

From

Chief Secretary to Government,  
Haryana.

To

1. All the Heads of Department,  
Commissioners of Divisions,  
District & Sessions Judges in Haryana,  
All the Deputy Commissioners and  
Sub-Divisional Officers (Civil)
2. Registrar, P.B. & Haryana High Court,  
Chandigarh.

Dated :- Chandigarh, the 06.9.85.

Subject:- Enforcement of the Haryana Government Employees  
Scheme, 1985 and phasing out of old scheme.

Sir,

I am directed to address you on the subject noted above and to say that the Haryana Government Employees Group Insurance Scheme, 1985 alongwith Schedule including the Haryana Civil Services (Group Insurance) Rules, 1985 have been notified in Haryana Government Gazette extraordinary on 20th August, 1985. A copy of the rules and scheme is enclosed for ready reference.

2. The above mentioned rules will come into force on 1-4-1986. According to clause-4 Scheme is compulsory for all those Government employees who entered Haryana Government Service after the date of notification of this scheme. Those Government employees who are already in Government service on the date of notification of the scheme i.e. on 20th August, 1985 will have option to opt out of the scheme. This option is to be exercised in Form-3 by the 30th September, 1985. Those employees who do not opt out of the scheme on the date will be deemed to have become members of the scheme from the date of the scheme comes into force i.e. 1-4-1986. The option once exercised (or not exercised) will be treated as final and no further chance will be made available.

3. According to Clause-9 of the Schedule to the Rules ibid, the subscription of a member of the scheme shall fall due at the commencement of the normal working hours on the first of that month. The subscription is to be recovered by deduction from the salary/wages of the member of the scheme for that month irrespective of the date of actual payment of salary/wages for that month.

4. In terms of Clause-15 of the Schedule to the Rules *ibid* the Scheme shall also be notified to every Government employee by placing a copy thereof on his service book or other service documents with his signatures appended thereon. The signatures will be obtained by the Head of Office.

The aforementioned particulars/aspects of the scheme require timely action by all the Heads of Offices.

5. Clause-17 of the Schedule to the Rules *ibid* require the following action :-

- (i) By the 10th April, 1985 the Heads of Offices shall supply to the Drawing & Disbursing Officer, a statement indicating the name, the Group (Class of Service/post) the date of birth of the every member of the Scheme who has been in Haryana Govt. service on the date of the Scheme is notified but has not opted out of the Scheme.
- (ii) Every member of the Scheme shall be informed in Form-1 the date of enrolment, the amount of subscription to be deducted and the benefits to which he will be eligible. On his regular promotion from one group to another he will be similarly informed in Form-2.
- (iii) The option exercised by employees who are already in Haryana Government service on the date of the Scheme is notified shall be informed in Form-3 and will be pasted in the service book of the individuals concerned.

6. In terms of Clause-18 of the Schedule to rules *ibid*, the Heads of offices shall ensure that the Group-wise register (of all the classes of Government employees) of members is maintained in form-9 and kept up to date. This register shall be sent to the Drawing & Disbursing Officer concerned once a year to verify whether appropriate subscriptions are being recovered from the members of the scheme and to record a certificate to this effect.

7. Under Clause-19 of the Schedule, the Heads of Offices to obtain from every Government employee who is a member of the scheme a nomination conferring on one or more members of his family (as defined in Pb. C.S.R. V-I, P-I, read with V-II) the right to receive the amount that may become payable under this scheme in the event of his death before attaining the age of superannuation. In the cases of Govt. employees who are already in service on the date of notification of this scheme and who do not opt out of the scheme, such nomination shall obtain simultaneously with the options obtained from others and in the case of employees who joined service after the date on which this scheme is notified such nomination shall be obtained alongwith the joining report.

8. As explained in the preceding paragraphs timely action is to be ensured with regard to notifying the scheme to every Govt. employee by placing a copy thereof, in his service book/documents obtaining of option, whereby necessary nomination to recover subscription, maintenance of the register and the allied matters.

In the end, I may impress upon you that for meticulous and timely implementation of the scheme, it will be necessary to be vigilant in the matter. It is therefore, requested that action on the requisite lines may kindly be taken carefully so as to avoid any future complications.

Yours Faithfully

*(Signature)*  
Deputy Secretary Protocol  
for Chief Secretary to Government, Haryana.

\*\*\*

No. 16/6/84/3-GS-II

Dated: Chandigarh the 06.9.85

A copy with a copy of enclosures alongwith two spare copies with enclosures are forwarded to the Accountant General, Haryana, for information and necessary action. A separate communication regarding accounting procedure will follow.

*(Signature)*  
Deputy Secretary Protocol  
for Chief Secretary to Government, Haryana.

A copy alongwith a copy of the rules and schedule is forwarded to all the Financial Commissioner and Administrative Secretaries to Government of Haryana, for information and ensuring that a timely and meticulous action be taken on all aspects of the scheme by the departments under their control.

*(Signature)*  
Deputy Secretary Protocol  
for Chief Secretary to Govt., Haryana.

To

All the Financial Commissioners and  
Administrative Secretaries to Govt., Haryana.

U.O. No. 16/6/84-3 GS-II

Dated :- 06-9-85

A copy is forwarded to Principal Secretary/Dy. Principal Secretary/Officer on Special Duty to Chief Minister, Senior Secretaries/Secretaries/Private Secretaries to Ministers/State Ministers/Chief Parliamentary Secretary/Parliamentary Secy. for information and necessary action.

*(Signature)*  
Superintendent General Services-II  
for Chief Secretary to Government, Haryana.

To

P.S.C.M./IPSC.M./OSBCM/Secretary to C.M.  
All Sr. Secretaries/Secretaries/Pvt. Secretaries  
to Ministers/State Ministers/Chief Parliamentary  
Secretary/Parliamentary Secretary.

U.O. No. 16/6/84-3 GS II

Dated :- 06.9.85

cont. 4

No.16/6/84-7 GSII

From

The Chief Secretary to Government, Haryana.

To

1) All the Heads of Departments,  
Commissioners of Divisions, All Distt. &  
Sessions Judges, All the Deputy Commissioners  
& S.D.O. (Civil) in Haryana.

ii) Registrar, Punjab & Haryana High Court, Chandigarh

Dated, Chandigarh, the 27<sup>th</sup> February, 1985

Sub:

Enforcement of the Haryana Government Employees  
Scheme, 1985 -Recovery of Subscription.

Sir,

I am directed to refer to State Government letter No.16/6/84-7 GSII, dated 6th September, 1985, on the subject noted above and to say that the New Group Insurance Scheme is being enforced w.e.f. 1.4.1986 and as such it is clarified that the recovery of subscription from the pay of the employees of Haryana Government who have opted for New Group Insurance Scheme shall be affected from the pay of the month of March, 1986 which is to be paid in April, 1986.

2. As you know the New Group Insurance Scheme consists of two parts i.e. Insurance Fund and Savings Fund. In order to provide an insurance cover to each member of the Scheme

a portion of the subscription shall be credited to the Insurance Fund to be held in the Public Account of the Haryana Government and the balance of the subscription shall be credited to the Savings Fund which will also be held by Haryana Government in Public Account. Out of each unit of Rs.10/- Rs.3.13 will be credited under the 'Head' Insurance Fund' and the balance of Rs.6.87 will be credited under

the Head 'Saving Fund'. To give <sup>an</sup> illustration a Group 'C' employee (Class-III) will have two units of Rs.10/- each. Thus out of these Rs.20/- Rs.6.26 will be credited under the Head Insurance Fund whereas the balance of Rs.13.74 will be credited to the Head-Saving Fund. Similarly, a

Contd..

group 'B' will have 4 units ~~xx~~ and a group 'A' will have 8 units of Rs.10/- each, and the deductions from their pay will be made as mentioned above.

3. In case of Class-IV employees no deduction will be made from their pay and instead of it the State Government will bear this expenditure from their own budget. However, as described above accounts for both Insurance Fund & Savings Fund at the basis of one unit of Rs.10/- will be maintained by the concerned Departments.

4. This may kindly be brought to the notice of all Drawing & Disbursing Officers working under your control for information and strict compliance.

5. The receipt of this letter may please be acknowledged.

Yours faithfully,

*(Signature)*  
Deputy Secretary Protocol,  
for Chief Secretary to Govt., Haryana,  
12/1/84

No.16/6/84-7GSII Dated

26/1/84

A copy is forwarded to the Accountant General, Haryana, Chandigarh, for information and necessary action.

*(Signature)*  
Superintendent General Services-II,  
for Chief Secretary to Government, Haryana.

A copy is forwarded to all the Financial Commissioner and Administrative Secretaries to Govt., Haryana, for information and necessary action.

*(Signature)*  
Superintendent General Services-II,  
for Chief Secretary to Govt., Haryana.

To

All the ~~xx~~ Financial Commissioner & Administrative Secretaries to Govt., Haryana.

U.O.No.16/6/84-7GSII Dated, Chandigarh, the 26/1/84

A copy is forwarded to the Principal Secretary/ Deputy Principal Secretary/ S.S.D. to C.M./ Sr. Secretaries/ Secretaries/Private Secretaries to Chief Minister/Ministers/ State Ministers/Chief Parliamentary Secretary/Parliamentary Secretary for information and necessary action.

*(Signature)*  
Superintendent General Services-II,  
for Chief Secretary to Govt., Haryana.

To

The Principal Secretary to Chief Minister/  
Deputy Principal Secretary to Chief Minister/  
O.S.D. to C.M./Senior Secretary to Chief  
Minister/All Sr. Secretaries/Secretaries/  
Private Secretaries to Ministers/State  
Ministers/Chief Parliamentary Secretary/  
Parliamentary Secretary.

U.O.No.16/6/84-7GSII

Dated, Chandigarh, the

Contd...3

No. 16/6/84-7GSII

Dated, Chandigarh, the

A copy is forwarded to the Treasury Officers/  
Assistant Treasury Officers in the State for information and  
necessary action.

*W.D. 26/11/84*  
Superintendent General Services-II,  
for Chief Secretary to Government, Haryana.  
*12/11/84*

No.2/20/86-INGIS

From

The Chief Secretary to Govt., Haryana.

To

All the Heads of Departments,  
The Commissioners Ambala/Hissar Divisions,  
All Deputy Commissioners,  
District & Sessions Judges,  
Registrar, Punjab & Haryana High Court,  
All Sub-Divisional Officers(Civil).

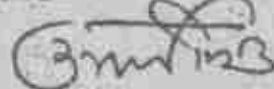
Dated Chandigarh, the 24th, July, 1986

Subject:- Enforcement of the Haryana Govt. Employees(Group Insurance) Scheme-Phasing out of old scheme.

Sir,

In continuation of Haryana Govt. letter No.16/6/84-7GS-II, dated 24-3-1986 on the subject cited above, I am directed to say that the Accountant General Haryana was requested to issue an authority to All the Drawing & Disbursing Officers in the State to count for the deduction to be made from the pay of the employee under this Scheme by Book transfer, under the provision under Article 26 of Account Code. Accordingly, A.G. Haryana vide his letter No. TM(T)/GIS/State/86-87/95, dated 29-5-86 (copy enclosed) has conveyed the approval as required under Article 26 of Account Code Vol. I for the account of the amount deducted from the salary bills of the Haryana Government Employees under the said scheme by the Treasury Officers direct by Book transfer. You, are, therefore, requested to take necessary action accordingly.

Yours faithfully

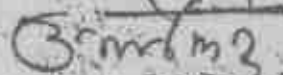


Deputy Secretary Protocol,  
for Chief Secretary to Govt., Haryana.

Dated Chandigarh, the 24th July, 1986

No.2/20/86-INGIS

A copy with two spare copies with reference to his letter No. TM(T)/GIS, State/86-87/95 dated 29-5-86 is forwarded to the Accountant General, Haryana for information and necessary action.



Deputy Secretary Protocol,  
for Chief Secretary to Govt., Haryana.

18  
24/7

No.2/20/86-INGIS

Dated Chandigarh, the 24th July, 1986

A copy is forwarded to All the Financial Commissioners & Administrative Secretaries to Govt., Haryana in continuation to Haryana Govt. letter No.16/6/84-7GS-II dated 24-3-86 for information and necessary action.

*12/7/86*  
Superintendent New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

To

All the Financial Commissioners &  
Administrative Secretaries to Govt., Haryana.

U.O.No.2/20/86-INGIS

Dated Chandigarh, the 24th July, 1986

A copy is forwarded to the Principal Secy./Dy.Principal Secy./O.S.D. to CM/Sr.Secretaries/Secretaries/Private Secretaries to Ministers/State Ministers for information.

*12/7/86*  
Superintendent New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

To

The Principal Secretary to CM/Deputy  
Principal Secretary to CM/O.S.D. to CM/  
Sr.Secretaries/Secretaries/Private  
Secretaries to Ministers/State Ministers.

U.O.No.2/20/86-INGIS

Dated Chandigarh, the 24th July, 1986

Endst.No.2/20/86-INGIS

Dated Chandigarh, the 24th July, 1986

A copy alongwith a copy of A.G.Haryana letter No.TM(1) GIs/State/86-87/95 dated 29-5-86 is forwarded to the Treasury Officer Assistant Treasury Officers/All the Drawing & Disbursing Officers in the State in continuation of Haryana Govt.letter No.16/6/84-7GS-II dated 24-3-1986 for information and necessary action.

*12/7/86*  
Superintendent New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

*12/7/86*

Copy of letter No. TM(T)/GIS/State/86-87/95 dated 29-5-86 from the Accountant General(A&E) Haryana, Chandigarh to the Chief Secretary to Government, Haryana, Chandigarh.

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Subject:- Enforcement of the Haryana Govt. Employees Group Insurance Scheme, 1985 and phasing out of old Scheme.

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Sir,

I am to invite a reference to your office letter No.16/6/84-7GS-II dated 24-3-86 on the subject mentioned above and to convey our approval as required under Article 26 of Account Code Vol.II for the accountal of the amount deducted from the salary bills of the Haryana Government employees under the above said scheme by the Treasury Officers direct by book transfer.

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No.16/6/84-7 GS-II

From

The Chief Secretary to Govt., Haryana.

To

All the Heads of Departments,  
Commissioners of Divisions,  
District & Sessions Judges in Haryana,  
All the Deputy Commissioners and  
Sub-Divisional Officers (C) in Haryana.

All the Managing Directors/Chief Administrators  
of the Boards/Corporations working in Haryana  
State.

Registrar, Punjab & Haryana High Court.

Dated, Chandigarh, the 24th March, 1986

Subject:

Enforcement of the Haryana Government Employees  
Group Insurance Scheme, 1985 and phasing out of old  
Scheme.

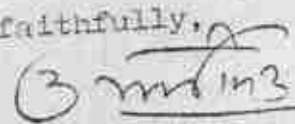
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Sir,

In continuation of Haryana Government letter  
No.16/6/84-3 GS-II dated 6.9.1985, on the subject noted above, I  
am directed to say that the State Government have decided that  
the work relating to enforcement of New Group Insurance Scheme  
for H.C.S. Officers working in the State has been entrusted to  
the Senior Accounts Officer, All India Service Group  
Insurance Scheme Cell, Sector-17, Apollo Building, Chandigarh.

You are, therefore, requested that all the  
relevant information under this Scheme may please be sent to  
the said officer immediately,

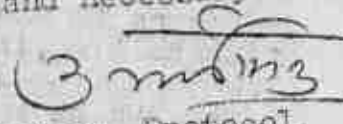
Yours faithfully,

  
Deputy Secretary (Protocol),  
for Chief Secretary to Govt., Haryana.

No.16/6/84-7 GSII

Dated, Chandigarh, the 24th March, 1986

A copy is forwarded to the Accountant General,  
(Accounts), Haryana, for information and necessary action.

  
Deputy Secretary, Protocol,  
for Chief Secretary to Govt. Haryana.

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A copy is forwarded to all the Financial Commissioners & Administrative Secretaries to Govt., Haryana for information.

*3 m m 3*  
Deputy Secretary, Protocol,  
for Chief Secretary to Govt., Haryana.

To

All the Financial Commissioners &  
Administrative Secretaries to Govt., Haryana.

U.O.No.16/6/84-7 GSII Dated 24th March, 1986

A copy is forwarded to the Principal Secretary to Chief Minister, Deputy Principal Secretary to Chief Minister, O.S.D. to Chief Minister, Senior Secretary to Chief Minister, Secretaries/Private Secretaries to Ministers/State Ministers/Chief Parliamentary Secretary/Parliamentary Secretary for information and necessary action.

*3 m m 3*  
Deputy Secretary, Protocol,  
for Chief Secretary to Govt., Haryana.

To

The Principal Secretary to Chief Minister/  
Dy. Principal Secretary to Chief Minister/  
O.S.D. to Chief Minister/All the Senior Secretary/  
Secretaries/Private Secretaries to Chief Minister/  
Ministers/State Ministers/Chief Parliamentary  
Secretary/Parliamentary Secretary.

U.O.No. 16/6/84-7GSII Dated, Chandigarh, 24th March, 1986

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No.16/6/84-7 GSII Dated 24th March, 1986

A copy is forwarded to all the Treasury Officers/Assistant Treasury Officers in the State for information & necessary action.

*3 m m 3*  
Deputy Secretary, Protocol,  
for Chief Secretary to Govt. Haryana.

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No.16/6/84-7 GSII Dated 24th March, 1986

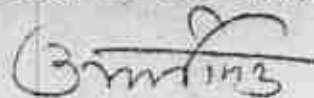
A copy is forwarded to the Sr. Accounts Officer, All India Service Group Insurance Scheme, Sector 17, Apollo Building, Chandigarh for information. He is intimated that he should complete all the formalities relating to H.C.S. Officers in accordance with the Govt. instructions issued from time to time, in the matter.

2. If he is in need of additional staff for handling this work he may contact the Deputy Secretary, Secretariat Establishment. A list of H.C.S. Officers working in Haryana State may please be obtained from Under Secretary Administration (in Services-II Branch).

*3 m m 3*  
Deputy Secretary, Protocol,  
for Chief Secretary to Govt., Haryana.

A copy is forwarded to the Deputy Secretary, Secretariat Establishment for information and necessary action. It has been decided under the orders of Chief Secretary that the additional staff for handling this work may be provided to the Senior Accounts Officer immediately.

2. In the meeting held with the Senior Accounts Officer today he immediately requires one Assistant, One Clerk, One Steno and one Peon for completing the necessary registers etc. relating to H.C.S. Officers. As such this staff may be provided immediately. He will send a proposal in the matter in due course for the creation of posts of the above mentioned staff on regular basis.



