

Category "G" /Ambala Division

Sub: - Implementation of UMID (Unique Medical Identity Card) Scheme for Pensioners.

CRB has launched UMID a web and mobile based application to generate Medical identity Cards for employees, pensioners as a part of digital initiatives over Indian Railway. This initiative aims to simplify access to health care service, eliminating the need for railway staff to carry the physical card/health book. With identification of the beneficiary done through computer data base, the unique medical card will enable access to medical facilities in any of the medical units across India. Railway Board has emphasized immediate implementation of UMID scheme over all Zonal railways.

To facilitate this, a detailed exercise has to be carried out duly involving various departments and active participation of all pensioners. To begin with, the employees have to first register themselves at UMID portal, which is accessible in Mozilla Firefox and some selected web browsers.

1. STEPS TO REGISTER IN UMB PORTAL:

- ❖ Open your web browser and type <https://umid.digitalir.in>
- ❖ In the homepage, click REGISTER HERE.
- ❖ Chose the type of User (Employee/Pensioner)
- ❖ Enter the required detail i.e. 14 digit new PPO No. , Pension type, Pension Scheme,(i.e RELHS with FMA, RELHS without FMA, RELHS not opted), D.O.B and validate the detail.
Then enter the mobile no. and click on SEND OTP
- ❖ Enter the OTP received on you mobile and set a password for you UMID account. This password shall have minimum of 8 digits, 1 Special character and 1 digit. Re-enter the password and click on validate.
- ❖ Your user account will be created successfully and you will be re-directed to the UMID homepage.

All pensioners are requested to register themselves in the above manner.

Once, you have registered successfully as a user, the next step is to initiate application in the UMID portal. This is nothing but feeding the bio-data and other details/supporting documents in the UMID portal. To facilitate this, proper documents are required to be kept in readiness by all pensioners. Below is the brief procedure for initiation of application for reference:

2. STEPS TO INITIATE APPLICATION:

- ❖ Open your web browser and type <https://umid.digitalir.in>
- ❖ In the Web page, click on Login (Option no. 2) Enter your PPO Number and password.
- ❖ Once you log-in, click on UMID Employee in the Master Dash Board. This will automatically be UMID Pensioner for pensioner login.
- ❖ Now all the pensioner details as fetched from your ARPAN & IPAS database will appear on the screen. Please go through the details and in case of any correction, contact your respective Settlement Clerk in Personnel department.
- ❖ If all the details are correct, on the left side in option, click on INITIATE APPLICATION (Option NO. 2 in Master Dash Board)
- ❖ As a ready reckoner, the following is the check list for mandatory fields and documents to be scanned in JPEG document format for advanced preparedness to initiate the application;
- ❖ Passport size photograph of employee & all the dependents.
- ❖ Signature of Pensioner.
- ❖ Old Medical ID card of pensioner or RELHS documents issued at the time of cessation railway service.
- ❖ ID proof of all individual dependents.
- ❖ Father's death certificate in case of Widow Mother.
- ❖ Bonafide Student's certificate in case of son over 21 years.
 - (i) Sons under 21 years of age provided they are wholly dependent on the Railway employee;
 - (ii) Sons over 21 years of age without an upper age limit, even if not a student or invalid, provided he is wholly dependent on and resides with the Railway employee;
- ❖ Divorce decree in case of divorced daughter. (Should be wholly dependent on Rly. employee).
- ❖ Marriage certificate & Death certificate in case of Widow daughter, if any. (Should be wholly dependent on Rly. employee)
- ❖ Father's death certificate and bonafide student's certificate for Brother above 21 years.
- ❖ Father's death certificate in case of Un-married Sister. (Should be wholly dependent on Rly. employee)
- ❖ Father's death certificate and divorce decree, in case of Divorced Sister. (Should be wholly dependent on Rly. employee)
- ❖ Father's death certificate, Marriage certificate and Death certificate in case of Widow Sister. (Should be wholly dependent on Rly. employee)
- ❖ When you click proceed button you will be directed to update your current pension particulars. If given details are correct then skip and then, you will be re-directed to PENSIONER APPLICATION FORM where you have to feed 09 fields

(mandatory) only, they are department, design, station, blood group, Aadhar No., PAN No., Address, Hospital opted/medical treatment at and email.

- ❖ Before further proceeding you will have to give declaration regarding dependant member. If pensioner is single then click declaration button. If pensioner has family then don't click declaration button.
- ❖ By clicking on PROCEED button, the details will be saved and PENSIONER can proceed to UPLOAD DOCUMENTS.
- ❖ Once these details are validate, you will have to upload the necessary scanned documents (Including scanned Signature) in respective buttons.
- ❖ Once you upload the documents, you can view and confirm the page to proceed further.
- ❖ Once, this procedure for initiation of application is completed, pull back feather may be used in case any changes need to be introduced by pensioner in the application usually 24 hours would be provided to make any changes.
- ❖ UMID ID cards will be generated for pensioner and each of the family members separately. The final stage is to print the Medical ID card which will be done at Personnel department.

If pensioners are facing any difficulties, for registration or uploading the documents, please see **USER MANUAL (GUIDELINES)** at www.digitalir.in/umid.

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


(Ravinder Singh)

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

C/-

All Branch Officers /UMB Division:

Divl Secy/NRMU/UMB Division

Divl Secy/URMU/UMB Division

Divl Secy/ AIOBC /UMB Division

Divl Secy/ SC/ST /UMB Division

ALL CWLIs to advertise & ensure pasting on notice board along with educating all employees.