

NORTHERN RAILWAY

L. No. 974-E/Wel/Misc/UMID/UMB/21
Date: 31.08.2021

Divisional Office,
Ambala Cantt.

Category "G" / Ambala Division

Sub: - 1)UMID Card Camps 2021- Special Drive for registration & issue of UMID Cards for Railway Employees and Pensioners/Family Pensioners.
2)Special Drive for collection of PPO related grievances from Pensioners/family pensioners

Ref:- GM/P/NDLS L.No. 220-E/UMID/Smart Card/Medical/2021 dt. 17.08.21.

- 1.) As per directions received from GM HQ Office/NDLS vide above referred letter (copy enclosed), UMID Card camps over UMB Division has been fixed as per the following schedule for:-
 - a) Registration of pensioners/family pensioners/employees on the UMID portal and generation of UMID cards and
 - b) Collection of PPO related grievances/applications from pensioners/family pensioners

Venue of Camps:-

Station	Date of UMID camp	Venue
CDG	07.09.2021	SS Office/CDG
UMB	08.09.2021	SS Office/UMB
SRE	09.09.2021	Railway Hospital/SRE
PTA	14.09.2021	SS Office/PTA
BTI	17.09.2021	Railway Hospital/BTI

Timings 10.30 Hrs to 16.30 Hrs.

2) COVID PROTOCOL:-

- i) Covid protocol must be observed during conduct of these UMID Card Camps all over the above stations.
- ii) Use of Mask "Do Gaz ki Doori."

3) List of original documents required for employees (along with 01 photocopy each):-

1. Identity/Resident Proof: Aadhar Card, PAN Card, Office ID Card, Passport, Driving License (Self as well as all eligible dependent family members)
2. Medical Card or pass declaration issued by competent authority.
3. Coloured passport size 01 photograph (Self & All eligible family members)
4. Date of Birth Proof Document (Self & All eligible family members)-If DOB mentioned in Identity/Residence proof, then no need for all eligible dependent family members.
5. Signature of employee.

4) List of original documents required for Pensioners/Family Pensioners (along with 01 photocopy each):-

1. 14 digit PPO no. as per 7th CPC.
2. Latest Bank Pension Slip (July 2021) issued by Pension Disbursing Bank.
3. RELHS Medical Card.
4. Identity/Resident Proof: Aadhar Card, PAN Card, Office ID Card, Passport, Driving License (Self as well as all eligible dependent family members)
5. Coloured passport size 01 photograph (Self & All eligible family members)
6. Date of Birth Proof Document (Self & All Eligible family members)- If DOB mentioned in Identity/Residence Proof, then no need for all eligible dependent family member.
7. Signature of Pensioner/Family Pensioner.


5) FOR REVISION OF PENSION CASES - As per 7th CPC

List of original documents required (along with 01 photocopy each):-

1. Old PPO
2. Bank Account No.
3. IFSC Code
4. Bank Branch Address
5. Mobile/Landline No.
6. E-Mail/ID
7. Aadhar No.
8. PAN
9. Date of birth of self and all dependent family members.
10. Cancelled Cheque.

Therefore, all the pensioners are advised to complete this procedure to enable the Personnel department to proceed further. In case of any assistance, employee/pensioner shall contact their concerned Welfare Inspector immediately.

DA/As above


31/8/21
(Jai Singh)

for Sr. Divil Personnel Officer,
Northern Railway, Ambala Cantt.

C/-

- All Officers /UMB Division.
- Divl Secy's/NRMU, URMU/AIOBC/REA, AISC/ST/REA,UMB Division.
- Pensioners Association
- ALL CWLIs to advertise & ensure pasting on notice board along with educating all employees.

Welfare Section

Issue notification
for camp at

NORTHERN RAILWAY
(Pensioners Branch)

COG 7/9, SRE 9/9, UMB 8/9

Headquarters Office,
Baroda House
New Delhi

No. : 220-E UMID Smart Card Medical 2021

Copies to Pensioners association

Date : 17-08-2021

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- 1) The Chief Administrative Officer/Constn. Headquarters Office, Construction, Northern Railway, Kashmere Gate, Delhi-110006.
 - 2) The Chief Administrative Officer/USBRL, Headquarters Office, Construction, Northern Railway, Kashmere Gate, Delhi-110006.
 - 3) Divisional Railway Manager, Northern Railway - Ambala, Delhi, Firozpur, Lucknow & Moradabad.
 - 4) Chief Workshop Manager, Northern Railway - Alambagh/Lucknow, Amritsar, Charbagh/Lucknow, Jagadhari & Signal Workshop/Ghaziabad.
 - 5) Dy. Chief Material Manager, Northern Railway - Alambagh/Lucknow, Jagadhari & Shakur Basti/Delhi.
 - 6) Medical Director, Northern Railway, Central Hospital, Chelmsford Road, New Delhi-110055.
 - 7) Chief Manager (Printing & Stationery), Northern Railway, Panjabi Bagh, Delhi-110034.
 - 8) Dy. Chief Engineer/Bridge, Northern Railway - Charbagh/Lucknow, Jalandhar City & Tilak Bridge/New Delhi.

Sub. : 1. UMID Card Camps, 2021 - Special Drive for registration & issue of
UMID Cards for Railway employees and Pensioners/Family Pensioners.
2. Special Drive for collection of PPO related grievances from
Pensioners/ Family Pensioners.

