

Guidelines for Renewal/Enrollment under Central Bank of India Group Health Insurance Policy for Retirees 2024-25 through HRMS

- Portal will be live for enrollment from 10.10.2024 up to 27.10.2024 for both self-service (through internet & intranet) as well as through On-Behalf submission mode (through Intranet only).
- Employees retiring/opted for VRS in October 2024 shall be required to submit manual consent to any branch/office and consent submission shall be through On-behalf mode only.
- In case of difficulty in submission of physical consent to branch/office, retirees can submit duly signed scanned copies of consent letters to centmail addresses of branch/administrative office.
- HRMS Access is available only to those pensioners (including Family pensioners) whose email address and mobile number have been updated in HRMS database.
- Email ID and Mobile Number can be updated in HRMS by Retiral Benefits Department if not done earlier.
- Use Link <https://hrms.centralbankofindia.co.in>
- Login with your PF Number (Labelled as Employee No.).
- Password is ABCDDMMYYYY# format. (ABC shall be common for all employees, followed by your Date of Birth in DDMMYYYY format and a hash key)
- No OTP authentication is required during final submission.

Post Login

- Retirees need to access HRMS as per the URL mentioned above.
 - Pensioner Self Service
 - Group Health Insurance Scheme
 - Consent for GHIS 2024-25
 - Add a New Value--→ Enter Employee ID (6 digits and corresponding number of zeros to be prefixed so as to make employee ID six digit)
 - Certain details shall be pre-fetched as per Data available in HRMS.
 - Most of the fields are editable for convenience of retirees.
 - Upon successful submission, an acknowledgement shall be provided on your E-mail address and Mobile number as registered under this module.

IMPORTANT NOTE

- In case any retiree wants to change his plan type or sum insured, he can log in again and submit revised consent till the last date of submission i.e. is 27.10.2024. No manual requests for data change shall be entertained.

- Retirees can contact the on the following E-mail addresses and contact number for assistance.

Sr. No	Particulars	Contact No.	E-Mail ID
1	Log-in related issues due to absence of Mobile Number and Email address in HRMS Database		retiralcomplaint@centralbank.co.in
2	Password Reset	022-22637900	cohrms05@centralbank.co.in
3	All other Queries related to Plan, Eligibility and any other issue	022-66387682 022-66387684	smcoirp@centralbank.co.in managercoirp@centralbank.co.in

FOR ANY ASSISTANCE, KINDLY CONTACT

Team HCM-IRP
Team HCM-IRP

Landline- 022-66387682
Landline- 022-66387684

E-mail- smcoirp@centralbank.co.in
E-mail- managercoirp@centralbank.co.in

#TEAM_HCM_CENTRALITES
#HAPPY_TO_HELP