



## UCOBANK RETIREES' ASSOCIATION KARNATAKA (Regd)

(Regd as S.No: 699/97-98 Dated 20/01/1998 with the Registrar of Societies, Karnataka)

Regd Office: C/o UCO Bank, 3rd Floor, 13/22,  
Kempegowda Road, Bangalore-560009  
Website: urakar.com



**UBRA-KAR/CIR/020/2020 - 23**

**Date: 11.02.2021.**

### **To all members of our unit.**

Dear Comrades,

### **SUB: Verification of Salary arrears calculations in HRMS.**

Further to our circular no.017 dated.22.01.2021 on the above subject, we wish to inform members that vide communication no. HOPSD/EST/2020-21/259 dt.11.02.2021 Head Office has informed that they have credited the salary arrears to eligible retirees / ex-employees. The said communication is attached for the ready reference of members.

Such members are requested to check the arrears sheets made available in HRMS Portal of our bank. They are also advised to check the correctness of the Income Tax deducted. If any short deduction is made they have been directed to make payment on their own as per IT rules and within the stipulated time.

The step by step procedure to login to HRMS Portal is repeated for the benefit of members.

**B.Lakshminarayana**  
**Hon. Secretary.**

### **Step by step procedure to login to HRMS package through Internet.**

- Type "ucobankhrms" in Google and press enter button.
- Select Ucobank- HRMS URL by double clicking on it.
- Our Bank HRMS Login page will be displayed on the screen
- Key in your 5 digit PFM No in the PF field.
- Click on Forget password option provided in the bottom.

- System will display partially masked Mob no. of the employee and an OTP is triggered.
- Key in OTP.
- System will prompt for Password and confirm password.
- Once validation is successful a message "Password changed successfully and login with Password. "Will appear.
- Login in with password and complete the captcha.
- On successful login, the dash Board Page will be displayed.
- On the left panel click on self service
- Click on 11Bp -arrear
- On the right hand side select 11<sup>th</sup> BPS and appropriate to month and year from the drop down.
- View and Down Load the arrear salary slip.
- Down load the required arrear sheet.
- Likely the members have to confirm the correctness of the data etc. or to provide the discrepancy if any.

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All Correspondence to:



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