



# OFFICE OF THE REGISTRAR

Kakatiya University, Warangal - 506 009

No. 144/C1/KU/2020-2021/C53

August 25, 2020

## ORDERS

Sub:- Kakatiya University – Establishment – Regular Teaching & Non-Teaching Employees – Enhancement of reimbursement of subsidy amount from Rs. 7500=00 per annum to Rs. 15000=00 per annum (actual premium amount paid by the employee per annum subject to a maximum of Rs. 15000=00) to each of the regular Teaching and Non-Teaching employees who subscribe to Medical, Health Insurance Scheme with effect from 1/4/2020 – Orders – Issued.

- Ref:- 1) No. 186/C1/KU/2008-09/53(O) dated 7-6-2008.  
2) KU Order No. 315/C1/KU/2017-2018/53 dated 29-12-2017  
3) KU Order No. 688/C1/KU/2018-2019/53 dated 25-03-2019  
4) KU Non-Gazetted Officer's Association letter dated 12-03-2020.

\* \* \*

Orders vide reference 3<sup>rd</sup> cited were issued enhancing the reimbursement of the subsidy amount to Rs. 7,500=00 (Rupees Seven Thousand Five Hundred only) from Rs. 2000=00 (Rupees Two Thousand only) per annum to each of the regular Teaching and Non-Teaching employee, whoever joins any the Medical Insurance Scheme / Mediclaim Policy / Medical Insurance Scheme with any Bank / Organization / Insurance agency firm with effect from 01/02/2019 onwards.

Now, the KU Non-Gazetted Officer's Association of KU, vide reference 4<sup>th</sup> cited have submitted a representation for consideration of various demands, which also include the enhancement of reimbursement of Medical Insurance subsidy amount from the present Rs. 7,500=00 to Rs. 15,000=00 on a par with the employees of Dr. BRAOU, Hyderabad including Time-Scale Employees. Copies of the FC and EC agenda/minutes of Dr. BRAOU were also enclosed.

The representations were placed before the 97<sup>th</sup> Finance Committee (Agenda Item 97.03) held on June 1<sup>st</sup>, 2020, through video conferencing, which resolved to consider and recommend to the Executive Council for approval, KU and the same were placed before by the Executive Council in the 132<sup>nd</sup> meeting held on June 1, 2020 at 10.30 am under Tabled Agenda 132.15, which has resolved to enhance the reimbursement of Medical Insurance Subsidy from Rs. 7,500=00 to Rs. 15,000=00 per annum to the regular Teaching and Non-Teaching employees, who subscribe to Medical Health Insurance Scheme, with effect from 01/04/2020.

In pursuance of the decision taken by the Finance Committee and Executive Council in their 97<sup>th</sup> and 132<sup>nd</sup> meetings, respectively, and after careful examination, **the Vice-Chancellor has accorded approval for enhancement of reimbursement of subsidy amount to Rs. 15,000=00 (Rupees Fifteen Thousands only) per annum** from the present Rs. 7,500=00 per annum to each of the regular Teaching and Non-Teaching employee (actual premium amount paid by the employee per annum subject to a maximum of Rs. 15000=00), who subscribe to Medical Health Insurance Scheme, with effect from 01/04/2020 subject to the following conditions:



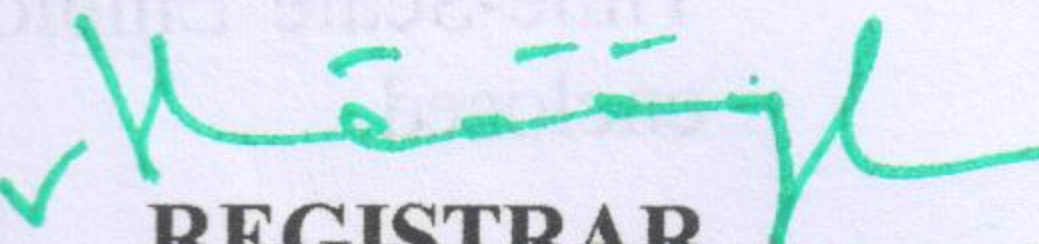
- i) The regular Teaching and Non-Teaching employees drawing their Pay & Allowances in a regular time scale are eligible for the above subsidy.
- ii) The subsidy amount of Rs. 15,000=00 (Rupees Fifteen Thousands only) (actual premium amount paid by the employee, subject to a maximum of Rs. 15,000=00) per annum shall be reimbursed to the employee, whoever subscribe to Medical Health Insurance Scheme / Policy, on production of the attested copy of such scheme / policy voucher attested by Head of the Institution / Office duly filling the declaration form in the format prescribed (copy enclosed).
- iii) If both the wife and husband are employed in the University, only one of them will be eligible for claiming the subsidy amount.

