



भारतीय कृषि अनुसंधान परिषद
INDIAN COUNCIL OF AGRICULTURAL RESEARCH
कृषि भवन, डॉ० राजेन्द्र प्रसाद मार्ग, नई दिल्ली-110 001
KRISHI BHAWAN, DR. RAJENDRA PRASAD ROAD, NEW DELHI 110 001

F.No. ADMN.16(22)-2019-Estt.III

Dated the 24th Oct., 2019

30th

C I R C U L A R

It has come to our notice that requests for renewal of pensioners CGHS cards on annual basis are not being received on time from the Pensioners/family pensioners. As a result renewal gets delayed which in turns causes difficulties to the pensioners who are in need of constant medical treatment. In order to tide over this all the Pensioners/ family pensioners of ICAR Hqrs who are beneficiaries of CGHS facilities may please note that request for renewal of their CGHS cards may be made at least one month in advance of the expiry period in order to ensure that the CGHS Cards are renewed on time. The pensioners should deposit the payment towards CGHS annual contributions on their part three months before from the date of expiry of the CGHS cards. This would also ensure that ICAR Hqrs get sufficient time to complete the procedure for payment of funds to the CGHS Directorate for renewal of the cards. It may also be noted that renewal of cards can be done only after requests for the same are received from the pensioners/ family pensioners. **The format of application is given overleaf.**

The pensioners are hereby informed that they must renew the CGHS card within three months (grace period) from the date of expiry of the card. If the CGHS cards are not renewed within three months from the date of expiry, as per prevailing rules, the pensioners will not be eligible for reimbursement of medical expenditure for the period for which the CGHS card has not been renewed.

Requests for renewal may be sent to Establishment III Section, Room No. 309, ICAR, Krishi Bhavan or at its mail I.D. i.e. estt.icar@gmail.com.

Rajashree Sunil
(Rajashree Sunil)

Under Secretary (Admn.)

D I S T R I B U T I O N

- ✓ 1. Media and Information Unit for uploading the Office Order on the website of ICAR
2. Cash Section, Krishi Bhavan/ ASRB/ DKMA for information.
3. Guard File

To,

The Under Secretary Administration
ICAR, Krishi Bhawan
New Delhi

Subject:- Renewal of CGHS Card/Cards No (s) _____

Sir/Madam,

With reference to above cited subject the CGHS card(s) issued to me is/are due for renewal for the period _____ to _____. It is submitted that the CGHS annual contribution of Rs. _____ has been paid on my part. You are therefore requested to take necessary action so that the card issued to me will be renewed.

With reference to above cited subject I am to state that the above card(s) issued to me is/are due for renewal for the period _____ to _____. Since, I have already paid the necessary CGHS contribution for 10 years, the CGHS cards issued to me may please be renewed for further period.

(Strike out whichever is not applicable)

The details of my CGHS cards are as under:-

S. No.	Name of Primary card holder	Name of Family members	CGHS card no.	Address (Copy attached)

Yours faithfully,

Signature

Name: _____

Ex- _____

Residential Address: _____

Phone No.: _____