

	बैंक ऑफ़ इंडिया प्रधान कार्यालय	मानव संसाधन विभाग औद्योगिक संबंध प्रभाग
शाखा परिपत्र सं.: 117 / 275	विषय : मानव संसाधन/2023-24 /	
उप-विषय : सामान्य / स्टाफ मामले		
संदर्भ ए:आईआर:एचआर:एचओ :सएम:29	दिनांक :09.02.2024	

सभी शाखाओं एवं कार्यालयों के लिए परिपत्र

**बैंक ऑफ़ इंडिया स्टाफ हितकारी योजना  
(बीएसबीएस) - संशोधन**

शाखा परिपत्र क्र. 111/126 दि. 17.11.2017 में दिए गए दिशानिर्देशों के अनुरूप "बैंक ऑफ़ इंडिया स्टाफ हितकारी (Benevolent) योजना" परिचालन में है। वर्तमान दिशानिर्देशों के अनुसार, जब योजना से जुड़े किसी सदस्य की मृत्यु बैंक सेवा में रहते वक्त या बैंक से सेवानिवृत्ति के पश्चात, परंतु 70 वर्ष की आयु पूरी होने पहले हो जाती है तो सदस्य के शोक संतप्त परिवार को वित्तीय सहायता प्रदान की जाती है।

2. इस योजना को पिछली बार 2017 में संशोधित किया गया था और इसलिए इसे संशोधित करने की आवश्यकता महसूस की गई। हमें यह जानकारी देते हुए प्रसन्नता हो रही है कि फेडरेशन ऑफ बैंक ऑफ़ इंडिया स्टाफ यूनियन और फेडरेशन ऑफ बैंक ऑफ़ इंडिया ऑफिसर्स एसोसिएशन के प्रतिनिधियों के साथ विस्तृत चर्चा के बाद इस योजना में निम्नलिखित कुछ संशोधन किए गए हैं। उक्त संशोधन 01.03.2024 से प्रभावी होंगे।

- क. सदस्यता शुल्क मौजूदा रु. 100/- से बढ़ाकर रु. 500/- कर दिया गया है।
- ख. योजना के सदस्य से मृत्यु संबंधी अंशदान को मौजूदा रु.5/- से बढ़ाकर रु.15/- कर दिया गया है। यह अंशदान प्रत्येक वर्ष सदस्यों के फरवरी, मई, अगस्त और नवंबर माह के वेतन में से लिया जाएगा।
- ग. स्टाफ (बीएसबीएस सदस्य) के लिए यह राशि सेवानिवृत्ति तक उनके वेतन से और सेवानिवृत्ति के बाद 70 वर्ष की आयु तक पेंशन खाते से स्वतः डेबिट की जाएगी।
- घ. सेवानिवृत्त बीएसबीएस सदस्य जो पुरानी योजना को जारी रखने का विकल्प चुनते हैं, उन्हें सेवानिवृत्ति की तारीख से 70 वर्ष की आयु तक कोई अंशदान देने की आवश्यकता नहीं है।
- ङ. नई योजना में शामिल होने का विकल्प चुनने वाले सेवानिवृत्त बीएसबीएस सदस्यों को 01.03.2024 से नया अंशदान यानी रु. 15/- का भुगतान करना होगा और सेवानिवृत्ति की तारीख से 29.02.2024 तक प्रत्येक पूर्ण वर्ष के लिए रु. 500/- का भुगतान करना होगा। इस प्रयोजन के लिए, 6 महीने से अधिक की अवधि को एक वर्ष के रूप में गिना जाएगा।

बीएसबीएस सदस्य की मृत्यु होने पर उसके परिवार को वित्तीय सहायता की राशि मौजूदा रु. 1,75,000/- से बढ़ाकर रु. 5,00,000/- कर दी गई है। हालाँकि, सेवानिवृत्त बीएसबीएस सदस्यों के मामले में जो मौजूदा योजना को जारी रखना चाहते हैं, उन्हें रु. 1,75,000/- की वित्तीय सहायता का भुगतान किया जाएगा।