Deputy Secretary, Protocol,  
for Chief Secretary to Govt., Haryana.

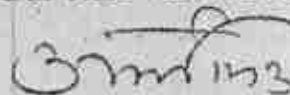
To

The Deputy Secretary,  
Secretariat Establishment.

U.O. No. 16/6/84-7 GSII Dated 24th March, 1986

A copy is forwarded to Chief Secretary

- i) In Services II Branch.
  - ii) In Services III Branch
- for information & further necessary action.



Deputy Secretary Protocol,  
for Chief Secretary to Govt., Haryana. 413

No.16/6/84-7GSII

From

The Chief Secretary to Govt., Haryana.

To

All the Heads of Departments,  
The Commissioners Ambala & Hissar Divisions,  
All Deputy Commissioners, District & Session Judges,  
Registrar, Punjab & Haryana High Court,  
All Sub-Divisional Officers (Civil).

Dated, Chandigarh, the 11-4-1986

Subject:

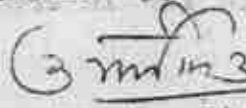
Enforcement of the Haryana Government Employees  
(Group Insurance) Scheme-phasing out of old  
Scheme. \*\*\*\*\*

Sir,

In continuation of Haryana Government letter  
No.16/6/84-3GSII dated 6.12.85 on the subject noted above,  
I am directed to say that the State Government have got  
printed the Forms 11, 12 & 13 in the shape of Registers from  
the Controller, Printing & Stationery Department which are  
to be maintained by all Drawing and Disbursing Officers in  
the State for maintaining Accounts in respect of the above  
mentioned Scheme. You are, therefore, requested to collect  
those registers according to your minimum requirement direct  
from the Controller, Printing & Stationery. The Government  
may also be informed about this.

2- The receipt of the letter may also kindly be  
acknowledged.

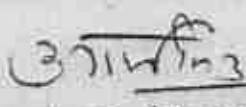
Yours faithfully,

  
Deputy Secretary (Protocol),  
for Chief Secretary to Government, Haryana.

No.16/6/84-7GSII

Dated 11-4-1986

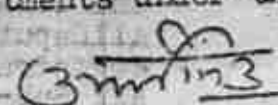
A copy is forwarded to the Controller, Printing  
& Stationery Department, ~~for~~ Haryana for information and  
necessary action with reference to State Govt. letter No.  
16/6/84-7GSII dated 7.4.86.

  
Deputy Secretary (Protocol),  
for Chief Secretary to Government, Haryana.

No. 16/6/84-7GSII

Dated 11-4-1986

A copy is forwarded to all the Financial Commissioners & Administrative Secretaries to Govt., Haryana for information and ensuring that a timely and meticulous action be taken on all aspects of the Scheme by the Departments under their control.

  
Deputy Secretary(Protocol),  
for Chief Secretary to Govt., Haryana.

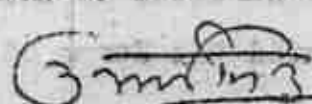
To

All the Financial Commissioner &  
Administrative Secretaries to Govt. Haryana.

U.O. No. 16/6/84-7GSII

Dated 11-4-1986

A copy is forwarded to the Principal Secy./Dy. Principal Secy./OSD to CM/Sr. Secretaries/Secretaries/Private Secretaries to Ministers/State Ministers/Chief Parliamentary Secretary/Parliamentary Secy. for information and necessary action.

  
Deputy Secretary(Protocol)  
for Chief Secretary to Govt., Haryana.

To

The Principal Secy. to C.M./Dy. Principal Secy. to C.M./OSD to C.M./Sr. Secy.,/Secy./PS to Minister/State Minister/Chief Parliamentary Secy./Parliamentary Secretary.

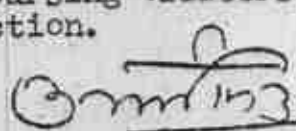
U.O. No. 16/6/84-7GSII

Dated 11-4-1986

No. 16/6/84-7GSII

Dated 11-4-1986

A copy is forwarded to the Treasury Officer/Assistant Treasury Officers/All the Drawing and Disbursing Officers in the State for information and necessary action.

  
Deputy Secretary(Protocol)  
for Chief Secretary to Govt., Haryana.

No.16/6/84-7 GSII

From

The Chief Secretary to Govt., Haryana.

To

All the Heads of Departments,  
The Commissioners Ambala & Hissar Divisions,  
All Deputy Commissioners, District & Session Judges,  
Registrar, Punjab & Haryana High Court,  
All Sub-Divisional Officers (Civil).

Dated, Chandigarh, the 14th May, 1986.

Subject:- Enforcement of the Haryana Government Employees  
(Group Insurance) Scheme-Phasing out of old scheme.

Sir,

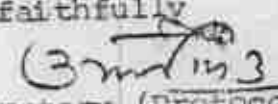
In continuation of State Govt. letter No. 16/6/84-7 GSII dated 11-4-1986 on the subject noted above and to say that it has been brought to the notice of State Govt. that the registers relating to Forms 11, 12, & 13 of the Scheme duly printed are not being collected by the Drawing & Disbursing Officers of your Department for making their use under the New Group Insurance Scheme. It has also come to the notice of the State Govt. that the payment to the dependents of the deceased Govt. employees who have expired on or after 1-4-1986 and were the members of the New Group Insurance Scheme, are not being paid the insurance amount. Their applications are being sent to the State Govt. for further action.

2. As you are aware that under Clause 11 of the Schedule appended with the G.I.S. Rules, 1985, the Head of office is competent to issue sanction for the payment of the amount of Insurance and the accumulation of Savings Fund to them. The Accounting Procedure under the Scheme, was also circulated to all the Departments by the State Government vide letter dated 6-12-85.

3. You are, therefore, requested that the Insurance and Savings Fund amount to the dependent of the deceased members of the Scheme may kindly be paid, immediately to the legal heir under intimation to the State Government.

4. The Registers, if not already collected from the Press, may please be also collected immediately under intimation to State Government.

Yours faithfully

  
Deputy Secretary (Protocol)  
for Chief Secretary to Government, Haryana.

cont.... 2

: 2 :

No.16/6/84-7 GSII

Dated:- 14/5/86

A copy is forwarded to the Collector, Printing & Stationery, Haryana for information and necessary action with reference to State Government letter No. 16/6/84-7 GSII dated 11-4-1986.

2. He is requested to intimate the departments who have collected the registers from the press.

*Bm 123*  
Deputy Secretary (Protocol)  
for Chief Secretary to Government, Haryana.  
14/5/86

No. 16/6/84-7 GSII

Dated:- 14/5/86

A copy is forwarded to all the Financial Commissioners & Administrative Secretaries to Government, Haryana for information. They are further requested to kindly ensure that a timely action is taken on all aspects of the Scheme by the Departments under their administrative control.

*Bm 123*  
Deputy Secretary (Protocol)  
for Chief Secretary to Government, Haryana.  
14/5/86

To

All the Financial Commissioner &  
Administrative Secretaries to Govt., Haryana.

U.O. No. 16/6/84-7 GSII

Dated:- 14/5/86

A copy is forwarded to the Principal Secretary/Dy. Principal Secy./CMD to CM/Sr. Secretaries/Secretaries/Private Secretaries to Ministers/State Ministers/Chief Parliamentary Secretary/Parliamentary Secretary for information and necessary action.

*Bm 123*  
Deputy Secretary (Protocol)  
for Chief Secretary to Government, Haryana.  
14/5/86

To

The Principal Secy. to CM/Dy. Principal Secy. to CM/OSD to C.M./Sr. Secy./Secy./PS to Minister/State Minister/Chief Parliamentary Secy./Parliamentary Secretary.

U.O. No. 16/6/84-7 GSII

Dated:- 14/5/86

No. 16/6/84-7 GSII

Dated:- 14/5/86

A copy is forwarded to the Treasury Officer/Assistant Treasury Officers/All the Drawing & Disbursing Officers in the State for information and necessary action.

*Bm 123*  
Deputy Secretary (Protocol)  
for Chief Secretary to Government, Haryana.  
14/5/86

(9)

No.16/6/84-3GSII

From

Chief Secretary to Government, Haryana.

To

- 1) All the Heads of Departments,  
Commissioners of Divisions,  
District & Sessions Judges in Haryana,  
All the Deputy Commissioners and  
Sub-Divisional Officers (Civil).
- 2) Registrar, Punjab & Haryana High Court,  
Chandigarh.

Dated, Chandigarh, the 3/6/86.

Sub:-

Haryana Civil Services (Group Insurance Scheme) 1985.

-0-

Sir,

I am directed to invite your attention to State Govt. letter No.16/6/84-3GSII, dated 6.9.85 and sub para (viii) of para 'C' of main para 2 of Accounting Procedure circulated by the State Govt. vide letter of even No. dated 6.12.85 on the subject noted above and to say that the State Govt. have enforced New Group Insurance Scheme in the State w.e.f.1.4.84 while phasing out of the old scheme. There is a provision under Clause 9.8 of the schedule attached with Haryana Civil Services (Group Insurance) Rules, 1985 which inter alia lays down as follows:-

- 9.8 "If an 'employee' proceeds on deputation or on foreign service, the borrowing authority/foreign employer shall be requested to effect the recovery of the subscription and credit the same to the relevant head of account. It shall be ensured that the necessary clause to this effect is included in the terms of deputation/foreign service in future. The recovery of this amount will be watched in the same manner as applicable to leave salary and pension contribution. If at any time, the recovery of subscription falls in arrears, the same shall be recovered with interest admissible under the 'scheme' on the accretions to the Savings Fund in not more than three instalments."

Contd.....2/-

2. It has been brought to the notice of State Govt. that the deductions from the pay of those employees who are on deputa-  
tion with Corporations/Autonomous Bodies/<sup>/Boards/</sup>Municipal Committee's/  
Union Territory and other State Governments, are not being effected  
from their pay and are also not being credited the same to the  
relevant head of account. This is a sad state of affairs. The  
reason is that the State Exchequer does not only suffer financially  
but the risk of life of the concerned employee is also not covered  
under the said scheme.

3. Keeping in view the above mentioned provision, I am to  
impress upon you that the recovery from the pay of such employees  
who have opted for the said scheme may be effected in accordance  
with the above mentioned provision in the rules and may be credi-  
ted both Insurance and Savings Fund under the Head "811-Insurance  
and Pension Funds-Minor Head-Haryana State Govt. Employees Group  
Insurance Scheme."

Sub Head.

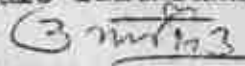
- 1) Insurance Fund.
- 2) Savings Fund.

respectively in the Treasury account.

4. I am, therefore, to request you that you may kindly  
bring this to the notice of all concerned for information and  
necessary action.

5. The receipt of this letter may kindly be acknowledged

Yours faithfully,

  
Deputy Secretary (Protocol),  
for Chief Secretary to Govt., Haryana

No. 16/6/84-7GSII

Dated 3-6-86

A copy is forwarded to all the Managing Directors/  
Chief Administrators/Administrators of All the Corporations/Board  
Authorities/Municipal Committees in the State for information and  
necessary action.



-3-

No.16/6/84-7GSII

Dated: 3-6-86

A copy alongwith two spare copies is forwarded to the Accountant General, Haryana for information and necessary action.

*(Signature)*  
Deputy Secretary (Protocol),  
for Chief Secretary to Govt., Haryana.

No.16/6/ 84-7GSII.

Dated 3-6-86

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries to Govt., Haryana for information and necessary action.

*(Signature)*  
Superintendent General Services-II,  
for Chief Secretary to Govt., Haryana.

To

All the Financial Commissioners and  
Administrative Secretaries to Govt., Haryana.

U.O. No. 16/6/84-7GSII

Dated: 3/6/86

No. 16/6/84-7GSII

Dated: 3/6/86

A copy is forwarded to Treasury Officers/Assistant Treasury Officers in the State for information and necessary action.

*(Signature)*  
Superintendent General Services-II,  
for Chief Secretary to Govt., Haryana.

-000-

No16/6/84-INGIS/86

From

Chief Secretary to Govt. Haryana.

To

All the Heads of Departments,  
The Commissioners, Ambala/Hissar Divisions,  
All Deputy Commissioners Distt. & Sessions Judges,  
Registrar, Punjab & Haryana High Court,  
All Sub-Divisional Officers (Civil),  
All the Drawing & Disbursing Officers.

Dated, Chandigarh, the 30th June, 1986

Subject:- Enforcement of the Haryana Government Employees (GI) Scheme, 1985 and phasing out of old scheme.

..

Sir,

I am directed to invite your attention to State Govt. letter No.16/6/84-3GSII, dated 6.12.85 with which the Accounting Procedure was circulated on the above cited subject and to say that it has been decided to make the following Amendments in the said accounting procedure:-

1. (iii) Recovery of Subscription:

This para may be substituted as:-

a) The Drawing and Disbursing Officer will effect recovery of the prescribed subscription from each employee who is a member of the scheme by deduction in the salary bills every month. He will prepare schedules of recovery in Form-10 to be appended to salary bills separately for employees who have subscribed to the Savings Fund and Insurance Fund and for those who are not yet members of the Scheme and in order to get insurance cover, have subscribed to the Insurance Fund only. In the case of members of the scheme, initial recoveries will be shown as creditable to savings Fund. The Necessary allocation

contd..2...

c) In cases, where salary is drawn through cheques both in Public Works Departments and Forest Department ~~the contribution under New Group Insurance Scheme~~ may also be drawn through cheque and deposited in the treasury like other cash deposits.

d) So far as the Police Department is concerned, separate instructions will be issued regarding making <sup>/personal</sup> deductions from the salaries of the ~~the~~ working in that Department under New Group Insurance Scheme.

2.

Change in rate of subscription:

The following may be treated to have been inserted as

~~(a), (b), (c), (d), (e) and (f)~~ under para (viii):

'A'

Allocation of Account Number.

- a) The account No. will be allotted by the Head of Department and not by the Head of Office/Administrative Secretary. So far as HCS (Executive & Judiciary) are concerned the Account No. will be allotted to them by the Senior Accounts Officer, All India Services, Group Insurance Scheme Cell, and Account No. to the employee of S.A.S. Cadre will be allotted by the Director, Treasury & Accounts, Haryana. However, the Account No. may be allotted category-wise i.e. I, II, III & IV.
- b) The employees who are on deputation with Bhakra Nangal and Beas Project, their Account Nos. will be allotted by the respective Departments to which these employees belong.
- c) The Account No. allotted to an employee will be transferred alongwith L.P.C. when an employee is transferred from one department to another or from one place to another.

Contd.....4/-

d) Account No. once allotted to an employee will remain permanent irrespective of change in his status. The number once allotted should continue throughout the service of the employee like G.P. Fund Account.

e) Change in the rate of subscription.

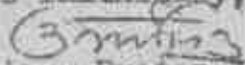
If any employee is reverted, the subscription should be according to his category i.e. in the lower post or the option of the employee may be obtained for the rate of subscription.

f) Preparation of Insurance Claim:

In the event of promotion to higher group, the rate of subscription may be released from the succeeding financial year and not the next-anniversary of promotion.

3. This issues with the concurrence of the Finance Department received with their U.O.No. 13(6)-BPGII-85/1501, dated 14th/15th May, 1986.

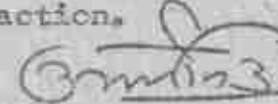
Yours faithfully,

  
Deputy Secretary Protocol,  
for Chief Secretary to Govt. Haryana.

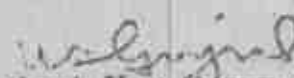
No.16/6/84-INGIS/86

Dated Chandigarh, the 30th June, 1986.

A copy with two sp are copies is forwarded to the A.G. Haryana for information and necessary action.  
(Accountant General)

  
Deputy Secretary (Protocol),  
for Chief Secretary to Govt. Haryana.

A copy is forwarded to all the Financial Commissioners & Administrative Secretaries to Govt. Haryana for information and ensuring that a timely and meticulous action be taken on all aspects of the Scheme by the Departments under their control.

  
Superintendent New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

To

All the Financial Commissioners &  
Administrative Secretaries to Govt. Haryana.

U.O.No.16/6/84-INGIS/86

Dated Chandigarh, the 30th June, 1986.

Contd.....5/-

A copy is forwarded to the Principal Secy./Dy. Principal Secy./OSD to C.M., Sr. Secretaries/Secretaries/Private Secretaries to Ministers/State Ministers/Chief Parliamentary Secretary/Parliamentary Secy. for information and necessary action.

*V. S. Dargal*  
Superintendent New Group Insurance Scheme,  
for Chief Secretary to Govt., Haryana.

To

The Principal Secy. to C.M./Dy. Principal Secy. to C.M./OSD to C.M./Sr. Secretaries/Secretaries/PS to Ministers/State Ministers/Chief Parliamentary Secy./Parliamentary Secretary.

U.O. No. 16/5/84-INGIS/86

Dated Chandigarh, the 30th June, 86

No. 16/5/84-INGIS/86

Dated Chandigarh, the 30th June, 86.

A copy is forwarded to the Treasury Officers/Assistant Treasury Officers in the State for information and necessary action.

*V. S. Dargal*  
Superintendent New Group Insurance Scheme,  
for Chief Secretary to Govt., Haryana.

No. 2/45/86- 1 NGIS

From

Chief Secretary to Government, Haryana.

To

All the Heads of Departments

The Commissioners, Ambala/Hissar Divisions,  
All the Deputy Commissioners all the  
District & Sessions Judges, the Registrar,  
Punjab & Haryana High Court, All the Sub-  
Divisional Officers (Civil), Haryana.

Dated :- Chandigarh, the 16/7/86

Subject:- Enforcement of the Haryana Government Employees  
(Group Insurance) Scheme, 1985 and phasing out of  
old scheme- filling up of nominations.

Sir,

I am directed to invite your attention to rule 19 of Notification issued dated 20-8-85 on the subject cited above and to say that it has come to the notice of the Government that most of the departments have not so far got the nominations filled up in the prescribed forms 7 & 8 by the employees (who have opted for the scheme) of their department. Accordingly a great difficulty is being experienced by the dependents/legal heirs of the deceased employee by way of withdrawal of the GIS amount. Also many references are being addressed to Government to mitigate this difficulty. Government view this lapse seriously and would like that it may now be ensured that the nominations of all the employees who have opted for this scheme, be duly got filled in by the respective employees and an intimation thereto be sent to Government within a week positively.

