



श्री माता वैष्णो देवी विश्वविद्यालय
Shri Mata Vaishno Devi University
Kakryal, Katra – 182 320(J&K)

No. SMVDU/Adm/Estt./18/6083-86

Dated: 9th August 2018

CIRCULAR

Sub : J&K Govt. Employees Group Health Insurance Scheme.

Reference to e-mail dated 6th March 2018 & subsequent Circular issued vide No. SMVDU/Adm/Estt./18/2482-85 dated 23rd March 2018 regarding submission of enrollment forms for the implementation of J&K Govt. Employees Group Health Insurance Scheme for all the employees of SMVDU.

- a) All employees who have earlier not opted for the above scheme are informed that this is the last opportunity to enroll in the above scheme.
- b) All faculty members who have recently been appointed in regular scale are requested to submit their enrollment forms duly filled in the enclosed format in consultation with the Establishment wing.
- c) All employees who wish to update/change their enrollment forms submitted earlier are advised to re-submit revised enrollment form duly filled in the prescribed format.
- d) Further, employees who are not interested to opt for the above Group Health Insurance Scheme are hereby intimated to submit in writing / via e-mail to the undersigned regarding their reasons thereof.
- e) All forms should reach the O/o Establishment wing latest by 16th August 2018 & no further extension shall be accorded.

The format of the enrollment form is annexed with the Circular.


Registrar

Copy to:

1. All Deans/Heads of School/Section Heads for information, circulation & compliance.
2. Finance Officer, SMVDU for information.
3. PS to VC for the kind information of the Hon'ble Vice Chancellor.
4. I/c Website for uploading the same of University Website.
5. Notification/Circular file.