

Human Resources Department, Central Office

#239, Union Bank Bhavan, Vidhan Bhavan Marg, Nariman Point, Mumbai-400021

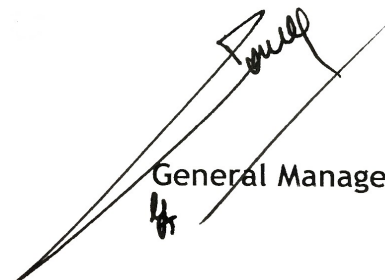
STAFF CIRCULAR NO. 7272

October 19, 2020

To: All Branches/Offices,

**Subject- Special Scheme for Pensioners of Union Bank of India
For Granting Loan to Pay Medical Insurance Premium - Policy Year 2020-21**

1. This has further reference to Staff Circular 7255, 7261 and 7270 dated 06th October 2020, 09th October 2020 and 19th October 2020 respectively vide which the information regarding the revised 'graded premium rates' and conditions, received from National Insurance Company Ltd., for renewal of Group Health Insurance Policy (Retirees) for the year 2020-21 were circulated. The 'portal for online registration' and 'letter of consent format' for manual registration, both have been made available to the retirees/ pensioners for renewal of Medical Insurance Policy for the policy year 2020-21. The last date for both 'online registration' and 'manual registration' is 25.10.2020.
2. Attention is sought towards Staff Circular 7037 dated 16th October 2019 issued on the captioned subject for the policy year 2019-20. In order to provide financial assistance to the retired employees of our Bank and to enable them to pay the Medical Insurance Premium, a special scheme under retail loans was formulated by the Bank last year viz. SPECIAL SCHEME FOR PENSIONERS OF UNION BANK OF INDIA FOR GRANTING LOAN TO PAY MEDICAL INSURANCE PREMIUM. This year, too, the management has consented to continue with the loan facilities to the retirees in order to mitigate the hardships of the pensioners to bear the burden of high premium amounts in one go. A copy of this Loan Scheme is enclosed as **Annexure I**. The application-cum-sanction note is also enclosed as **Annexure III**.
3. All branches are advised to display a copy of this Circular on the branch notice board for information of all the retired staff.
4. The information about the above Scheme is also available on Bank's corporate website - www.unionbankofindia.co.in under the link 'Information for Retired Staff'.


General Manager (HR)

Encl: Annexure I, II & III

Annexure I to SC 7272

SPECIAL SCHEME FOR PENSIONERS OF UNION BANK OF INDIA FOR PAYMENT OF MEDICAL INSURANCE 2019-20

Particulars	Details
Purpose	Short term loan to retired employees of Union Bank of India (amalgamated entity) towards payment of premium for Medical Insurance.
Nature of facility	The facility to be sanctioned as term loan (TL).
Eligible Individuals	All retired employees who are drawing pension from the Bank and availing Group Health Insurance (Retirees) of National Insurance Company Ltd. Retired employees are required to provide the copy of acknowledgment of submission of renewal option generated through the online portal of Bank. Also names of the retired employees who are the members of above Medical Insurance Scheme are provided on Bank's website under the link "Information for Retired Staff".
Quantum of loan	The eligible quantum of loan will be minimum of Rs.6,534/-and maximum of Rs.86,621/-. Detailed structure of premium is attached in Annexure - II.
Rate of Interest	EBLR w.e.f. 01.06.2020 EBLR is 6.80 % (floating) at present Note: EBLR prevailing on the date of disbursement will be applicable.
Processing Charges-	NIL
Repayment Period	The maximum repayment tenure: 12 months. <ul style="list-style-type: none"> • No moratorium period is allowed. The repayment of the loan should commence from the succeeding month of the disbursement of loan. • Loan to be repaid by way of Equated Monthly installments (EMIs). • Branch to recover EMI directly from pension account of the borrower. Standing instruction to be obtained in this regard.
Guarantee	NIL
Security	NIL However, following Security documents (to be stamped as per local laws) to be obtained as per guidelines:

	<ul style="list-style-type: none"> • Demand Promissory (D.P.) note: SD-21 • Request Letter by eligible retired employee and copy of acknowledgment of online registration of option.
Application processing, Loan Disbursement and recovery of EMI	<ul style="list-style-type: none"> • Loan should be processed by the branch where the retired employee is maintaining pension account. However to obviate inconvenience to employee, at his request the same can also be processed by any other branch. However, if loan is availed from branch other than pension disbursing branch then the sanctioning/disbursing branch should inform to the pension disbursing branch to make note of it for recovery from pension. Suitable standing instruction should be obtained. • DIT to permit branch to open the account directly in Finacle under SCHEME code TLR01. • Branch to recover EMI directly from Pension account of the pensioner. Standing instructions to be obtained in this regard.
Delegated Powers for Sanctioning Loans	All Branch heads irrespective of their scale are permitted to sanction the loan.