Yours faithfully,

*W. S. Goyal*

Superintendent, New Group Insurance Scheme  
for Chief Secretary to Government, Haryana, Chd.

----

A copy is forwarded to all the Financial Commissioners & Administrative Secretaries to Government, Haryana, for information and necessary action.

*W. S. Goyal*

Superintendent, New Group Insurance Scheme  
for Chief Secretary to Government, Haryana, Chd.

To

All the Financial Commissioners and  
Administrative Secretaries to Govt., Haryana.

U.O.No. 2/45/86-1 NGIS:

Dated:-Chandigarh, the 16/7/86

.... 2

No.16/6/84-INGIS

From

The Chief Secretary to Govt., Haryana.

To

All the Heads of Departments,  
The Commissioners Ambala/Hisar Divisions,  
All Deputy Commissioners District & Sessions Judges  
Registrar, Punjab & Haryana High Court  
All Sub Divisional Officers(Civil)  
All the Drawing & Disbursing Officers.

Dated Chandigarh, the 6th Feb., 1987

Subject:- Enforcement of the Haryana Government Employees  
(Group Insurance) Scheme Phasing out of old Scheme.

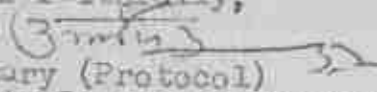
...

Sir,

In continuation of the State Government letter N.16/6/84-3GSII, dated 24.6.86 on the subject noted above and to say that the Governor of Haryana is pleased to declare all the Drawing & Disbursing Officers in the State as Drawing and Disbursing Officers as well as Controlling Officers under Head "288-Social Security and Welfare & other Social Security and Welfare Programme-II Other Programmes(XII) Group Insurance Scheme (a) Contribution for class-IV employees" also.

2. This issues with the concurrence of the Finance Department vide their U.O.No.1(177)-3FGII-85/124 dated 29.1.87.

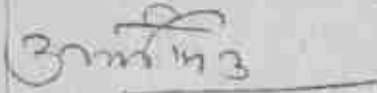
Yours faithfully,

  
Deputy Secretary (Protocol)  
for Chief Secretary to Government, Haryana

No.16/6/86-INGIS

Dated Chandigarh, the 6th Feb., 1987

A copy with two spare copies is forwarded to the Accountant General, Haryana for information and necessary action.

  
Deputy Secretary (Protocol)  
for Chief Secretary to Government, Haryana.

12/2/87

No. 16/6/84-INGIS

dated 6th Feb., 1987

A copy is forwarded to all the Financial Commissioners & Administrative Secretaries to Govt., Haryana for information and ensuring that a timely and meticulous action be taken on all aspects of the Scheme by the Departments under their control.

*U.S. Goyal*  
Superintendent, New Group Insurance Scheme,  
for Chief Secretary to Govt. Haryana.

To

All the Financial Commissioner &  
Administrative Secretaries to Govt. Haryana.

U.O. NO. 16/6/84-INGIS

dated 6th Feb., 1987

A copy is forwarded to the Principal Secretary/Deputy Principal Secretary/ OSD to CM/Senior Secretaries/Secretaries/ Private Secretaries to Ministers/State Ministers/Chief Parliamentary Secretary/Parliamentary Secretary for information and necessary action.

*U.S. Goyal*  
Superintendent, New Group Insurance Scheme  
for Chief Secretary to Govt., Haryana.

To

The Principal Secy. to C.M./Dy. Principal Secy. to C.M./OSD to C. M./Sr. Secy./Secy./PS to Minister/ State Ministers/Chief Parliamentary Secy./Parliamentary Secretary.

U.O. NO. 16/6/84-INGIS

Dated Chandigarh, the 6th Feb., 1987

Endst, NO. 16/6/84-INGIS

Dated Chandigarh, the 6th Feb., 1987

A copy is forwarded to the Treasury Officers/Assistant Treasury Officers/ All the Drawing and Disbursing Officers in the State for information and necessary action.

*U.S. Goyal*  
Superintendent, New Group Insurance Scheme  
for Chief Secretary to Govt. Haryana.

No. 2/74/86-INGIS

From

The Chief Secretary to Govt. Haryana.,

To

All Heads of Departments,  
Registrar, Punjab and Haryana High Court  
Commissioners of Divisions  
District & Sessions Judges and  
Deputy Commissioners in the State  
S.D.O. (C) Haryana.

Dated Chandigarh, the 16th April, 1987

**Subject :-Haryana Government Employees Group Insurance Scheme 1985-Table of calculation and guidelines.**

Sir,

I am directed to invite your attention to clauses 8 (2) and 8 (5) of the Schedule to the Haryana Civil Services (Group Insurance) Rules, 1985 notified vide notification No. 16/6/84 3G.S.II dated 20/8/85 and its copies circulated vide Haryana Govt. letter No. 16/6/84-3G.S.II dated 6/9/85 where under the benefits admissible from the Savings Fund are to be determined by the Haryana Government from time to time. For illustration the credits to the Savings Fund alongwith benefits of interest at the rate of ten percent per annum at the commencement of the scheme in respect of various rates of contributions and number of years for which contributions are paid, are specified in the table appended to this Schedule and interest has been allowed @ 10 % per annum (compounded quarterly) on the balances in the Savings Fund for a block of five years commencing from the date the Scheme came into force (1-4-86). In this connection, I am further directed to enclose a table showing the actual benefits admissible from the Savings Fund under the Haryana Govt. Employees Group Insurance Scheme, 1985 for all periods from 1-4-86 to 31-3-1991 on a monthly subscription of Rs. 10 in modification of the illustration table attached in Appendix of Notification dated 20-8-85. The amounts shown in the enclosed Table have been worked out to the nearest rupee after taking into account interest up to the end of the month of cessation of the membership. It has also been assumed that the subscription for any month including the month cessation of membership has been or will be deducted from that month's salary paid or to be paid at the end of the month. The respective benefits from the Savings Fund on a monthly subscription of Rs. 20, Rs. 40 and Rs. 80 will be twice four times and eight times of those on a monthly subscription of Rs. 10. In addition to the Table of benefits from Savings Fund guidelines for the calculation of interest on the amount credited to the Savings Fund, if the rate of interest is 10 percent per annum (compounded quarterly) are also enclosed.

2. The benefits from the Savings Fund as shown in the Table will also change on the review of the Scheme or any change affecting the rate of interest etc. in accordance with the provisions already made in clauses 8 (2) and 8 (5) of the Schedule to the Haryana Government's Notification No. 16/6/84-3 G.S. II dated 20-8-85.

3. It is also requested that top priority may please be given to the matter

of sending Receipts and Expenditure statements in the form of quarterly/annual/consolidated statements to the Government in order to avoid any complications at a latter date.

4. This issues with the concurrence of F.D. conveyed vide their U.O. No. 1(5)-3FGII-87/678 dated 6-4-87.

*Sd/-*

(O.P. VERMA)  
Deputy Secretary (Protocol)  
for Chief Secretary to Government, Haryana.

No. 2/74/86-INGIS

Dated Chandigarh, the 16th April, 1987

A copy with a copy of enclosures alongwith two spare copies with enclosures forwarded to the Accountant General, Haryana for information and necessary action.

*Sd/-*

(O. P. VERMA)  
Deputy Secretary (Protocol)  
for Chief Secretary to Government, Haryana.

A copy is forwarded to All the Financial Commissioners and Administrative Secretaries to Govt., Haryana, for information and necessary action.

*Sd/-*

(U. S. GUJRAL)

Superintendent, New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

To

All the Financial Commissioners and  
Administrative Secretaries to Govt., Haryana.

U. O. No. 2/74/86-INGIS

Dated Chandigarh, the 16th April, 1987.

A copy is forwarded to the Principal Secretary/Deputy Principal Secretary/Officer on Special Duty to Chief Minister, Senior Secretaries/Secretaries/Private Secretaries to Ministers for information and necessary action.

*Sd/-*

(U. S. GUJRAL)

Superintendent, New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

To

Principal Secretary to C. M./Deputy Principal Secretary to C. M./O. S. D.  
to C. M./Secretary to C. M./Senior Secretaries/Secretaries/Private Secretaries  
to Ministers/State Ministers.

U. O. No. 2/74/86-INGIS

Dated Chandigarh, the 16th April, 1987.

A copy is forwarded to All Treasury Officers/Assistant Treasury Officers in the State for information and necessary action.

*Sd/-*

(U. S. GUJRAL)

Superintendent, New Group Insurance Scheme,  
for Chief Secretary to Govt., Haryana.

A copy is forwarded to the Commissioner and Secretary to Govt., Haryana, Finance Department for information with reference to his U. O. No.1(5)-3FGII-87/687 dated 6.4.87.

*Sd/-*

(U. S. GUJRAL)

Superintendent, New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

To

The Commissioner and Secretary to Govt., Haryana,  
Finance Department.

U. O. No. 2/74/86-INGIS

Dated Chandigarh, the 16th April, 1987

**TABLE (READY RECKONER)**  
**REFERRED TO IN CLAUSES 8(2) AND (8)5**  
**INSURANCE SCHEME 1986 TO 1991**

**Benefits from the Savings Fund for the period from 1-4-1986 to 31-3-1991 on a monthly subscription of Rs. 10 and interest calculated @ 10% (compounded quarterly)**

**I—Year of cessation of membership—1986**  
**Month of Cessation :—**

| Date of entry | April | May | June | July | August | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March |
|---------------|-------|-----|------|------|--------|-------|------|------|------|------|------|-------|
| 1-4-1986      | 7     | 14  | 21   | 28   | 35     | 42    | 49   | 57   | 64   | 71   | 79   | 86    |

**II—Year of cessation of membership 1987**  
**Month of Cessation :—**

|          | April | May | June | July | August | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March |
|----------|-------|-----|------|------|--------|-------|------|------|------|------|------|-------|
| 1-4-1986 | 94    | 101 | 109  | 117  | 125    | 132   | 140  | 148  | 157  | 165  | 173  | 181   |
| 1-4-1987 | 7     | 14  | 21   | 28   | 35     | 42    | 49   | 57   | 64   | 71   | 79   | 86    |

**III—Year of cessation of membership—1988**  
**Month of Cessation :—**

|          | April | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March |
|----------|-------|-----|------|------|------|-------|------|------|------|------|------|-------|
| 1-4-1986 | 189   | 198 | 206  | 215  | 224  | 232   | 241  | 250  | 259  | 268  | 277  | 286   |
| 1-4-1987 | 94    | 101 | 109  | 117  | 125  | 132   | 140  | 148  | 157  | 165  | 173  | 181   |
| 1-4-1988 | 7     | 14  | 21   | 28   | 35   | 42    | 49   | 57   | 64   | 71   | 79   | 86    |

**IV—Year of cessation of membership 1989**  
**Month of Cessation :—**

|          | April | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March |
|----------|-------|-----|------|------|------|-------|------|------|------|------|------|-------|
| 1-4-1986 | 295   | 305 | 314  | 323  | 333  | 343   | 352  | 362  | 372  | 382  | 392  | 402   |
| 1-4-1987 | 189   | 198 | 206  | 215  | 224  | 232   | 241  | 250  | 259  | 268  | 277  | 286   |
| 1-4-1988 | 94    | 101 | 109  | 117  | 125  | 132   | 140  | 148  | 157  | 165  | 173  | 181   |
| 1-4-1989 | 7     | 14  | 21   | 28   | 35   | 42    | 49   | 57   | 64   | 71   | 79   | 86    |

**V—Year of cessation of membership—1990**  
**Month of Cessation :—**

|          | April | May | June | July | August | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March |
|----------|-------|-----|------|------|--------|-------|------|------|------|------|------|-------|
| 1-4-1986 | 412   | 422 | 433  | 443  | 454    | 464   | 475  | 486  | 497  | 508  | 519  | 530   |
| 1-4-1987 | 295   | 305 | 314  | 323  | 333    | 343   | 352  | 362  | 372  | 382  | 392  | 402   |
| 1-4-1988 | 189   | 198 | 206  | 215  | 224    | 232   | 241  | 250  | 259  | 268  | 277  | 286   |
| 1-4-1989 | 94    | 101 | 109  | 117  | 125    | 132   | 140  | 148  | 157  | 165  | 173  | 181   |
| 1-4-1990 | 7     | 14  | 21   | 28   | 35     | 42    | 49   | 57   | 64   | 71   | 79   | 86    |

**Note :—**It is assumed that full contribution for the month of cessation of membership has already been collected/will be collected from the salary of that month, failing which it should be deducted from the accumulated amounts given below.

**Guidelines for the calculation of interest on the amount credited to the Savings Fund if the rate of interest is Rs. 10 per cent per annum (compounded quarterly).**

1. Taking the subscription amount @ Rs. 10 per month out of Rs. 120 for the whole of the Scheme year, Rs. 37.50 is to be credited to the Insurance Fund Rs. 82.50 is to be kept under the Saving Fund. Thus Rs. 3.125 is to be accounted as premium for a month and Rs. 6.875 is to be accounted as an amount creditable to Savings Fund only.

2. (i) During the first month of each quarter, no interest is to be paid on Rs. 6.875 as this amount (principal) has not become one month old.
- (ii) During the second month of each quarter, the subscription of Rs. 6.875 being one month old, is accountable for the payment of interest for one month only, though the principal amount becomes Rs. 13.750. Here interest on Rs. 6.875 is to be paid as Rs. 0.057.
- (iii) In the last month of a quarter, the interest payable on Rs. 13.750 (excluding the subscription for the last month of a quarter) is Rs. 0.114. The illustration shown below would make it further clear.

3. As the accounts for each quarter are to be finalised the total amount at the end of first quarter alongwith interest will be taken as principal for the next quarter. Interest on such earlier principal for the Second and Third months of the next quarter will be two times and three times respectively of the interest worked for 1st month. It will be in addition to the calculations on regular subscription and interests thereon for the second quarter and subsequent quarters to be calculated on the same lines as indicated in Para 2 above. The illustration shown above would make it further clear.

**Notes:**—No rounding will be done at the cessation of the quarter. Totals will be rounded for payment purposes only and not for carrying over to the next quarter. However, at the end of the Scheme year, only total rounded figures will be carried over as principal for next year. The fraction of 50 paise or more is to be rounded to the next rupee and below 50 paise is to be ignored.

Illustration for para 2 above.

**April, 1986**

P. 6.875

I. —

6.875 or 7

**July, 1986**

P. 20.796

P. 6.875

I. 0.173

I. —

27.844 or 28

x x

**May, 1986**

P. 13.750

I. 0.057

13.807 or 14

**August, 1986**

P. 20.796

P. 13.750

I. 0.346

I. 0.057

34.949 or 35

x x x

**June, 1986**

P. 20.625

I. 0.171

20.796 or 21

\*0.057 for 2nd month

0.0114 for 3rd month

**September, 1986**

P. 20.796

P. 20.625

I. 0.519

I. 0.171

42.111 or 42

x x x

March, 1987

P. 63.957

P. 20.625

I. 1.599

I. 0.171

86.352 or 86April, 1987

P. 86.000

P. 6.875

I. 0.717

I. —

93.592 or 94

Note (a) "P" is for principal. (b) "I" is for interest.

\*The unit of Rs. 10 for 'D' Group will be taken, two times for 'C' Group, four times for 'B' Group and eight times for 'A' Group. Similarly other calculations will also be multiplied in this manner.

No.1/34/87-INGIS

From

The Chief Secretary to Govt., Haryana.

The

All the Deputy Commissioners in Haryana State.

Dated Chandigarh, the 19th June, 1987

Subject:- Implementation of Model Scheme through Life Insurance Corporation of India.

Sir,

I am directed to address you on the subject noted above and to say that the Life Insurance Corporation of India has formulated a Model Scheme for the benefit of Weaker Sections in Un-organised sectors to provide Social Security cover to the poor agricultural workers, Small and Marginal Farmers, Village Artisans etc. Some funds are likely to become available to the State Government for financing its development activity on which, of course, the interest will have to be paid by the State Government, for implementation of this Scheme in respect of aforesaid categories of weaker sections. You are, therefore, requested to carry out survey to find out the eligible persons having the limited and irregular earnings amongst the vast Un-organised Sectors.

2. In this connection the clear guidelines of the Model Scheme are contained in the D.O. letter No. 81(6)Ins/86-2358 dated 26 June, 1986 received from the Ministry of Finance Govt. of India, New Delhi (copy enclosed).

3. The requisite survey report may be sent to the Govt. within one month of the issue of this letter.

Yours faithfully,

Deputy Secretary (Protocol)  
for Chief Secretary to Govt. Haryana

contd...2...

A copy of the D.O. No. 81(6)Ins.II/85-3385 dated 26 June, 1986 containing the salient feature of the Model Scheme( copy enclosed) is forwarded to the Financial Commissioner & Secy. to Government, Haryana, Labour & Employment Department for comments.

The feasibility and other workable aspects of this Scheme should be kept in view while sending the comments in this behalf.

Deputy Secretary (Protocol)  
for Chief Secretary to Govt., Haryana.

To

The Financial Commissioner & Secy. to Govt. Haryana,  
Labour & Employment Department.

U.O. No. 1/34/87-INSIS

Date: Chandigarh, the 19th June, 1987

No. 16/6/87-INGIS

From

The Chief Secretary to Govt. Haryana.

To

All the Heads of Departments,  
The Commissioners Ambala/ Hissar Divisions,  
All Deputy Commissioners,  
District and Sessions Judges,  
Registrar, Punjab and Haryana High Court,  
All Sub Divisional Officers (Civil) Haryana.

Dated Chandigarh, the 26th June, 1987

Subject:- Enforcement of the Haryana Government Employees  
(Group Insurance) Scheme Phasing out of old scheme.

-.7.7-

sir,

In continuation of State Government letter No. 16/6/84-7GSII, dated 24.3.86 on the subject noted above and to say that the Governor of Haryana is pleased to declare all the Drawing and Disbursing Officers in the State as Drawing and Disbursing Officers as well as Controlling Officers under the revised Head "8011-Insurance and Pension Funds" in place of old Head "311-Insurance & Pension Funds".

2. This issues with the concurrence of the Finance Department conveyed vide their U.O. No. 1(236)3FCH-86/1621 dated 23.6.87.

Yours faithfully,

Deputy Secretary (Protocol)  
for Chief Secretary to Govt., Haryana.

No. 16/6/87-INGIS

Dated Chandigarh, the 26th June, 1987

A copy with two spare copies is forwarded to the Accountant General, Haryana for information and necessary action.