3. उपर्युक्त संशोधनों के अलावा, उन स्टाफ को एक बार विकल्प देने का भी निर्णय लिया गया है जो बीएसबीएस के सदस्य नहीं थे लेकिन अब इस योजना में शामिल होना चाहते हैं। तदनुसार, मौजूदा स्टाफ जो 29.02.2024 तक बैंक में सेवारत हैं, लेकिन योजना के सदस्य नहीं हैं, अब रु. 500/- के सदस्यता शुल्क का भुगतान करके सदस्य बन सकते हैं। ऐसे स्टाफ को उनके कार्यभार ग्रहण करने की तारीख से 29.02.2024 तक



सेवा के प्रत्येक पूर्ण वर्ष के लिए रु. 500/- का भुगतान करना होगा, जो अधिकतम सीमा राशि रु. 10,000/- के अधीन होगी। इस प्रयोजन के लिए, छह महीने से अधिक की अवधि को एक वर्ष के रूप में गिना जाएगा। जो कर्मचारी उपरोक्त योजना में शामिल होने के इच्छुक हैं, उन्हें अपना आवेदन एचआरएमएस में 29.02.2024 तक प्रस्तुत करना होगा।

4. संशोधनों को शामिल करते हुए बैंक ऑफ इंडिया कर्मचारी हितकारी योजना की विशेषताएं इस परिपत्र के साथ अनुलग्नक 'I' के रूप में संलग्न हैं।

5. मौजूदा स्टाफ, जो 29.02.2024 तक सेवा में हैं, लेकिन योजना के सदस्य नहीं हैं, इस परिपत्र के अनुबंध 'III' के अनुसार कटौती के लिए प्राधिकार पत्र सहित सदस्यता हेतु अपना आवेदन प्रस्तुत करेंगे। सेवानिवृत्त बीएसबीएस सदस्य, जो नई बीएसबीएस योजना में शामिल होने का विकल्प चुनते हैं, इस परिपत्र के अनुबंध 'III' के अनुसार कटौती के लिए प्राधिकार पत्र के लिए अपना आवेदन प्रस्तुत करेंगे। एचआरएमएस/बीओआई एल्युमिनी पोर्टल में आवेदन प्रस्तुत करने का प्रावधान उपलब्ध है। आवेदन की हस्ताक्षरित और स्कैन की गई प्रति संबंधित अंचलों के मानव संसाधन विभाग/कार्यालय/प्रधान कार्यालय (स्टाफ वेतन प्रभाग) को ईमेल द्वारा 29.02.2024 तक भेजी जाएगी। 29.02.2024 के बाद भेजे गए आवेदनों पर विचार नहीं किया जाएगा। मौजूदा स्टाफ के लिए, उपर्युक्त पैरा 3 के अनुसार देय सदस्यता शुल्क और एकमुश्त राशि, मार्च 2024 माह के लिए देय वेतन से वसूल की जाएगी। उपरोक्त पैरा 2 (ड) के अनुसार देय एकमुश्त राशि (बीएसबीएस उन सेवानिवृत्त सदस्यों के मामले में जो नई योजना में शामिल होने का विकल्प चुनते हैं) दिनांक 30.03.2024 को पेंशन खाते से वसूल की जाएगी (डेबिट की तारीख यानी 30.03.2024 को पर्याप्त शेष राशि की अनुपलब्धता के मामले में, उक्त सेवानिवृत्त बीएसबीएस सदस्य द्वारा प्रयोग किया जाने वाला विकल्प अमान्य हो जाएगा)

