

मानव संसाधन प्रबंधन विभाग Human Resources Management Department

प्रधान कार्यालय: लोकमेंगल, 1501, शिवाजीनगर, पुणे5– **Head Office:** LOKMANGAL,1501,SHIVAJINAGAR,PUNE-5 टेलीफोन/**TELE-020** : 25614299

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Date: 21/06/2023

AX1/HRM/STF/PENSION/Cir 40/2023-24

ALL BRANCHES/OFFICES OF THE BANK

Dear Sir,

Reg:- Form 16 for Staff Pensioners for FY 2022-23

It is hereby informed that Form 16 of staff pensioners for FY 2022-23 has been uploaded in the HRMS software.

HRMS → Employee Self Service → Employee Dash Board → Income tax → Form 16

 \rightarrow Switch User \rightarrow Enter PF No of Staff Pensioner \rightarrow Select FY 2022-23

All the branches / offices are advised to bring the contents of this circular to the notice of all retired employees by displaying a copy in the Branch Premises.

In case of any queries, please contact through e-mail – <u>bomcopension@mahabank.co.in</u> <u>tdsupd@mahabank.co.in</u> and Phone number – 020 -25614299.

For Technical issue, please contact through e mail- ashish.jaiswal@mahabank.co.in

Yours Faithfully,

(D Biswas) Asst Gen. Manager HRM