Annexure - II to SC 7272

For Clerical/ Sub staff (Award Staff) cadre

Options	Without Domiciliary		With Domiciliary	
Basic Sum Insured (in Rs.)	Family Floater (in Rs.)	Single Person (in Rs.)	Family Floater (in Rs.)	Single Person (in Rs.)
300000	24199	14520	60054	36032
200000	16133	9680	40036	24021
100000	10890	6534	27024	16215

For officers cadre

Options	Without Domiciliary		With Domiciliary	
Basic Sum Insured (in Rs.)	Family Floater (in Rs.)	Single Person (in Rs.)	Family Floater (in Rs.)	Single Person (in Rs.)
400000	32264	19358	80067	48040
300000	24199	14520	60054	36032
200000	16133	9680	40036	24021
100000	10890	6534	27024	16215

Premiums with super top-up policy

For Clerical/ Sub staff (Award Staff) cadre

Options			Without Domiciliary		With Domiciliary	
Base insurance	Top-up Insurance	Total Sum insured	Family Floater (in Rs.)	Single Person (in Rs.)	Family Floater (in Rs.)	Single Person (in Rs.)
300000	400000	700000	29442	17666	65297	39178
300000	300000	600000	28393	17037	64248	38549
300000	200000	500000	27607	16565	63462	38077
300000	100000	400000	26296	15778	62151	37290

For officers cadre

Premiums with super top-up policy

Options - 1			Without Domiciliary		With Domiciliary	
Base insurance	Top-up Insurance	Total Sum insured	Family Floater (in Rs.)	Single Person (in Rs.)	Family Floater (in Rs.)	Single Person (in Rs.)
400000	500000	900000	38818	23290	86621	51972
400000	400000	800000	37507	22504	85310	51186
400000	300000	700000	36458	21875	84261	50557
400000	200000	600000	35672	21403	83475	50085
400000	100000	500000	34361	20616	82164	49298
Options - 2			Without Domiciliary		With Domiciliary	
Base insurance	Top-up Insurance	Total Sum insured	Family Floater (in Rs.)	Single Person (in Rs.)	Family Floater (in Rs.)	Single Person (in Rs.)
300000	400000	700000	29442	17666	65297	39178
300000	300000	600000	28393	17037	64248	38549
300000	200000	500000	27607	16565	63462	38077
300000	100000	400000	26296	15778	62151	37290

APPLICATION CUM SANCTION NOTE

TO,

THE BRANCH MANAGER
UNION BANK OF INDIA
_____ BRANCH

Dear Sir/Madam,

**SPECIAL SCHEME FOR PENSIONERS OF UNION BANK OF INDIA
FOR GRANTING LOAN TO PAY MEDICAL INSURANCE PREMIUM**

I request you to sanction me loan of Rs. _____ under the subject Scheme. I submit that I am drawing monthly pension of Rs. _____ from Union Bank of India and the same is being regularly credited in account number _____ with _____ Branch of our Bank. I am covered under the Medical Insurance Policy for Retired employees of National India Insurance Company Ltd. for the period of 2020-21.

I have opted for Medical Insurance cover with domiciliary treatment (with top up/ without top up) and my yearly premium is Rs. _____. Acknowledgment copy of online registration of option attached.

OR

I have opted for Medical Insurance cover without domiciliary treatment (with top up/ without top up) and my yearly premium is Rs. _____. Acknowledgment copy of online registration of option attached.

I agree to repay the loan amount in 12 equated monthly installments which will be deducted from my Pension Account.

Yours Faithfully,

Date:

(Signature)

NAME _____

EMP No. _____

Designation _____

Date of birth _____

Mobile No. _____

Process cum Sanction Note

We have verified that Mr./ Mrs. _____ is covered under Medical Insurance Policy for Retirees and is regularly drawing his/her monthly pension from our Bank. As per given option he/she is hereby sanctioned a loan of Rs. _____, which will be recovered in 12 monthly installments from his/her pension account. Retired pensioner is required to execute DP Note (SD-21) for an amount of Rs. _____.

Date:

BRANCH MANAGER