

**GOVERNMENT OF INDIA
DEPARTMENT OF ATOMIC ENERGY
NUCLEAR FUEL COMPLEX
CHSS SECTION**

Ref: NFC/CHSS/CHSS cards/2016

April 19, 2016

C I R C U L A R

Of late, it is observed that requests for issue duplicate CHSS cards and Health Pass Books (HPB) are on increase. Since the CHSS cards / HPBs are valid documents and also are not transferable access, to these items by other unauthorized Persons may lead to mis-use and avoidable burden to the Government ex-chequer,

All the CHSS beneficiaries are, therefore, advised to take all necessary precautionary measures to keep these documents under safe custody. It has been decided to revise the charges recoverable in case of loss/mutilation of CHSS Cards and Health Pass books as under, with immediate effect:

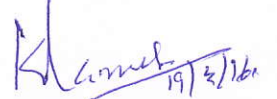
Sl.No	Particulars	Charges (Rs.)
1	Loss of CHSS card (including non-surrender of cards on discontinuance of membership) or misplacement. A copy of the police complaint lodged and an undertaking in the enclosed proforma are to be submitted along with the application	500/- per card
2	Mutilated CHSS card, within a period of 5 years of its issue	300/- per card
3	Mutilated CHSS card, after a period of 5 years of its issue	250/- per card
4	For change of address on CHSS card	250/- per card
5	Loss of Health Pass book (including non-surrender of book on discontinuance of membership) or misplacement. Undertaking in the enclosed proforma has to be submitted	300/- per book
6	Mutilated HPB or for change of address on HPB	150/- per book

It has also come to notice that some of the CHSS beneficiaries are approaching the empanelled hospitals for treatment/prescription of medicines for other beneficiaries in their absence. In case such incident of proxy treatment/ for medicines' prescription comes to notice; it will be viewed seriously and entail the prime beneficiary concerned liable for stern departmental action against him/her, besides cancellation of CHSS facility for all family members registered by him / her.

Further, the general instructions / guidelines for availing CHSS are enclosed herewith which may please be complied with to ensure smooth operation of CHSS.

This issues with the approval of Competent Authority.

Hindi version follows


(K. Ramesh)

Administrative Officer-III

Encl: as above.

All Plants/Sections

All Notice Boards

Cc: CE, NFC – for kind information
All DCEs / GMs / DGMS
JCF&A / CAO
COS / CMS, CHC/ CMOs / SMOs / MOs
SMs / Mgrs / Dy.Mgrs / OICs
RD, HRPSU

} with a request to
ensure display
of the circular
on the Notice
Boards of the
plants/Sections.

Sr. Manger / Manager, CD&IT - with a request to
update the existing information with this.

DIG, CISF, Hyderabad
Commandant, CISF, NFC
General Secretary - NFCIWU
President, NUFCA / NUFCAOSSA / NFCSAA

Copy for information to: Director, AMD, Hyderabad
Administrative Officer, TIFR, Hyderabad
Scientist-In-charge, CCCM, Hyderabad
Head. RC, Jonaki, BRIT, Hyderabad
Principal, AECS-I, - AAUH
OIC, NPCIL, Near Gurukul, ECIL Post, Hyderabad
IIW, DAE, City office, Hyderabad
Computer Division, NFC - to upload in NFC CHSS Website
Shri B.S.Rama Rao - Co-ord., NFC Retired Officers' Assn.

UNDERTAKING

I, _____, Designation _____, EC No. _____,
Plant _____, CHSS No. _____ have submitted application dated:
_____ for issue of duplicate CHSS Card / Health Pass Book (HPB)

I, hereby undertake to state that I am responsible for mis-use, if any, of the lost CHSS card/HPB and if the same is/are found/traced out subsequently, I shall surrender the same to CHSS section, for cancellation.

Signature with date:

Name:

Designation:

EC No:

Plant:

CHSS No:

GUIDELINES FOR AVAILING CHSS (ILLUSTRATIVE)

1. Check the validity of CHSS card and Health Pass book (HPB) and get the same renewed, if required / permissible, before its expiry.
2. Always carry valid CHSS Card and Health Pass book (HPB) in original to the hospital / AMA.
3. Collect the CHSS card and HPB immediately after the registration at hospital/ prescription by the Doctor concerned/medicines are issued.
4. Always keep the CHSS card and HPB in safe custody and do not allow any unknown / unauthorized persons to access the same.
5. Tearing / duplicating / colour Xeroxing of CHSS card and / or HPB shall not be resorted to.
6. Insisting for prescription of treatment / issue of medicines for beneficiaries who are not present is not permitted and if any such incidents come to notice will make the prime beneficiary liable for suitable action apart from cancellation of CHSS to him/her and his/her other members.
7. Read thoroughly the contents of OP bill format / pharmacy bill / bill for investigations, if any before affixing signature on it and avoid signing blank formats.
8. Surrender the CHSS cards / HPBs of the beneficiaries immediately in case they are not entitled to avail CHSS, such as children getting married/ gainfully employed / attaining 25 years of age, income of parents / other dependents exceeding Rs. 8000 / Rs. 4000, as the case may be.
9. Await a minimum period and put all efforts to trace the CHSS cards / HPBs in case the same are found missing / lost. Follow the prescribed procedure for obtaining duplicate cards / HPBs. Surrender the missed/lost CHSS cards / HPBs if found/traced out subsequently, to CHSS section immediately, for cancellation.
