

ANNEXURE-I

9. REIMBURSEMENT OF EITHER MEDICAL EXPENSES OR EXPENSES INCURRED TOWARDS PAYMENT OF PREMIUM TOWARDS MEDICLAIM POLICY INCURRED BY RETIRED EMPLOYEES:

- i) All the retired employees who have retired from the services of the Bank on or before **31.03.2021** on superannuation/VRS/SVRS 2001 shall be eligible for the benefit under the scheme.
- ii) The following persons are not eligible under the Scheme:
 - a. Employees who have been discharged / dismissed/ removed from the service / compulsorily retired/ terminated on the grounds of misconduct.
 - b. Employees who have resigned from the services of the Bank.
- iii) The eligible employees will be reimbursed either towards medical expenses incurred by them for the year 2021-22 on declaration basis or towards the purchase / renewal of any Medclaim Policy of their choice including IBA Medical Insurance policy.
- iv) **The reimbursement under this head is subject to maximum of Rs.3000/-.**
- v) The expenses for which reimbursement is claimed under this head should have been incurred during the year 2021-22.
- vi) **The reimbursement of such medical expenses under this head shall be made on declaration basis as per Annexure-4 and in case reimbursement is claimed for expenses incurred towards premium of Medclaim policy/ IBA Medical Insurance issued by M/s National Insurance Company Limited, a declaration to this effect may be submitted.**
- vii) The eligible ex-employees who are drawing pension from our Bank have to submit their declaration along with claim to the concerned Circle Office to which their Pension Paying Branch is assigned, duly informing the details such as Pension Account Number to which the amount is to be credited. The claim should be preferred on or before **25.03.2022**. The Circle Office shall process the claim and disburse the same to the ex-employee by way of credit to their Pension Account specified by debiting General Charges - Staff Welfare Schemes Expenses before **31.03.2022**.
- viii) Those eligible ex-employees who are not pensioners shall claim the reimbursement amount through HRM Section of Circle Office from which they had retired. Such claims shall be processed and if found in order, reimbursement shall be made to the account specified by such ex-employee by debiting General Charges- **Staff Welfare Measures Heads of the respective cadre** before **31.03.2022**. The said claim is also to be preferred on or before **25.03.2022**.

9A REIMBURSEMENT OF MEDICAL EXPENSES ON DECLARATION BASIS TO SPOUSES OF DECEASED EMPLOYEES WHO ARE DRAWING FAMILY PENSION:

- i) The spouse of such employees / retired employee who had died on or before **31.03.2021** and drawing family pension from our Bank are eligible under this scheme.
- ii) The reimbursement under this head is subject to maximum of **Rs.1,000/-**.
- iii) **The reimbursement of such medical expenses under this head shall be made on declaration basis as per Annexure 4A and in case reimbursement is claimed for expenses incurred towards premium of Medclaim policy /IBA Medical Insurance issued by M/s National Insurance Company Ltd., a declaration to this effect may be submitted.**

- iv) The expenses for which reimbursement is claimed under this head should have been incurred for the year 2021-22.
- v) The eligible spouses of deceased employees have to submit their declaration/ claim to the concerned Circle Office to which their Pension Paying Branch is assigned, duly informing the details such as Pension Account Number to which the amount is to be credited. The claim should be preferred on or before **25.03.2022**. The Circle Office shall process the claim and disburse the same to the spouse of ex-employee who is drawing family pension by way of credit to their Pension Account specified by debit General Charges - Staff Welfare Schemes Expenses before **31.03.2022**.
- vi) The above scheme is not available to such of those spouses who are drawing family pension being a widow or widower of a deceased employee/ deceased retired employee of our Bank but are claiming benefit under any of the scheme mentioned in Sl.No.3 of this memo.

ANNEXURE - 4

CANARA BANK
HEAD OFFICE: BENGALURU

APPLICATION FORM FOR CLAIMING MEDICAL EXPENSES BY RETIRED EMPLOYEES.

FROM: (Present Address)

TO:

Name & Staff No.....

The Senior Manager/Manager
Canara Bank
HRM Section

Desgn.....

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Mobile No.: -----

Sir,

I have incurred a sum of Rs..... (Rupees.....only) towards cost of medical checkup, medicines/ Premium towards Mediclaim Policy/ IBA Medical Insurance Policy on or after 01.04.2021.

. I confirm that I am drawing pension from Branch which falls under your Circle Office.

Date of joining the Bank ::

Mode of exit ::

Date of Cessation ::

Date of birth & age as on 01.04.2021 ::

Name of the Branch/Office where last worked ::

I request you to sanction me a sum of Rs.3000/- and credit the same to the below mentioned account in terms of Memo No.67/2021 dated 09.11.2021.

ACCOUNT : SB/OD No.
IFSC Code :
BRANCH :
DP CODE NO. :

I am Pensioner/Non-pensioner (Tick whichever is applicable).

(If Pensioner, also inform the Pension Account Number and the name of the Branch through which the pension is drawn).

Yours faithfully,

DATE :

SIGNATURE

ANNEXURE -4 A

CANARA BANK
HEAD OFFICE:BENGALURU

APPLICATION FORM FOR CLAIMING MEDICAL EXPENSES BY ELIGIBLE SPOUSES OF DECEASED
EMPLOYEES.

FROM: (Present Address)

TO:

Name.....

The Senior Manager/Manager
Canara Bank

Address.....

HRM Section/ Pension Paying Branch

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.....

Mobile No. : -----

Sir,

I have incurred a sum of Rs..... (Rupees.....only) towards
cost of medical checkup, medicines/ purchase of Medclaim Policy/ IBA Medclaim Insurance on or
after 01.04.2021.

Name of the Employee with staff No ::

PPO No. and Date ::

Date of death of spouse ::

Name of the Branch/Office where Family Pension ::
being paid

I request you to sanction me a sum of Rs.1000/- and credit the same to the below mentioned
account in terms of Memo No.67/2021 dated 09.11.2021

PENSION ACCOUNT NO. : SB/OD No.

IFSC Code:

BRANCH :

DP CODE NO:

Yours faithfully,

DATE :

SIGNATURE