

महानगर टेलीफोन निगम लिमिटेड, मुंबई



MAHANAGAR TELEPHONE NIGAM LIMITED, MUMBAI

(A Government of India Enterprise)

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/ CGHS/ Enrollment/ 2023-24/

DT. //07/2023

To,
All SM/DM/ (Admn), DM (FC), DM (BW),
MTNL, Mumbai.

IMPORTANT

Sub: Guidelines for availing CGHS Facility

Ref: MTNL/CO/Med/Retirees/CGHS/2016 dtd. 26.06.2023

With reference to above cited subject , the following guidelines may be followed:-

1. **Definition:**
Central Government Health Scheme Controlled under Ministry of Health and Family Welfare Department, Govt. of India
2. **Jurisdiction:**
Under purview of Government of India and as per ruling issued by Director CGHS from time to time, covers all Central Govt. staff, Post Office, BSNL, MTNL & Other Central Govt. PSUs .
It covers all Metro City and other major cities among India.
It is Central Government Health Scheme Controlled under Ministry of Health and Family Welfare Department, Govt. of India.
Enrollment for CGHS acceptable through online submission only.
Website: cghs.nic.in; www.cghsmumbai.gov.in;
Online payment procedure (Bharatkosh) enclosed
3. Hospitalization as per CGHS norms and recommendation required from CGHS Dispensary Doctor.
Limitless, if hospitalized in empanelled hospital as per rules of CGHS.
If admitted in Private Hospital, the reimbursement can be given as per CGHS rate.
Recommendation required before Hospitalization.
4. Ayurvedic, Homeopathy medicine available in some dispensaries.
5. Useful for employees suffering from diabetic, dialysis, cancer and such major diseases where expenditure is likely more.
6. **One time enrollment, one time Premium payment and Lifetime facility.**

7. **Premium Payment slab & Card/Ward entitlement as per 7 CPC:**

Corr. 7 th CPC pay level	Monthly contribution towards CGHS card	Lifetime charges for CGHS card enrollment*
Level 1 to 5	Rs.250/- p.m.	Rs.30,000/-
Level 6	Rs.450/- p.m.	Rs.54,000/-
Level 7 to 11	Rs.650/- p.m.	Rs.78,000/-
Level 12	Rs.1,000/- p.m.	Rs.1,20,000/-

* Lifetime charges for CGHS card enrollment is to be determined by CGHS authority.

Basic pay in IDA pay scale at the time of retirement	Corresponding basic pay in corresponding Levels in CDA as per 7 th CPC	Ward Entitlement
Upto Rs.28,350/-	Upto Rs.47,600/-	General Ward
Rs.28,540/- to Rs.37,750/-	Rs.47,601/- to Rs.63,100/-	Semi-private Ward
Rs.37,760/- and above	Rs.63,101/- and above	Private ward

8. **Pro-rata pensioner's CGHS entitlement will be decided as below and as pay scale indicated in the PPO at the time of MTNL absorption:**

- Pro-rata pensioner are as per 31.10.1998 scale in PPO for Non-executive.
- Pro-rata pensioner are as per 30.09.2000 scale in PPO for Executive.

9. **To give attestation wherever required to get enroll in CGHS:**

As informed by CGHS authority the attestation is required on CGHS Enrollment form, Payment Receipt, PPO etc.

INSTRUCTIONS FOR CGHS:

Definition of Family:

- Husband/Wife>(* First wife only)
- Dependent Parents/Step Mother (in case of adoption, only adoptive & not real parents)
- If adoptive father has more than one wife, the first wife only.
- A female employee has a choice to include either her dependent parents or her dependent parents-in-law: option exercise can be changed only once during service.
- Children including legally adopted children, step children and children taken as wards subject to the following Conditions:

1.	Son	Till he starts earning or attains the age of 25 years whichever is earlier.
2.	Daughter	Till she starts earning or gets married, Limit, whichever may be earlier.
3.	Son suffering from any permanent Disability of any kind (physical or mental) as defined below	Irrespective of age limit
4.	Dependent divorced/abandoned or separated from their husband/ widowed daughters and dependent unmarried/divorced abandoned or separated from their husband/ widowed sisters.	Irrespective of age limit
5	Dependent Minor brother(s)	Up to the age of becoming a major

For the purpose of availing CGHS facility for a disabled sons above 25 years, please attach a copy of the certificate of disability issued by the competent authority.

