

मानव संसाधन विभाग / Human Resources Department
Employee Benefits Division (EBD), Central Office

Staff Circular No:8252

April 05, 2024

To: All Branches/Offices.

Staff Pensioners - Investment Declaration for FY 2024-25

- The page for entering investment details related to Financial Year 2024-2025 for staff Pensioners is now made available in Union Parivar. Pensioners can choose either the “Old Tax Regime” or “New Tax Regime”.
- The Navigation for this page under Desktop view shall be, Main Menu → Employee Self Service → Payroll → Investment Declaration → Investment Declaration Retiree. The page is also available in Union Parivar Mobile Application (Home Page)
- The Pensioners who select “New Tax Regime” needs to click “SAVE” and then “SUBMIT. No Investment Declaration Page shall pop-up in such cases. If the Pensioner selects “Old Tax Regime”, the details of investments be filled in as per the investment plan. As the investment details provided are provisional and based on pensioner’s future investment plans, the declaration will get “Auto Approved” on submission.
- Please note, pensioners who do not submit the option in Union Parivar, shall be treated under “New Tax Regime” and applicable TDS as per slabs under the New Tax Regime shall be deducted.
- For employees who are retiring during the current financial year and who have submitted the Investment Declaration in Union Parivar while in service, the declared investments shall be considered while computing the TDS on Pension income
- The investment declaration submitted upto 25.04.2024 shall be considered for computing TDS to be deducted from pension for the month of April-2024 and declaration submitted subsequently will be considered in subsequent months pension.
- For final submission of investments / deductions claimed by the staff pensioners along with relevant proofs, the investment declaration page shall be made available again in the month of November / December 2024. A separate communication shall be issued in this regard.
- Non-submission/wrong feeding of investment information in Union Parivar shall result in incorrect computation / deduction of TDS, hence pensioners/branches are advised to be careful while entering the investment details in Union Parivar.
- A copy of the circular shall also be uploaded on the Bank’s Corporate Website: www.unionbankofindia.co.in (Navigation: Home -> About Us -> HR -> Information for Retired Staff).
- All branches are requested to take a note of this circular for compliance and give wide publicity amongst the staff pensioners.


Chief General Manager (HR)