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**THE ODISHA STATE POLICE HOUSING & WELFARE CORPORATION LTD.  
JANAPATH, BHOINAGAR, BHUBANESWAR – 22.**

**OFFICE ORDER**

No. 2762 /OPHWC

Date: 16 / 03 / 2018

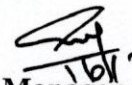
**Sub: Implementation of "Group Health Insurance Policy" for all the employees of OPHWC Ltd., including officers and staff on deputation to OPHWC Ltd**

It is approved in the 132<sup>nd</sup> Board of Directors Meeting held on 02.05.2017 that all employees of the Corporation (Regular/Adhoc/Contractual) shall be covered under the Group Health Insurance Policy in lieu of Medical Allowance. Accordingly, the Medical Allowance Rs. 500/- will be discontinued from all employees (Regular/Adhoc/Contractual) w.e.f. 01.04.2018. **The employees who are not covered under the said policy are requested to submit the required details in the prescribed format to this Office latest by 31. 03.2018.**

1. The main features for the Group Health Insurance Scheme as developed by P.E. Department in association with United India Insurance Co. are as follows.
  - i. A Welfare society of PSU employees has been formed by the P.E. Deptt. namely "Odisha State PSU(BBSR) Employees Welfare Society" (OSPWS).
  - ii. The age limit is from 3 months to 80 years.
  - iii. The premium amount will be Rs. 6000.00 plus applicable tax per annum for sum insured amount Rs. 5 lakhs per employee.
  - iv. The beneficiaries under the policy are self, dependant spouse (employee him/her self), dependant parent upto 80 years age and two dependant son/daughter.
  - v. The reimbursement of medical expenses up to Rs. 5 lakhs will be for indoor treatment only in any Govt. Hospitals and private Hospitals listed by the Insurance Company. All most all major hospitals are enlisted.
  - vi. Medical expenditure prior to 30 days of hospitalization and 45 days after discharge from the hospital is covered under the policy.
  - vii. There is no need for prior health check up and insurance covers risk for all diseases from day one.
  - viii. In case of lady unmarried employee, her dependant parents are covered under the policy till her marriage.

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- ix. To avail the benefits the employee shall be a member of the "Odisha State PSU (BBSR) Employees Welfare Society" (OSPWS).
2. All the Division Heads/Section heads are requested to circulate this letter along with enclosed Bio data form at among all staffs under their control. Divisional Heads should ensure that list of all employees under their control are consolidated and sent to head office in one statement and not in piecemeal manner.
3. The Head Office will centrally deposit the membership fees and premium after scrutinizing all forms. All these exercise should be completed latest by 15.04.2018 positively so that earliest possible benefit of the policy can be availed by the willing policy holders of the Corporation.

Encl: As above.

  
Dy. General Manager (Admn)

Memo No. 2763 /OPHWC

Date : 16 / 03 / 2018

ok  
Copy to P.S. to CMD/ Chief Engineer/ Financial Advisor/Jt. G.M.(F)/ All Section Head / all Divisional Head/ Section Officer (Estt.)/ Section Officer (Accounts)/ Accounts Section/ Notice Board for information and necessary action.

  
Dy. General Manager (Admn.)

**BIO-DATA FORM**

**The Odisha State Police Housing & Welfare Corporation Ltd. Head Office/Divisions**

**Full Address with Contact No. & E-mail ID:**

Sl. No.	Name of the Dependants	Date of Birth	Completed Age as on 01.04.2018	Relationship to Employees	Marital Status	Gender	Name of the Nominee	Mobile No. of the Employee	Adhar No. of Dependants.	E-mail ID	Photograph of the Depend
1.											
2											
3											
4											
5											
6											

Full Signature of the Employee

Name:

Designation:

Permanent Address: