



**BHARAT SANCHAR NIGAM LIMITED**  
(A Government of India Enterprise)  
Corporate Office

Admn.I Section,  
Statesman House,  
New Delhi 110 001  
Dated: June 3, 2004

No. BSNL/Admn.I/1

OFFICE ORDER

**Sub: BSNLMRS – Guidelines for implementation and monitoring**

The following guidelines are issued with immediate effect to monitor and control the expenditure under BSNLMRS.

1. **Guidelines to monitor the expenditure on indoor treatment:**
  - i) In case the cumulative expenditure in any financial year claimed for reimbursement under indoor treatment is more than two months basic pay + DA of the employee concerned, the reimbursement shall have to be approved by the respective CGM.
  - ii) In case it exceeds five times of the Basic Pay + DA of the employee, the approval of the Corporate Office shall be needed before making the reimbursement.
  
2. **Guidelines to monitor overall expenditure**
  - i) All the Circles shall submit a quarterly report indicating the expenditure during the quarter as per proforma given in Annexure I. The report shall positively be sent to Jt. DDG (Admn.) in BSNL Corporate Office by 15<sup>th</sup> July/October/January/April.
  - ii) Expenditure per employee for all SSAs within a Circle may be monitored at the Circle level. A team from the circle office may check the procedure for sanction of Medical expenses in respect of 15% of the constituent units subject to a minimum of one unit, whose average expenditure per employee is the highest in the Circle. This exercise must be done at least once a year and a detailed report indicating misuse, if any detected, along with corrective action and suggestion for improvement may be sent to Corporate Office, positively before end of 1<sup>st</sup> quarter of the financial year.

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- iii) Each month, SSA Head should get 1% of the paid bills (subject to min. of 5 & max. of 10) with the highest expenditure in respect of indoor treatment specially checked and send a detailed Report of such checking to the Circle Office. Similarly, action may also be taken for 1% of the highest cumulative accepted claims in the six-monthly periods ending 30<sup>th</sup> September and 31<sup>st</sup> March each year (subject to min. of 2 and max. of 5).

This issues with the approval of the Competent Authority.

  
( Amarjit Bhatia )

Assistant Director General (Admn.)

To

1. All CGMs, BSNL
2. PS to CMD, BSNL
3. PPS/PS to all Directors of BSNL Board
4. All Sr. DDsG/DDsG, CS&GM (Legal), BSNL Corporate Office
5. DG, P&T Audit
6. All recognized Associations/Unions of BSNL\

**Annexure – I**

**Medical Expenses for the Quarter ending .....**

1. Name of the Circle :
2. Total No. of employees :
3. (i) No. of employees opting for BSNLMRS :  
(ii) No. of employees opting for CGHS :
4. Details of Expenditure under BSNLMRS

Qtr/ Month	Outdoor Treatment				Total O/D Exp.	Exp. On Indoor Treatment	Total Medical expenditure
	Under para 2.1.0		Under para 2.1.1				
	No. of Beneficiary	Expenditure	No. of Beneficiary	Expenditure			
<b>Total</b>							

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Signature  
Name & Designation  
Date



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New Delhi 110 001  
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No. BSNL/Admn.I/1

## OFFICE ORDER

### **Sub: BSNLMRS – Amendments/Clarifications regarding**

The following amendments/ Clarifications in BSNLMRS are issued with immediate effect.

1. **Eligibility of employees taking voluntary retirement:**

Employees who have taken voluntary retirement from BSNL shall be treated at par with the retired employees, as defined in Clause 1.4 (ix) of BSNLMRS, for taking benefit under BSNLMRS.

2. **Waiver of outdoor treatment limit for specified chronic diseases:**

Limit of expenditure on outdoor treatment has been fixed as one month's salary i.e., Basic + DA. In case of chronic diseases as listed below, Circle heads are hereby, empowered to waive of this limit in deserving cases.

List of chronic diseases

- i. Cancer
- ii. Renal failure
- iii. Poliomyelitis, Cerebral Palsy & Spastics
- iv. T.B.
- v. Thalassaemia Major

3. **Treatment from hospitals outside the jurisdiction of the circle:**

- i) In general, employee and his/her dependant family members shall be allowed to take indoor treatment at hospitals as applicable for his/her place of posting and as applicable for the place of residence of his/her family.

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- ii) Taking indoor treatment in any hospitals other than those as above, shall be permissible only for taking specialized treatment, for which a certificate from the local hospital stating that such facility is not available in the place of posting or the headquarter of the employee or the place of residence of the family, as the case may be.

This issues with the approval of the Competent Authority.

  
( Amarjit Bhatia )

Assistant Director General (Admn.)

To

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# BHARAT SANCHAR NIGAM LIMITED

(A Government of India Enterprise)

## Corporate Office

Admn.I Section, Statesman House, New Delhi 110 001

No. BSNL/Admn.I/1 (Pt.)

Dated: September <sup>24</sup>, 2004

### Office Order

#### **Sub: Guidelines for the implementation of BSNLMRS.**

The following additional guidelines are issued for the implementation of BSNLMRS.

1. Eligibility of family dependents of expired employees:

On the death of BSNL employee who was availing BSNLMRS facilities, spouse/children who become family pensioners shall continue to avail the same facility, as was being availed by the employee prior to his/her death. However, the dependents shall not be entitled to change any option.

2. Claim of reimbursement, if both husband and wife are BSNL employees

In case where both husband and wife are BSNL employees, only one of them may be allowed to avail of the medical benefits according to his/her status. For this purpose, they should furnish to their respective authorities a joint declaration as to who will prefer the claim for reimbursement of medical expenses incurred on the medical attendance and the treatment in respect of spouse and children. The above declaration should be submitted in duplicate and copy shall be recorded in the personal file of each of them in their respective offices. This declaration shall remain in force till such time as it is revised on the express request in writing by both the husband and the wife e.g. in the event of promotion, transfer, resignation etc. of either of the two. In the absence of such a joint declaration, the medical benefits shall be availed of by the wife and the children according to the status of husband.

3. Provision of TA for outstation treatment

Travelling allowance may be allowed for the journeys undertaken (both sides) for medical treatment taken with the approval of competent authority to the station other than the place of posting as per Rules. The persons covered shall be as follows:-

- i) Travelling Allowance may be allowed to the patient for the journeys undertaken for taking medical treatment at the outstation.

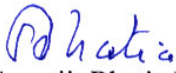
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- ii) Attendant or escort who is required to travel along with the patient, if the Medical Authority attending the patient has certified in writing that it is unsafe for the patient to travel alone and an attendant/escort is necessary to accompany him.
- iii) Donor of Kidney who is required to travel for donating kidney to BSNL employee or his family member.

The TA is admissible as per the entitlement of the employee.

4. Correcting of deformity – Cosmetic surgery

Cosmetic surgery shall not be allowed.

  
( Amarjit Bhatia )

Assistant Director General (Admn.)  
Tel. No. 23037241 fax No. 23734260

To

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3. PPS/PS to all Directors of BSNL Board
4. All Sr. DDsG/DDsG, CS &GM (Legal), BSNL Corporate Office
5. D.G. P&T, Audit
6. Secretary General, NFTE, C-4/1, Bangla Sahib Road, New Delhi 110 001.