GST) (Rs.)
OFFICER Rs. 4 Lacs	34,661	6,239	40,900
WORKMEN Rs. 3 Lacs	24,191	4,354	28,545

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B. PREMIUM BASE POLICY – (SINGLE PERSON):

CADRE & SI	PREMIUM (Rs.)	GST @ 18% (Rs.)	TOTAL PREMIUM (Including GST) (Rs.)
OFFICER Rs. 4 Lacs	31,195	5,615	36,810
WORKMEN Rs. 3 Lacs	21,772	3,919	25,691

C. PREMIUM TOP UP POLICY:

TOP UP SUM INSURED (Rs.)	RETIREE & SPOUSE POLICY PREMIUM (Rs.)	SINGLE PERSON POLICY PREMIUM (Rs.)
2,00,000	31,979	28,781
3,00,000	40,239	36,215
4,00,000	48,499	43,649
5,00,000	60,299	54,269

2. The salient features of Policy (Base & Top up):

- a) The available sum insured of Base Policies for Retired employees i.e. Officers and Workmen is Rs. 4 Lacs and Rs. 3 Lacs respectively.
- b) The available Sum Insured for Top-Up Policies has 3 slabs for Retired workmen i.e. Rs. 2 lacs, Rs.3 Lacs and Rs.4 Lacs.
- c) The available Sum Insured for Top-Up Policies has 4 slabs for Retired Officer staff i.e. Rs. 2 lacs, Rs. 3 Lacs, Rs. 4 Lacs and Rs. 5 Lacs.
- d) Those retirees/spouses who had not subscribed to the current insurance Policies will also have the option to join as a one-time measure.
- e) The Retirees Base as well as Top-Up Policy will be non-domiciliary Policies.
- f) Single person cover is also available for retirees; the following cases are eligible to opt for single person policy:
 - i. Retiree does not have a surviving Spouse.
 - ii. Surviving Spouse (Family Pensioner).
 - iii. Retiree (Primary Insured) may opt for single person cover even if the spouse is alive.

3. OPTIONS FOR SUBMITTING CONSENT:

In order to make the process of submitting consent by retirees more convenient, the facility to submit option through HRMS mobile application “PNB PARIVAR 2.0” has also been provided in addition to the submission through HRMS Self Service and manual submission of consent form at the branch, as per Annexure-I.

As the terms of the policy period 2024-25 has changed, consent submitted by retiree for earlier policy period shall not be considered as consent for policy period 2024-25. **For opting for coverage under IBAs Group Medical Insurance Policy 2024-25 (Base Sum Insured/ Top up Policy), retiree has to submit fresh consent through options mentioned hereunder.**

3.1 Submitting Consent through PNB PARIVAR 2.0

Retired employees can submit their consent in HRMS mobile application “PNB PARIVAR 2.0” through Self Service option at the navigation given below:

Retiree Self Service → Staff Welfare → IBA Group Medical Insurance Consent
While submitting consent through HRMS APP, requirement of uploading the consent form and verification is not required. Once the consent is submitted, premium amount will be debited from the account on **real time basis**.

3.2 Submitting Consent through HRMS Self Service

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

Retiree Self Service → Staff Welfare → IBA Group Medical Insurance Consent
While submitting consent through HRMS Self Service, requirement of uploading the consent form and verification of consent has been dispensed with. Once the consent is submitted, premium amount will be debited from the account on **real time basis**.

3.3 Submitting Consent at Branch/ Offices

Duly filled consent form (Annexure I) can be submitted at any of the branch/ office for entering in HRMS.

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Officials at branch/ offices should enter & verify (maker & checker) the details as per the consent form submitted. Maker will upload the consent form after entering the details in HRMS as per the navigation given below.

