

“Centralized Online application for Retired Employee Identity card from their Last place of Posting (CPF optees) / Pension drawing Branch.”

(Contents should be following)

Security Department, Head Office issues the Identity card to the Retired Employees of the bank. The procedure for submission of application for issuance of Identity card has been dispensed, with immediate effect for a Centralized Online Uniform ID Card Generation system for employees and Retired Employees of the bank Card:-

Retired Employee Identity Card System:

- A. The Retired employee's personal information (format is given below) needs to be uploaded with a recent colour passport photograph and signature (in black ink) into the portal from their Last place of Posting (CPF optees) / Pension drawing Branch.
- B. The submitted data in respect of the Retired employees from various branches needs periodical verification by Staff Pension Department, Head Office.
- C. On Approval, the printed cards would be dispatched to the concerned RO for onward distribution to the branches/ retired employee under acknowledgement.
- D. Data for Non-Pension optee Retired Employees needs to be uploaded from the last branch / office on the day of retirement. The Identity Cards would be dispatched to the concerned regional office for onward distribution to branch/office.
- E. The receipt of each individual Identity card should be under acknowledgement.

APPLICATION FORMAT FOR RETIRED EMPLOYEES'

State	
Region	
Branch	
Attached with	
Employee ID	“DO NOT FILL UP”
Name	
Permanent Residential Address	
Held Last Designation	
Phone	
DOB	
Blood Group	
PPO NO.	
Photo	
Signature	“SIGN IN BLACK INK”