2. It is requested that an individual authority may kindly be issued to All the D.D.O's/P.O.'s in the State at your level immediately under the revised Head "8011-Insurance and Pension Funds" in place of old Head "311-Insurance and Pension Funds" for information & necessary action in continuation of Haryana Govt. anist. No. 16/6/84-7GSII dated 24-3-86.

Deputy Secretary (Protocol)  
for Chief Secretary to Govt., Haryana.

contd...2...

No. 16/6/87-INGIS

Dated Chandigarh, the 26th June, 1987

A copy is forwarded to All the Financial Commissioners and Administrative Secretaries to Govt. Haryana for information and necessary action.

*W. S. Singh*  
Superintendent, New Group Insurance Scheme  
for Chief Secretary to Govt., Haryana.

To

All the Financial Commissioner &  
Administrative Secretaries to Govt. Haryana.

U.O. NO. 16/6/87-INGIS

Dated Chandigarh, the 26th June, 1987

A copy is forwarded to the Principal Secretary/Deputy Principal Secretary/ OSD to C.M./ Senior Secretaries/Secretaries / Private Secretaries to Ministers/ State Ministers for information and necessary action.

*W. S. Singh*  
Superintendent, New Group Insurance Scheme  
for Chief Secretary to Govt., Haryana.

To

The Principal Secy. to C.M./ Deputy Principal Secy. to C.M./  
O.S.D. to C.M./ Senior Secy./ Secretaries/ Private Secretaries  
to Minister/ State Ministers.

U.O. NO. 16/6/87-INGIS

Dated Chandigarh, the 26th June, 1987

Enst. No. 16/6/87-INGIS

Dated Chandigarh, the 26th June, 1987

A copy is forwarded to the Treasury Officers/ Assistant Treasury Officers/ All the Drawing and Disbursing Officers in the State for information and necessary action in continuation of Haryana Govt. Enst. No. 16/6/84-76311, dated 24.3.86.

*W. S. Singh*  
Superintendent, New Group Insurance Scheme  
for Chief Secretary to Govt., Haryana.

A copy is forwarded to the Commissioner & Secy. to Govt., Haryana, Finance Department for information with reference to his U.O. NO. 1(296)-3FGII-86/1621 dated 23.6.87.

*W. S. Singh*  
Superintendent, New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

To

The Commissioner & Secretary to Govt., Haryana,  
Finance Department.

U.O. NO. 16/6/87-INGIS

Dated Chandigarh, the 26th June, 1987

-3-

Date-Bond/  
for the  
personal  
attention  
of the  
Heads of  
Deptts./  
Head of  
Offices.

Copy of letter No. 2/16/86-INGIS, dated 1.10.87 from Chief Secretary to Govt. Haryana to All the Heads of Departments/Commissioners Ambala/Hissar Divisions, All the District & Sessions Judges in Haryana, All the D.Cs and S.D.O(C) in the Haryana State and Registrar, Punjab & Haryana High Court Chandigarh etc.

Subject: Enforcement of Haryana Govt. Employees (Group Insurance) Scheme, 1985, Compulsorily with effect from 1.9.1987.

...

Sir,

I am directed to invite your attention to Haryana Govt. instructions issued vide circular letter No. 16/6/84-3GSII, dated 30.5.86 according to which the New Group Insurance Scheme was introduced on voluntary basis and last date for enrolment of a member under New Group Insurance Scheme, was 30.6.86.

2. Later as a result of random survey it was noticed that most of the regular State Govt. Employees remained out of the sphere of membership of this scheme. Meanwhile some representations were received from some Govt. employees for enrolment as members of this scheme. The Govt. after having considered the matter has decided that this scheme be extended to all the State Govt. employees who did not opt it compulsorily with effect from 1.9.87.

3. Keeping in view the above decision of the State Government and according to rule 4(4), of the notification dated 20.8.85, it is requested that the date of enrolment and subscription deducted from the salary of every member in form (i) be sent to Govt. (in Group Insurance Branch, Haryana Civil Secretariat Chandigarh.)

You are, therefore, requested to please direct

all the Heads of Offices/Departments under your administrative control to supply to the respective D.D.Os, a statement indicating the name, group and the date of birth of every member of the scheme so enrolled as required in terms of the Haryana Govt. Employees (Group Insurance) Rules, 1985 so as to enable the D.D.Os to start regular deductions of subscriptions from the salary of such employees.

4. Further it has also been decided that the subscription for the month of September, 1987, be recovered in two instalments, for smooth implementation of the Govt. decision as well as to avoid hardship to the subscribers.
5. Necessary amendment in the Haryana Govt. Services rules has been made separately.
6. The above instruction may please be implemented meticulously and the receipt of this communication may please be acknowledged.

- - -

No. 1/4 7/87-INGIS

From

The Chief Secretary to Govt. Haryana.

To

All Heads of Departments,  
Registrar, Punjab & Haryana High Court,  
Commissioners of Divisions, Distt. & Sessions  
Judges and Deputy Commissioners, SDOs (C) in  
the State of Haryana.

Dated Chandigarh, the 21-9-1987

Subject: Enforcement of Haryana Govt. Employees Group  
Insurance Scheme 1985. Supply of a copy of yearly  
transaction in the Ledger Account to the subscriber.  
Supply of yearly transaction to each subscriber.

...

Sir,

I am directed to address you on the subject cited above and to say that as provided in item No. V(c) of the Accounting Procedure of the Haryana Govt. Employees Group Insurance Scheme 1985, each Drawing and Disbursing Officer is required to supply to each subscriber a copy of the yearly transaction as appearing in the ledger Account of the subscriber by the 30th March, each year. Extract of item V(c) i bid is reproduced below:-

"A copy of the yearly transaction as appearing in the ledger Account of the subscriber shall be supplied to each subscriber by the 30th March, each year."

2. In consequence of the provision referred to above of the Accounting Procedure, it is considered that all the Departments must have initiated and completed action on these lines for supplying of a copy of the ledger account to the subscribers by now. If it has not been done so far, it is requested that needful may be done in regard thereto for the period upto 30th March, 1987 by 31.10.87 under intimation to Government. It may please be ensured that ledger Account under GIS is supplied to the subscriber by the aforesaid date.

3. The receipt of this communication may please be acknowledged.

Deputy Secretary (Protocol),  
for Chief Secretary to Govt. Haryana.

No. 1 /47 /87-1NGIS

Dated Chandigarh, the 21-9-1987

A copy with a spare copy is forwarded to A.G. Haryana with reference to Haryana Govt. letter No. 16/6/84-3GSII, dated 6.12.85 for information and necessary action.

Deputy Secretary (Protocol),  
for Chief Secretary to Govt. Haryana.

A copy is forwarded to all the Financial Commissioners, Commissioners and Administrative Secretaries to Govt. Haryana with reference to this Department U.O. No. 16/6/84-3GSII, dated 6.12.85 for information and necessary action.

2. It is requested that the instructions regarding the supply of yearly transaction to each subscriber be complied with by 31st Oct. 1987 positively.

Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt. Haryana.

To

All the Financial Commissioners, Commissioners and Administrative Secretaries to Govt. Haryana.

U.O. No. 1/47/87-1NGIS,

Dated Chandigarh, the 21-9-1987

A copy is forwarded to Principal Secretary/Dy. Principal Secy./OSD to CM, Sr. Secretaries/Secretaries/Private Secretaries to Ministers/State Ministers/Chief Parliamentary Secretary/Parliamentary Secy. for information and necessary action.

Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt. Haryana.

To

The Principal Secy. to CM/Dy. Principal Secy. to CM/OSD to CM/Sr. Secretaries/Secy./PS to Ministers/State Ministers/Chief Parliamentary Secy./Parliamentary Secretaries.

U.O. No. 1/47/87-1NGIS,

Dated Chandigarh, the 21-9-1987

A copy is forwarded to All TO's/ASSTT. TO's/ All the Drawing and Disbursing Officers in the State with reference to Haryana Govt. letter No. 16/6/84-3GSII, dated 6.12.85 for information and necessary action.

Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt. Haryana.

No. 3(25)87/ENGIS

FROM

The Chief Secretary to Govt., Haryana.

TO

All the Heads of Departments,  
The Commissioners, Ambala/Hissar Divisions,  
All Deputy Commissioners,  
District and Sessions Judges,  
Registrar, Punjab and Haryana High Court,  
All Sub Divisional Officers (Civil), in Haryana.

Dated Chandigarh, the 31.12.1987.

Subject: The Haryana Govt. Employees Group Insurance Scheme-1985-Submission of Annual/Quarterly Statement of Credit/Debit balances under item No. XVII of paras 2(ii) and 3(iii) of the Accounting Procedure.

Sir,

I am directed to invite your attention to State Govt. letter No. 16/6/84-ENGIS, dated 24.7.86 and No. 16/6/84-ENGIS, dated 22.9.86 on the subject noted above/ to say that as per provisions of para 2(ii) and 3(iii) of item No. XVII of the Accounting Procedure the Departments were required to send the quarterly/annual statements regarding Credit/debit balances of the accounts of GIS. On reconsideration, it has been decided to dispense with the submission of quarterly statements, as these do not serve the desired purpose. Hence, in future only annual statements be sent in the prescribed proforma in respect of all the offices under your control by the end of April every year.

2. You are, therefore, requested to issue necessary instructions to all the Heads of Offices working under your administrative control for sending the requisite information in the revised proforma through their respective Heads of Departments for onward transmission of the requisite

information in a consolidated form, to Govt, by the end of April, each year.

3. This issues with the concurrence of F.D. conveyed vide their U.O.No. 1(177)3FG-II-85/3376 dated 8.12.87.

Yours faithfully,

Deputy Secretary (Protocol),  
for Chief Secretary to Govt. Haryana.  
Dated Chandigarh, the 31.12.1987

No. 3/25/87-ENGIS,

A copy with a spare copy is forwarded to A.G. Haryana in continuation of Haryana Govt. letter No.16/6/84-3GSII, dated 6.12.85 for information & necessary action.

Deputy Secretary (Protocol),  
for Chief Secretary to Govt. Haryana.

A copy is forwarded to all the Financial Commissioners, Commissioners and Administrative Secretaries to Govt., Haryana in continuation of Haryana Govt. U.O.No. 16/6/84-3GSII, dated 6.12.85 for information & necessary action.

Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt., Haryana.

To

All the Financial Commissioners, Commissioners and Administrative Secretaries to Govt., Haryana.

U.O.No. 3/25/87-ENGIS, Dated Chandigarh, the 31.12.87.

A copy is forwarded to Principal Secretary/Dy. Principal Secy., OSD to CM, Sr. Secretaries/Secretaries/Private Secretaries to Ministers /State Ministers/Chief Parliamentary Secretary/Parliamentary Secys. for information & necessary action.

Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt. Haryana.

To

The Principal Secy. to CM/Dy. Principal Secy. to CM/OSD to CM/Sr. Secretaries/Secy. PS to Ministers/State Ministers/Chief Parliamentary Secy./Parliamentary Secretaries.

U.O.No. 3/25/87-ENGIS,  
Endst No. 3/25/87-ENGIS,

Dated Chandigarh, the 31.12.1987.  
Dated Chandigarh, the 31.12.1987.

A copy is forwarded to All TOs/Asstt. TOs/ All the

Drawing and Disbursing Officers in the State in continuation of Haryana Govt. letter No. 16/6/84-3GSII, dated 6.12.85 for information and necessary action.

*WS Gurni*  
Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt., Haryana.

*13/4/12*  
A copy is forwarded to the Commissioner and Secretary to Govt., Haryana, Finance Department for information with reference to their U.O.No. 1(177) 31-411-85/3376 dated 8.12.87.

*WS Gurni*  
Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt., Haryana.

To

*13/12/87*  
The Commissioner & Secretary to Govt., Haryana,  
Finance Department.

U.O.No. 3/25/87-5NGIS, Dated Chandigarh, the 31.12.1987.

From

The Chief Secretary to Govt., Haryana.

To

The Accountant General, Haryana,  
Chandigarh.

Dated Chandigarh, the 5.1.1988.

Subject: Enforcement of the Haryana Government Employees (Group Insurance) Scheme, 1985-Opening of New Sub Head for the payment of Class IV employees' contribution by Government.

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Sir,

I am directed to refer to your letter No. TM(T)/GIS/State/87-88/363-64 dated 16.9.87 and Govt. letter No. 16/6/84-INGIS, dated 16.12.87 on the subject cited above and to state that the requisite approval/ concurrence of Controller General of Accounts, Ministry of Finance, Department of Expenditure, New Delhi with regard to open a New Head under Major Head for correct classification of expenditure to be incurred by Govt. towards new Group Insurance Scheme subscription of class IV employees, has already been accorded vide their letter No. 9(18)/83/TA/1408, dated 27.11.87, copy of which was sent to your department under Finance Department letter No. 1(177)-3FG-II-87/3509, dated 3/11-12-1987. The New Sub Head i.e. Minor Head "105-Govt. Employees Insurance Scheme" is to be opened under Major Head "2235-Social Security and Welfare Programme-60-Other Social Security and Welfare Programme-200-Other Schemes" from which the subscription of New Group Insurance Scheme belonging to class IV employees is to be met by the Govt.

2. In view of the fact that Govt. of India have conveyed their approval/ concurrence as desired vide your letter under reference, it is requested that individual authority letter to all TOs/DDOs to prefer/admit bills of subscription in respect of class IV employees under above Major and Minor Heads may please be issued without any further delay as Insurance claims of deceased class IV employees are not being honoured by TOs in the absence of same. The subscription bills of class IV officials have also not yet been finalized since the inception of new GIS i.e. 1.4.86 for

-----Contd-----

dc

want of same and so is the position in the cases of death claims.

3. I further add that the amount of subscription earmarked for class IV employees under above Head during the financial year 1986-87 had to be surrendered, and in case the individual authority to TOS/DDOs is still not issued the same position may again arise on closure of current financial year.

*de* Deputy Secretary (Protocol),  
for Chief Secretary to Govt., Haryana.

A copy is forwarded to the Financial Commissioner & Secretary to Govt., Haryana, Finance Department (in PG-II Br.) with reference to his U.O.No. 1(177)-3PGII-87/3509 dated 3/11-12-87 for information and necessary action.

*de* Deputy Secretary (Protocol),  
for Chief Secretary to Govt., Haryana.

To

The Financial Commissioner & Secretary to Govt.,  
Haryana, Finance Department (In PGII Br.)

U.O.No. 16/6/84-INGIS, Dated Chandigarh, the 5.1.1988.  
Enst No.16/6/84-INGIS, Dated Chandigarh, the 5.1.1988.

A copy each is forwarded to the following:-

1. The General Manager, Haryana Roadways, Chandigarh.
2. The District Education Officer, Faridabad.
3. The Chief Election Officer, Haryana.
4. The Registrar, Co-operative Societies, Haryana.
5. The Chief Conservator of Forests, Haryana.
6. The Chief Electoral Officer, Haryana.

for information.

*te* Supdt. New Group Insurance Scheme,  
for Chief Secretary to Government Haryana.

No. 2/74/86-INGIS

From

The Chief Secretary to Govt., Haryana.

To

All Heads of Departments,  
Registrar, Punjab & Haryana High Court,  
Commissioners of Divisions,  
District and Sessions Judges and  
Deputy Commissioners, SDOs (C) in the State of  
Haryana.

Dated Chandigarh, the 15-1-1988

Subject: Haryana Govt. Employees Group Insurance Scheme 1985—raising of Rate of Interest on the balances in the Savings Fund from 10% p.a. to a 12% p.a. from 1-4-87 onwards.

Sir,

I am directed to invite your attention to Haryana Govt. letter No. 2/74/86-INGIS, dated 16-4-87 vide which the Ready Reckoner for calculation of interest at the rate of 10% p.a. (Compounded Quarterly) with guidelines, was circulated to all Heads of Departments, for compliance. The matter regarding enhancement of interest on Savings Fund of GIS from 10% p.a. to 12% p.a. on the pattern of Govt. of India, had been engaging the attention of the Govt. for some time past. The matter has accordingly been considered and it has been decided that the rate of interest on Savings Fund of GIS be increased from 10% p.a. to 12% p.a. with effect from 1-4-87.

2. As a result of the enhancement of the rate of interest from 10% p.a. to 12% p.a., the table of calculations of interest in the Ready Reckoner, has been revised and is enclosed for guidance and compliance. It indicates that the accumulated amount in the revised table of benefits has been worked out on the basis of the rate of interest at the rate of 10% p.a. (Compounded Quarterly) for the period from 1-4-86 to 31-3-87 and 12% p.a. (Compounded Quarterly) from 1-4-87 onwards. The calculation of the revised interest ranges for a period of 5 years from 1-4-86 to 1-4-91.

3. It is, therefore, requested that the revised table of the benefits on Savings Fund of INGIS in respect of those employees whom payments under the Savings Fund became due from 1-4-87 onwards be calculated on the revised pattern from this date. This will also apply to those employees who have already retired from service or who have ceased to be in Govt. service due to any specific reason viz. resignation, death etc. from 1-4-87. The additional amount, if any, that has become due, by applying the revised table, be calculated and payments made to the claimants concerned as per duration of their deposits in the Savings Fund.

4. Necessary amendments in clauses 8 (2) and 8 (5) of the Haryana Civil Services (Group Insurance) Rules, 1985 where necessary shall be issued.

5. This issues with the concurrence of Finance Department conveyed vide their U.O. No. 1 (5)-3FGII-87/3569, dated 31-12-87.

6. The above guidelines/instructions may please be brought to the notice of all concerned for compliance.

Yours faithfully,

Sd:-

(O. P. VERMA)

Deputy Secretary (Protocol)  
for Chief Secretary to Govt. Haryana.

No. 2/74/86-INGIS,

Dated Chandigarh, the 15-1-88

A copy with a copy of enclosures alongwith two spare copies with enclosures forwarded to the Accountant General, Haryana, for information and necessary action.

Sd/-

(O. P. VERMA)

Deputy Secretary (Protocol)  
for Chief Secretary to Govt., Haryana.

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries to Govt., Haryana for information and necessary action.

Sd/-

(U. S. GUJRAL)

Supdt. New Group Insurance Scheme  
for Chief Secretary to Govt., Haryana.