6. योजना में प्रावधान है कि सभी नए स्टाफ कार्यभार ग्रहण करने की तारीख से 90 दिनों के भीतर योजना के सदस्य बनने के पात्र हैं। 01.03.2024 को या उसके बाद बैंक की सेवा में शामिल होने वाले कर्मचारी, इस परिपत्र के अनुबंध 'IV' के अनुसार कटौती के लिए प्राधिकार पत्र सहित सदस्यता के लिए अपना आवेदन प्रस्तुत करेंगे। ऐसे आवेदन शाखाओं/कार्यालयों द्वारा अपने संबंधित आंचलिक कार्यालयों को अग्रेषित किए जाएंगे, ताकि आवेदन अगले महीने की 15 तारीख तक उनके पास पहुंच सकें। एचआरएमएस पोर्टल में आवेदन जमा करने का प्रावधान यथासमय उपलब्ध कराया जाएगा। आंचलिक कार्यालय मौजूदा निर्देशों के अनुसार मामलों का निपटान करेंगे। सदस्यता शुल्क स्टाफ द्वारा सदस्यता के लिए अपना आवेदन प्रस्तुत करने वाले माह से अगले माह के देय वेतन में से वसूल किया जाएगा।

7. सभी स्टाफ सदस्यों को इस योजना में शामिल होने और इस उदात्त काम के लिए पूरे उत्साह से सहयोग करने हेतु प्रोत्साहित किया जाता है।

8. कृपया इस परिपत्र की विषयवस्तु को अपने अधिकार क्षेत्र के अंतर्गत शाखाओं/कार्यालयों में कार्यरत सभी स्टाफ सदस्यों के ध्यान में लाएँ।

  
(शम्पा विश्वास)

महाप्रबंधक - मा.स.वि

अनुलग्नक. यथोक्त



	<b>Bank of India Head Office</b>	<b>Human Resources Department, Industrial Relations Division.</b>
Branch Circular No. : 117/275	Sub : <b>Human Resources / 2023-2024/</b>	
Sub-subject : General / Staff Matters		
Ref : HO:HR:IR:MM:29	Date: <b>09.02.2024</b>	

**CIRCULAR TO ALL OFFICES / BRANCHES**

**Bank of India Staff Benevolent Scheme  
(BSBS) - Modifications**

The 'Bank of India Staff Benevolent Scheme' is in operation as per the guidelines contained in Branch Circular No. 111/126 dated 17.11.2017. As per the existing guidelines, financial assistance is given to the bereaved family of the deceased member of the Scheme where death of the member takes place while in service or after retiring from Bank's service on attaining superannuation but before reaching 70 years of age.

2. The Scheme was last revised in 2017 and hence need was felt for modifying the same. We are pleased to advise that certain modifications as mentioned herein below have been made in the Scheme after detailed discussions with the representatives of the Federation of Bank of India Staff Unions and the Federation of Bank of India Officers Associations. The said modifications will come into effect from **01.03.2024**.

- a) Membership fee has been raised from the existing Rs.100/- to **Rs.500/-**.
- b) The contribution has been raised from existing Rs.5/- to **Rs.15/-** in the event of death of a member of the Scheme. Such contribution will be collected from the salary of the members of the Scheme in the months of February, May, August and November each year.
- c) For Employees (BSBS member) by default this amount will be debited from their salary up to superannuation and after superannuation up to the age of 70 years from pension A/c.
- d) For Superannuated BSBS members who opt to continue with old scheme are not required to pay any contribution from the date of superannuation up to 70 years age.
- e) For Superannuated BSBS members who opt to join new scheme are required to pay new contribution i.e. Rs.15/- from 01.03.2024 and also have to pay Rs.500/- for each completed year from date of superannuation up to 29.02.2024. For this purpose, fraction of a year exceeding 6 months will be taken as one year.

The amount of financial assistance to the family of the deceased BSBS member has been raised from existing Rs. 1,75,000/- to **Rs.5,00,000/-**. However, in case of superannuated BSBS members who prefer to continue with existing scheme will be paid financial assistance of Rs. 1,75,000/-.



