

Corporate Office  
Admin & PR Branch  
1<sup>st</sup> Floor, Bharat Sanchar Bhawan,  
H.C.Mathur Lane, Janpath,  
New Delhi-110001.  
Ph: 011-23734157



भारत संचार निगम लिमिटेड  
(भारत सरकार का उपक्रम)  
BHARAT SANCHAR NIGAM LIMITED  
(A Govt. of India Enterprise)

No. BSNLCO-ADMN/12/3/2022-ADMN

Dated 25.05.2023

To,

The CGMs of Circles/Unit Heads,  
BSNL

**Subject: Voluntary Group Health Insurance Scheme for BSNL employees.**

**Reference:** This office letter of even no. dated 15.05.2023, 19.05.2023 & 22.05.2023

Kindly refer to this office letter of even no. dated 22.05.2023 whereby time-line for submission of option for Voluntary Group Health Insurance Scheme was extended till 25.05.2023 and withdrawal was allowed on 26.05.2023.

Since the policy is scheduled for implementation from 1<sup>st</sup> June 2023 onwards for 1 year, it has been decided to close the withdrawal window by 17:00 Hrs (5 PM) of 26.05.2023 so as to complete final compilation of data from ERP portal, deduction of 1<sup>st</sup> instalment of premium from employee's salary and payment of total 1<sup>st</sup> instalment premium payment to the Insurer.

It is therefore, requested that necessary information may be circulated in the SSAs/BAs.

This is issued with the approval of the competent authority.

*Rajiv Kr. Sharma*  
25.05.2023

(Rajiv Kr. Sharma)  
DGM (Admin) BSNL CO

Copy to:

1. PPS/PS to CMD, All Directors, BSNL Board & CVO BSNL CO, New Delhi.
2. All CGMs/PGMs/Sr. GMs/GMs, CS& GM (Legal) BSNL CO.
3. GM (Personnel) BSNL CO for kind information and necessary action for closure of POP\_UP Window after 5:00 PM of 26.05.2023 & providing final list of employees opted for the policy directly to PGM (CA) /PGM (EF) by the evening of 26.05.2023 itself (so that May-23 Salary is run on time), with a copy to this office. Kindly also provide calculated premium payable in the first instalment from May-2023 salary of employees and full instalments payable by optees who are going to retire in May'23 and June'23.
4. PGM (CA)/PGM (EF) for kind information and necessary action for deduction of the 1<sup>st</sup> instalment of premium from the salary of May-2023 in consultation with GM (Pers.) and for making payment of the premium amount to M/s Oriental Insurance Company latest before 31st May 2023.