

**महानगर व्हॉलफेअर फंड मरुतल मरुतल**  
**MAHANAGAR TELEPHONE NIGAM LIMITED, MUMBAI**  
(A Government of India Enterprises)

dk;Zdkjh funs'kd dk dk;kZy;] 9oha eafty] VsyhQksu gkml] ,eVh,u,y ekxZ] nknj  
¼lk-½] eqacbZ&400 028

O/o Executive Director, Welfare Section, 9th Floor, Telephone House,  
MTNL Marg, Dadar (W), Mumbai - 400 028. Ph: 24377676; Fax: 24328386; 24311003

**WL/110-23/Retd. Empl/CGHS/2016-17/11**

**DT. /07/2016**

To,  
All GMs/ CE(BW),  
MTNL, Mumbai.

**Sub: Change over of Medical Insurance Policy of Retired MTNL Employees to CGHS**

**Ref: (1) End. No.MTNL/CO/Pers/Extn. of CGHS MTNL Absorbees/  
Team Chg/2013-14/287, dt. 13.05.2016**

**(2) End. No.WL/110-32/GHIP/WE/Office Orders/2016-17/26, dt. 24.05.2016**

**(3) MTNL/CO/Med/Retiree/CGHS/2016/502, dt. 14.06.2016**

**(4) End. No.WL/110-32/GHIP/WE/Office Orders/2016-17/28, dt. 16.06.2016**

\*\*\*\*\*

With reference to above cited subject, the retired MTNL employees have been directed to apply for CGHS facilities. The pro-rata optee pensioners and combined pensioners in whose cases PPOs are already issued by CCA, are mandatorily asked to apply for CGHS facility, including those cases in which PPOs get issued till 31.08.2016 in a phase-wise manner.

The erstwhile Central Government employees, who got absorbed in MTNL and retired and currently in receipt of Central Civil Pension from Central Civil Estimates under 'Major Head – 2071' are eligible to join CGHS. Their subscription rate and ward entitlement may be determined as per their PPO.

In order to avail CGHS facilities, the Retired MTNL Employees will have to follow the procedure as per requirement from CGHS, unit of Ministry of Head & Family Welfare, Directorate General of CGHS available at [cghs.nic.in](http://cghs.nic.in);

Following is the procedure for getting the CGHS Medical Facilities by MTNL Retired Employees:-

1. Retired MTNL employees whose PPOs issued shall have to fill-up the FORM 'B' (Application for CGHS Card for Pensioners of Central Government). Details of essential documents are mentioned in FORM 'B' itself. (The copy of FORM 'B' is enclosed for ready reference and also available at: [cghs.nic.in](http://cghs.nic.in)). The CGHS office shall inform payment of contribution of pensioners at the time of submission of Application after verification of all documents from originals.
2. The concerned SM (Admn) shall issue the Certificate regarding receipt of Central Civil Pension from Government of India, after verifying the PPO issued by Office of Pr. Controller, Communication Accounts, Maharashtra (CCA) in respect of the concerned Retired MTNL Employee, as they are getting Government Pension. (Format of certificate is enclosed). After issue of certificate, concerned SM (Admn) shall maintain the record regarding enrollment of retired MTNL employees with CGHS and submit the fortnightly report to SM (Welfare), MTNL, Mumbai for onward transmission to Corporate Office.

: 2 :

3. The Retired MTNL employee has to submit the FORM 'B' **personally** to CGHS Office alongwith following documents in addition to the documents mentioned in FORM 'B':-
- Certificate regarding receipt of Central Civil Pension from Government of India (Office of Pr. Controller, Communication Accounts, Maharashtra) (to be issued by concerned SM(A))
  - A certificate of non-drawls of medical allowance of Rs.300/- per month OR Rs.500/- per month from concerned Bank where his/her pension is drawn. (to be issued by concerned Bank)
  - A certificate of non-drawls of medical allowance of Rs.300/- per month OR Rs.500/- per month from concerned DM (Cash/Works). (to be issued by concerned DM (Cash/Works)).
  - Last Pay Certificate (to be issued by concerned DM (Cash/Works)).
  - Attested copies of PPO (issued by Office of Pr. Controller, Communication Accounts, Maharashtra).
  - Attested copies of Aadhar Card & PAN Card.

