



NATIONAL FERTILIZERS LTD
CORPORATE OFFICE: HR DEPARTMENT

Ref: NFL/CO/HR/PRMS-2022-23/OPD/1593

Date: 22.06.2022

CIRCULAR

Sub: OPD Reimbursement under Post-Retirement Medical Scheme for the year 2022.

The provisions of NFL Post-Retirement Medical Scheme regarding OPD reimbursement is as per the following:-

REIMBURSEMENT FOR OPD EXPENSES

1. Members of the scheme can avail reimbursement towards OPD w.e.f 01.01.2022. Reimbursement of expenditure on consultations, medicines, lab tests etc. will be allowed to the members as per details given below :

GROUP	LEVEL	Maximum amount reimbursable per annum (Rs.)
A	All Workmen (W0-W12)	10,000/-
B	Executives (E0-E5)	15,000/-
C	Executives (E6-E9)	20,000/-
D	Functional Directors/ C& MD	25,000/-

Annual health check-up within a ceiling of Rs. 2500/- per person.

2. The scheme shall be operated centrally from Corporate Office Noida. Ms. Mamta Singh, Officer (HR), NFL Corporate Office, Noida shall be the Nodal officer.

3. (a) **Submission of claims:** Claims shall be submitted on self-declaration basis in the enclosed prescribed format along with Crossed Cheque & Life Certificate. **The members can send their OPD claim form via individual e-mail on: prms@nfl.co.in only, OPD claims received from any other sources shall not be entertained.**

(b) In the said claim form mentioning of e-mail address, phone number and residence address are mandatory.

4. Members have to submit the soft copy of the Digital Life Certificate and to get the same; they may enrol themselves through Aadhar Card at www.jeevanpramaan.gov.in. Members, who do not submit the Digital Life Certificate, may submit Life Certificate from Branch Manager where retired employees are having their savings bank account for the purpose of online remittance of OPD reimbursement under the policy.

5. One consolidated claim shall be submitted by the member (i.e for each-family unit comprising of self & spouse) for the half year ending 30th June and 31st December. The claim shall be submitted within 45 days of completion of relevant period i.e latest by 15th August & 15th February respectively. The claim shall be submitted to Nodal Officer at Corporate Office Noida. Claims received after stipulated period of 45 days will not be entertained.

6. 50% of maximum ceiling amount shall be payable in the first half of calendar year. If the claim is received more than 50% of the entitled ceiling amount, 50% amount will be paid in first half and if the claim is received less than 50% of the entitled amount then lesser claimed amount will be paid. If no claim is received in the first half, 100% of maximum ceiling amount will be payable for processing claims received for second half of calendar year.

7. Retired employees who are not members of PRMS 2021-22 and became member of PRMS 2022-23, shall be reimbursed OPD ceiling on pro-rata basis.

8. Claimed bills have to be retained by the members for further reference for verification, if required.

9. In case a member expires, his/her spouse will be entitled for OPD reimbursement in terms of annual limit fixed without any deduction.

Hindi version follows.

Encl. As above.

Circulation :

- Secy. to C&MD
- Secy. to D(M)/ D(F)/ D(T)/ CVO
- All Unit Heads / HR Heads/ Zonal Heads
- Head of F&A Deptt. CO/CMO NOIDA /Units / Offices
- GM (IT) C.O. - for uploading the circular on www.nationalfertilizers.com; at Retired employees Desk.


(Kumar Kush)
Manager (HR)