All the Principals/Heads of Departments/Controlling Officers may bring the matter to the notice of all the regular Teaching / Non-Teaching employees those who are drawing their Pay & Allowance in a regular time scale and working under their control. While sanctioning the subsidy of Rs.15,000=00 (Rupees Fifteen Thousands only) (actual premium amount paid by the employee per annum subject to a maximum of Rs. 15000=00), 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 Officer / Deputy / Assistant Registrar (Pre-Audit), duly enclosing the declaration form along with copies of the Mediclaim Policy Vouchers together with the sanction orders for arranging payments to the employees concerned, under the rules.

The expenditure on the above score shall be met from the provision of "(1504) Medical Allowance provided under the head (57) Administrative Expenses – (15) Welfare/Recreational Activities of Common Contingencies provided in the Part-I: Non-Plan (Revenue) Account – Charges.

The Audit Officer, (Pre-Audit) may admit the claims and pass the bills accordingly. Further, the Audit Officer shall maintain a separate account of these claims and furnish the figure to the Budget/Accounts Section as and when necessary.

These orders are effective from 1<sup>st</sup> April 2020 onwards.

  
REGISTRAR

To  
All the Principals of University Constituent Colleges, KU.  
All the Drawing & Disbursing Officers, KU.

Copy to:

1. The Deputy / Assistant Registrar (Accounts / Pre-Audit), KU.
2. The I/c. Director, University Network & Website, KU.
3. The Secretary to Vice-Chancellor, KU.
4. The PA to Registrar, KU.
5. The President/Gen. Secretary, AKUT/Admn. Officers'/NGOs & Class-IV Employees/ Technical Staff Associations, KU.
6. The SF



## CLAIM OF THE MEDICAL INSURANCE SUBSIDY

In terms of KU Orders No. 144/C1/KU/2020-20/C53, dated 25/08/2020

1. Employee I.D. No. \_\_\_\_\_ 2. Name: \_\_\_\_\_  
3. Designation: \_\_\_\_\_ 4. Place of Work: \_\_\_\_\_

I hereby declare that I have joined / subscribed the Medical Insurance Scheme / Mediclaim Policy with \_\_\_\_\_ (Bank / Organization / Insurance Agency) and enclosed the copy of the receipt of the policy for claiming the University subsidy, Policy No. \_\_\_\_\_, Dt. \_\_\_\_\_ to \_\_\_\_\_ and paid the premium amount of Rs. \_\_\_\_\_.

My spouse is not an employee of the University and he/she is working as \_\_\_\_\_ in the \_\_\_\_\_ (Dept. / Office) and he/she is not getting the Medical Insurance Subsidy.

If the subsidy claimed is found to be incorrect in future, I shall refund the amount.

Station : \_\_\_\_\_

Date : \_\_\_\_\_

Signature of the Employee

### ORDERS OF THE SANCTIONING AUTHORITY OF KAKATIYA UNIVERSITY

After going through the particulars mentioned above and satisfying myself about the genuineness of the Claim with reference to the University Orders, I hereby order that an amount of Rs. \_\_\_\_\_ be reimbursed to Sri/Smt. \_\_\_\_\_ towards the Medical Insurance Subsidy for the year 2020-21.

Principal / Drawing Officer  
(with seal)