**Address of CGHS (Mumbai Office).**

**OFFICE OF THE ADDITIONAL DIRECTOR  
CENTRAL GOVERNMENT HEALTH SCHEME**

**Pratishtha Bhavan (Old CGO Building),**

**Ground Floor, South Wing,**

**101, M. K. Road, New Marine Lines,**

**Mumbai – 400 020.**

**Website : [cghs.nic.in](http://cghs.nic.in)**

**[www.cgismumbai.gov.in](http://www.cgismumbai.gov.in)**

**<http://msotransparent.nic.in/cgshsnew/index.asp>**

- The pensioner has to pay Contribution to CGHS office as per the rate defined by CGHS. After payment of Contribution by Pensioners to CGHS, the Retired MTNL employee shall submit the copy of CGHS card and original payment Receipt issued to the retiree by CGHS to concerned DM (Cash) for getting refund of 50% of the defined contribution for life time CGHS membership subject to minimum of Rs.6,000/- and maximum of Rs.15,000/-.
- The above CGHS facility is applicable only to those Retired MTNL employees who have received the PPO from Office of Pr. Controller, Communication Accounts, Maharashtra (CCA), Government of India.
- As per this office letter of even no. dated 8.7.2016 convey details of nodal officer and send fortnightly report.
- The above guidelines in respect of CGHS registration by the Retired employees who have been issued PPO by Pr. Controller, Communication Accounts, Maharashtra (CCA) may be given wide publicity and concerned SM (A) is requested to inform the concerned Retired employees accordingly.

This issues with the approval of the Competent Authority.

**Sr. Manager (Welfare & Sports)  
MTNL, Mumbai.**

Encl: As above.

**Copy to:**

- |            |                                |                      |
|------------|--------------------------------|----------------------|
| <b>(1)</b> | <b>SM to ED, MTNL, Mumbai:</b> | <b>For infn. pl.</b> |
| <b>(2)</b> | <b>All PGMs, MTNL, Mumbai:</b> | <b>For infn. pl.</b> |

(To be issued on letterhead of MTNL by concerned SM (Admn) for pensioner)

Date: \_\_\_\_\_

**TO WHOMSOEVER IT MAY CONCERN**

**Certificate regarding Receipt of Central Civil Pension**  
**from Govt. of India**

This is to certify that after verifying the PPO issued by Office of Pr. Controller, Communication Accounts, Maharashtra (CCA) of Shri/Smt. \_\_\_\_\_, Staff No. \_\_\_\_\_ (as per PPO), Design \_\_\_\_\_ retired from MTNL on \_\_\_\_\_ and is in receipt of Central Civil Pension from Central Civil Estimates under 'Major Head – 2071' of Government of India (Pr. Controller, Communication Accounts, Maharashtra), vide PPO No. \_\_\_\_\_

On issue of CGHS card, MTNL shall not extend MTNL Medical facility (IPD & OPD) to the above retired employee.

This certificate is issued to him/her for availing CGHS facility.

**Sr. Manager (Admn) \_\_\_\_\_**  
**MTNL, Mumbai.**  
**(Signature with Office Seal)**

(To be issued by concerned Bank/ Post Office of pensioner)

Date: \_\_\_\_\_

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Shri/Smt. \_\_\_\_\_, is having Pension Account No. \_\_\_\_\_, with our Branch, having PPO No. \_\_\_\_\_ and is drawing Pension regularly. He/She is not drawing any medical allowance. His/her pension details are as under:-

Basic pension	Rs.
DA	Rs.
Medical Allowance	Rs. NIL
<b>Total pension</b>	----- <b>Rs.</b> =====

As per our office records, no medical allowance of Rs.300/- per month OR Rs.500/- per month is paid to him/her.

This certificate/ letter is issued at the request of the pensioner without any risk of the Bank or its officials.

Signature & Seal of Branch Manager

(To be issued on letterhead of MTNL by concerned DM (Cash/Works) for pensioner)

Date: \_\_\_\_\_

## **Last Pay Certificate**

This is to certify that Shri/Smt. \_\_\_\_\_,  
Staff No. \_\_\_\_\_ (as per PPO), Design \_\_\_\_\_ retired from MTNL on  
\_\_\_\_\_ and not a member of CGHS Scheme. Last Basic Pay drawn by him/her  
is as given below:-

<b>Payment Details</b>	<b>Amount (Rs.)</b>	<b>Deduction Details</b>	<b>Amount (Rs.)</b>
<b>Total</b>		<b>Total</b>	

This certificate is issued to him/her for becoming member of Central Government Health Scheme and for obtaining membership for medical treatment.

**Dy. Manager (Cash/Works)**  
**MTNL, Mumbai.**  
**(Signature with Office Seal)**