

Government of India
Department of Atomic Energy
Nuclear Fuel Complex
CHSS Section

ECIL Post,
Hyderabad 500 062.
Date: December , 2011.

No. NFC/CHSS/4/01/2011/

C I R C U L A R

Sub: Renewal of CHSS Cards and Health Passbooks
in respect of Dependant Children and Parents/
Parents-in-Law - Regarding.

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In terms of CHS Scheme, every serving employee / retired employee who is a member of CHS Scheme, NFC has to invariably make a declaration in the prescribed form regarding income and residence of their dependant parents, parents-in-law, children and dependant relatives (other than children) (who are above 18 years of age) while renewal of their CHSS cards for the purpose of continuation of CHSS facilities.

Accordingly, all the employees who have registered their children, parents / parents-in-law and dependant relatives (other than children), the validity of whose cards expires by 31.03.2012 shall submit the prescribed declaration along with their latest passport size photos affixed on the format for renewal, so as to reach APO, CHSS by 10.02.2012. A format is enclosed for taking as many copies as required by Units / Divisions / Plants & Sections concerned.

While submitting the applications, employees / retired officials are requested to submit the documentary proof, as under, for scrutiny and verification by CHSS Section.

For parents:

- (a). residence proof like ration card / Aadhar Card;
- (b). income certificate of dependants issued by MRO;
- (c). in case of pensioners - Copy of Pension Payment Order;

For Children declared to be studying:

- (i). Study certificate/
- (ii). College identity card/latest fee receipt etc.,

The employees are requested to submit their renewal applications through their Establishment Sections concerned, whereas the retired officials are required to submit the applications through Pension Section of NFC.

As preparation of new CHSS cards takes time, all concerned employees are requested to Co-operate by submitting the applications latest by 10.02.2012 without fail. The cards will be ready for issue from 27.02.2012.

It may please be noted that CHSS facility will not be extended on old cards beyond 31.03.2012, if application is not submitted in time for renewal. If employees / retired officials do not renew the validity of their children / parents / parents-in-law (whose validity expires on 31.03.2012), further validity will not be extended and treatment if any, will be at the risk and cost of the prime beneficiary and no reimbursement would be available to them.

This circular along with the renewal format is also uploaded on NFC website and NFC intranet simultaneously, for immediate reference of all employees / retired officials.

[K.P.S. Pillai]
Administrative Officer

Encl:a.a.

All Plants / Sections
All Notice Boards

Copy to:

- 1.Chief Executive, NFC - for kind information
- 2.ACE/DCEs/PD,ZC/GMs/RD, HRPSU/DGMs/SMs/ManagersDy.MgrsOICs
- 3.Head-Medical Services/CMS/MS/Medical Officers, NFC
- 4.JC (F&A), NFC
- 5.DIG, DAE Headquarters / Commandant, CISF
- 6.President, NUFCA / NUFCAOSSA
- 7.General Secretary, NFCEA

Copy for information:

1. Scientist-In-Charge, TIFR, Hyderabad.
2. Scientist-in-Charge, CCCM, Hyderabad
3. Head, RC, Jonaki, BRIT, Hyderabad
4. Principal, AECS-I/II, AAUH, Hyderabad
5. OIC, NPCIL, ECIL Campus, Hyderabad
6. IIW, DAE City Office, NFC Premises, Hyderabad
7. Manager-Purchase, RPU(M)City Office, NFC Premises, Hyderabad

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**FORM OF DECLARATION FOR RENEWAL OF CHSS CARDS OF
 CHILDREN / PARENTS / PARENTS-IN-LAW/DEPENDANT RELATIVES**

1.Name of the Employee / retired official / Prime Beneficiary _____ :

2. Designation : _____ 2. EC No./CHSS No: _____/ _____ 4. Plant : _____ 5. Unit : _____

6.Present/Last Pay : _____ + _____ (Gr.Pay) 7. Address _____

8.Tel. Landline: _____/Office: _____/Mobile _____

9. Particulars of children requiring revalidation :

Name	Relationship	Date of Birth	Occupation / income	School / College	Remarks

PHOTO OF

CHILD -1

PHOTO OF

CHILD-2

PHOTO OF

CHILD-3

PHOTO OF

CHILD-4

I declare that the children mentioned above are dependent on me. Particulars furnished above are correct and are as recorded in my personal file and Service book . I am aware that I will be liable to disciplinary action, if they are found to be false on verification.

10.Particulars of Dependant Parents / Parents-in-Law / other dependant relatives:

Name	Relation	Date of Birth	Occupation	Income

PHOTO OF

FATHER

PHOTO OF

MOTHER

PHOTO OF

FATHER-IN-LAW

PHOTO OF

MOTHER-IN-LAW

I declare that my** father / mother / father-in-law/mother-in-law/dependant relative mentioned above is / are staying with me and dependant on me. Particulars furnished above are correct and are as recorded in my personal file and service book etc,. The am aware that I will be liable to disciplinary action if they are found to be false on verification. (**strike out whichever is not applicable).

Date: _____

Signature of Employee / Retired official / Prime beneficiary : _____

CERTIFICATE

<u>For Serving Employees</u>	<u>For Retired officials</u>
Certified that the above details furnished by Shri/Smt. _____ Desgn: _____ EC NO. _____ are verified and found to be correct. <p align="right">APO (Estt)</p>	Certified that the above Date(s) of birth; address; Last Pay drawn and photos in respect of Shri/Smt. _____, Desgn: _____ EC NO. _____ are verified and found to be correct. <p align="right">APO(Pension)</p>

Documents to be produced:

- In case of Children** : 1. Photocopy of College Identity card / Bonafide certificate from the School / College
 2. Latest Passport size photograph
In case of Parents / PIL : Copy of Ration Card / any other proof/ Copy of Pension Book/ latest Bank A/c copy /. Latest passport photography