'Disability' will be as defined in section 2 (1) of the persons with disabilities (equal opportunities, protection of rights and full participation) Act, 1995 (No.1 of 1996) which is reproduced below:

(1) **"Disability" means**

- | | | |
|-------------------------|---------------------------|-------------------------|
| (i) Blindness | (ii) Low vision | (iii) Leprosy cured |
| (iv) Hearing impairment | (v) Locomotors disability | (vi) Mental retardation |
| (vii) Mental illness | | |

- "Dependency"**: Members of family (other than spouse) whose Income is less than Rs.3500/- + DA per months are treated as dependents and are normally residing with CGHS beneficiary.

For availing CGHS card, MTNL Retirees have to be submit the following documents to CGHS Mumbai Office(O/o Additional Director,Central Govt Health Scheme, Prathishtha Bhavan(Old CGO Building), Ground Floor, South Wing, 101, M.K. Road, New Marine Lines, Mumbai – 400 020. Ph:22018750) The Timing for submission of CGHS Form to CGHS Mumbai Office counter is 10.00 A.M. to 1.00 P.M.

- (1) Online Registration Form (Website: cghs.nic.in; www.cghsmumbai.gov.in)
- (2) Online Payment Receipt (Bharatkosh)
- (3) Form No.2 (Certificate regarding Receipt of Central Civil Pension from Govt. of India) to be issued by concerned DM(Admn), MTNL, Mumbai.
- (4) Proof of Residence/Stay of dependents – (Copy of Ration Card/Election ID/ Passport/ Identity Card issued by College/School/University/Bank Pass Book, etc.)
- (5) Proof of age of self/ spouse & son/ Disability certificate (if any)
- (6) Attested Copy of Disability certificate issued by Competent Authority (in case of Dependent son aged 25 and above)
- (7) Attested copies of PPO (First 8 pages)
- (8) One individual Passport size Photos to be pasted on Form of self and dependent.
- (9) Copy of Aadhaar Card/ PAN Card or any other ID issued by Government.

“Once NOC for CGHS option is issued by MTNL, the retiree cannot revert back to CGHS” and CGHS optee will not get any IPD/OPD facility from MTNL.

After payment of Contribution by Retiree/Pensioners to CGHS, the MTNL retiree shall submit Form No.3 (Form of Reimbursement of Lifetime CGHS one time incentive) alongwith the self attested copy of payment Receipt to concerned DM(Cash)/Works) i.e. last retirement GM unit through concerned DM(Admn) for avoiding payment duplication and Retiree must surrender the CGHS medical card issued by insurance Co.(UIIC)/TPA to concerned DM(Admn). Thereafter refund 50% of the defined contribution for lifetime CGHS membership subject to minimum of Rs.20,000/- and maximum of Rs.40,000/- to Retiree.

All DM (Admn) are requested to provide assistance & guidance for filling-up the ONLINE CGHS form to Retirees.

The concerned DM (Admin) shall forward the consolidated staff No. wise list to AM(Welfare) in SOFT COPY by mail at welfaresection1@gmail.com .

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

This is issued with the approval of Competent Authority.

Approved
11/07/2023
Deputy General Manager (A & IR)
MTNL, Mumbai.

Copy to:

- (1) GM (HR), C.O.
- (2) SM to ED, MTNL, Mumbai: For infn. pl.
- (3) All PGMs/ All Sr. GMs/ All GMs
- (4) SM (WFMS)/ SM (HR-Med), CO.
- (5) All DM (Cash/ Works): For necessary action pl.
- (6) General Secretary, MTNKS, Mumbai.
- (7) Association and Union of Retired Executives & Non-Executives.

(To be issued by concerned DM(Admn) to Retiree)

Date: _____

TO WHOMSOEVER IT MAY CONCERN
Certificate regarding Central Civil Pension
from Govt. of India to Retiree

This is to certify that Shri/Smt. _____
_____, Staff No. _____ (as per Salary
Slip), Desgn _____, GM (Unit) _____, is retired on S/A on
_____ from MTNL and will receive Central Civil Pension from Central
Civil Estimates under 'Major Head – 2071' of Government of India (Pr. Controller,
Communication Accounts, Maharashtra) after retirement.

Pay Scale:

MTNL IDA Pay Scale	As per 7 th CPC (Level 1 to 12 & above)	Contribution (in Rs./Month) as per MoH&FW OM dtd. 09.01.2017

Entitlement of Ward:

Last Basic pay in IDA pay scale	Corresponding basic pay in corresponding Levels in CDA as per 7 th CPC	Ward entitlement

He/she will not be paid any fixed monthly medical allowance through pension.

