

<u>मानव संसाधन प्रबंधन विभाग</u>

<u>Human Resources Management Department</u>

प्रधान कार्यालय: लोकमंगल, 1501, शिवाजीनगर, पुणे5-**Head Office:** LOKMANGAL,1501, SHIVAJINAGAR, PUNE-5 टेलीफोन/**TELE**-020 : **25614270-74**

ई/मेल-e-mail : bomcoper@mahabank.co.in

Azadi _{Ka} Amrit Mahotsav

AX1/HRM/BM/Retirees/Cir_62/2022-23

Date: 5th July, 2022

ALL THE BRANCHES / OFFICES OF THE BANK

Madam / Dear Sir,

Reg :- Appointment of Nodal Officer for Bank's retired staff

In the present banking scenario, excellence in customer service is the most important tool for sustained growth. We are also duty bound to serve our own people who retire from our mother institution. We should never forget the contributions made by our Ex-employees, as it is due to their contributions to the institution we stand where we are today.

Bank is having around fifteen thousand pensioners & family pensioners, who are drawing pension from our various branches across the country. In addition to the pension, they are availing the facility of insurance, loans etc. Presently, we have been receiving grievances from retired employees in relation to their terminal benefit claims, family pension, arrears related, TDS / Form-16 related issues etc. As per present practice, the retired officers are interacting through nearby branches or Zonal Offices and respective departments at Head Office through e-mails & telephone calls on various issues.

In order to resolve the grievances & respond to the queries of retired employees, it has been decided to appoint nodal officers at Head Office level. The contact details of nodal officer for retirees at Head office level is as under –

1. Shri. Dhananjay Biswas

Asst. General Manager, HRM, Head Office, Pune

Contact - 020-25614221

Email: agmhrm@mahabank.co.in

For any other assistance in relation to grievances, retirees may also contact below mentioned officer,

1. Shri. Ajitkumar Dhok

Manager, HRM

Contact - 020-25614299

Email: bomcopension@mahabank.co.in

The contents of the circular shall be brought to the notice of all retired employees. A copy of this communication may be displayed on the notice board of branches / offices.

Yours faithfully,

(K. Rajesh Kumar) General Manager HRM