To  
All the Financial Commissioners &  
Administrative Secretaries to Govt., Haryana,

U. O. No. 2/74/86-INGIS,

Dated Chandigarh, the 15-1-88

A copy is forwarded to the Principal Secretary/Dy. Principal Secretary/Officer on Special Duty to CM/Sr. Secretaries/Secretaries/Private Secretaries to Ministers/Chief Parliamentary Secretary/Parliamentary Secretaries for information and necessary action.

Sd/-

(U. S. GUJRAL)

Supdt. New Group Insurance Scheme  
for Chief Secretary to Govt., Haryana.

To  
Principal Secy. to CM/Dy. Principal Secy. to CM/OSD to CM/Secretary to CM/Senior Secretaries/Secretaries/Private Secretaries to Ministers/State Ministers/Chief Parliamentary Secy./Parliamentary Secretaries.

U.O. No. 2/74/86-INGIS,

Dated Chandigarh, the 15-1-88

Endst. No. 2/74/86-INGIS,

Dated Chandigarh, the 15-1-88

A copy is forwarded to All Treasury Officers/Assistant Treasury Officers in the State for information and necessary action.

Sd/-

(U. S. GUJRAL)

Supdt. New Group Insurance Scheme  
for Chief Secretary to Govt., Haryana.

A copy is forwarded to the Commissioner & Secretary to Govt., Haryana, Finance Department for information with reference to his U.O. No. 1 (5) -3FGH-87/3569, dated 31-12-87.

Sd/-

(U. S. GUJRAL)

Supdt. New Group Insurance Scheme  
for Chief Secretary to Govt., Haryana.

To  
The Commissioner & Secretary to Govt., Haryana, Finance Department,

U. O. No. 2/74/86-INGIS,

Dated Chandigarh, the 15-1-88

|                                            | April              | May | June | July | August | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March |
|--------------------------------------------|--------------------|-----|------|------|--------|-------|------|------|------|------|------|-------|
| V. Year of Cessation of Membership—1990-91 |                    |     |      |      |        |       |      |      |      |      |      |       |
|                                            | Month of Cessation |     |      |      |        |       |      |      |      |      |      |       |
| 1-4-86                                     | 429                | 440 | 451  | 463  | 474    | 486   | 497  | 509  | 521  | 533  | 545  | 558   |
| 1-4-87                                     | 304                | 314 | 324  | 334  | 344    | 354   | 363  | 375  | 386  | 396  | 407  | 418   |
| 1-4-88                                     | 193                | 201 | 210  | 219  | 228    | 237   | 247  | 256  | 265  | 275  | 285  | 294   |
| 1-4-89                                     | 94                 | 102 | 109  | 117  | 125    | 134   | 142  | 150  | 158  | 167  | 175  | 184   |
| 1-4-90                                     | 7                  | 14  | 21   | 28   | 35     | 42    | 50   | 57   | 64   | 72   | 79   | 87    |

#### VI. Year of Cessation of Membership—1991-92

|        | Month of Cessation |     |     |     |     |     |     |     |     |     |     |     |
|--------|--------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| 1-4-86 | 570                | 583 | 596 | 608 | 621 | 634 | 647 | 661 | 674 | 688 | 701 | 715 |
| 1-4-87 | 429                | 440 | 451 | 463 | 474 | 486 | 497 | 509 | 521 | 533 | 545 | 558 |
| 1-4-88 | 304                | 314 | 324 | 334 | 344 | 354 | 365 | 375 | 386 | 396 | 407 | 418 |
| 1-4-89 | 193                | 201 | 210 | 219 | 228 | 237 | 247 | 256 | 265 | 275 | 285 | 294 |
| 1-4-90 | 94                 | 102 | 109 | 117 | 125 | 134 | 142 | 150 | 158 | 167 | 175 | 184 |
| 1-4-91 | 7                  | 14  | 21  | 28  | 35  | 42  | 50  | 57  | 64  | 72  | 79  | 87  |

Note :— It is assumed that full contribution for the month of cessation of membership has already been collected will be collected from the salary of that month, failing which it should be deducted from the accumulated amounts given below:

- The interest rate on the balances in the Savings Account has been allowed on the basis of 10% per annum (Compounded Quarterly) for the period from 1-4-86 to 31-3-87 and 12% per annum (Compounded Quarterly) from 1-4-87 onwards.

|  | April | May | June | July | August | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March |
|--|-------|-----|------|------|--------|-------|------|------|------|------|------|-------|
|--|-------|-----|------|------|--------|-------|------|------|------|------|------|-------|

I-Year of Cessation of Membership—1986-87

Month of Cessation

|               |   |    |    |    |    |    |    |    |    |    |    |    |
|---------------|---|----|----|----|----|----|----|----|----|----|----|----|
| Date of entry | 7 | 14 | 21 | 28 | 35 | 42 | 49 | 57 | 64 | 71 | 79 | 86 |
| 1-4-86        |   |    |    |    |    |    |    |    |    |    |    |    |
| 1-4-87        |   |    |    |    |    |    |    |    |    |    |    |    |

II-Year of Cessation of Membership—1987-88

Month of Cessation

|        |    |     |     |     |     |     |     |     |     |     |     |     |
|--------|----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| 1-4-86 | 94 | 102 | 109 | 117 | 125 | 134 | 142 | 150 | 158 | 167 | 175 | 184 |
| 1-4-87 | 7  | 14  | 21  | 28  | 35  | 42  | 50  | 57  | 64  | 72  | 79  | 87  |

III-Year of Cessation of Membership—1988-89

Month of Cessation

|        |     |     |     |     |     |     |     |     |     |     |     |     |
|--------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| 1-4-86 | 193 | 201 | 210 | 219 | 228 | 237 | 247 | 256 | 265 | 275 | 285 | 294 |
| 1-4-87 | 94  | 102 | 109 | 117 | 125 | 134 | 142 | 150 | 158 | 167 | 175 | 184 |
| 1-4-88 | 7   | 14  | 21  | 28  | 35  | 42  | 50  | 57  | 64  | 72  | 79  | 87  |

IV-Year of Cessation of Membership—1989-90

Month of Cessation

|        |     |     |     |     |     |     |     |     |     |     |     |     |
|--------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| 1-4-86 | 364 | 314 | 324 | 334 | 344 | 354 | 365 | 375 | 386 | 396 | 407 | 418 |
| 1-4-87 | 193 | 201 | 210 | 219 | 228 | 237 | 247 | 256 | 265 | 275 | 285 | 294 |
| 1-4-88 | 94  | 102 | 109 | 117 | 125 | 134 | 142 | 150 | 158 | 167 | 175 | 184 |
| 1-4-89 | 7   | 14  | 21  | 28  | 35  | 42  | 50  | 57  | 64  | 72  | 79  | 87  |

MOST IMMEDIATE  
TOP PRIORITY  
DATE BOUND

No 16/6/86/1NGIS

From

The Chief Secretary to Govt., Haryana.

To

All the Heads of Departments,  
The Commissioners Ambala/Missar Divisions,  
All Deputy Commissioners,  
District and Sessions Judges,  
Registrar, Punjab and Haryana High Court,  
All Sub Divisional Officers (Civil), Haryana.

Dated Chandigarh, the 17.3.1988.

Subject:- Enforcement of the Haryana Government Employees  
(Group Insurance) Scheme, 1985 - Proper classi-  
fication of expenditure to be met by State Govt.  
on account of payment of class-IV Govt. employees  
New Group Insurance Scheme, 1985 contribution.

.....

Sir,

In partial modification of Haryana Government letter  
No 16/6/86-1NGIS dated 23.4.87 on the above cited subject, I am  
directed to say that the nomenclature of Head noted as

"2235-Social Security and Welfare -60-Other  
Social Security and Welfare Programme- 101-  
Insurance Scheme"

should be read as

"2235-Social Security and Welfare Programme-  
60-Other Social Security and Welfare Programme-  
200-Other Schemes - Contribution for class IV  
employees."

2. In this connection a copy of Accountant General,  
Haryana's letter No TM(T)/GIS/State/87-88/783-36 dated 16.3.88  
wherein all the DOs have been authorised to honour the bills  
of payment on account of subscription of class-IV employees,  
presented by DOs etc. declared by Govt. on 23.4.87 on

.....2.....

account of subscription of each class IV Govt. employees @ Rs. 10/- p.m. towards Insurance and Pension Funds, is enclosed for ready reference.

3. It may please be ensured that the adjustment of all the pending accounts pertaining to class-IV Govt. employees New Group Insurance Scheme, 1985 be adjusted to date within the financial year 1987-88, accordingly.

Yours faithfully,

*USGupta*

Supdt., New Group Insurance Scheme Branch,  
for Chief Secretary to Government, Haryana.

No 16/6/86/1NGIS Dated Chandigarh, the 17.3.1988. *17/3/88*

A copy, with two spare copies, is forwarded to Accountant General (i) A&E and (ii) Audit, Haryana, Chandigarh with reference to his letter No TM(T)/GIS/State/87-88/783-86 dated 16.3.86 for information and necessary action.

*USGupta*

Supdt., New Group Insurance Scheme Branch,  
for Chief Secretary to Government, Haryana.

A copy is forwarded to All the Financial Commissioners and Administrative Secretaries to Govt., Haryana for information and necessary action.

2. It may please be ensured that all pending bills of class-IV Govt. employees pertaining to New Group Insurance Scheme subscription be cleared within the financial year 1987-88.

*USGupta*

Supdt., New Group Insurance Scheme Branch,  
for Chief Secretary to Government, Haryana.

To

All the Financial Commissioners and  
Administrative Secretaries to Govt., Haryana. *17/3/88*

U.O. No 16/6/86-1NGIS Dated Chandigarh, the 17.3.1988.

.....3.....

A copy is forwarded to the Principal Secretary/Deputy Principal Secretary/OSD to C.M./Senior Secretaries/Secretaries/Private Secretaries to Ministers/State Ministers/Chief Parliamentary Secretary for information.

*U.S. Singh*

Supdt., New Group Insurance Scheme Branch,  
for Chief Secretary to Government, Haryana

*CE 111*

To

The Principal Secretary to C.M./Deputy Principal Secretary to C.M./OSD to C.M./Senior Secretary/Secretary/Private Secretary to Ministers/State Ministers/Chief Parliamentary Secretary.

U.O. No 15/6/86-1NGIS Dated Chandigarh, the 17.3.1988.

Endst. No. 15/6/86-1NGIS Dated Chandigarh, the 17.3.1988

A copy is forwarded to all the Treasury Officers/Assistant Treasury Officers in the State in continuation of Haryana Govt. endst. No 15/6/86-1NGIS dated 23.4.87 for information and necessary action.

*U.S. Singh*

Supdt., New Group Insurance Scheme Branch,  
for Chief Secretary to Government, Haryana

*CE 113*

A copy is forwarded to the Commissioner and Secretary to Govt., Haryana, Finance Department with reference to Accountant General, Haryana's endst. No IM(T)/GIS/State/87-88/783-86 dated 16.3.88 and his U.O. No 1(117)-3FGH-85/2002 dated 16.3.88 for information and necessary action.

*U.S. Singh*

Supdt., New Group Insurance Scheme Branch,  
for Chief Secretary to Government, Haryana

*CE 113*

To

The Commissioner and Secretary to Govt., Haryana,  
Finance Department.

U.O. No 15/6/86-1NGIS Dated Chandigarh, the 17.3.1988.

OFFICE OF THE ACCOUNTANT GENERAL (AGE)  
HARYANA, CHANDIGARH

No. TM(T)/CIS/Chand/85-86/783-86 Dated the 16.3.88

To

ALL the Treasury Officers  
in Haryana including  
Treasury Officer (Liaison)  
Haryana, DELHI.

Subject: Haryana Govt. Employees (Group Insurance)  
Scheme-1985.

Sir,

You are authorised to honour the bills of payments presented by D.D.Os declared by Chief Secy. to Govt. Haryana on account of subscription of each class IV employees @ Rs. 10/- p.m. towards Insurance and Pension Funds under the head "2235-Social Security and Welfare-60-Other Social Security and Welfare Programmes-200 other Schemes-Contribution for class IV employees" by contra credit to Minor head "Haryana Govt. Employees (Group Insurance) Scheme 1985 below the Major Head "8011- Insurance and Pension Funds" by book transfer.

86/-  
ACCOUNTS OFFICER

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No 16/6/86/1 NGLS

From

The Chief Secretary to Govt., Haryana.

To

All Heads of Departments,  
The Registrar, Punjab and Haryana High Court,  
The Commissioners, Ambala and Hissar Divisions,  
All District and Sessions Judges,  
All Deputy Commissioners,  
All Sub Divisional Officers (Civil), in Haryana.

Dated Chandigarh, the 19.5.1988.

Subject:- Book adjustment of class-IV Govt. employees' Group Insurance Scheme contribution under Major Head "2235-Social Security and Welfare - 60 - Other Social Security and Welfare Programme - 200-Other Schemes - Contribution for class-IV employees."

.....

Sir,

OT/140

I am directed to invite a reference to Haryana Govt. letter No 16/6/86/1NGLS dated 17.3.88 on the subject cited above vide which necessary authority letter of Accountant General, Haryana addressed to all Treasury Officers to honour class-IV Govt. employees' Group Insurance Scheme contribution bills, was circulated to all concerned. It was also emphasised therein that book adjustment of all pending accounts of above employees' contribution cases be got made and brought up-to-date within the financial year 1987-88.

2. The details of realization of class-IV employees' contribution received from various Treasury Officers as on 31.3.88 reveal that only a meagre portion of the funds earmarked, has been utilized for the said purpose. Accordingly the unspent allotment had to be surrendered on closure of the financial year 1987-88.

.....2.....

-2-

3. In view of the position explained above, it is once again requested that all offices under your administrative control may please be <sup>advised</sup> to clear the pending cases of class-IV employees' Group Insurance Scheme contribution for the period from 1.4.86 to 31.3.88 immediately if not done so far, so that exact requirement of funds under Major Head "2235-Social Security and Welfare, Minor Head 200-Other Schemes - Contribution for class-IV employees", could be assessed for the year 1988-89 to avoid huge surrender at a later stage. Once the pending accounts are finalized, the contribution should be realized on monthly basis as specified in the Accounting Procedure circulated to all concerned vide Govt. letter No 16/6/84-3GS-II dated 6.12.85.

4. Necessary confirmation with regard to book adjustment of pending accounts, and thereafter the contribution being deposited monthly, may please be forwarded to Govt. latest by 15.6.88.

Yours faithfully,

*[Signature]*  
Deputy Secretary (Protocol),  
for Chief Secretary to Government, Haryana.

No 16/6/86/140GIS Dated Chandigarh, the 19.5.1988.

A copy is forwarded to Accountant General, (i) A&E and (ii) Audit, Haryana, Chandigarh with reference to his letter No TM(T)/GIS/State/87-88/783-86 dated 16.3.88 for information.

*[Signature]*  
Deputy Secretary (Protocol),  
for Chief Secretary to Government, Haryana.

.....3.....

*[Signature]*  
19/5/88

-3-

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries to Govt., Haryana with reference to this Department letter No 16/6/86/1NGIS dated 17.3.88.

2. It may please be ensured that all pending bills of class-IV Govt. employees pertaining to Group Insurance Scheme contribution are cleared by 30th June, 1988.



Supdt., New Group Insurance Scheme Branch,  
for Chief Secretary to Government, Haryana.

To

All the Financial Commissioners and  
Administrative Secretaries to Govt., Haryana.

U.O. No 16/6/86/1NGIS Dated Chandigarh, the 19.5.1988.

No 16/6/86/1NGIS Dated Chandigarh, the 19.5.1988.

A copy is forwarded to all the Treasury Officers and Assistant Treasury Officers in the State in continuation of Govt. endorsement No 16/6/86/1NGIS dated 17.3.88 for information and necessary action.



Supdt., New Group Insurance Scheme Branch,  
for Chief Secretary to Government, Haryana.

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No. 1/47/87-5NGIS

From

The Chief Secretary to Govt., Haryana.

To

All Heads of Departments (except noted in the margin)  
Registrar, Punjab & Haryana High Court,  
Commissioners of Divisions, District & Sessions  
Judges and Deputy Commissioners, S.D.O. (C) in  
the State of Haryana.

Dated Chandigarh, the 30.6.88

Subject: Enforcement of Haryana Govt. Employees Group  
Insurance Scheme 1985- Supply of a copy of  
yearly transaction in Ledger Account to the  
subscriber- Supply of years transaction to  
each subscriber.

Sir,

I am directed to invite your attention to the  
State Govt. letter No. 1(47)87-5NGIS, dated 21.9.87 and  
subsequent reminders of even No. dated 1.4.88 and  
27.4.88 on the subject noted above and to request you to  
supply a copy of the yearly transaction in Form 11 as  
prescribed in para V(a) of Accounting Procedure  
circulated vide Haryana Govt. letter No. 16/6/84-3GSII,  
dated 6.12.85 (copy enclosed) to each subscriber of  
New Group Insurance Scheme.

3. Please send the requisite consolidated information  
of all offices under your administrative control within  
a fortnight positively.

Yours faithfully,

*W. S. Singh*  
Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt., Haryana.

No. 1/47/87-5NGIS,

Dated Chandigarh, the 30.6.88

A copy is forwarded to the Accountant General  
Haryana in connection of Haryana Government letter No.

.....Contd.....

1/47/87-ENGIS, dated 27.4.88 for information and necessary action.

*W. Singh*  
Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt. Haryana.

A copy is forwarded to all the Financial Commissioners, Commissioners and Administrative Secretaries to Govt. Haryana for information and necessary action.

2. It is requested that the necessary yearly transaction be intimated to all concerned under their administrative control and this department may also be apprised accordingly.

*W. Singh*  
Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt. Haryana.

To

The Financial Commissioners, Commissioners &  
Administrative Secretaries to Govt. Haryana.

U.O. No. 1/47/87-ENGIS, Dated Chandigarh, the 30.6.88

A copy is forwarded to all TPs/ATOs in the continuation of Haryana Govt. letter No. 1/47/87-ENGIS, dated 27.4.88 for information and necessary action.

*W. Singh*  
Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt., Haryana.

Endst No. 1/47/87-ENGIS, Dated Chandigarh, the 30.6.88

MARGIN

1. Director Sports Department, Haryana.
2. Principal & Director, Moti Lal Nehru School of Sports, Rd. (Sanpat).
3. Secretary, Haryana Vidhan Sabha Secretariat, Chandigarh.
4. Chief Architect, Architecture Department, Haryana.