3. Apart from the aforesaid modifications, it has also been decided to offer a one-time option to the employees who were not members of the BSBS but now wish to join the Scheme. Accordingly, the existing employees who are in Bank's service as on 29.02.2024, but are not members of the Scheme, can now become member by paying Membership fee of Rs.500/-. Such employees will also pay Rs.500/- for each completed year of service from their date of joining till 29.02.2024 subject to maximum ceiling amount of Rs.10,000/-. For this purpose, fraction of a year exceeding six months will be considered as one year. The employees who are desirous of joining the Scheme as above will have to submit their application in HRMS latest by 29.02.2024.

4. The features of the Bank of India Staff Benevolent Scheme incorporating the modifications, is attached as **Annexure 'I'** to this Circular.

5. The existing employees, who are in service as on 29.02.2024 but are not members of the Scheme, will submit their application for membership cum authority letter for deduction, as per **Annexure 'II'** of this Circular. The Superannuated BSBS members, who opt to join the new BSBS Scheme, will submit their application for authority letter for deduction, as per **Annexure 'III'** of this Circular. **Provision for submitting the applications in HRMS/ BOI Alumni Portal is available.** Signed and scanned copy of the application shall be sent by email to respective HR Dept. of Zones/ Office / Head Office (Staff Salary Divn.) latest by 29.02.2024. **Applications sent after 29.02.2024, will not be entertained.** For existing employees, the membership fees and lump sum amount payable as per para 3 above, will be recovered from the salary payable for the month March 2024. The lump sum amount payable as per para 2 (e) above (in case of superannuated BSBS members who opt to join new scheme), will be recovered from the Pension Account on **30.03.2024** (In case of non-availability of sufficient balance on the date of debit, i.e. **30.03.2024**, the option exercised by the said superannuated BSBS member will become invalid).

6. The Scheme provides that all new employees are eligible to become members of the Scheme **within 90 days of their date of joining**. The employees joining the Bank's service on or after 01.03.2024, will submit their application for membership cum authority letter for deduction, as per **Annexure 'IV'** of this Circular. Such applications will be forwarded by the Branches / Offices to their respective Zonal offices, so as to reach them by 15<sup>th</sup> of next month of application. Provision for submitting the applications in HRMS Portal will be made available in due course. The Zonal offices will deal with the matter as per the existing instructions. Membership fee will be recovered from the salary payable for the next month in which the employee has submitted his/her application for membership.

7. All the staff members may be encouraged to join the Scheme and co-operate whole-heartedly for this noble cause.

8. Please bring contents of this Circular to the notice of all staff members working in the Branches / Offices under your jurisdiction.

  
(Shampa Biswas)  
General Manager-HR

Encl. as above



Bank of India Staff Benevolent Scheme (BSBS)

A. OBJECT:

To render financial assistance to the bereaved family of the member of the Scheme who dies either while in service or on being superannuated (until he/she attains 70 years of age) by collecting prescribed amount of contribution from the serving/ ex-employees (Retired on superannuation) who are members of the Scheme.

Losing a loved one or a bread earner can be a very challenging time for a bereaved family. The family of the deceased member deserves assistance and support from their colleagues both emotionally and financially. Providing them prompt financial support can tide over sudden financial crisis. The objective of the scheme is to help the dependents/ survivors of a bereaved employee/ ex-employee to sail through difficult time and ensure that they feel assisted and supported by the organization/ the colleagues.