1. As per latest UMID card position, only about 21% of Pensioners/ Family Pensioners have registered themselves on the UMID portal and UMID card have been generated for only 15% of them. Even for employees, almost 3% employees are yet to register themselves on the UMID portal. The Division /Unit wise status of registration/ generation of UMID Cards both for employees as well as Pensioners/Family Pensioners is enclosed as **Annexure -A**.
 - 1.1. The figures of UMID Card generated for Pensioners/Family Pensioners shown in **Annexure-A** are not encouraging and a special drive is needed to ensure that 100% pensioners/ family pensioners are registered on the UMID portal by the end of September, 2021. Similarly, each and every employee of Northern Railway must be registered on the UMID portal by the end of August, 2021.
2. UMID card registration of Pensioners/Family Pensioners remains incomplete in some cases due to issues related to their revised PPOs. To redress their PPO related grievances, as a **ONE STOP SOLUTION**, applications will be collected from Pensioners/ family pensioners regarding their PPO related grievances during the UMID camp. These grievances/ applications will be thereafter forwarded to concerned authorities for necessary action at the earliest.

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3. The competent authority has accorded approval to organize UMID Card Camps over Northern Railway as per the following schedule for:-

- a) Registration of pensioners/ family pensioners/employees on the UMID portal and generation of UMID cards and
- b) Collection of PPO related grievances/applications from pensioners/family pensioners

[A] For Employees-

Venue- All over Northern Railway
(to be decided by Administrative heads as detailed in para 4 below)

Time- **10:30 Hrs to 16:30 Hrs**

Dates of UMID Camp- **25th to 27th August 2021**

[B] For Pensioners/Family Pensioners (Including Pension Revision Cases) :

Venue- All over Northern Railway
(to be decided by Administrative heads as detailed in para 4 below)

Time- **10:30 Hrs to 16:30 Hrs**

Dates of UMID Camp-

- a) **7th to 9th September 2021**
- b) **14th to 16th September 2021**
- c) **21st to 23rd September 2021**
- d) **28th to 30th September 2021**

The modalities for these UMID Card Camps both for employees as well as Pensioner/Family Pensioner are given in the succeeding paragraphs:-

4. AREAS/ STATIONS TO BE COVERED :

- i. All the Divisions/Units may identify the key areas/stations where this special drive is needed especially for line staff and Pensioners/Family Pensioners living in remote areas.
- ii. Venue of these camps may be finalized by Sr. DPOs/Dy. CPOs/SPOs/ APOs in-charge in consultation with DRM/CWM/Unit-in-charge. In Headquarters office, the venue will be finalized by Dy. CPO/R & E in consultation with CPO/Admin.

5. PUBLICITY :

- i. Wide publicity of this special drive may be given by the concerned Sr. DPOs/Dy. CPOs/SPOs/ APOs in-charge all over Northern Railway through letters, posters and pamphlets.
- ii. It may also be notified on official website of Northern Railway as well of Divisions for wide publicity.
- iii. Publicity may also be given through Newspapers especially for the benefit of Pensioners/Family Pensioners.
- iv. Help of Scouts & Guides may also be taken for conduct of this special drive specially to sensitize employees/Pensioners/Family Pensioners about need & compulsion of UMID Cards to their benefit. They may also help in conduct of UMID Card Camps at different venues.

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- v. Pensioners Associations working in the territorial jurisdiction of Divisions / Units & Headquarters office may also be sensitized to spread the message for having far reaching impact.
 - vi. Help of digital media platforms may also be taken.
 - vii. Recognized Unions and associations should be kept apprised of the schedule of UMID camps and their assistance be taken for spreading the information regarding these camps amongst employees and pensioners.

6. COVID PROTOCOL :

- i. COVID protocol must be observed during conduct of these UMID Card Camps all over Northern Railway.
- ii. Use of Mask, "Do Gaz ki Doori" & Sanitizer is must at the place of camps.
- iii. In order to avoid large number of gathering at any single point of time in these UMID Card Camps, use of Google Sheet forms must be encouraged to generate the appointment time slots. These Google Sheets may be popularized by use of digital media platforms.

7. MANPOWER :

- i. DRM/CWM/Unit-in-charge at DRM/Unit level and CPO/Admn at Headquarter level will monitor the progress of Special Drive
- ii. Role of Welfare Inspectors is very important for the success of this camp. They should identify the key areas where these camps are necessary and ensure wide publicity of these camps beforehand in these areas.
- iii. Sufficient no of trained staff must be deputed to operate the Computers / UMID Portal for the success of these camps.
- iv. Arrangement of Staff for these camps may be finalized Sr. DPOs/Dy. CPOs/SPOs/ APOs in-charge in consultation with DRM/CWM/Unit-in-charge.

8. LOGISTICS :


- i. Sufficient no. of latest technology computers & all in one printers having scanners must be arranged beforehand at the place of these UMID Card Camps
- ii. Internet connectivity at these places must be ensured with the help of S&T Department.
- iii. Final decision will be taken by the Divisional /Units heads in co-ordination with Personnel Department Head of Division/Unit.

Report of these UMID Card camps may be submitted to this office immediately after its completion separately for employees and Pensioners/Family Pensioners.

This has the approval of competent authority.

Please ensure strict compliance. **MOST URGENT.**

Encl. : 1. Annexure – A : Statement of pending UMID Card cases
2. Annexure – B : List of documents required


(Ajay Kumar Pathak)
for General Manager/P

UMID CARD CAMP-2021**List of original documents required for Employees : (along with 01 photocopy each) :-**


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5. Mobile/Landline No.
6. E-mail ID
7. Aadhar No.
8. PAN
9. Date of birth of self and all dependent family members.
10. Cancelled Cheque


 (Ajay Kumar Pathak)
 for General Manager/P