

HUMAN RESOURCES DEPARTMENT
TERMINAL BENEFITS DIVISION

239, Vidhan Bhavan Marg, Nariman Point, Mumbai 400 021

STAFF CIRCULAR NO.6494

December 08, 2016

To: All Branches/Offices,

Subject- Online Registration of option for Medical Insurance for Retired Employees
Extension of Last Date of Registration

1. Attention is invited to Staff Circular No 6477 dated 21.10.2016 vide which dedicated portal for online registration was provided to the retired staff members, on our Bank's Corporate Website under the link "Information for Retired Staff". The last date for submitting option either to join or withdraw from the Medical Insurance Scheme was 25.10.2016.
2. We are in receipt of communication from Insurance Company informing the extension of the date of joining the Medical Insurance scheme by retirees. The window to join the Medical scheme has been extended in two parts:

Part I- Covers those retirees who will register till 14th December 2016

- Insurance premium for above retirees will be remitted on 15th December 2016 and cover will be available to such retirees from 16th December 2016 to 31st October 2017.

Part II- Covers those retirees who will register between 15th-30th December 2016

- Insurance premium for the above retirees will be remitted on 31st December and insurance cover will be available to such retired staff members from 01st January 2017 to 31st October 2017.

However full Insurance premium amount (as per SC 6467) is payable irrespective of the date of commencement of Insurance Cover. Hence, in their own interest, retired staff members should register themselves by 14th December 2016.

3. Eligibility for online registration-

- Only those retired staff members are eligible to apply, who were a member of the insurance policy of 2015-16, either in existing or retiree policy and have given their consent for renewal in the policy commencing from 01st November 2016, but premium was not debited.
4. For retirees, whose premium is already debited, the data is updated in the portal. All consent/withdrawal letters from retired staff members received till date in this office, either by post or mail, has been updated in the portal. This data will not be available for any kind of modification. However, retired staff members may check their details on the portal and register themselves, if their registration is not shown in the above online portal.
5. Change of option, without domiciliary to with domiciliary and vice versa, is not available at this juncture.
6. Retired staff members, who have submitted their consent/withdrawal after 21.11.2016 either by way of post or email, should positively enter their request online to ensure that their request has been registered with the Bank.
7. The process of online registration is reproduced as under:
- Go to Union Bank of India Corporate Website, www.unionbankofindia.co.in.
 - Go to "Information for Retired Staff" under quick links.
 - Click on "Online Registration of option for Medical Insurance for Retired Employee - Staff Circular 6494 : Click Here To Apply".
 - Give your PF number and Date of Birth in the prescribed format and click on submit.
 - Please check the details like e-mail address, contact number and account number. In case any of the above field is blank or incorrect, please fill/rectify the same.
 - Online registration provide the option to select between "without domiciliary treatment", 'with domiciliary treatment' and 'withdrawal' from the scheme. Please choose the desired option and click submit button.
8. The online registration portal mentioned above has been made active at present and will remain available till 23:59 hrs of 30.12.2016.
9. All are requested to take a careful note of the above and be guided accordingly.


GENERAL MANAGER (HR)