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LEDGER ACCOUNT REGISTER

FORM NO. 11

(Referred to in para v(a) of the Accounting Procedure)  
Savings Fund/Insurance Fund Subscriptions account  
for the period 1.4 to 31.3

- (1) Account No.  
(2) Group of Service:  
(3) Name of employee:  
(4) Date of membership:  
(5) Subscriptions:

| Month     | Treasury Voucher No.<br>and date. | Amount of<br>subscription<br>deducted<br>(in rupees) |
|-----------|-----------------------------------|------------------------------------------------------|
| 1         | 2                                 | 3                                                    |
| April     |                                   |                                                      |
| May       |                                   |                                                      |
| June      |                                   |                                                      |
| July      |                                   |                                                      |
| August    |                                   |                                                      |
| September |                                   |                                                      |
| October   |                                   |                                                      |
| November  |                                   |                                                      |
| December  |                                   |                                                      |
| January   |                                   |                                                      |
| February  |                                   |                                                      |
| March     |                                   |                                                      |
| Total     |                                   |                                                      |

- (6) Amount of subscription transferred to the Insurance Fund Rs. -----
- (7) Amount of subscription credited to the Savings Fund during the current year (Item No. 5 (-) Item No. 6) Rs. -----
- (8) Opening balance of the Saving Fund (including interest) Rs. -----
- (9) Interest allowed at the end of the year on the Savings Fund credits. Rs. -----
- (10) Closing balance of the Saving Fund (including interest) (Item Nos. (7) + (8) + (9) Rs. -----
- (11) Payment, if any, made during the years  
(a) to the employee from Savings Fund Rs.  $\sqrt{}$  - 4 - Dated -----  
(b) In respect of employ from the Insurance Fund Rs. ----- Dated -----

Drawing & Disbursing Officer

From

Chief Secretary to Government,  
Haryana.

To

1. All the Heads of Department,  
Commissioners of Divisions,  
District & Sessions Judges in Haryana,  
All the Deputy Commissioners and  
Sub-Divisional Officers (Civil)
2. Registrar, P.B. & Haryana High Court,  
Chandigarh.

Dated :- Chandigarh, the 06-9-85.

Subject:- Enforcement of the Haryana Government Employees  
Scheme, 1985 and phasing out of old scheme.

Sir,

I am directed to address you on the subject noted above and to say that the Haryana Government Employees Group Insurance Scheme, 1985 alongwith Schedule including the Haryana Civil Services (Group Insurance) Rules, 1985 have been notified in Haryana Government Gazette extraordinary on 20th August, 1985. A copy of the rules and Scheme is enclosed for ready reference.

2. The above mentioned rules will come into force on 1-4-1986. According to clause-3 Scheme is compulsory for all those Government employees who entered Haryana Government Service after the date of notification of this scheme. Those Government employees who are already in Government service on the date of notification of the scheme i.e. on 20th August, 1985 will have option to opt out of the scheme. This option is to be exercised in Form-3 by the 30th September, 1985. Those employees who do not opt out of the scheme on the date will be deemed to have become members of the scheme from the date of the scheme comes into force i.e. 1-4-1986. The option once exercised (or not exercised) will be treated as final and no further chance will be made available.

3. According to Clause-9 of the Schedule to the Rules ibid, the subscription of a member of the scheme shall fall due at the commencement of the normal working hours on the first of that month. The subscription is to be recovered by deduction from the salary/wages of the member of the scheme for that month irrespective of the date of actual payment of salary/wages for that month.

4. In terms of Clause-15 of the Schedule to the Rules *ibid* the Scheme shall also be notified to every Government employee by placing a copy thereof on his service book or other service documents with his signatures appended thereon. The signatures will be obtained by the Head of Office.

The aforementioned particulars/aspects of the scheme require timely action by all the Heads of Offices.

5. Clause-17 of the Schedule to the Rules *ibid* require the following action :-

- (i) By the 10th April, 1986 the Heads of Offices shall supply to the Drawing & Disbursing Officers, a statement indicating the name, the Group (Class of Service/post) the date of birth of the every member of the Scheme who has been in Haryana Govt. service on the date of the Scheme is notified but has not opted out of the Scheme.
- (ii) Every member of the Scheme shall be informed in Form-1 the date of enrolment, the amount of subscription to be deducted and the benefits to which he will be eligible. On his regular promotion from one group to another he will be similarly informed in Form-2.
- (iii) The option exercised by employees who are already in Haryana Government service on the date of the Scheme is notified shall be informed in Form-3 and will be pasted in the service book of the individuals concerned.

6. In terms of Clause-18 of the Schedule to rules *ibid*, the Heads of offices shall ensure that the Group-wise register (of all the classes of Government employees) of members is maintained in Form-9 and kept up to date. This register shall be sent to the Drawing & Disbursing Officer concerned once a year to verify whether appropriate subscriptions are being recovered from the members of the scheme and to record a certificate to this effect.

7. Under Clause-19 of the Schedule, the Heads of Offices to obtain from every Government employee who is a member of the scheme a nomination conferring on one or more members of his family (as defined in P.R. C.S.R. V-I, P-I, read with V-III) the right to receive the amount that may become payable, under this scheme in the event of his death before attaining the age of superannuation. In the cases of Govt. employees who are already in service on the date of notification of this scheme and who do not opt out of the scheme, such nomination shall obtain simultaneously with the options obtained from others and in the case of employees who join service after the date on which this scheme is notified such nomination shall be obtained alongwith the joining report.

8. As explained in the preceding paragraphs timely action is to be ensured with regard to notifying the scheme to every Govt. employee by placing a copy thereof, in his service book/documents obtaining of option, whereby necessary nomination to recover subscription, maintenance of the register and the allied matters.

In the end, I may impress upon you that for meticulous and timely implementation of the scheme, it will be necessary to be vigilant in the matter. It is therefore, requested that action on the requisite lines may kindly be taken carefully so as to avoid any further complications.

Yours faithfully

*(Signature)*

Deputy Secretary Protocol  
for Chief Secretary to Government, Haryana.

\*\*\*

No. 15/5/84/3-GS-II

Dated: Chandigarh the 06.9.85

A copy with a copy of enclosures alongwith two spare copies with enclosures are forwarded to the Accountant General, Haryana, for information and necessary action. A separate communication regarding accounting procedure will follow.

*(Signature)*

Deputy Secretary Protocol  
for Chief Secretary to Government, Haryana.

A copy alongwith a copy of the rules and schedule is forwarded to all the Financial Commissioner and Administrative Secretaries to Government of Haryana, for information and ensuring that timely and meticulous action be taken on all aspects of the scheme by the departments under their control.

*(Signature)*

Deputy Secretary Protocol  
for Chief Secretary to Govt., Haryana.

To

All the Financial Commissioners and  
Administrative Secretaries to Govt., Haryana.

U.O.No. 16/5/84-3 GS-II

Dated :- 06-9-85

A copy is forwarded to Principal Secretary/Dy. Principal Secretary/Officer on Special Duty to Chief Minister, Senior Secretaries/Secretaries/Private Secretaries to Ministers/State Ministers/Chief Parliamentary Secretary/Parliamentary Secy. for information and necessary action.

*(Signature)*

Superintendent General Services-II  
for Chief Secretary to Government, Haryana.

To

P.S.C.M./PSC.M./DBCM/Secretary to C.M.  
All Sr. Secretaries/Secretaries/Pvt. Secretaries  
to Ministers/State Ministers/Chief Parliamentary  
Secretary/Parliamentary Secretary.

U.O. No. 16/5/84-3 GS II

Dated :- 06.9.85

: 4 :

Dated :- 06-7-85

No.16/644-3 GS-II

A copy is forwarded to Treasury Officers/Assistant  
Treasury Officers in the State for information and necessary  
action.

Superintendent General Services-II  
for Chief Secretary to Government, Mysore.

MOST IMMEDIATE  
DATE BOUND

No. 1/5/89-1 NGIS

From

The Chief Secretary to Govt., Haryana.

To

1. All the Heads of Departments,  
Commissioners, Ambala/Hissar Divisions,  
All the District & Sessions Judges in Haryana,  
All the Deputy Commissioners and  
Sub-Divisional Officers (C) in Haryana.
2. The Registrar, Punjab & Haryana High Court,  
Chandigarh.

Dated Chandigarh, the 13th October, 1989.

Subject:- Haryana Government Employees Group Insurance Scheme,  
1985 - Increase in the rate of subscription and  
corresponding insurance cover by 50% with effect from  
1st January, 1990.

.....

Sir,

I am directed to invite your attention to Rules 5(1) and 7(1) of Notification dated 20.8.1985 (Haryana Government Employees Group Insurance Scheme, 1985) wherein it has been laid down that the subscription for the Scheme would be in the units of Rs 10/- per month and that the amount of insurance cover would be Rs 10,000/- for each unit of subscription.

2. A proposal for increasing the rates of subscription and the corresponding insurance cover under the Group Insurance Scheme was under consideration of the State Government. Now, it has been decided in modification of the provisions of Rules 5(1) and 7(1) of Notification dated 20.8.1985 *ibid*, that the subscription for the scheme shall be in the units of Rs 15/- per month and the amount of insurance cover shall be Rs 15,000/- for each unit of subscription with effect from 1st January, 1990.

3. It has also been decided that the existing compulsory New Group Insurance Scheme as such should continue for all the employees as hithertofore and the subscription at the enhanced rate of 50% be made optional for all employees of 'D', 'C', 'B' and 'A' categories with effect from 1.1.1990. In case of Class IV Govt. employees whose subscription of Rs 10/- per month is being paid by the State Government, <sup>would</sup> continue to be paid as hithertofore, but the increase of Rs 5/- for a unit will not be paid by Government. They will have to subscribe this additional subscription of Rs 5/- per month themselves, if they opt for the enhanced rate of subscription.

.....2.....

4. In order to implement the above decision of Govt., the employees are required to exercise their option by 31st October, 1989 and the option once exercised will be treated as final and no further choice will be available and the employees who do not exercise their option within the prescribed period shall be deemed to be the member of the new Scheme on the revised enhanced rates. Those employees who join service after the last date of exercising the option, be given three months to exercise their option from their date of joining Government service for adopting the revised rate of subscription.

5. Those employees who join service after the date of issue of this letter till 31.12.1989 shall be governed by the provision of the Rule 6 of the Rules issued vide Notification dated 20.8.1985.

6. You are, therefore, requested that the contents of this letter may kindly be brought to the notice of all employees of the Haryana State and within the Departments under your administrative control.

7. Necessary amendment in the relevant rules will be made in due course.

8. This issues with the concurrence of Finance Department conveyed vide their U.O. No. 3(13)-3FG-II-68/2135 dated 7.9.1989.

Yours faithfully,

*N. S. Arora*

(N. S. Arora)  
Deputy Secretary (Protocol),  
for Chief Secretary to Govt., Haryana.

Endst. No. 1/5/89-1NGIS Dated Chandigarh, the 13.10.1989.

A copy each along-with a spare copy is forwarded to :-

1. Accountant General (Asst) Haryana, Chandigarh.
2. Accountant General (Audit) Haryana, Chandigarh

for information and necessary action.

*N. S. Arora*

Deputy Secretary (Protocol),  
for Chief Secretary to Govt., Haryana.

हरियाणा सरकार

सामान्य प्रशासन विभाग

अधिसूचना

दिनांक 1 जनवरी, 1990

संख्या सा० का० नि० 1/सवि०/धनु० 309/89.—भारत के संविधान के अनुच्छेद 309 द्वारा प्रदान की गई शक्तियों तथा इस निमित्त उन्हें समर्थ बनाने वाले सभी धन्य शक्तियों का प्रयोग करते हुये, हरियाणा के राज्यपाल इसके द्वारा हरियाणा सिविल सेवाएं (सामूहिक बीमा) नियम, 1985, को लागू संशोधन करने के लिए निम्नलिखित नियम बनाते हैं, अर्थात्:—

1. ये नियम हरियाणा सिविल सेवाएं (सामूहिक बीमा) प्रथम संशोधन नियम, 1989, कहे जा सकते हैं।

2. हरियाणा सिविल सेवा (सामूहिक बीमा) नियम, 1985, में अनुसूची में,—

(क) खण्ड 8 में,—

(1) उप-खण्ड (2) के स्थान पर, निम्नलिखित उप-खण्ड रखा जाएगा, अर्थात्:—

“(2) बचत निधि से अनुसूचित लाभ समय-समय पर हरियाणा सरकार द्वारा निर्धारित किये जायेंगे। व्याज के लाभ सहित बचत निधि में जमा राशि प्रथम अप्रैल, 1986, से प्रारम्भ होने वाली तथा 31 मार्च, 1987 को समाप्त होने वाली अवधि के लिए वसूली प्रतिशत प्रति वर्ष (वैमासिक चक्रवृद्धि) की दर पर और प्रथम अप्रैल, 1987 से प्रारम्भ होकर आगामी अवधि के लिए बारह प्रतिशत (वैमासिक चक्रवृद्धि) की दर पर अनुज्ञात होगा जैसा कि इस अनुसूची की सारणी में विनिर्दिष्ट किया गया है।”

(II) उप-खण्ड (5) का जोप कर दिया जाएगा।

(ख) विद्यमान परिशिष्ट के स्थान पर, निम्नलिखित परिशिष्ट रखा जाएगा,  
अर्थात् :—

"परिशिष्ट"

[ देखिए खण्ड 8 (2) ]

हरियाणा सरकारी कर्मचारी सामूहिक बीमा योजना, 1985 12 प्रतिशत प्रतिवर्ष की दर के व्याज सहित बचत निधि में जमा की गई राशि को दर्शाने वाली सारणी।

| संग्रहण के वर्षों की संख्या | ग्रुप घ कर्मचारियों की दशा में 82 रु० 50 पैसे की दर पर निवल वार्षिक बचतें | ग्रुप म कर्मचारियों की दशा में 165 रु० की दर पर निवल वार्षिक बचतें | ग्रुप ख कर्मचारियों की दशा में 330 रु० की दर पर निवल वार्षिक बचतें | ग्रुप क कर्मचारियों की दशा में 660 रु० की दर पर निवल वार्षिक बचतें |
|-----------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------|--------------------------------------------------------------------|--------------------------------------------------------------------|
| 5                           | 558                                                                       | 1,116                                                              | 2,232                                                              | 4,464                                                              |
| 10                          | 1,567                                                                     | 3,134                                                              | 6,268                                                              | 12,536                                                             |
| 15                          | 3,390                                                                     | 6,780                                                              | 13,560                                                             | 27,120                                                             |
| 20                          | 6,661                                                                     | 13,322                                                             | 26,644                                                             | 53,288                                                             |
| 25                          | 12,556                                                                    | 25,112                                                             | 50,224                                                             | 1,00,448                                                           |
| 30                          | 23,104                                                                    | 46,208                                                             | 92,416                                                             | 1,84,832                                                           |
| 35                          | 42,288                                                                    | 84,576                                                             | 1,69,152                                                           | 3,38,304                                                           |
| 40                          | 76,919                                                                    | 1,53,838                                                           | 3,07,676                                                           | 6,15,352                                                           |

टिप्पणी:—इस सारणी में दर्शाये गई राशि केवल दृष्टांत रूप में है, वस्तुतः भुगतान योग्य राशि तनिक अधिक या कम हो सकती है जो व्याज की दर और बीमे की लागत पर निर्भर करेगी।

कुलबन्त सिंह

मुख्य सचिव, हरियाणा सरकार।

[Authorised English Translation]

HARYANA GOVERNMENT

GENERAL ADMINISTRATION DEPARTMENT

Notification

The 1st January, 1990

No. G.S.R.1/Const./Art. 309/89.—In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and all other powers enabling him in this behalf, the Governor of Haryana hereby makes the following rules further to amend the Haryana Civil Services (Group Insurance) Rules, 1985, namely :—

1. These rules may be called the Haryana Civil Services (Group Insurance) First Amendment Rules, 1989.

2. In the Haryana Civil Services (Group Insurance) Rules, 1985, in the Schedule,—

(a) in clause 8,—

(i) for sub-clause (2), the following sub-clause shall be substituted, namely :—

"(2) The benefits admissible from the Savings Fund, shall be determined by the Haryana Government from time to time. The credit to the Savings Fund along with benefit of interest shall be allowed at the rate of ten per cent per annum (compounded quarterly) for the period commencing from the 1st April, 1986 and ending with the 31st March, 1987 and at the rate of twelve per cent per annum (compounded quarterly) for the period commencing from the 1st April, 1987 onwards as specified in the table appended to this Schedule."

(ii) Sub-clause (5) shall be omitted ;

(b) for the existing Appendix, the following Appendix shall be substituted, namely :—

"APPENDIX"

[See Clause 8(2)]

HARYANA GOVERNMENT EMPLOYEES GROUP INSURANCE  
SCHEME, 1985

The table showing the amount credited to the Savings Fund along with the interest at the rate of 12% per annum.

| Number of<br>years of<br>contributions | Net annual<br>savings @<br>Rs. 82.50 in<br>case of<br>Group-D<br>employees | Net annual<br>savings @<br>Rs. 165 in<br>case of<br>Group-C<br>employees | Net annual<br>savings @<br>Rs. 330 in<br>case of<br>Group-D<br>employees | Net annual<br>savings per<br>year @Rs.<br>660 in case<br>of Group-A<br>employees |
|----------------------------------------|----------------------------------------------------------------------------|--------------------------------------------------------------------------|--------------------------------------------------------------------------|----------------------------------------------------------------------------------|
|                                        | Rs.                                                                        | Rs.                                                                      | Rs.                                                                      | Rs.                                                                              |
| 5                                      | 558                                                                        | 1,116                                                                    | 2,232                                                                    | 4,464                                                                            |
| 10                                     | 1,367                                                                      | 3,134                                                                    | 6,268                                                                    | 12,536                                                                           |
| 15                                     | 3,390                                                                      | 6,780                                                                    | 13,560                                                                   | 27,120                                                                           |
| 20                                     | 6,661                                                                      | 13,322                                                                   | 26,644                                                                   | 53,288                                                                           |
| 25                                     | 12,556                                                                     | 25,112                                                                   | 50,224                                                                   | 1,00,448                                                                         |
| 30                                     | 23,104                                                                     | 46,208                                                                   | 92,416                                                                   | 1,84,832                                                                         |
| 35                                     | 42,288                                                                     | 84,576                                                                   | 1,69,152                                                                 | 3,38,304                                                                         |
| 40                                     | 76,919                                                                     | 1,53,838                                                                 | 3,07,676                                                                 | 6,15,352                                                                         |

*Note.*—The amount shown in this table is only illustrative, the amount actually payable could be a little more or less depending upon the rate of interest and cost of Insurance.

