

GOVERNMENT OF ORISSA
FINANCE DEPARTMENT

Top Priority

Memo No. GIS(II) 29/97

48066(340)
/F.,

Bhubaneswar, the dated

2/12/

1997.

To

All Departments of Government.
All Heads of Department.
Registrar, Utkal University,
Vanivihar, Bhubaneswar
Registrar, Sambalpur University,
Jyoti Vihar, Burla, Sambalpur.
Registrar, Berhampur University,
Bhanja Vihar, Berhampur.
Registrar, Orissa University of
Agriculture & Technology, Bhubaneswar.
Principal, Regional Engineering
College, Rourkela.
Secretary, Board of Secondary
Education, Orissa, Cuttack.
Secretary, Council of Higher
Secondary Education, Orissa, Bhubaneswar.
All Executive Officers of Municipal
Corporations, Municipalities & N.A. Cs.

Sub: Sum assured under the Group Insurance Scheme is interlinked with the amount of premium deposited under the G.I.S. before the death of the employee vis-a-vis short deposit of G.I.S. Premium.

It has come to the notice of Govt. that in several cases the Drawing & Disbursing Officers and also the concerned employees do not take timely action for sanction and deposit of the required amount of premium under the G.I.S. after enhancement of the pay of the employees, due to promotion, revision of pay or increment etc. As a result large number of death cases under short deposit are referred to Finance Deptt. for sanction of full benefits to the bereaved family of the deceased employee on compassionate ground. Since the scheme is running on loss it is not possible for Govt. to provide full protection to the employees who do not subscribe the prescribed amount they are required to deposit. Besides payment of sum assured under the G.I.S. is also interlinked with amount of premium deposited before the death of the employee.

It is, therefore, the responsibility of the Drawing and Disbursing Officer/employee concerned to see that the up-to-date deposits under the G.I.S. are made in his/her favour. This is absolutely necessary in order to provide financial protection to the family members of the employee concerned in case of death while in service.

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To achieve this object, all the D.D.Os. should conduct a monthly review and record a certificate in the file that collections have been made up-to-date in respect of all the employees for whom they act as the Drawing Officer. If at the time of review it is seen that in some cases the collections are not up-to-dated, the Drawing Officer should also record the reasons in the file and take immediate step to make the deposits up-to-date. In case of transferred employee the D.D.O. should also clearly indicate on the body of the last pay certificate the deposits and recovery made under G.I.S. of the employees concerned. To sum up it is the responsibility of the concerned D.D.O. to ensure that timely deposit of appropriate amount is made in respect of each employee under his establishment, as otherwise full coverage under the G.I.S. may not be available for the family of a deceased employee. The consequence of delayed payment of G.I.S. premium will be visited upon the D.D.O./Head of Office whose tardiness would rub the nominee/legal heir of the deceased employee to receive higher coverage under the Group Insurance Scheme.

This may be brought to the notice of all concerned.

Memo No. *48067(350)* Additional Secretary to Government.
 /F., Dated *2/12/97*

Copy forwarded to all R.D.Cs./all Collectors/all Sub-Collectors/all B.D.Os./all Treasury, Spl. Treasury and Sub-Treasury Officers/Principal, Secretariat Training Institute, Bhubaneswar/Principal, Madhusudan Institute of Accounts and Finance, Bhubaneswar/Commissioner, Gopabandhu Academy of Administration, Bhubaneswar/Under Secretary to Government, Finance (Accts.) Department/Secretary, Orissa Legislative Assembly Bhubaneswar/Secretary to Governor, Orissa, Bhubaneswar/Registrar, Orissa High Court, Cuttack/Secretary, Orissa Public Service Commission, Cuttack/all Inspector of Schools/Accountant General (Audit) Orissa, Bhubaneswar/Accountant General (Accounts) Orissa, Bhubaneswar/Deputy Accountant General, Orissa, Puri for information and necessary action.

Memo No. *48068* Deputy Secretary to Government
 /F., Dated *2/12/97*

Copy (5 copies) forwarded to Law (Library) Department for information and necessary action.

Memo No. *48069(120)* Deputy Secretary to Government
 /F., Dated *2/12/97*

Copy forwarded to all Officers and Branches of Finance Department for information.

Deputy Secretary to Government