B. ELIGIBILITY

All those persons who join the services of the Bank will be eligible to become a member of the Scheme within 90 days from the date of their joining. All persons joining the services of the bank on or after **01.03.2024** will be given an option to become a member of the said scheme **within 90 days from the date of joining** by obtaining a suitable mandate from them at the time of their joining. The membership of the Scheme will not be available to temporary / casual or contract employees or employees recruited abroad to man foreign branches / offices of the Bank. However, India based Officers/ Employees, posted abroad, will be eligible to become member of the Scheme. Further, a one-time option to all existing employees, who are not members of the scheme, will be given to them to become members of the scheme through HRMS latest by 29.02.2024. The staff members who did not join the Scheme and now wish to join the Scheme, will be required to pay @ **Rs.500/-** for each completed year of service subject to a maximum amount of Rs.10,000/-. For this purpose, fraction of a year exceeding 6 months will be taken as one year. For example, if a staff member has joined the services of the Bank on 01.02.1995 (end date for reckoning the number of completed years of service will be 29.02.2024), he/ she will have to pay a lump sum amount of maximum Rs.10,000/-(Rs.500 x 29 = Rs.14,500/-). Likewise, another staff member who has joined the services of the Bank on 17.06.2010 (assumed end date for calculation is **29.02.2024**) will have to pay Rs.7000/-(Rs.500 x 14). Those staff members who are desirous of joining the Scheme will have to exercise their option on or before **29.02.2024**. The relevant date for reckoning the payable/ deductible amount for the purpose will be taken as **29.02.2024**

Appropriate amount due from the concerned employee will be recovered from the salary of the month in which the employee has exercised his/her option.



C. **MEMBERSHIP FEE**

Employees, who opt to join the Scheme now, shall have to pay a non-refundable membership fee of **Rs.500/-** giving their consent in HRMS for their enrollment in the scheme. Those persons who will join the services of the bank on or after 01-03-2024 will be given an option to become a member of the said scheme by obtaining a suitable mandate from them at the time of their joining and they will have to **contribute a membership fee of Rs.500/-**.

The serving employees, who are already members of the BSBS are not required to pay any membership fee or re-submit any application or mandate for the purpose. Ex-employee, who is a member of the scheme, is also not required to pay any membership fee. He/ she can opt to switch over to New Scheme and will have to exercise an option therefor and submit an irrevocable mandate **on or before 29.02.2024 on BOI Alumni Portal**.

D. **MEMBER'S CONTRIBUTION**

A serving BSBS member of the Scheme will be required to contribute @ **Rs.15/-** in the event of death of a member of the BSBS. Such contribution of Rs.15/- per deceased member will be collected at source from salary in the months of February, May, August and November each year.

A BSBS member of the scheme who has superannuated or will superannuate from Bank's Service, on attaining the age of 60 years, **will be** required to contribute @ **Rs.15/-** in the event of death of a member of the BSBS onwards or after his/her superannuation, as the case may be, till he/ she attains age of 70 years **w.e.f. 01.03.2024**. Such contribution from a member will be debited quarterly in the in the months of February, May, August and November each year from his/ her account in which pension is credited.

E. **CEASING OF MEMBERSHIP**

The BSBS members will not be allowed to discontinue their membership or opt out of the scheme.

A serving BSBS member shall cease to be a member of the Scheme whenever he /she ceases to be in the service of the Bank for any reason whatsoever, except on retirement by way of superannuation.

A superannuated BSBS member shall cease to be a member of the Scheme on attaining the age of 70 years. After cessation of membership, no amount contributed to the Fund or the scheme, in any form, shall be refundable.

It is further clarified that –

- (i) A serving BSBS member of the Scheme who is no longer in Bank's service on account of **voluntary retirement** / compulsory retirement / dismissal / removal/ resignation or the likes will forthwith cease to be a member of the Scheme and will not be eligible for the benefits under the Scheme from such date of his / her ceasing to be in the Bank's service.



- (ii) A BSBS member of the Scheme who has already superannuated or will superannuate on account of attaining the age of superannuation will be eligible continue to be a member of the Scheme until he /she attains 70 years of age.

F. A BSBS member who has **superannuated** from Bank's service, but has not attained the age of 70 years, he/ she will have to exercise an option from out of the TWO which are specified hereunder::

- a.) such BSBS members will have an option to continue with the existing/ old scheme without paying any contribution to the Fund for meeting the liability in case of a death of a member. However, in case of such member, on his / her death before attaining 70 years of age, a sum of Rs.1,75,000/- will be paid to the beneficiary as listed below in point (I). In such cases, no fresh option or mandate is required to be given to deduct any amount.

