



No. **2570** /270/2018-19/Budget-Gen.

Date: **11** - 07 - 2018.

**ORDERS**

**Sub:- Osmania University** – Revision in the rate of Medical Insurance Subsidy payable to the Teaching & Non-Teaching Employees - **Orders - Issued.**

**Ref:-** 1) Univ.Order No.8530/270/2006/Accts/Budget-MIS, Dt.27-12-2006.  
2) Letter No.111/TSA/OU/2018, Dt.06-03-2018.

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Based on the approval of the Executive Council's 90<sup>th</sup> Meeting held on 04-12-2006, the University, through its Orders 1<sup>st</sup> cited, has implemented the reimbursement of subsidy @ ₹ 900/- (Rupees Nine hundred only) per annum, to each of the Teaching and Non-Teaching employee, whoever joins the Medical Insurance Scheme, with effect from 04-12-2006, subject to certain conditions laid down.

2. Now, the Service Associations of the University through their letter reference 2<sup>nd</sup> cited, have represented to the University that the Medical Insurance subsidy of ₹ 900/- being given to the employees be enhanced to ₹15,000/-, per annum, to each of the employee who ever joins the Medical Insurance Scheme. They have also informed that the employees of Dr.B.R.Ambedkar Open University are sanctioned Medical Allowance @ ₹ 15,000/- per annum. The existing Medical Insurance subsidy of ₹ 900/- was introduced more than 10 years back i.e., in 2006.

3. Accordingly, the matter was placed before the Executive Council at its 149<sup>th</sup> Meeting held on 20-06-2018. The Executive Council has accorded approval to revise the rate of Medical Insurance Subsidy to each of the regular Teaching and Non-Teaching employees to **Rs.7,500/-** or the actual premium paid by the employee per annum, whichever is less, with effect from 01-04-2018, subject to the terms and conditions, as detailed below.

4. **The payment of subsidy is subject to the following conditions:-**

- i). The regular employees drawing their Pay & Allowances in a regular Pay scale including Work Charged employees are eligible for subsidy.
- ii). The subsidy amount of **Rs.7500/-** (Rupees Seven Thousand Five Hundred Only) or the actual premium paid per annum, whichever is less, shall be reimbursed to the employee, whoever joins the Medical Insurance Scheme / Policy, on production of copy of the Mediclaim Policy Voucher attested by Head of the Institution / Office duly filing the declaration form in the format prescribed (enclosed).

Contd...on P/2

iii). If both Wife and Husband are employed, only one of them will be eligible for the subsidy.

5. The Principals /Directors / Heads of Departments / Administrative Officers will bring the matter to the notice of all the regular Employees (Teaching & Non-Teaching) working under their control. While sanctioning the subsidy of Rs.7500/- the Controlling, Drawing & Disbursing Officer shall exercise utmost caution in establishing the genuiness of the claims of the employees by verifying the documents submitted and prefer a claim to the Pre-Audit Section, Osmania University, duly enclosing the declaration from along with attested copies of Mediclaim Policy Vouchers together with the sanction orders for arranging payments to the concerned.

6. The expenditure on the above score may be charged to the existing provision of ₹ **150.00 Lakhs**, made in the Normal Budget of the University.

7. The Pre-Audit Section, Osmania University, will admit the claims and pass accordingly. Further, the Pre-Audit section will maintain a separate account of these claims and furnish the figures to the Budget section as and when necessary.

8. These orders are effective from **1<sup>st</sup> April, 2018 onwards**.

9. A copy of the orders is available in the University Website at **Osmania.ac.in**



**REGISTRAR & SECRETARY  
EXECUTIVE COUNCIL**

**Forwarded for information to:-**

1. All the Principals of the University & Constituent Colleges including O.U.P.G. Colleges at Districts.
2. All the Heads of Departments/Officers, Osmania University.
3. The Joint Registrar (Administration), Osmania University, with a request to note the action taken on **Executive Council Resolution No. (17)**.
4. The Director (Infrastructure), Osmania University.
5. The Deputy Registrar (Pre-Audit), Osmania University.
6. The Secretary to Vice-Chancellor, Osmania University.
7. The P.A. to the Registrar/OSD to the Vice-Chancellor, Osmania University.
8. The Superintendent (Budget), OU - Sanctions File for the year **2018-19**.

**Copy communicated to:-**

President / General Secretary

1. Osmania University Teachers Association.
2. Osmania University Administrative Officers Association.
3. Osmania University N.G.O.'s (Staff) Association.
4. Osmania University Technical Staff Association.
5. Osmania University Employees Union.

## Claim of Medical Insurance Subsidy

In terms of University Orders No.2570/270/2018-19/Bud-Gen, Dt.11/07/2018

1. Employee I.D. No.:- \_\_\_\_\_ 2. Name:- \_\_\_\_\_  
3. Designation:- \_\_\_\_\_ 4. Place of work:- \_\_\_\_\_

I hereby declare that I have joined the Medical Insurance Scheme/Policy with \_\_\_\_\_ Bank/Organization / Insurance agency and enclosed the attested copy of receipt of the policy for claiming the University subsidy.

My spouse is not an employee of the University. He/She is working as \_\_\_\_\_ in the \_\_\_\_\_ Department / Office and he / she is not getting the Medical Insurance subsidy.

If at any time the subsidy claimed is found to be against the rules, I shall refund the amount.

Station:

Date:

Signature of the employee

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### ORDERS OF THE SANCTIONING AUTHORITY OF OSMANIA UNIVERSITY

After going through the particulars mentioned above and satisfying myself about the genuiness of the claim with reference to the University Orders. I hereby order that an amount of **Rs.7500/- (Rupees Seven Thousand Five Hundred Only)** be reimbursed to Sri. / Smt. \_\_\_\_\_ towards Medical Insurance subsidy for the year \_\_\_\_\_.

Principal / Head of the Office / Institution