

**ALL INDIA UNION BANK PENSIONERS' AND RETIREES' FEDERATION
(Affiliated to All India Banks' Pensioners' and Retirees' Confederation)**

No. 9 & 10, T.N.H.B. Complex, 180, Luz Church Road, Mylapore, Chennai – 600004

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Com. P.B. Thomas Chairman M: 09447177456	Com. Bihari Patel President M: 09825027000	Com. S. Bagchi Working President M: 09830981586	Com.R. Suryanarayanan General Secretary M: 09884131216
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Circular No. GS:119

29th April, 2013

TO ALL AFFILIATES/MEMBERS

Dear Comrades,

**Sub: Issue of Identity Cards for Retired Employees
Issue of Pension Payment Order to Pensioners**

In terms of Staff Circular No. 5597 dated 16.07.2009, retired employees of our Bank are being issued with Identity Cards by the Management. For this purpose, the retired employee has to submit an application as per format enclosed. Please note to affix your Passport size photograph on the application and append your signature in the space provided for. The Identity Card issued by the Bank will be useful while on travel or otherwise. In case you have not applied for the Identity Card so far, please send the application duly filled in and signed.

While on the subject, we have learnt that many Pensioners have not received the Pension Payment Order from Central Office. Standing instructions are in place that all Pensioners should be issued with Pension Payment Order. A specimen of the Pension Payment Order is reproduced for your information. In case, you have not been issued with Pension Payment Order so far, please send an application duly signed as per format enclosed.

The applications for Identify Card and Pension Payment Order may be sent to:

**Assistant General Manager,
Union Bank of India,
Personnel Administration Division,
Central Office,
Vidhan Bhavan Marg,
Nariman Point,
Mumbai – 400021**

With kind regards,

Yours Comradely,



**(R. SURYANARAYANAN)
GENERAL SECRETARY**

Enc: A/a

From

Date:

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The Assistant General Manager,
Union Bank of India,
Personnel Administration Division,
Central Office,
239, Vidhan Bhavan Marg,
Nariman Point, Mumbai – 400021

Dear Sir,

Sub: Non issuance of Pension Payment Order

I retired from the services of the Bank with effect from (Date of retirement).
Brief details are given below:

Name	
P.F. Number	
Date of Retirement	
Retired as	
The last Branch/Office from where retired	

I have not been so far issued with Pension Payment Order by the department concerned. I request you to kindly pass on suitable instructions to the Officials concerned to issue the Pension Payment Order without further delay.

Thanking you,

Yours faithfully,

(.....)