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punjab national bank

PF & Pension Fund Department

Corporate Office Plot no.04 , Sector 10 Dwarka

New delhi 110075

Notice Date: 23.06.2023

HRMS NOTICE

ONLINE GENERATION OF FORM-16 THROUGH BANK'S CORPORATE WEBSITE, FOR STAFF PENSIONER, HAVING ONLY PENSION INCOME AND NO INVESTMENT DECLARATION FOR FY 2022-2023

This is in reference to the HRMS Notice dated 19.06.2023 regarding '**Availability of Form-16 for Staff Pensioner having only Pension Income and no Investment Declaration for FY 2022-2023, from any Branch**', where the detailed process was circulated for generation of FORM16 through HRMS and Morning Checking Report (CBS Page) for Staff Pensioners.

Further, the facility of generation of Form-16 online has now been made available through a link available on Bank's Corporate website for Staff Pensioners, who are having only Pension Income and no Investment declaration for the FY 2022-23.

Navigation for downloading Form-16: -

1. Staff Pensioner will visit our Bank's Website (www.pnbindia.in).
2. Select tab **PRODUCTS** then click on **GOVERNMENT BUSINESS**.
3. Click on **DOWNLOAD FORM 16- PENSIONERS** under Pension Column.
4. Enter the **PAN NUMBER** and select Financial Year **22-23** and Click on **Submit Button**.
5. One-time Password will be sent to registered mobile number of Pensioner. Please enter the OTP & get the OTP validated.
6. Once OTP and Captcha are validated, Pensioners will be able to download FORM-16 Part A & Part B file.

Note: - Staff Pensioners, not covered under the above category, shall continue to get their Form-16 as per guidelines issued by HRMS Notice dated 08.06.2023 and 13.06.2023.

**Deputy General Manager
(Mukesh Kumar Sinha)**

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