Or

- b.) such BSBS members will have to exercise an option to switch over to New Scheme of BSBS by contributing Rs.15/- per death from **01.03.2024** onwards till the date of his /her attaining the age of 70 years, where on the death of the member an amount of **Rs.5,00,000/-** will be reimbursed to beneficiary as given below in point (I). Further superannuated member of BSBS will have to contribute Rs.500/- for each completed year of service from the date of his / her superannuation till **29.02.2024**. For this purpose, fraction of a year exceeding 6 months will be taken as one year.

**Clarification-** Those members of the scheme, who will superannuate from bank's service on or after 01- 03- 2024, will be covered under the New Scheme (BSBS). All terms and conditions of the New Scheme shall apply to them. They will have no lien on old scheme.

G. In the event of death of a member of the BSBS who has retired after attaining the age of superannuation, his /her family members will be eligible for financial assistance under the Scheme (if his/ her death occurs before completion of 70 years of age). The superannuated member who remains in existing BSBS scheme his / her family members will be eligible for financial assistance of Rs.1,75,000/- and who joins the **New BSBS scheme** his /her family members will be eligible for financial assistance of Rs.5,00,000/-.

H. An employee who did not join the scheme since his/ her joining the services of the bank or on introduction of scheme i.e. 01.01.1994, as the case may be, but now intends to join this **New BSBS** will have to pay @ **Rs.500/-** for each completed year of services i.e. from his/ her date of joining till 29.02.2024, subject to a maximum amount of Rs.10,000/- in addition to the membership fee of Rs.500/- (i.e. Total amount of Rs.10,500/-). For this purpose, fraction of a year exceeding 6 months will be taken as one year.

A serving employee who is member of BSBS, he or she on superannuation from Bank's service will now be required to continue his / her contribution of Rs.15/- at source from pension or by way of giving an irrevocable undertaking authorizing the bank to debit his/ her account, in the event of death of any member of the BSBS, until he/ she ceases to be a member of the scheme on attaining the age of 70 years or on his/ her death.



I. **FINANCIAL ASSISTANCE TO THE FAMILY**

The dependent/s (family member) of the member of the existing scheme or New BSBS Scheme will receive financial assistance for an amount of Rs.1.75 lakh and Rs.5.00 lakh as the case may be, in the event of death of the BSBS member while in service or before completion of 70 years of age consequent upon his / her superannuation.

The revised amount of financial assistance i.e. Rs.5.00 lakh shall be extended to the dependent/s (family member) of the deceased staff member, where the death of the member of the Scheme occurs on or after **01.03.2024**.

Financial assistance, under the scheme, will be paid to a person/ dependent/ a member of the family in order of preference as specified below:-

In case of married staff:

- (a) Member's Provident Fund / DCPS nominee when he / she dies in harness  
or
- (b) Member's Gratuity nominee when he / she dies in harness
- (c) Widow or Widower
- (d) Major eldest son
- (e) Major eldest unmarried daughter
- (f) Father or Mother

In case of unmarried staff

- (a) Member's Provident Fund / DCPS nominee when he /she dies in harness  
or
- (b) Member's Gratuity nominee when he /she dies in harness
- (c) Father or Mother
- (d) Major elder brother
- (e) Major unmarried sister

In case of a member who has superannuated

- (a) Member's spouse
- (b) Major eldest son
- (c) Major eldest daughter
- (d) Legal heir

J. The date of birth of the member of the Scheme, as recorded with Bank, shall be treated as authentic and final.

K. **ADMINISTRATION OF THE SCHEME**

- (a) The BOI Staff Benevolent Scheme will be run, administered and monitored by a committee (called as Managing Committee) consisting of one representative of the bank, one representative of the Federation of Bank of India Officers' Association and one representative of the Federation of Bank of India Staff Unions. The Chief General Manager (HR)/ General Manager (HR) shall be ex-officio chairman of the managing committee. The secretarial



assistance to the managing committee shall be provided by HO Salary Section. The record of the Scheme will be maintained in HRMS System and the financial assistance to the eligible claimant / dependent/s (family member) will be made from the account maintained for the purpose.

