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Azadi Ka
Amrit Mahotsav



केन्द्रीय भण्डारण निगम
(भारत सरकार का उपक्रम)

CENTRAL WAREHOUSING CORPORATION
(A Govt. of India Undertaking)

जन-जन के लिए भण्डारण/Warehousing for Everyone



No: CWC CO-PD0ADMN/41/2020-Pers

Dated: 18.12.2022

CIRCULAR

Subject: Issuing the Photo ID Cards to Retired Employees with Validity...reg.

Ref Letter: No – CWC CO/Admn/ID Card/21-22dated 22.11.2021.

CWC CO-PD0ADMN/41/2020-Pers dated – 23.02.2022

1. This has reference to the subject cited above and referred letter, vide which the instructions were issued that the existing ID cards issued to retirees by Corporate Office or the Regional Office shall remain valid irrespective of validity period till 31.03.2023.
2. With the approval of the Competent Authority now it has been decided to issue retired employees Identity Cards on demand to retired employees/spouse of deceased employees/VRS optees as per existing procedures i.e. Printing of manual ID cards with validity of 5 years.
3. The application form (**Annexure 1**) & format of retired employee's ID Card (**Annexure 2**) in pdf form are enclosed herewith. The Cards will be issued by the respective RMs/Pers. Div. of CO from where the employee has superannuated. All the Regional Managers are requested to get the cards made **as per the prescribed format to maintain uniformity at PAN India level.**
4. All the retired employees of the Corporation, whose validity of retirement ID card is expiring, may submit the application in the prescribed format to their concerned Office i.e. CO/ROs. alongwith alive certificate.
5. All the such retired employees who are **not** availing PRMB facility but desire ID card would have to apply as per Annexure 1 alongwith alive certificate to concerned RO/CO.
6. The authorities prescribed for issuing the Alive Certificate (**Annexure 3**) are mentioned at the bottom of Annexure 3.
7. The ex-employee's ID Card will be meant only for availing medical benefit only as per policy of the Corporation and cannot be used for any other purpose.
8. The retirees are to submit their application for issuing I card in prescribed format to concerned RO/CO online as per details attached in **Annexure 4.**
9. We understand that the process of issuing fresh cards may take time and in some cases by that time, the date of submitting PRMB applications for 2023-24 might come to close. In order to mitigate the difficulties of retirees, the guidelines as already informed vide circular dated 23.02.2022 are reiterated to remain applicable independent of the



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current process of issuing I cards. For this purpose, the PRMB trust is advised to act accordingly in accordance with the guidelines issued vide letter dated 23.02.2022 for the processing of PRMB applications for the year 2023-24.

10. In future also the retirees are advised to get their ID-cards renewed timely as per procedure detailed in above paras.

This issues with the approval of the Competent Authority that is GGM(Pers.) for compliance by all concerned.

Your faithfully

Encl: As above.

(Amrish Gautam)
Dy. Genl. Manager (Admn)

To

All RMs, CWC, Regional Offices

Copy to

1. PS to MD/PS to Dir (Pers) / PA to Dir (Fin)/PS to Dir (M&CP), CWC, CO, New Delhi
2. All HODs, Corporate Office, New Delhi
3. SAM (MIS) with instructions to upload this Circular on website.
4. Secretary, PRMB trust for taking note of above guidelines.
5. Secretary General, Federation of CWC employee union, WZ-677, Shiv Nagar, Jail Road, Delhi-58.



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Application form for CWC Retired Employees Identity Card

Details of the Retired Employees

(Please fill in all details in BLOCK CAPITAL Letter)

CPF No.....

(Note: Please enclose copy of any one Valid Identity-proof (Aadhar/ E-Aadhar, Passport, Voter's Identity Card, Driving License, Policy bond paper of public life insurance companies or any other valid ID proof of self, as well as spouse wherein name of spouse, is indicated.)

Name:

Post held on retirement

Date of retirement

Aadhar No.