KULWANT SINGH,

Chief Secretary to Government, Haryana.

From

No. 1/23/89-1 NGIS

To

The Chief Secretary to Govt., Haryana.

1. All the Heads of Departments,  
Commissioners, Ambala/Hissar Divisions,  
All the District & Sessions Judges in Haryana,  
All the Deputy Commissioners and Sub-Divisional  
Officers (Civil) in Haryana.

2. The Registrar, Punjab & Haryana High Court,  
Chandigarh.

Dated Chandigarh, the 2nd January, 1990.

Subject:-

Haryana Govt. Employees Group Insurance Scheme,  
1985-Increase in the rate of subscription and  
Insurance cover effective from 1.1.1990- Rate  
of premium for new entrants in Govt. service.

Sir,

I am directed to invite your attention to Haryana  
Govt. letter No. 1/5/89-1 NGIS dated 13/10/89 wherein 5.0 %  
increase in the rate of subscription and the corresponding  
insurance cover under the Group Insurance Scheme has been made  
with effect from 1st January, 1990. In para 6 of the notification  
dated 20/6/1985, it has been stated that the employees entering  
service in a month other than April (month of start of the  
Scheme) falling after the 1.4.86 will be given benefit of  
appropriate insurance cover from the date of joining the  
Govt. service to the date of their becoming members of the  
Scheme on payment of Rs. 3/- per month as the premium for  
every Rs. 10,000 of the insurance cover.

2. Now due to the enhancement in the rate of subscrip-  
tion and insurance cover it has also been decided by the Haryana  
Govt. that in modification of the provision in para 6 of the  
updated Scheme, the employees entering service on or after  
2nd January in any year will be given the benefit of appropri-  
ate insurance cover from the date of joining Govt. service to  
the date of their becoming members of the scheme on payment of

Subscription of Rs.5/- per month as the premium for every Rs.15000/- of the insurance cover. Therefore, the new rate of subscription of Rs.15.00 per unit is apportioned into 5:10. For providing insurance cover of Rs. 1,20,000/-, Rs.60,000/-, Rs.30,000/- and Rs.15,000/- to Group 'A', 'B', 'C' and 'D' employees respectively during the year of their entry to Govt. service (if they enter Govt. service on or after 2nd January of any year they will pay subscription at the rate of Rs.40/- Rs.20/-, Rs.10/- and Rs.5/- per month respectively as the premium from the month of entry to Govt. service till 31st December of that year.

3- You are, therefore, requested that the contents of this letter may kindly be brought to the notice of all employees of the Haryana State and within the Departments under your administrative control.

Necessary amendments in the relevant rules will be made in due course.

5. This issues with the concurrence of Finance Department conveyed vide their U.O.No. 3(13)-3 FG-II-39/2862 dated 24/11/89.

Yours faithfully,

*(Signature)*

(M.S. Arora)

Deputy Secretary (Protocol),

for Chief Secretary to Govt., Haryana.

Refst No. 1(23)-89-1 NGIS Dated Chandigarh, the 2nd Jan., 1990.

A copy each alongwith a spare copy is forwarded to:

1. The Accountant General (A&E) Haryana, Chandigarh.
2. The Accountant General (Audit) Haryana, Chandigarh.

for information and necessary action.

*(Signature)*  
Deputy Secretary (Protocol),  
for Chief Secretary to Govt., Haryana.

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries to Govt., Haryana, for information and necessary action.

*W.S. Ghal*  
Supdt. New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

To :

All the Financial Commissioners and Administrative Secretaries to Govt., Haryana.

U.O.NO. 1/23/89-1NGIS Dated Chandigarh, the 2nd Jan., 1990.

A copy is forwarded to the Principal Secretary/Deputy Principal Secretary/O.S.D./Sr. Secy. to C.M., Sr. Secretaries/Secretaries/Private Secretaries to C.M./Ministers/State Ministers/Chief Parliamentary Secy./Parliamentary Secretaries for information and necessary action.

*W.S. Ghal*  
Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt., Haryana.

To

The Principal Secy./Dy. Principal Secy./O.S.D. to C.M./Sr. Secy./Secretaries/Pvt. Secretaries to C.M./Ministers/State Ministers/Chief Parliamentary Secy./Parliamentary Secretary.

U.O.NO. 1/23/89-1 NGIS Dated Chandigarh, the 2nd Jan., 1990.  
Endst.No. 1/23/89-1NGIS Dat-1 Chandigarh, the 2nd Jan., 1990.

A copy is forwarded to all the Treasury Officers/Asstt. Treasury Officers, Haryana for information and necessary action.

*W.S. Ghal*  
Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt., Haryana.

Endst.No. 1/23/89-1 NGIS Dated Chandigarh, the 2nd Jan., 1990

A copy is forwarded to Finance Secretary, Chandigarh Administration, Chandigarh for information and necessary action.

2. It is requested that all Haryana deputationists may kindly be covered under this scheme as already notified.

*W.S. Ghal*  
Supdt. New Group Insurance Scheme,  
for Chief Secretary to Govt., Haryana.

\*\*\*\*\*

MOST IMMEDIATE

From

The Chief Secretary to Govt., Haryana.

To

1. All the Heads of Departments,  
Commissioners of Ambala/Hisar/Gurgaon/  
Rohtak Divisions.
2. All the Deputy Commissioners and  
Sub-Divisional Officers (Civil), Haryana.
3. Registrar, Punjab & Haryana High Court and  
All District & Sessions Judges in Haryana.

Dated Chandigarh, the 12th April, 1990.

Subject :—Haryana Civil Services (Group Insurance) Scheme, 1985—sanction of additional Staff.

Sir,

I am directed to invite your attention to the above cited subject and to say that for some-time past, the question for providing additional staff to the various Departments in Haryana State due to the enforcement of New Group Insurance Scheme, 1985, which has been made compulsory for all Haryana Govt. employees with effect from 1-9-1987, had been engaging the attention of Government. After careful consideration of the matter, it has been decided that the following norm should be fixed in the Departments to cope up with the additional work relating to Group Insurance Scheme:—

- |                                                                                   |                                                                     |
|-----------------------------------------------------------------------------------|---------------------------------------------------------------------|
| (a) Where the strength of employees under the DDO is upto 399.                    | : No Staff. The work of GIS should be done with the existing staff. |
| (b) Where the strength of employees under the DDO is above 399 and is upto 1000.  | : One post of Assistant should be created.                          |
| (c) Where the strength of employees under the DDO is above 1000 and is upto 1600. | : One post of Assistant and one post of clerk should be created.    |
| (d) Where the strength of employees under the DDO is above 1600.                  | : Two posts of Assistants should be created.                        |

2. Keeping in view the above norms it is requested that further action should be taken accordingly. However, in case of any difficulty in coping with the work of Group Insurance Scheme with the existing staff, the case may be referred to the Administrative Reforms Branch through their respective Administrative Secretaries and due weightage will be given in the matter. Moreover, it is also clarified that the above norm is applicable in Headquarters Offices as well as the Field Offices.

3. This issues with the concurrence of Finance Department conveyed vide their U.O. No. 2(37)-3FG-II-88/346 dated 28-3-90.



(N. S. ARORA)

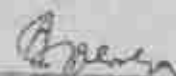
Deputy Secretary (Protocol)

for Chief Secretary to Government, Haryana.

Encl. No. 1/15/87-1 NGIS

Dated Chandigarh, the 12th April, 1990.

A copy, alongwith two spare copies, is forwarded to the Accountant General, Haryana for information and necessary action.



(N. S. ARORA)

Deputy Secretary (Protocol)

for Chief Secretary to Government, Haryana.

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries to Govt. of Haryana for information.



(N. S. ARORA)

Deputy Secretary (Protocol)

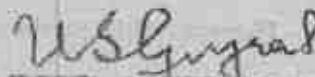
for Chief Secretary to Government, Haryana.

To

All the Financial Commissioners and  
Administrative Secretaries to Govt., Haryana.

U. O. No. 1/15/87-1 NGIS Dated Chandigarh, the 12th April, 1990.

A copy is forwarded to the Principal Secretary/Deputy Principal Secretary/Officer on Special duty to Chief Minister/Senior Secretaries/Secretaries/Private Secretaries to Dy. C. M./Ministers/State Ministers/Chief Parliamentary Secretary for information and necessary action.



(U. S. GUJRAL)

Superintendent New Group Insurance Scheme  
for Chief Secretary to Government, Haryana.

To

P.S.C.M./DPSCM/Secretary to C.M.

All Sr. Secretaries/Secretaries/Pvt. Secretaries  
to Dy. C. M./Ministers/State Ministers/Chief Parliamentary  
Secretary

U. O. No. 1/15/87-1 NG S Dated Chandigarh, the 12th April, 1990.

Enclst. No. 1/15/87-1 NGIS Dated Chandigarh, the 12th April, 1990.

A copy is forwarded to the Treasury Officers/Assistant Treasury Officers in the State for information and necessary action.



(U. S. GUJRAL)

Superintendent New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

A copy is forwarded to the Financial Commissioner and Secretary to Govt., Haryana, Finance Department with reference to his U. O. No. 2(37)-3FG-II-88/346 dated 28-3-90 for information.



(U. S. GUJRAL)

Superintendent New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

To

The Financial Commissioner & Secretary to  
Government, Haryana, Finance Department.

U. O. No. 1/15/87-1 NGIS Dated Chandigarh, the 12th April, 1990.

A copy is forwarded to the Financial Commissioner and Secretary to Govt., Haryana, Administrative Reforms Department with reference to his U. O. No. 1/14/87-4 STU dated 26-12-89 for information.



(U. S. GUJRAL)

Superintendent New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

To

The Financial Commissioner & Secretary  
to Government, Haryana,

Administrative Reforms Department.

U. O. No. 1/15/87-1 NGIS Dated Chandigarh, the 12th April, 1990.

From

The Chief Secretary,  
Government Haryana.

To

1. All Heads of Departments.
2. Commissioner, Ambala, Hisar, Rohtak & Gurgaon Divisions & Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana.
3. All the District & Session Judges in Haryana.
4. The Registrar, Punjab & Haryana High Court, Chandigarh.

Dated Chandigarh, the 27th May, 1991.

Sub :- Haryana Govt. Employees New Group Insurance Scheme 1985 table of benefits for the Saving Fund on account of 50% increase w.e.f. 1-1-90 Revised Ready Reckoner.

Sir,

I am directed to invite your attention to Haryana Govt. circular No. 2/74/86-1NGIS, dated 15-1-88 vide which Ready Reckoner for calculation of interest @ 12% p.a. (compounded quarterly) w.e.f. 1-4-87 with guidelines was circulated to all Heads of Departments in the State for compliance.

2. Consequent upon 50% increase in the rate of subscription per unit of Rs.10/- per month to Rs.15/- per month w.e.f. 1-1-90 vide circular No. 1/5/89-1NGIS, dated 13-10-89, table of benefits in Saving Fund based on subscription per unit of Rs. 10/- per month upto 31-12-89 and per unit of Rs. 15/- per month thereafter has been drawn up for the period from 1-1-90 to 31-3-92. A copy of the Revised Ready Reckoner is enclosed for guidance and compliance, on the basis of interest @ 12% per annum (compounded quarterly) from 1-4-87 onwards.

3. It is, therefore, requested that the revised table of the benefits on Saving Fund enhanced scheme in respect of those employees whose payments under the Saving Fund became due from 1-1-90 onwards be calculated on the revised pattern from this date (i.e. 1-1-90). This will also apply to those Govt. employees who have already retired from service or who have ceased to be in the Govt. service due to any specific reason viz. resignation, death etc. from 1-1-90. Additional amount, if any, that has become due by applying the revised table be calculated and payments made to the claimants concerned as per duration of their deposits in the Saving Fund.

4. It is also requested that top priority may please be given to the matter of sending Receipts and Payments statements in the form of consolidated statements to the Govt. in order to avoid any implications at a later date.

Yours faithfully,

*Shiv Kumar Mathotra*

Under Secretary Protocol,  
for Chief Secretary, Govt. Haryana.

Dated Chandigarh 27th May, 1991.

Endst. No.2 (74) 86-5NGIS

A copy with a copy of enclosures along with two spare copies with enclosures forwarded to the Accountant General, Haryana, for information and necessary action.

*Shiv Kumar Mathotia*

Under Secretary Protocol,  
for Chief Secretary, Govt. Haryana.

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries to Govt. Haryana for information and necessary action.

*Shiv Kumar Mathotia*

Under Secretary Protocol,  
for Chief Secretary, Govt. Haryana.

To

All the Financial Commissioners &  
Administrative Secretaries to Govt. Haryana.

U.O. No. 2/74/86-5NGIS

Dated Chandigarh, 27th May, 1991.

Endst. No. 2/74/86-5NGIS

Dated Chandigarh, 27th May, 1991.

A copy is forwarded to All Treasury Officers/Assistant Treasury Officers in the State for information and necessary action.

*Shiv Kumar Mathotia*

Under Secretary Protocol,  
for Chief Secretary, Govt. Haryana.

A copy is forwarded to the Financial Commissioner & Secretary to Govt. Haryana, Finance Department for information with reference to his U.O. No.1(5) 5FGII-87/1542, dated 10-5-91.

*Shiv Kumar Mathotia*

Under Secretary, Protocol,  
for Chief Secretary, Govt. Haryana.

To

The Financial Commissioner & Secretary to  
Govt. Haryana, Finance Deptt.

U.O. No. 2/74/86-5NGIS

Dated Chandigarh, 27th May, 1991.

V. year of Cessation of Membership 1990-91 (on increase in the rate of subscription w.e.f. 1-1-1990)

[illegible]

VI year of Cessation of Membership 1991-92 (on increase in the rate of subscription w.e.f. 1-1-1990)

| Date of entry | April | May | June | July | August | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March |
|---------------|-------|-----|------|------|--------|-------|------|------|------|------|------|-------|
| 1-4-86        | 621   | 637 | 653  | 670  | 687    | 703   | 720  | 738  | 755  | 772  | 790  | 808   |
| 1-4-87        | 479   | 493 | 508  | 523  | 538    | 554   | 569  | 585  | 601  | 617  | 633  | 649   |
| 1-9-87        | 415   | 429 | 443  | 458  | 472    | 487   | 502  | 517  | 532  | 547  | 563  | 578   |
| 1-4-88        | 354   | 368 | 382  | 395  | 409    | 423   | 438  | 452  | 466  | 481  | 496  | 511   |
| 1-4-89        | 243   | 256 | 268  | 281  | 294    | 307   | 321  | 333  | 346  | 360  | 373  | 387   |
| 1-1-90        | 160   | 172 | 184  | 196  | 208    | 220   | 232  | 244  | 256  | 269  | 282  | 294   |
| 1-1-91        | 30    | 41  | 51   | 61   | 72     | 82    | 93   | 104  | 115  | 126  | 138  | 149   |

MOST IMMEDIATE  
URGENT

No.16/6/84-5NGIS

From

The Chief Secretary to Govt., Haryana.

To

- i) All the Heads of Departments.
- ii) Commissioners Ambala, Hissar, Rohtak & Gurgaon Divisions.
- iii) Deputy Commissioners & Sub-Divisional Officers (Civil) in Haryana.
- iv) The Registrar, Punjab & Haryana High Court, Chandigarh.
- v) All the District and Sessions Judges in Haryana.

Dated Chandigarh, the 13th June, 1991

Subject:- New Group Insurance Scheme-Allocation of Account Numbers.

Sir, I am directed to invite your attention to Haryana Government Instructions issued vide letter No.16/6/84-5NGIS, dated 30-9-87, on the subject noted above. Government had issued instructions regarding Accounting Procedure to be followed for the implementation of the Scheme vide circular letter No.16/6/84-1NGIS/86, dated 30-6-86. It has come to the notice of the Government that in many cases no proper Account Numbers have been allotted to the employees under the above Scheme. It is a serious lapse on the part of Heads of the Departments where such numbers have not been allotted to the employees so far. In order to clear the matter, it is again mentioned that according to above instructions dated 30-6-86 it is the duty of the Heads of the Departments and not the duty of Heads of Office/D.D.s to allot the Account Numbers of GIS to the employees of their respective Departments. The Account Number allotted to any employee will be transferred alongwith I.P.C. if he is transferred from one place to another. Account Number once allotted to any employee will remain permanent irrespective of change in his status. The Account Number once allotted should continue throughout the service of the employee like G.P.F. Account Number. Each employee shall be given an Account Number in the following manner:-

Sr.No. of the Register of the Members/Name of Office/  
Group Insurance/Year of enrolment.

contd...2..

Example:-1,2,3.....(as the case may be)/  
D.E.O. Ambala/GIS/1985 (the year of enrolment).

2. It is, therefore, requested that the Heads of Departments should allot the Account Numbers of GIS to all the employees working in their Departments Categorywise i.e. I, II, III & IV. Account Numbers to H.C.S. (Executive & Judicial) are to be allotted by Sr. Accounts Officer, All India Services GIS Cell and to S.A.S. Cadre by Director, Treasury & Accounts, Haryana.

3. For this purpose they may ask for the lists of employees from the D.D.Os working in the field and after allotting Account Number to all the employees covered under the Scheme, such Account Numbers may be intimated to all the concerned D.D.Os working in the field.

4. It is, therefore, requested that all the employees covered under the Scheme may be allotted GIS Account Numbers at the earliest and it may be intimated to Government by 15-7-91 positively that all the employees including working in the field have been allotted GIS Account Numbers by you.

Yours faithfully

*Daya Ram*

Superintendent, New Group Insurance Scheme  
for Chief Secretary to Government, Haryana  
Endst. No. 16/6/84-SNGIS Dated, Chandigarh, the 13th June, 1991

A copy is forwarded to the Accountant General,  
Haryana, Chandigarh for information.

*Daya Ram*

Superintendent, New Group Insurance Scheme  
for Chief Secretary to Government, Haryana

A copy is forwarded to all the Financial Commissioners/  
Commissioners & Administrative Secretaries to Government,  
Haryana for information.

*Daya Ram*

Superintendent, New Group Insurance Scheme  
for Chief Secretary to Government, Haryana

To

All the Financial Commissioners/Commissioners  
and Administrative Secretaries to Government,  
Haryana.

U.O. No. 16/6/84-SNGIS Dated, Chandigarh, the 13th June, 1991

16  
No.4/31/90-ENGIS

From

The Chief Secretary to Govt., Haryana.