- (b) In the event of death of a BSBS member, the eligible claimant / dependent/s (family member) of the deceased member will submit the request for payment of financial assistance under the Scheme to Head Office, Salary Section, through their respective Zonal Office or directly to HO, Salary Section by a claimant of ex-employees (Retired on superannuation), along with a duly verified copy of death certificate of the deceased member. The said claimant / dependent/s (family member) must submit his / her proof of identity and Bank Account details for crediting the amount of financial assistance to his/her account.
- (c) Payment of financial assistance will be made to the claimant / dependent/s (family member) of the deceased member of the Scheme by means of electronic transfer of funds to the account of the eligible claimant in order of preference as mentioned/ specified above.
- (d) Presently Salary of employee is being processed individually by Zone/Office and hence deduction of BSBS amount is also processed at Zonal /Office level. Pension / family pension is processed centrally by Head Office, TBD. Hence the deduction for the retirees who opt for New BSBS scheme will be processed centrally by Head Office, TBD.
- L. The modified Scheme will come into force with effect from **01.03.2024**. The modified Scheme shall be read along with original scheme to remove ambiguity or doubts, if any, in implementation of the modified Scheme.
- M. The Scheme will be subject to review if any modifications are warranted for.
- N. The CGM/ GM (HR) shall issue necessary clarification, explanation or Administrative guidelines for implementation of the Scheme

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**ANNEXURE-II**

Application for membership of  
Bank of India Staff Benevolent Scheme  
and letter of authority for deduction

(To be submitted by the existing employees who are in service as on 29.02.2024 but are not members of the Scheme. Signed and scanned copy of the application shall be sent by email to respective HR Dept. of Zones/ Office / Head Office (Staff Salary Divn.) latest by 29.02.2024)

\_\_\_\_\_  
To  
The Assistant General Manager /  
Chief Manager / Manager  
The Officer-in-charge  
Bank of India  
\_\_\_\_\_  
Branch / Department  
\_\_\_\_\_  
Zone

**Bank of India Staff Benevolent Scheme  
(Br.Cir. No. 117/275 dated 09.02.2024)**  
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I have joined the Bank's service on \_\_\_\_\_. Presently I am not a member of the 'Bank of India Staff Benevolent Scheme'. I wish to become a member of the said Scheme as per the option allowed vide Branch Circular No. 117/275 dated 09.02.2024. I have read the rules of the Scheme contained in the said Circular. I am aware that after becoming a member, I cannot discontinue my membership of the Scheme.

2. I hereby give you irrevocable authority to debit my staff salary account No. \_\_\_\_\_ with \_\_\_\_\_ Branch towards recovery of the following amounts.

- a. Membership fee Rs.500/-.
- b. Lump sum contribution payable.

Period of service from the date of joining i.e. from \_\_\_\_\_ till 29.02.2024:  
\_\_\_\_\_ years \_\_\_\_\_ months.

Fraction of a period exceeding 6 months to be considered as one year.

Contribution @ Rs.500/- for each completed year = Rs.500 \* \_\_\_ years =  
Rs. \_\_\_\_\_/- (Max. Rs. 10,000/-)

- c. Contribution in the event of death of any member in future @ Rs.15/- per deceased member.

3. In the event of my death, the amount of financial assistance may be paid to a person in the order of their appearance as contained in the Scheme circulated vide the aforesaid Branch Circular No. 117/275 dated 09.02.2024.

