

Government of Jammu and Kashmir Civil Secretariat: Finance Department

## **Circular**

**Subject:** Renewal of Group Mediclaim Insurance Policy for all Gazetted Employees of J&K State for 3<sup>rd</sup> year ( 2016-2017 ) on mandatory basis.

**Reference :** FD Circular instruction issued vide endorsement No. FD/Mediclaim/08/MF-III dated 10-02-2016.

It has come to the Notice of the Finance Department that the various Drawing & Disbursing Officers (DDOs) of the State have not submitted the Enrolment Forms of their Gazetted Officers to the ICICI Lombard GIC Ltd with the result the company has not issued the fresh Health Insurance Cards for 3<sup>rd</sup> year of the policy in their favour.

Accordingly, all the DDOs who have not submitted the enrolment forms of their Gazetted Officers to the Insurance company till date are again impressed upon to submit the same to the concerned Insurance Company immediately to enable them to issue fresh Health Insurance Cards.

However, till the fresh health insurance cards are issued/received, the beneficiary can avail the cashless treatment under the policy in any of the empanelled hospital of the company on production of the previous health insurance card alongwith the premium deduction proof of the 3<sup>rd</sup> year policy duly authenticated by the concerned DDO.

(M.S.Sheikh )KAS Special Secretary to Government, Finance Department

No: FD/Mediclaim/08/MF-III

Dated: 1204-2016

Copy to the:-

- 1. Ld. Advocate General, J&K High Court, Jammu.
- 2. All Financial Commissioners.
- 3. All Principal Secretaries/Commissioner/Secretaries to Government.
- 4. Director General of Police, J&K, Jammu.
- 5. Divisional Commissioner, Jammu/Srinagar.
- 6. All Deputy Commissioners of the State.
- 7. All Head of Departments of the State.

- 8. Director Information, J&K, Jammu with the request to kindly publish the circular in the leading local dailies of the State for wide publicity.
- 9. Joint Director Resources/CAO Finance Department for necessary action.
- 10. Private Secretary to Commr. Secretary to Govt, Finance Department.
- 11. Area Manager ICICI Lombard GIC Ltd with the directions to issue the fresh cards in favour of all the Gazetted Officers for 3<sup>rd</sup> year of the 1<sup>st</sup> stage of the policy on most immediate basis to avoid any inconvenience to the beneficiary during availing the treatment under the policy.
- 12. Incharge Website General Administration Department/Incharge Website Finance Department for immediate action
- 13. Office order file.