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प्रधान कार्यालय Head Office
Personnel Services Department
3-4, डीडी ब्लॉक DD Block, सेक्टर Sector-I, साल्ट लेक Salt Lake
कोलकाता Kolkata-700 064

No. CHO/PMG/12 /2017-18

Date : 25.07.2017

ALL BRANCHES / OFFICES IN INDIAN UNION.

Sub: Bank's Staff Welfare Schemes for the year 2017-18 – Improvement/Amendment thereof.

Attention is drawn to the various Circulars issued time to time from the Department on the captioned subject. The improvement/amendment made in Staff Welfare Schemes is enumerated below.

A. Ongoing schemes for the year 2017-18 for In-service Employees :-

SL NO.	Existing Schemes	Changes in the Scheme
1(a)	UCO Diamond Jubilee Scholarship Scheme	No Changes (Necessary circular issued separately)
1(b)	UCO Diamond Jubilee Prize Scheme	No Changes (Necessary circular issued separately)
2	Payment of Funeral Expenses for staff dying in harness. (Paid to their family members) – Rs.20,000/- is payable from GL head xxxx1074100040).	No Changes
3	Further reimbursement to staff max. of Rs.25,000/- for self and max. of Rs.10,000/- for spouse from Staff Welfare Fund against Hospitalization bill -for transplantation of organ & implanted items upto Rs.3.00 lacs. (Refer Circular (A) CHO/PMG/17/2006-17 dated 11.11.2006 and (B) CHO/PMG /05/2011-12 dated 30.04.2011. The requests are entertained on first come first serve basis since fund is limited.	No Changes
4(a)	Health Check-up Scheme (every year for the age group of 40 years and above) – Rs.2500/- for self and Rs.1500/- for spouse. (Refer to circular No. CHO/PMG/29/2012-13 dt.20.11.2012. GL Head - xxxx1074100043).	The scheme has been improved/modified as under: 1) Employees and his/her spouse can carry out annual health check-up as done hitherto and seek reimbursement. 2) Alternatively, the employees can accumulate such health



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		<p>check-up expenses/bills carried out by them over a period during the financial year, and produce to the bank <u>at one go</u>, claiming reimbursement thereof subject to the maximum reimbursable limit of Rs.2500/ and Rs.1500/- for the employee and his/her spouse respectively (in view of the instances/health compulsions necessitating them to have routine monthly health check-ups).</p> <p>3) In such cases, respective sanctioning authority should scrupulously ensure allowing reimbursements only once during a financial year.</p> <p>All other terms remain the same as advised earlier in this regard.</p>
4(b)	<p>Reimbursement of cost of eye check-up & cost of spectacles to employees in the age group of 40 years and above. (GL Head - xxxx1074100045).</p>	<p>The scheme has been improved/modified as under:</p> <ol style="list-style-type: none"> 1) The reimbursement limit shall stand increased from Rs.1000/- to Rs.3000/-. 2) Instead of the existing system of 'once in the career', it will be available for every 5 years after the employee crosses 40 years of age. 3) Rs.3000/- (The maximum ceiling of reimbursement) shall be made available to either the employee or his/her spouse once in five years, or for both of them clubbed together subject to a maximum of Rs.3000/- per five years. 4) The employee who had availed the facility earlier, can avail further after completion of five years from the date of earlier reimbursement.
4(c)	<p>Financial relief to physically challenged and mentally retarded children of employees. (Refer to circular No.CHO/PMG/43/2011-12 dated 26.12.2011. GL Head - xxxx1074100044).</p>	<p>No Changes</p>



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5	Canteen Subsidy to all @ Rs.225/- per employee per month. The amount is payable by respective Zonal Offices. (Refer to latest circular No. CHO/PMG/30/2016-17 dated 01.12.2016. GL Head - xxx1074100057).	No Changes. Accordingly, an amount of Rs.225/-per employee per month is payable by respective Zonal Office with effect from 01/04/2017. The scheme is valid only till end of the financial year 2017-18. The scheme will be reviewed for continuation thereof.
6	SWS-Holiday home - Shridi, Thirupati & Puri. Rs.100/- per day/per room is being recovered from Staff and Retirees. Holiday homes are subject to renewal on due dates. Hence, latest circulars may be referred.	No Changes

B. Ongoing schemes for the year 2017-18 for Retirees :-

SL NO.	Existing Schemes	Changes in the Scheme
7	Group Mediclaim Insurance for retired employees – Insurance Premium.	No changes
8	SWS-Funeral Expenses in respect of Retiree - (Paid to their family members). Rs.5000/- is payable from GL head xxx1074100053. (Refer to circular No. CHO/PMG/43/2011-12 dt. 26.12.2011).	No changes

No other schemes except those described above are in vogue in Bank's Staff Welfare Schemes at present.

It is reiterated that due procedure should be followed for release of amount from different schemes with the approval of competent authorities as per extant guidelines. Any violation shall invite suitable action against the errant staff member concerned.

Copy of this Circular should be brought to the notice of all staff members of branches/Offices and also be prominently displayed on the Notice Board for information of all concerned.

(Ujjwal Kumar)
GENERAL MANAGER
HRM, PSD, OL & Training


