



महानगर टेलीफोन निगम लिमिटेड, मुंबई  
**MAHANAGAR TELEPHONE NIGAM LIMITED, MUMBAI**  
**(A GOVERNMENT OF INDIA ENTERPRISES)**

कार्यकारी निदेशक का कार्यालय, 9वीं मंजिल, टेलीफोन हाऊस, व्ही. एस. मार्ग, दादर, मुंबई - 28  
O/o Executive Director, Sports Section., 9<sup>TH</sup> Flr, Telephone House, MTNL Marg, Dadar(West), Mumbai 400 028.

No. WL/110-23/GHIP-Retd./2011-12

Dated 17/10/2011

To

All Sr. Managers(Admn)

MTNL Mumbai

Sub: Group Health Insurance Policy for MTNL Retired employees - 2008 relaunched w.e.f. 01/10/2011.

Ref: O. No. MTNL/CO/Pers/REC-GHIS/2009/469 to 10 dated 7/10/2011 from Jt.GM(HR), Corporate Office endorsed vide WL/110-23/GHIP/Retd Employee/2011-12 dated 14/10/2011.

In continuation to the circular cited above, the following procedure may be followed while processing the applications from the retired employees.

Retiree shall apply in Annexure-A to the G.M. (Admn) and submit application in duplicate to Sr. Manager (Admn) area concerned. The Sr. Manager (Admn) concerned will receive the application and forward to TPA (Medsave) after duly verified by Dy. Manager (Accounts) Pension Disbursing Authority of the unit from where the employee retired. One copy of the application will be kept on the records of Sr. Manager (Admn) area concerned.

Sr. Manager (Welfare/Sports) 17/10/11  
MTNL, Mumbai