

STAFF CIRCULAR NO.8556

Date: 01.03.2025

**To All Branches/ Offices**

**Introduction of 'Retiree Medical Checkup Details' Module in HRMS i.e. Union Parivar (For Retirees)**

Attention is drawn to Staff Circular No. 8231 dated 30.03.2024 vide which circular on 'Group Insurance Cover for Staff Loans Accounts, was issued. As per clause no. 11 of the said circular:

'The retired employees who are more than 65 years of age as on 31.03.2024 will be contacted by Insurer for their medical examination & will arrange the same at nearby place of their residence and they are requested to complete their medical examination within 3 months from 01.04.2024.'

As we are in the process of finalizing the modalities under the Scheme for the Policy Period FY2025-26, with an objective to digitize the existing process of collection of requisite details for completing the medical checkup of the eligible retirees in time a module named as 'Retiree Medical Checkup Details' is introduced under HRMS i.e. Union Parivar. The module can be assessed through Union Parivar Mobile App by the retirees, who are more than 65 years of age as on 31.03.2025 and are having staff loans (Staff Housing Loan/Staff Conveyance Loan).

Accordingly, all eligible retirees are requested to please submit the required details latest by 15<sup>th</sup> April 2025 for smooth and timely conduction of the Medical Checkup under the Scheme. Please note as under:

- Details once submitted cannot be modified.
- All eligible retirees are requested to submit the requisite details by 15<sup>th</sup> April 2025.
- Coverage of such eligible retirees (who are more than 65 years of age as on 31.03.2025) is subject to acceptance of Medical Checkup by the Insurer.
- A detailed navigation of the module is enclosed as Annexure-I.

The contents of this circular may kindly be brought to the notice of all employees superannuated from the services of the Bank.

  
(C. M. Minocha)

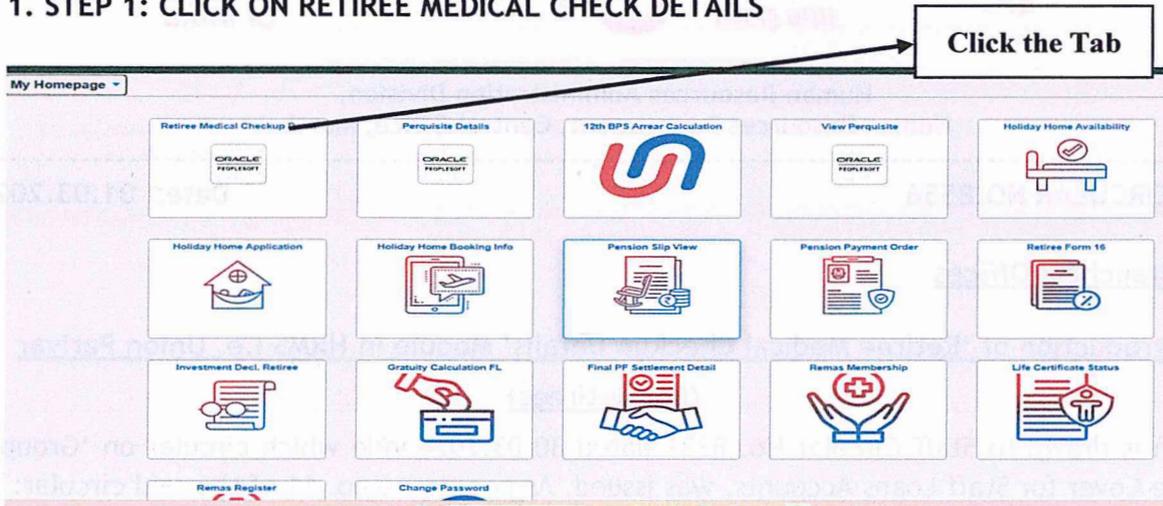
Chief General Manager (HR)

Encl: Annexure-I: Navigation of the Module

### NAVIGATION OF MEDICAL CHECKUP DETAILS MODULE

#### 1. STEP 1: CLICK ON RETIREE MEDICAL CHECK DETAILS



#### 2. STEP 2: MAIN PAGE

Ubi Med Check Fl

Ubi Med Check Fl

Personal Details

Employee Id:

Name:

Date of Birth:

Retirement Date:

Year:

Application Date:

Select state of medical test:

Select City suitable for medical test:

Mobile No. 1:

Mobile No. 2:

Email ID:

Select State & City

Enter Mobile Nos. & Update Email ID

**IMPORTANT NOTE FOR RETIREE:**

As per the details submitted by you, the insurer will contact you for conducting the medical test. Details once submitted cannot be modified.

Please note that the insurance premium amount will be deducted only once the medical test is completed and the same is aggregable to the insurer as per the guidelines issued by the Bank on Group Insurance Scheme.

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