Manager Self Service → Welfare Schemes → IBA Group Medical Insurance Consent → Add New Value → Select Policy Period (2024-25) → Enter the Empl ID → Add

Officials at branch/ offices shall verify the details as per the consent form submitted. Once Checker approves the details, premium will be debited from the retirees account on **real time basis**. The navigation for Checker is given below:

Manager Self Service → Welfare Schemes → IBA Group Medical Insurance Consent → Find Existing Value → Enter the Empl ID → Search

4. OPTION FOR CANCELLING/ MODIFICATION OF CONSENT

- 4.1 In case, after submitting the consent as above, retiree wants to opt out of policy or desire to change coverage amount, he/she may do so by sending mail to HO Hospitalisation Cell (hrdhospitalisation@pnb.co.in) and request for cancellation of option submitted.
- 4.2 Option will be cancelled at HO level and full amount will be reversed to retiree account from where the amount was debited and thereafter retiree may submit his revised option.
- 4.3 Only one cancellation option will be available with retiree i.e. retiree may opt for cancellation of his 1st option thereafter he may submit his 2nd option. However, the 2nd option would be the last and could not be cancelled and shall be treated as final.
- 4.4 Retiree may utilize his cancellation option latest by one day before the last date of submission of consent i.e.20.10.2024.

All the retirees willing for above coverage have to submit their Consent Form exercising their option carefully latest by **21.10.2024 (Monday)** as the HRMS window will be closed after 5.00PM on **21.10.2024**. **The bank will be in position to provide medical cover only to the retirees whose consent is submitted within the above time frame.**

Retirees have to ensure that the pension account is in operative status with sufficient balance to cover the premium amount as the amount will be debited on real time basis.

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Branch Heads of all branches/offices are also advised to take appropriate steps to bring the content of this Circular to the knowledge of the retirees, drawing pension from their branches, so that willing retirees may become members of the above Insurance Scheme. Branch official are also advised to be careful while entering the details in HRMS.

In case of any query, branches/offices/retirees may contact over Telephone No. 011-28044776 and mail at hrdhospitalisation@pnb.co.in.

**(SUMESH KUMAR)
GENERAL MANAGER**

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
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REG: IBA GROUP MEDICAL INSURANCE SCHEME FOR RETIRED EMPLOYEES/SPOUSE OF RETIRED EMPLOYEES – OPTION FOR POLICY PERIOD 2024-25 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 EMPLOYEE	ALIVE <input type="checkbox"/>	DECEASED <input type="checkbox"/>	GENDER
RETIREMENT DATE		SEPERATION REASON	
SPOUSE ALIVE	YES / NO	SPOUSE NAME	
DOB (SPOUSE)		GENDER (SPOUSE)	
A. COVERAGE FOR* FAMILY FLOATER <input type="checkbox"/> SINGLE <input type="checkbox"/>			
*SINGLE RATE ARE APPLICABLE FOR RETIREE WITHOUT SPOUSE AND SURVIVING SPOUSE (FAMILY PENSIONER)			
Single Policy	i. Retiree does not have a surviving spouse <input type="checkbox"/> ii. Surviving spouse(Family Pensioner) <input type="checkbox"/> iii. Retiree (primary Insured) who want to opt for self only. <input type="checkbox"/>		
MOBILE NO.			
CORRESPONDENCE ADDRESS			
			PIN :
E-MAIL ID			
B. SUM INSURED* (BASE POLICY): Awardstaff- 3 Lacs, Officer- 4Lacs			PREMIUM (In Rs...)
300000 <input type="checkbox"/> 400000 <input type="checkbox"/>			
C. Top- up Required : YES <input type="checkbox"/> NO <input type="checkbox"/>			
D. SUM INSURED* (TOP UP POLICY): Awardstaff-2/3/ 4Lacs, Officer- 2/3/4/ 5Lacs			
200000 <input type="checkbox"/> 300000 <input type="checkbox"/> 400000 <input type="checkbox"/> 500000 <input type="checkbox"/>			

I AGREE AS UNDER:

1. **I IRRECOVERABLY AUTHORIZE THE BANK TO DEBIT PREMIUM AMOUNT FROM MY BELOW MENTIONED ACCOUNT (PENSION ACCOUNT)**

A/C NO.																			
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- I have sufficient balance in the aforesaid account to enable bank debit the required premium.
- In case I intend to withdraw from the scheme, I shall inform the Bank one day before its due date for submission of medical consent as mentioned in the HRMD Circular/2024.
- The insurance cover shall start from the date of receiving the insurance premium by the Insurance Company.
- 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