

# महानगर टेलीफोन निगम लिमिटेड, मुंबई



MAHANAGAR TELEPHONE NIGAM LIMITED, MUMBAI

(A Government of India Enterprises)

कार्यकारी निदेशक का कार्यालय, 12वीं मंजिल, टेलीफोन हाउस, एमटीएनएल मार्ग, दादर (प.), मुंबई-400 028

O/o Executive Director, Welfare Section, 12th Floor, Telephone House,  
MTNL Marg, Dadar (W), Mumbai - 400 028.

WL/110-23/Retd. Empl/CGHIS/Enrollment/2023-24

DT 23/09/2023

To,

Retirees of MTNL, Mumbai

**MOST URGENT  
TIME BOUND**

**Sub: Submission of enrollment form ONLINE by Employee Retired from MTNL or his/her spouse for availing Contributory Group Health Insurance Scheme (CGHIS) for the policy commencing from 01.10.2023 to 30.09.2024**

**Ref: No.MTNL/CO/Pers/Medical/Retiree Tender/CGHIS/2023-24-82 dtd.15/09/2023**

With reference to the subject cited above, in order to avail Contributory Group Health Insurance Scheme (CGHIS) facilities by **Employee Retired from MTNL or his/her spouse** through TPA for the policy year **2023-24 (01.10.2023 to 30.09.2024)** the following **online welfare web-portal** procedure is required to be followed:-

1. Retiree has to log on: <http://pensioner.mtnl.in> for **ONLINE CGHIS** form submission. (Procedure and guidelines enclosed)

The last date for submission of enrollment form is **30.09.2023**. No online enrollment form will be accepted thereafter. If online enrollment form not submitted before 30.09.2023, the retiree will not be eligible to avail CGHIS medical facility for the policy year 2023-24.

2. The CGHIS medical card will be issued to retiree without photo by post and for e-card please log on [www.medsave.in](http://www.medsave.in)

3. In order to get break free medical coverage, retirees are advised to submit enrollment form within stipulated time.

4. This CGHIS medical scheme is applicable to **Employee Retired from MTNL or his/her spouse only**.

5. The Employee Retired from MTNL or his/her spouse, those who have **got CGHS Card (Central Government Health Scheme)**, shall not be allowed to avail this CGHIS facility.

Concerned DM(Cash/works) MTNL Mumbai shall deduct the 50% of insurance premium from OPD limit as and when instructions/orders received from C.O. MTNL New Delhi. If CGHIS facility is not opted, then OPD reimbursement claim of retiree will not be allowed.



All concerned SM/DM(Admn) shall guide the retirees for online enrollment in CGHIS for the policy period 2023-24.

Wide publicity may be given to this circular and circular may be pasted on Notice Board in the MTNL Building premises.

This issues with the approval of Competent Authority.

*Approved*  
*23/09/2023*  
Dy. General Manager (A&IR)  
MTNL, Mumbai.

**Copy to:**

- (1) PGM (HR), C.O.
- (2) DGM (HR), C.O.
- (3) All PGMs/ Sr. GMs,
- (4) All GMs/ CE(BW)/GM(F)/ All DGM (IFAs), MTNL, Mumbai.
- (5) SM to ED, MTNL, Mumbai: For infn. pl.
- (6) SM (WFMS)
- (7) All SM/DMs (Admin)/ SM/DM (BW)/ SM/DM (FC): For infn. pl.
- (8) DM (Cash/ Works) concerned: For deduction of Insurance Premium.
- (9) General Secretary, MTNKS, Mumbai.
- (10) Association and Union of Retired Executives & Non-Executives.

**Procedure/Guidance for online CGHIS**

1. Log on: <http://pensioner.mtnl.in>
2. Click to submit for MTNL Retired Employees CGHIS enrollment for the policy year 2023-24
3. Compulsory inputs needed :
  - a) Staff No.(M0.....)
  - b) Date of Birth ( of Employee)  
(In case if spouse of expired retiree need to enroll, then use Staff No. & Date of Birth of Expired retiree)
  - c) Capcha code d) Log-In e) Click on box to accept guidelines/Instructions
4. Please click on request for submit CGHIS Enrollment Form – Enter Staff No.(M0...) and please click on any one Mandate Button (as per applicability) – Retiree can fill all the fields , then click –Submit
5. Click to Print and take printout for record purpose – Enrollment Form Submission procedure Completed.
6. Contact for Query :
  - 1) Mr. Prasanna D. Kimattkar DM(Welfare & Sports)MTNL Mumbai 9869254641
  - 2) Mr. Vinod, Medsave Healthcare Ltd., Executive, Mumbai 9322646395