To

- 1) All Heads of Departments,
- 2) Commissioner, Ambala, Hissar, Rohtak & Gurgaon Divisions & Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana.
- 3) All the District & Sessions Judges in Haryana
- 4) The Registrar, Punjab & Haryana High Court.

Dated, Chandigarh, the 28-7- 1991.

Subject:- Haryana Govt. Employees New Group Insurance Scheme 1983-Table of benefits for the Saving Fund on account of compulsorily w.e.f.1.9.87-Revised Ready Reckoner.

..-

Sir,

I am directed to invite your attention to Haryana Govt. circular No.2/16/86-ENGIS, dated 1-10-87 vide which New Group Insurance Scheme was extended compulsorily w.e.f.1.9.87 to all the State Govt. Employees including those who did not adopt this scheme earlier, w.e.f.1.4.86.

2. The table of benefit in Saving Fund based on subscription per unit Rs.10/- per month has been drawn up for the period from 1.9.87 to 31.3.92. A copy of the Revised Ready Reckoner relating to above period 1.9.87 to 31.3.92 is enclosed for guidance and compliance on the basis of interest @ 12% per annum (Compounded Quarterly) from 1.4.87 onwards.

3. It is, therefore, requested that the above Revised Table of the benefits on Saving Fund in respect of those employees who became members of the compulsorily scheme from 1.9.87 onwards be calculated on the revised pattern from this date (i.e.1.9.87). This will also apply to those Govt. employees who have already retired from service or who have ceased to be in the Govt. service due to any specific reason viz. resignation, death etc. from 1.9.87. Additional amount, if any, that has become due by applying the

contd..2...

revised table be calculated and payments made to the claimants concerned as per duration of their deposits in the Saving Fund.

Yours faithfully

*[Signature]*  
Deputy Secretary Protocol  
for Chief Secretary to Govt., Haryana

No.4/31/90-5NGIS

Dated, Chandigarh, the 8-7-91

A copy with a copy of enclosures alongwith two spare copies with enclosures forwarded to the Accountant General, Haryana for information and necessary action.

*[Signature]*  
Deputy Secretary Protocol  
for Chief Secretary to Govt., Haryana

A copy is forwarded to All the Financial Commissioners and Administrative Secretaries to Government, Haryana for information and necessary action.

*[Signature]*  
Deputy Secretary Protocol  
for Chief Secretary to Govt., Haryana

To

All the Financial Commissioners &  
Administrative Secretaries to Govt., Haryana.

U.O.No.4/31/90-5NGIS Dated, Chandigarh, the 8-7-91

Endst.No.4/31/90-5NGIS Dated, Chandigarh, the 8-7-91

A copy is forwarded to All Treasury Officers/Asstt. Treasury Officers in the State for information and necessary action.

*[Signature]*  
Deputy Secretary Protocol  
for Chief Secretary to Govt., Haryana

A copy is forwarded to the Financial Commissioner & Secretary to Govt., Haryana, Finance Department for information with reference to his U.O.No.13/9/5FGII/1/1541, dated 10-5-91.

*[Signature]*  
Deputy Secretary Protocol  
for Chief Secretary to Govt., Haryana

To

The Financial Commissioner & Secretary to  
Govt., Haryana, Finance Deptt.

U.O.No.4/31/5NGIS Dated, Chandigarh, the 8-7-91

April May June July August Sept. Oct. Nov. Dec. Jan. Feb. March

I-Year of Cessation of Membership-1986-87

Month of Cessation

| Date of entry | April | May | June | July | August | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March |
|---------------|-------|-----|------|------|--------|-------|------|------|------|------|------|-------|
| 1-4-86        | 7     | 14  | 21   | 28   | 35     | 42    | 49   | 57   | 64   | 71   | 79   | 86    |

II-Year of Cessation of Membership-1987-88

Month of Cessation

| Date of entry | April | May | June | July | August | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March |
|---------------|-------|-----|------|------|--------|-------|------|------|------|------|------|-------|
| 1-4-86        | 94    | 102 | 109  | 117  | 125    | 134   | 142  | 150  | 158  | 167  | 175  | 184   |
| 1-4-87        | 7     | 14  | 21   | 28   | 35     | 42    | 50   | 57   | 64   | 72   | 79   | 87    |
| 1-9-87        | -     | -   | -    | -    | -      | -     | 7    | 14   | 21   | 28   | 35   | 42    |

III-Year of Cessation of Membership-1988-89

Month of Cessation

| Date of entry | April | May | June | July | August | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March |
|---------------|-------|-----|------|------|--------|-------|------|------|------|------|------|-------|
| 1-4-86        | 193   | 201 | 210  | 219  | 228    | 237   | 247  | 256  | 265  | 275  | 285  | 294   |
| 1-4-87        | 94    | 102 | 109  | 117  | 125    | 134   | 142  | 150  | 158  | 167  | 175  | 184   |
| 1-9-87        | 49    | 57  | 64   | 72   | 79     | 87    | 95   | 102  | 110  | 118  | 126  | 134   |
| 1-4-88        | 7     | 14  | 21   | 28   | 35     | 42    | 50   | 57   | 64   | 72   | 79   | 87    |

IV-Year of Cessation of Membership-1989-90

Month of Cessation

| Date of entry | April | May | June | July | August | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March |
|---------------|-------|-----|------|------|--------|-------|------|------|------|------|------|-------|
| 1-4-86        | 304   | 314 | 324  | 334  | 344    | 354   | 365  | 375  | 386  | 396  | 407  | 418   |
| 1-4-87        | 193   | 201 | 210  | 219  | 228    | 237   | 247  | 256  | 265  | 275  | 285  | 294   |
| 1-9-87        | 142   | 150 | 159  | 167  | 176    | 184   | 193  | 202  | 211  | 220  | 229  | 238   |
| 1-4-88        | 94    | 102 | 109  | 117  | 125    | 134   | 142  | 150  | 158  | 167  | 175  | 184   |
| 1-4-89        | 7     | 14  | 21   | 28   | 35     | 42    | 50   | 57   | 64   | 72   | 79   | 87    |

-2-  
V Year of Cessation of Membership-1990-91

Month of Cessation

|        | April | May | June | July | August | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March |
|--------|-------|-----|------|------|--------|-------|------|------|------|------|------|-------|
| 1-1-86 | 429   | 440 | 451  | 463  | 474    | 486   | 497  | 509  | 521  | 533  | 545  | 558   |
| 1-4-87 | 304   | 314 | 324  | 334  | 344    | 354   | 365  | 375  | 386  | 396  | 407  | 418   |
| 1-9-87 | 247   | 257 | 265  | 275  | 285    | 295   | 305  | 314  | 324  | 335  | 345  | 355   |
| 1-4-88 | 193   | 201 | 210  | 219  | 228    | 237   | 247  | 256  | 265  | 275  | 285  | 294   |
| 1-4-89 | 94    | 102 | 109  | 117  | 125    | 134   | 142  | 150  | 158  | 167  | 175  | 184   |
|        | 7     | 14  | 21   | 28   | 35     | 42    | 50   | 57   | 64   | 72   | 79   | 87    |

VI Year of Cessation of Membership-1991-92

Month of Cessation

|        |     |     |     |     |     |     |     |     |     |     |     |     |
|--------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| 1-4-86 | 570 | 583 | 596 | 606 | 621 | 634 | 647 | 661 | 674 | 688 | 701 | 715 |
| 1-4-87 | 429 | 440 | 451 | 463 | 474 | 486 | 497 | 509 | 521 | 533 | 545 | 558 |
| 1-9-87 | 365 | 376 | 386 | 397 | 408 | 419 | 430 | 441 | 452 | 464 | 475 | 487 |
| 1-4-88 | 304 | 314 | 324 | 334 | 344 | 354 | 365 | 375 | 386 | 396 | 407 | 418 |
| 1-4-89 | 193 | 201 | 210 | 219 | 228 | 237 | 247 | 256 | 265 | 275 | 285 | 294 |
| 1-4-90 | 94  | 102 | 109 | 117 | 125 | 134 | 142 | 150 | 158 | 167 | 175 | 184 |
| 1-4-91 | 7   | 14  | 21  | 28  | 35  | 42  | 50  | 57  | 64  | 72  | 79  | 87  |

Note:- It is assumed that full contribution for the month of cessation of membership has already been collected/will be collected from the salary of that month failing which it should be deducted from the accumulated amounts given below:-

- The interest rate on the balances in the Savings Account has been allowed on the basis of 10% per annum (Compounded Quarterly) for the period from 1-4-86 to 31-3-87 and 12% per annum (Compounded Quarterly) from 1-4-87 onwards.

No. 2(74)/86-5NGIS

From .

The Chief Secretary to Govt., Haryana

To

- (1) All Heads of Departments,
- (2) Commissioner Ambala, Hissar, Rohtak & Gurgaon Divisions & Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana.
- (3) All the District & Session Judges in Haryana.
- (4) The Registrar, Punjab & Haryana High Court, Chandigarh.

Dated Chandigarh, the 21st July, 1992

Subject:- Haryana Govt. Employees New Group Insurance Scheme 1985-  
Table of benefits for the Saving Fund- Revised Ready  
Reckoner for the year 1992-93.

Sir,

I am directed to invite your attention to Haryana Govt. circular No.2(74)86-1NGIS, dated 15-1-88 and No.4(31)90-5NGIS, dated 8-7-91 vide which the Revised Ready Reckoner w.e.f. 1.4.86 to 31-3-92 and 1-9-87 to 31-3-92 respectively was circulated to all Heads of Departments for compliance.

2. The table of benefit in Saving Fund based on subscription per unit Rs.10/- per month has been drawn up for the period from 1-4-86 to 31-3-93 and 1-9-87 to 31-3-93. A copy of the Revised Ready Reckoner for the year 1992-93 is enclosed for guidance and compliance on the basis of interest @ 12% per annum (Compounded Quarterly) from 1.4.87 onwards.

3. It is, therefore, requested that the above Revised Table of the benefits on Saving Fund in respect of those employees who became members of this scheme from 1.4.86 and 1.9.87 onwards be calculated on the revised pattern from this date (i.e. 1.4.86 and 1.9.87). This will also apply to those Govt. employees who have already retired from service or who have ceased to be in the Government service due to any specific reason viz. resignation, death etc. from 1.4.86 and 1.9.87. Additional amount,

1. contd..2...

if any, that has become due by applying the revised table be calculated and payments made to the claimants concerned as per duration of their deposits in the Saving Fund.

4. It is also ~~requested~~ that top priority may please be given to the matter of sending Receipts and Payments statements in the form of consolidated statements to the Govt. in order to avoid any complication at a later date.

Yours faithfully

*YR Prithvi*  
Under Secretary Protocol,  
for Chief Secretary to Govt., Haryana

Endst.No.2(74)86-5NGIS Dated Chandigarh, the 21st July, 92-31  
along

A copy/with a copy of enclosures and its two spare copies is forwarded to the Accountant General, Haryana, for information and necessary action.

*YR Prithvi*  
Under Secretary Protocol  
for Chief Secretary to Govt., Haryana

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries to Govt., Haryana for information and necessary action.

To

All the Financial Commissioners and  
Administrative Secretaries to Govt., Haryana.

U.O.No. 2(74)86-5NGIS Dated Chandigarh, the 21st July, 1992

Endst.No.2(74)86-5NGIS Dated Chandigarh, the 21st July, 1992

A copy is forwarded to All Treasury Officers/  
Assistant Treasury Officers in the State for information and  
necessary action.

*YR Prithvi*  
Under Secretary Protocol,  
for Chief Secretary to Govt., Haryana

April   May   June   July   August   Sept.   Oct.   Nov.   Dec.   Jan.   Feb.   March.  
 VII Year of Cessation of Membership- 1992-93  
Month of Cessation

| Date of entry | Month of Cessation                       |     |     |     |     |     |     |     |     |     |     |     | March |
|---------------|------------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| 1-4-86        | 735                                      | 743 | 757 | 772 | 786 | 801 | 816 | 831 | 846 | 861 | 876 | 892 |       |
| 1-4-87        | 570                                      | 583 | 596 | 608 | 621 | 634 | 647 | 661 | 674 | 688 | 701 | 715 |       |
| 1-9-87        | 499                                      | 511 | 522 | 535 | 547 | 559 | 571 | 584 | 597 | 609 | 622 | 635 |       |
| 1-4-88        | 429                                      | 440 | 451 | 463 | 474 | 486 | 497 | 509 | 521 | 533 | 545 | 558 |       |
| 1-4-89        | 304                                      | 314 | 324 | 334 | 344 | 354 | 365 | 375 | 386 | 396 | 407 | 418 |       |
| 1-4-90        | 193                                      | 201 | 210 | 219 | 228 | 237 | 247 | 256 | 265 | 275 | 285 | 294 |       |
| 1-4-91        | 94                                       | 102 | 109 | 117 | 125 | 134 | 142 | 150 | 158 | 167 | 175 | 184 |       |
| 1-4-92        | 7                                        | 14  | 21  | 28  | 35  | 42  | 50  | 57  | 64  | 72  | 79  | 87  |       |
| Note:-        | It is assumed that the entry is correct. |     |     |     |     |     |     |     |     |     |     |     |       |

Note:-

It is assumed that full contribution for the month of cessation of membership has already been collected/will be collected from the salary of that month failing which it should be deducted from the accumulated amounts given below:-

2. The interest rate on the balances in the Savings Account has been allowed on the basis of 12% per annum (Compounded Quarterly) from 1-4-87 on-wards.

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(53)  
No.2(74)/86-5 NGIS

From

The Chief Secretary to Govt. Haryana.

To

1. All Heads of Departments.
2. Commissioner Ambala, Hissar, Rohtak & Gurgaon.  
Divisions & Deputy Commissioners & Sub Divisional  
Officers (Civil) in Haryana.
3. All the District & Session Judges in Haryana.
4. The Registrar, Punjab & Haryana High Court,  
Chandigarh.

Dated Chandigarh, the 17.9.1992.

Subject: Haryana Government Employees New Group Insurance  
Scheme 1985-table of benefits for the Saving Fund  
on account of 50% increase w.e.f. 1.1.90 - Ready  
Reckoner for year 1992-93.

Sir,

I am directed to invite your attention to Haryana  
Govt. circular No.2(74)86-5 NGIS dated 27.5.91 vide which the  
Revised Ready Reckoner from 1.1.90 to 31.3.92 was circulated  
to all Heads of Departments for compliance.

2. The table of benefit in Saving Fund based on  
subscription per unit of Rs.15/-per month has been drawn up  
for the period from 1.1.90 to 31.3.93. A copy of the Revised  
Ready Reckoner for the year 1992-93 is enclosed for guidance  
and compliance on the basis of interest @ 12% per annum  
(compounded quarterly) from 1.4.87 onwards.

Yours faithfully,

for

*[Signature]*  
Superintendent New Group Insurance Scheme  
Chief Secretary to Government, Haryana.

contd....2....

Endst.No. 2(74)86-5NGLS

Dated Chandigarh, the 17-9-92

A copy alongwith a copy of enclosures and its two spare copies is forwarded to the Accountant General, Haryana, for information and necessary action.

*SD Singh*  
Superintendent New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

A copy is forwarded to all the Financial Commissioners and Administrative Secretaries to Govt. Haryana for information and necessary action.

*of* *SD Singh*  
Superintendent New Group Insurance Scheme,  
for Chief Secretary to Government, Haryana.

To

All the Financial Commissioners and  
Administrative Secretaries to Govt., Haryana.

U.O.No. 2(74)86-5 NGLS

Dated Chandigarh, the 17-9-92

Endst.No. 2(74)86-5NGLS

Dated Chandigarh, the 17-9-92

A copy is forwarded to All Treasury Officers/Assistant Treasury Officers in the State for information and necessary action.

*of* *SD Singh*  
Superintendent New Group Insurance Scheme,  
for Chief Secretary to Govt., Haryana.

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(58)

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Age of subscription w.e.f.

1992-93 (on 50% increase in the

VII year of Cessation of Membership

1.1.1990.

Date of entry

1.4.86

1.4.87

1.9.87

1.4.88

1.4.89

1.1.90

1.4.91

1.1.92

1.1.93

Nov.

Dec.

Jan

Feb

March

Oct.

Sept.

August

July

June

May

April

938

768

691

620

487

387

232

93

919

750

675

604

472

373

220

82

900

733

658

588

458

360

208

72

881

716

642

572

443

346

196

61

863

699

626

557

429

333

184

51

844

682

610

541

415

320

172

41

826

665

594

526

401

307

160

30

957

785

708

636

502

401

214

124

977

803

725

652

517

415

256

115

821

743

669

532

429

269

126

839

760

685

547

443

282

138

10

857

777

702

562

458

294

149

20

1016

996

1036

**12 Issue of sanction in respect of payment of having Fund/Insurance Fund under New Group Insurance Scheme.**

*(Copy of C.S. Hr. No. 3/40/91-3 NGIS dt. 24-6-91)*

I am directed to invite your attention to Haryana Govt. circular letter No. 16/6/84-3GS-II, dated 6-12-85, vide which an annexure 'A' containing the Accounting Procedure to be followed while implementing the New Group Insurance Scheme was circulated. In this connection, it is mentioned that it has come to the notice of the Government that the Heads of offices do not issue necessary sanctions for a long time for the payment of Saving Fund and Insurance Fund to the members of the Scheme. It is a serious lapse on the parts of the Heads of office.

2. In view of the above, it is, therefore, requested that in future Heads of Offices should issue necessary sanctions in respect of payment of Saving Fund to the members of the Scheme when they cease to be members of the Scheme and in respect of payment of Saving Fund & Insurance Fund to the nominee/heirs of the deceased Govt. employees *within a month positively*

3. According to provisions contained in Item No. (XII) of para 2 of the Accounting Procedure, Head of Office is required to obtain a simple application from the member of the Scheme when he ceases to be a member of the Scheme in Form 4 (Clause 11). The Head of the office is also required to address the nominee(s)/heir(s) of the deceased Govt. employee concerned to obtain an application in Form 6.

4. In order to maintain uniformity in the sanctions of the beneficiaries of the Scheme, a proforma is attached herewith, with the request that in future all sanctions in respect of payments to beneficiaries of New Group Insurance Scheme should be issued accordingly. It is again impressed that Head of Offices be instructed that necessary sanctions be issued within a month from the date of death of the member of the Scheme otherwise stern action would be taken against the Head of Office concerned for this lapse.