Yours faithfully,

Date : ( )

Full name and designation \_\_\_\_\_

P.F. No. \_\_\_\_\_

Present posting \_\_\_\_\_



Application for joining the new  
Bank of India Staff Benevolent Scheme/  
Continuing with existing BSBS Scheme  
(For superannuated BSBS members  
and letter of authority for deduction)

(To be submitted by the superannuated BSBS members and who want to either continue with the existing scheme/ opt for new BSBS scheme. Provision for submitting the application is BOI Alumni Portal is available. Signed and scanned copy of the application shall be sent by email to respective HR Dept. of Zones/ Office / Head Office (Staff Salary Divn.) latest by 29.02.2024)

To  
The Assistant General Manager /  
Chief Manager / Manager  
The Officer-in-charge  
Bank of India  
\_\_\_\_\_ Branch / Department  
\_\_\_\_\_ Zone

**Bank of India Staff Benevolent Scheme  
(Br.Cir. No. 117/275 dated 09.02.2024)**

I have retired from Bank's service on \_\_\_\_\_ and is a member of the 'Bank of India Staff Benevolent Scheme'. I **do not** wish to join new Scheme and want to continue with the existing scheme as per the option allowed vide Branch Circular No. 117/275 dated 09.02.2024. I have read the rules of the Scheme contained in the said Circular. I am aware that in the event of my death an amount of **Rs.1,75,000/-** will be reimbursed to beneficiary as given below in point (I) of the Scheme.

**OR**

I have retired from Bank's service on \_\_\_\_\_ and is a member of the 'Bank of India Staff Benevolent Scheme'. I **wish** to join new Scheme as per the option allowed vide Branch Circular No. 117/275 dated 09.02.2024.

2. I hereby give you irrevocable authority to debit my Pension account No. \_\_\_\_\_ with \_\_\_\_\_ Branch towards recovery of the following amounts.

a. Lump sum contribution payable.

No. of years from the date of superannuation i.e. from \_\_\_\_\_ till 29.02.2024:  
\_\_\_\_\_ years \_\_\_\_\_ months.

Fraction of a period exceeding 6 months to be considered as one year.

Contribution @ Rs.500/- for each completed year = Rs.500 \* \_\_\_\_\_ years =  
Rs. \_\_\_\_\_/- .

b. Contribution in the event of death of any member in future (w.e.f. 01.03.2024) @  
Rs.15/- per deceased member.

3. I have read the rules of the Scheme contained in the said Circular. I am aware that in the event of my death an amount of **Rs.5,00,000/-** will be reimbursed to beneficiary as given below in point (I) of the Scheme.

Yours faithfully,

Date : \_\_\_\_\_  
Full name : \_\_\_\_\_  
P.F. No. : \_\_\_\_\_  
Pension Branch/Zone \_\_\_\_\_



**Application for membership of  
Bank of India Staff Benevolent Scheme  
and letter of authority for deduction**

***(To be submitted by the employees joining the Bank's service on or after  
01.03.2024)***

To  
The Assistant General Manager /  
Chief Manager / Manager  
The Officer-in-charge

Bank of India  
\_\_\_\_\_ Branch / Department  
\_\_\_\_\_ Zone

**Bank of India Staff Benevolent Scheme  
(Br.Cir. No. 117/275 dated 09.02.2024)**

I have joined the Bank's service on \_\_\_\_\_. I wish to become a member of the 'Bank of India Staff Benevolent Scheme'. I have read the rules of the Scheme circulated vide Branch Circular No. 117/275 dated 09.02.2024. I am aware that after becoming member, I cannot discontinue my membership of the Scheme.

2. I hereby give you irrevocable authority to debit my staff salary account No. \_\_\_\_\_ with \_\_\_\_\_ Branch towards recovery of the following amounts.

- a. Membership fee Rs.500/-.
- b. Contribution in the event of death of any member in future @ Rs.15/- per deceased member.

3. In the event of my death, the amount of financial assistance may be paid to a person in the order of their appearance as contained in the Scheme circulated vide the aforesaid Branch Circular No. 117/275 dated 09.02.2024.

Yours faithfully,

Date : \_\_\_\_\_ ( \_\_\_\_\_ )

Full name and designation \_\_\_\_\_

P.F. No. \_\_\_\_\_

Present posting \_\_\_\_\_

