

1302
DSC

No.10148/DAT/LIC/2010
GOVERNMENT OF PUDUCHERRY
DIRECTORATE OF ACCOUNTS & TREASURIES

Puducherry, the 24.02.2010

C I R C U L A R

Sub-Group Savings Linked Insurance Scheme of L.I.C. –
Renewal for the year 2010 – 2011 – Regarding.

The Group Savings Linked Insurance Scheme of L.I.C. is completing the twentieth anniversary on 31/03/2010. The Renewal Policy is with effect from 01/04/2010 to 31/03/2011.

2. A list of "New Subscribers" who have been enrolled as Members from March 2010 under the G.S.L.I. Scheme of L.I.C., Drawing & Disbursing Officer's wise, is enclosed herewith.

3. The Premium Amount shall be recovered from the salaries of all Subscribers (Old and New Members) from the month of March 2010 and credited in the Head of Account "8550 – Civil Advances – 104. Other Advances – Premium for Group Insurance Cover (L.I.C.)".

4. The following notified instructions should please be borne in mind by the Departments / Offices:-

a) The Scheme is compulsory for new entrants only. The applications for enrolment as subscribers from the new entrants who appointed on or after 16-11-2009, may be obtained from them and forwarded to the Directorate within 15th November of this year.

c) The name of employees will only be enrolled as members at the time of renewal of the Scheme i.e. in the month of March of every year.

d) The details such as Employee Code No., Date / Year of membership (Member from), Insured Amount, Premium, Name of Nominee, etc. of the subscribers should be entered in the Service Book of the concerned, in the case of new members as well as old members in whose case entries are not made so far.

e) Necessary entries should also be made in the Last Pay Certificate when a subscriber is transferred to some other Department / Office.

f) If any subscriber is not in service due to various reasons and is on E.O.L. etc., the fact should immediately be intimated to this Directorate without fail.

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All staff to note
for m.c., please


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- g) In case where the premium amount was not recovered from the date of membership by omission or any break for short intermittent periods due to some reasons, the arrear amount should immediately be recovered and recovery should be continued thereafter.
- h) Recovery of premium should be effected only in the case of employees who have been allotted Employee Code Nos.
- i) The D.D.O. No., Employee Code No., G.P.F. Account / P.R.A.N. No., Employee Name with Designation should be mentioned, without any omission, in the recovery Schedules.
- j) The Recovery Schedules attached to the Pay Bills should be in the prescribed format only.

5. Death Claim or any correspondence should be communicated to the following address:-

THE JUNIOR ACCOUNTS OFFICER
INSURANCE SECTION (LIC/NIC)
DIRECTORATE OF ACCOUNTS & TREASURIES
PUDUCHERRY

6. The proposal for claim such as Death, Retirement, etc., shall be preferred within 3 (Three) months from the date of Death / Retirement, etc.
7. The computerised list should be disclosed to the subscribers for their reference.
8. It may kindly be noted that if the Pay Bills are presented without recovery from a subscriber, the entire Pay Bill will be returned by the Pay Sections for correction.

Assd
UDC for m/c.

To

(A.K. NARAYANAN)

DIRECTOR OF ACCOUNTS & TREASURIES
22/02

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SUPERINTENDANT OF POLICE
O/O S.P (NORTH)
PUDUCHERRY

Copy to:-

The Deputy Directors / Junior Accounts Officers, D.A.T.,
Puducherry / Karaikal / Mahe / Yanam.
The Superintendents, All Pay Sections for necessary action.