On issue of certificate for obtaining CGHS facility, MTNL shall not extend MTNL Medical facility (IPD & OPD) to the Retiree.

This certificate is issued to him/her for availing CGHS facility.

Deputy Manager (Admn) _____
MTNL, Mumbai.
(Signature with Office Seal)

Copy to:
Concerned DM (Cash/Works): For record purpose.

Mapping of CDA / IDA Pay Scale

Sr. No.	IDA Pay Scale in MTNL before 01.01.2007	IDA Pay Scale in MTNL after 01.01.2007	As per 7th CPC	Contribution (in Rs./Month) as per MoH&FW OM dt. 09.01.2017	10 Year Contribution
1	4400-125-6275	7800-17000	Level 1 to Level 5	Rs. 250/-	Rs.30,000/-
2	4500-140-6600	8400-18350			
3	4600-150-6850	8900-19410			
4	4700-170-7250	9500-20710			
5	5000-185-7775	10500-22830			
6	5200-210-8350	11500-24970			
7	6700-220-10000	12500-27170			
8	7150-225-10525	13500-29300			
9	7700-230-11150	14500-31500	Level 6	Rs.450/-	Rs.54,000/-
10	8300-235-11825	16000-34650			
11-a	8575-245-12250 (for Non-Executive)	17500-37950			
12-a	10750-300-16750 (for Executive)	20600-46500	Level 7 to Level 11	Rs.650/-	Rs.78,000/-
11-b	8575-245-12250 (for Non-Executive)	17500-37950			
11-b	10750-300-16750 (for Executive)	20600-46500			
13	13000-350-18250	24900-50500			
14	14500-350-18700	29100-54500			
15	16000-400-20800	32900-58000	Level 12 and above	Rs.1,000/-	Rs.1,20,000/-
16	17500-400-22300	36600-62000			
17	18500-450-23900	43200-66000			
18	All scales above the scale of Rs.18500-450-23900	All scales above the scale of Rs.43200-66000			

Sr. No.	Basic Pay in IDA pay scale	Corresponding basic pay in corresponding Levels in CDA as per 7 th CPC	Ward entitlement
1	Upto Rs.28,350/-	Upto Rs.47,600/-	General Ward
2	Rs.28,540/- to Rs.37,750/-	Rs.47,601 to Rs.63,100/-	Semi-private ward
3	Rs.37,760/- and above	Rs.63,101/- and above	Private ward

CGHS Payment at Bharatkosh

CGHS Subscription Online Payment:

Visit **<https://bharatkosh.gov.in/NTRPHome/QuickPayment>**

Select Ministry/Department -

017 Health and Family Welfare

Select Purpose: CGHS Card Contribution

Next page will appear with Depositor's Category as Individual and purpose as CGHS Card Contribution.

Select Payment Type: CGHS Subscriptions

Ministry: Healthy and Family Welfare

(Will be available in display)

Select Pay and Accounts Officer (PAO) - 021277 - PAO(MSD), Mumbai

Select Drawing & Disbursing Office (DDO) - 221278 - O/o AD, Mumbai

Amount: Fill in Subscription to be paid

Payment Frequency - No restriction

Form of Reimbursement of Lifetime CGHS one time incentive

(to be submitted to concerned DM (Cash/Works) i.e. last retirement GM unit only through concerned DM (Admin))

I, Shri/Smt. _____,
(spouse of Late _____ (applicable only for family pensioner), Staff No. _____ (as per PPO), Design _____ retired from MTNL on _____, GM Unit _____, I hereby declare that I have switched over to Lifetime CGHS facility. The reimbursement against payment made by me for Lifetime CGHS card, may be given in my pension account. My personal details are as follows:-

1. Name _____
2. PPO No. _____
3. Mobile Number _____
4. E-mail Id _____
5. Address for Correspondence _____

_____ State _____ PIN Code _____

Enclosure:

1. Self attested copy of Receipt/ Challan or any proof of premium amount issued by CGHS authority.
2. Copy of CGHS card surrendered by retiree to DM(Admn)

I have not received reimbursement of Lifetime CGHS one time incentive previously.

Above details are correct and in case it is found at any stage some information is concealed by me or found false, MTNL management may take suitable disciplinary action against me as per MTNL Rules.

Place:

Date:

Signature _____
Name _____
Landline No. (if any) _____