



दि न्यू इन्डिया एश्योरन्स कंपनी लिमिटेड, मुंबई, (प्र.का)  
THE NEW INDIA ASSURANCE CO. LTD., MUMBAI (H.O.)

CORP.HRM:EWS:MED:CIR-III-2018-2019

19<sup>th</sup> June,2018

ALL REGIONAL OFFICES/LCBOs

KIND ATTENTION:DY.GEN.MANAGER/CHIEF REGIONAL MANAGER

Re : One Time Option under Staff GMC Policy for Employees & Retirees w.e.f. 01.04.2018.

EWS Dept., Head Office received various representations from ROs requesting inclusion of self, spouse & children of employees under Staff Group Mediclaim ,who missed opportunity when such options were available. Considering the genuineness of cases & hardship employees are facing due to non-availability of Staff GMC coverage, the Competent Authority have decided to give following One Time Options to employees as welfare measure.

- 1) **Inclusion of Self & family members:-** As per amendment adopted through Circular Ref: CORP.HRM:EWS:2017 dated 02<sup>nd</sup> Nov 2017, newly joined employees has to enroll themselves & their eligible family members under Staff GMC within 60 days from date of joining .Staff GMC coverage is available to employee during probation period also. Many newly joined employees have missed opportunity to get themselves & their family members covered under the policy.

Now, as decided by Competent Authority, such missed out newly joined employees are given "One Time Option" to enroll themselves & their family members under the policy.

Please note, the option to condone delay or break-in-insurance is not given to retired employees under this point.

- 2) **Spouse of Newly married employee/Non-Dependent Child of employee:-** "One Time Option" is given to employees who could not enroll their spouse, parent-in-laws within 60 days after their marriage. Also, such employees who could not enroll their Son-in-law/Daughter-in-law under policy within 60 days of marriage of their non-dependent children are given "One Time Option" to include such person.





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- 3) **New born baby:-** Employees who failed to enroll newly born baby/grand children under Staff GMC coverage within 60 days from date of birth are given One Time Option to get such new born baby covered under the policy.

All above options are given as "One Time Option" only & request from employees who miss this opportunity will not be considered in future.

**Last date to submit option form for existing employees:-02.07.2018**

**Last date to submit option form for retired employees:- 13.07.2018**

The coverage of above all newly included members following under above heads will commence w.e.f. 01.04.2018.

**The other terms and conditions of the Staff GMC policy existing as on date will continue to be applicable.**

  
(R.C.KUMARIA)

DEPUTY GENERAL MANAGER

EWS,CORP.HRM DEPT.

HEAD OFFICE 