

 <p><b>बैंक ऑफ महाराष्ट्र</b> <b>Bank of Maharashtra</b> भारत सरकार का उद्यम <b>एक परिवार एक बैंक</b></p>	<p><b>Human Resources Management Department</b> <b>मानव संसाधन प्रबंधन विभाग</b> Head Office: LOKMANGAL,1501,SHIVAJINAGAR,PUNE-5 प्रधान कार्यालय: लोकमंगल, 1501, शिवाजीनगर, पुणे-5 टेलीफोन / Tel: 020-25614272 ई-मेल / E-Mail: <a href="mailto:bomcowelfare@mahabank.co.in">bomcowelfare@mahabank.co.in</a></p>	 <p><b>75</b> <b>Azadi Ka</b> <b>Amrit Mahotsav</b></p>
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AXI/HRM/ IBA GROUP MED.INS/Cir.108/2022-23

November 03, 2022

**ALL THE BRANCHES / OFFICES OF THE BANK**

Madam / Dear Sir,

**Sub: IBA Group Health Insurance Policy for Retirees' for the year 2023-24 – Renewal date extended up to 22/11/2023.**

**SYNOPSIS**

**Extended window/ One-time exercise for joining in Medical Insurance Scheme. Extended window would be available to:**

1. Left out retired employees / family pensioners who were already covered in retiree policy for 2022-23 but failed to renew the policy in the first window made available in the month of October 2023 in terms of circular no **AXI/Welfare/ IBA GROUP MED.INS.for Retirees /Cir.89/2023, dated October 07, 2023**. However, any treatment/claim during the break period will be excluded from the cover.
2. This is a one Time Exercise and **no further Extensions or similar Window shall be permitted during the policy period.**

**Applicable Period of coverage under the policy will be: from 01-12-2023 to 31-10-2024**

3. There is no change in premium amount. Retired Employees / Family pensioners opting to renew the policy or joining the policy afresh, through this extended window, will have to pay the full premium amount for enrolling themselves in the policy.
4. All other terms and conditions are same as mentioned in our circular No. AXI/Welfare/ IBA GROUP MED.INS.for Retirees /Cir.89/2023, dated October 07, 2023.

All retirees, who wish to renew/ join the policy, should punch the data in HR@1Click. The navigation for this link and other guidelines are as under.

**HR@1CLICK-WELFARE REQUESTOR-WELFARE TYPES-SELECT IBA RETIREE from drop down**

To opt the scheme, select switch user functionality from screen and enter PF no. of retiree employee and then enter all the details and then submit the application. Receipt can be printed by clicking the **"Request ID"** under **opt history**.

[For any technical issue in punching / applying you may contact to Mrs. Sonali Joshi Mo. No. 8698777114; E-Mail ID.: [sonali.joshi@mahabank.co.in](mailto:sonali.joshi@mahabank.co.in); [cgm\\_hrmfm@mahabank.co.in](mailto:cgm_hrmfm@mahabank.co.in)]

**Other Information:**

1. It may be noted that it is the responsibility of the retirees / pensioners / family pensioners to maintain sufficient balance in their pension account / account number printed in request receipt by **27.11.2023** to enable the department to debit the required premium amount announced by the National Insurance Company Ltd. In case of non availability of sufficient balance the concerned retiree will automatically get exited from the scheme.
2. Those who want to exit from the scheme should not punch in HRMS.
3. All Branch Managers are requested to inform the retirees accordingly and cooperate with them for punching in the HRMS. After punching / Submission of the data of concerned retiree take two print outs duly signed by Authorized official & retiree (one for retiree and another for branch record).
4. Last date of submission of option / renewal of the policy is **22.11.2023**.
5. **Please note that accounts having insufficient balance at the time of debit i.e. on 28.11.2023 shall be treated as EXIT cases and will be deemed withdrawn from the insurance policy. Similarly, retirees whose option are not exercised online through the portal within the stipulated timeline will be deemed as EXIT.**

All are requested to place a copy of this circular on the Notice Board of the Zonal office / Branches, for adequate publicity

**Yours faithfully,**

**(K Rajesh Kumar)  
General Manager  
HRM**