



OSMANIA UNIVERSITY
HYDERABAD-500 007.

No.793/MIS/270/2022-23/Budget-Gen.

Date:13 - 04 - 2022.

ORDERS

Sub:- Osmania University – Revision in the rate of Medical Insurance Subsidy payable to the Teaching & Non-Teaching Employees - Orders - Issued.

Ref:- 1) Univ.Order No.2750/270/2018-19/Budget-Gen, Dt.11-07-2018.
2) Letter No.104/TSA/OU/2021, dt.11-05-2021.of the Three Service Associations

With the approval of the Executive Council at its 149th Meeting held on 20-06-2018, the University, through its Orders 1st cited, has implemented the reimbursement of subsidy @ ₹ 7,500/- (Rupees Seven Thousand and Five Hundred only) per annum, to each of the Teaching and Non-Teaching employee, or the actual premium paid by the employee whichever is less, with effect from 01-04-2018, subject to certain conditions laid down.

2. Now, the Service Associations of the University through their letter reference 2nd cited, have represented to the University that the Medical Insurance subsidy of ₹ 7,500/- being given to the employees be enhanced to ₹15,000/-, per annum, to each of the employees whoever joins the Medical Insurance Scheme.

3. On the instructions of the Vice-Chancellor, the matter was placed before the 3rd Finance Committee & 164th Executive Council at its Meeting held on 16-03-2022. The Finance Committee / Executive Council have accorded approval to revise the rate of Medical Insurance Subsidy to each of the regular Teaching and Non-Teaching employees to **Rs.10,000/-** per annum or the actual premium paid by the employee whichever is less, with effect from **1st April, 2022**, subject to the terms and conditions, as detailed below.

4. **The payment of subsidy is subject to the following conditions :-**

- i). The regular employees drawing their Pay & Allowances in a regular Pay scale including Work Charged employees are eligible for subsidy.
- ii). The subsidy amount of **Rs.10,000/- (Rupees Ten Thousand Only)** per annum or the actual premium paid, whichever is less shall be reimbursed to the employees whoever joins the Medical Insurance Scheme / Policy on production of copy of the Medical insurance Policy, vouchers attested by Head of the Institution / Office duly filing the declaration form in the format prescribed (enclosed).
- iii). If both Wife and Husband are employed, only one of them will be eligible for the subsidy.
- iv). The Subsidy shall be claimed within one year from the payment of Medical insurance premium.

5. The Principals / Directors / Heads of Departments / Administrative Officers will bring the matter to the notice of all the regular Employees (Teaching & Non-Teaching) working under their control, while sanctioning the subsidy of **Rs.10,000/-** the Controlling, Drawing & Disbursing Officer shall exercise utmost caution in establishing the genuineness of the claims of the employees by verifying the documents submitted and prefer a claim to the Pre-Audit Section, Osmania University, duly enclosing the declaration form along with attested copies of Medical insurance Policy, vouchers together with the sanction orders for arranging payments to the concerned.
6. The expenditure on the above score may be charged to the existing provision of **₹ 1.00 Crore**, made in the Normal Budget of the University.
7. The Pre-Audit Section, Osmania University, will admit the claims and pass accordingly. Further, the Pre-Audit section will maintain a separate account of these claims and furnish the figures to the Budget section as and when necessary.
8. These orders are effective from **1st April, 2022 onwards**.
9. A copy of the orders is available in the University Website at **Osmania.ac.in**


REGISTRAR & SECRETARY
EXECUTIVE COUNCIL

Forwarded for information to:-

1. All the Principals of the University & Constituent Colleges including O.U.P.G. Colleges at Districts.
2. All the Heads of Departments/Officers, Osmania University.
3. The Joint Registrar (Administration), Osmania University, with a request to note the action taken on **Finance Committee (No.08) / Executive Council Resolution (No.09)**.
4. The Director (Infrastructure), Osmania University.
5. The Deputy Registrar (Accounts/Pre-Audit), Osmania University.
6. The Secretary to Vice-Chancellor, Osmania University.
7. The P.A. to the Registrar/OSD to the Vice-Chancellor, Osmania University.
8. The Superintendent (Budget), OU - Sanctions File for the year **2022-23**.

Copy communicated to:-

The President / General Secretary

OUTA, Officer's, N.G.O's, Technical Staff Association and Employees Union, O.U.

Claim of Medical Insurance Subsidy

In terms of University Orders No.793/MIS/270/2022-23/Bud-Gen, Dt.13/04/2022

1. Employee I.D. No.:- _____ 2. Name:- _____
3. Designation:- _____ 4. Place of work:- _____

I hereby declare that I have joined the Medical Insurance Scheme/Policy with _____ Bank / Organization / Insurance agency and enclosed the attested copy of receipt of the policy for claiming the University subsidy.

My spouse is not an employee of the University. He / She is working as _____ in the _____ Department / Office and he / she is not getting the Medical Insurance subsidy.

If at any time the subsidy claimed is found to be against the rules, I shall refund the amount.

Station:

Date:

Signature of the employee

ORDERS OF THE SANCTIONING AUTHORITY OF OSMANIA UNIVERSITY

After going through the particulars mentioned above and satisfying myself about the genuiness of the claim with reference to the University Orders. I hereby order that an amount of _____ be reimbursed to Sri. / Smt. _____ towards Medical Insurance subsidy for the year _____.

Principal / Head of the Office / Institution