



RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LTD.

(Corporate Identity Number (CIN):U40109RJ2000SGC016485)

VIDYUT BHAWAN, JANPATH, JYOTI NAGAR, JAIPUR – 302 005.

Phone no.: 0141-2740381-85 Fax no.: 0141-2740455

No.RVPNL/Karmik/Mediclaim/F.70(pt.VII)/D. 628

Jaipur, dated 21/1/2021

CIRCULAR

Sub:- Master Mediclaim Policy for the RVPN Employees.

It has come to the notice of this office that data of all employees is not updated properly and hence, few of them could not be covered under Mediclaim Insurance Policy. Further, many employees have also not applied for issuance of their mediclaim cards and hence, they face problems while submitting the claim in the o/o State Insurance & PF Department, Jaipur. Therefore, it is enjoined upon all the concerned Controlling/Circle/Zonal Officers that they should ensure the following; strictly:-

- (i) Arrange to get checked, verify and update personal data of employees covered under mediclaim policy in SAP portal under their Circle/Zone. If any employee remains out of the coverage of Mediclaim policy due to non-updation of data then the concerned Circle Officer would be held responsible for the same.
- (ii) To make sure that all the employees have got made their mediclaim cards.
- (iii) To update status of employees i.e. whether ESI covered or not in SAP portal.
- (iv) To make sure that while applying for the mediclaim card, the concerned employee in case of covering his/her parents will submit an undertaking in plain paper that total income of his/her parents is below Rs. 2000 per month and duly signed by the employee and attested by the Drawings and Disbursing officer.
- (v) To arrange to circulate the information among all the employees that the "Mediclaim Policy" is available on RVPN website for their reference.

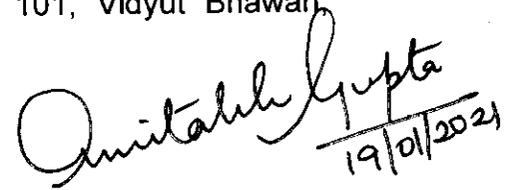
Non-compliance to these instructions will be viewed seriously and concerned officer will be held responsible for the same and action will be taken against the defaulter.



(Amitabh Gupta)
Chief Personnel Officer

Copy submitted/forwarded to the following for information and necessary action:

1. The Chief Engineer (), RVPN, _____.
2. The Chief Controller of Accounts, RVPN, Jaipur.
3. The Addl. Chief Engineer (), RVPN, _____.
4. The Superintending Engineer (), RVPN, _____.
5. The Dy. Director Personnel (), RVPN, _____.
6. The Secretary (CPF Trust/JMC), RVPN, Jaipur.
7. The Asstt. Secretary (Estt-III), RVPN, Jaipur.
8. The Personnel Officer (), RVPN, _____.
9. The Incharge, Data Centre, RVPN, Room No. 101, Vidyut Bhawan Jaipur.
10. Notice Board.
11. Office Order/Master File.



(Amitabh Gupta)
Chief Personnel Officer