Date of Birth Blood Group:

Date of Joining:

Identification Mark:

Residence Address:

City: District:

Pin Code:

Region Name: Cadre/Group :

Mode of exit from corporation:

Mobile No : Tel no:

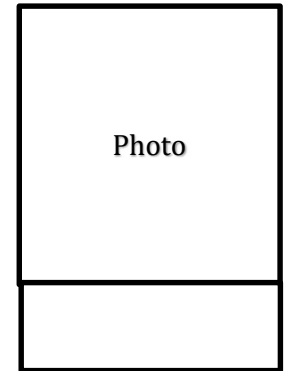
Details of the Spouse

Name :

Date of Birth : Blood Group

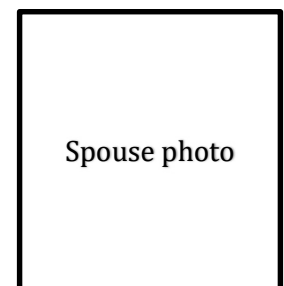
Date of the demise of Spouse:

Aadhar no. (If available):



Photo

Signature of retired
employee within the Body



Spouse photo

Declaration

I hereby declare that all the Information furnished in the Application form is true to the best of my knowledge.
Further would provide alive certificate verifying through W/M CWs or group 'A' officers at RO/CO.

Place:

Date:

Signature of the Retired Employee

.....

For Office Use only

ID Card issued SI. No. Date Validity

Corporate Office: 4/1, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi-

110016 टेलिफोन/Landline:011-26540496 , ई-मेल/Email: perdiv@cewacor.nic.in

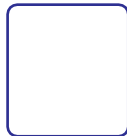


Central Warehousing Corporation

(A Government of India Undertaking)

Retired Employees Identity Card

ID Card No.



Name:

Post held on retirement :

CPF Code :

Date of Retirement :

Aadhar No. :

Date of Birth :

Blood Group :

Identification Mark :

Date of Validity :



Signature of Issuing Authority

Residential Address :



Mobile No. :

Tel. No. :

Details of Spouse

Name :

Date of Birth :

Blood Group :

Aadhar No. :

If Found, Please Return to:

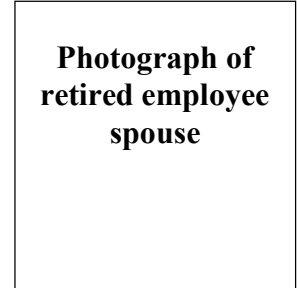
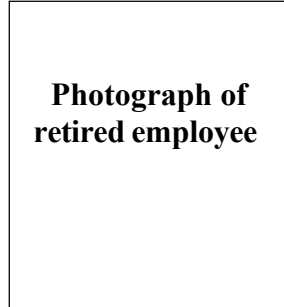
Central Warehousing Corporation
4/1 , Siri Institutional Area. August Kranti Marg,
Hauz Khas, New Delhi-110 016

Ph.: 91-11-2651578, Fax.: 91-11—26967258

Website.: www.cewacor.nic.in, Email : gmpers@cewacor.nic.in

LIVING CERTIFICATE TO BE SUBMITTED BY THE RETRED EMPLOYEE

(for the year)



It is certified that I have seen the employee Sh./Smt. _____ and his/her dependent spouse Sh./Smt. _____ and both are alive or Sh./Smt. _____ is alive on this date.

Signature of the retired employee

CPF Code of the retired employee

Spouse's Signature _____

Aadhar No. of the retired

Name of authorized officer*

employee & Spouse

Designation of the officer

Place _____

Seal _____

Date _____

*(WM or Group A officers at respective ROs/CO)

ANNEXURE 4**Contact details of Nodal Officer @Regional Office**

S.No.	RO/CO	Name of Nodal Officer	Email id for online submission of application form
1.	Ahmedabad	Head of Establishment Section	seestt.ahd@cewacor.nic.in
2.	Bhopal		bhopal.establishment@cewacor.nic.in
3.	Bangalore		estt.cwcblr@cewacor.nic.in
4.	Chennai		chennai.admn@cewacor.nic.in
5.	Chandigarh		rochd.estt@cewacor.nic.in
6.	Delhi		rodliadm.cwc@cewacor.nic.in
7.	Guwahati		roghy.estt@cewacor.nic.in
8.	Hyderabad		hyd.establishment@cewacor.nic.in
9.	Jaipur		cwcrojpr.estt@cewacor.nic.in
10.	Kolkata		rokoll.estt@cewacor.nic.in
11.	Kochi		estt.rokochi@cewacor.nic.in
12.	Lucknow		rolko.admin@cewacor.nic.in
13.	Mumbai		romum.estt@cewacor.nic.in
14.	Patna		esttro.pat@cewacor.nic.in

Contact details of Nodal Officer @Corporate Office, New Delhi

S.No.	RO/CO	Name of Nodal Officer	Email id for online submission of application form
1.	Corporate Office, New Delhi	1. Manager (Admn) 2. Asstt. Manager (OL/Admn)	perdiv@cewacor.nic.in varunb.cwc@cewacor.nic.in