

बिड़ला औद्योगिक तथा प्रौद्योगिक संग्रहालय  
Birla Industrial & Technological Museum  
(राष्ट्रीय विज्ञान संग्रहालय परिषद / National Council of Science Museums)  
19ए, गुरुसदय रोड, कोलकाता - 700019  
19A, Gurusaday Road, Kolkata - 700019

संख्या/No. : BM – 6(37)/Adm/NEHS/2018

दिनांक/Date : 20.09.2018

**परिपत्र / CIRCULAR**

In pursuance of NCSM Office Memorandum No. I-11013/3(119)/2018/2157 dated 07.09.2018, it has been decided that one more opportunity will be given to the existing staff members/pensioners/family pensioners of NCSM, who did not exercise their options to become members of NCSM Employees Health Scheme (NEHS) at the first instance. Accordingly, all such officers and members of staff of BITM & its satellite units as also the pensioners/family pensioners, who have been drawing pension from BITM and did not exercise their options to become members of NEHS earlier, are requested to send their willingness in the enclosed form to the undersigned along with full payment of premium due in lump sum **latest by 31<sup>st</sup> October, 2018**. It may be noted that no further chance or opportunity will be given beyond 31<sup>st</sup> October, 2018.

Sd/-  
(Subhashis Paul)  
Dy. Controller of Administration

कार्यालय प्रति / Copy to :

1. Office of the Director, BITM, Kolkata
2. All Sectional Heads of BITM
3. All PCs and DSOs of satellite units. } *With the request to bring the content of this Circular to all officials working under their control.*
4. All Pensioners/Family Pensioners } *For information please.*
5. Notice Board of BITM
6. Guard File
7. Office Copy

**Photograph of  
the Employee/  
Pensioner/  
Family  
Pensioner**

**Annexure-'A'**

**FORM OF OPTION**

1. I, Dr./Mr./Mrs./Ms..... of (full address).....  
.....  
..... working as (last designation).....with the scale of Pay/Pay matrix with Level/Grade Pay ₹..... in (name of the unit)..... under National Council of Science Museums hereby opt to come over to the National Council of Science Museums (NCSM) Employees of Health Scheme (NEHS) from (date).....

2. I hereby declare and confirm the name of my spouse as under as per declaration already on record in my retirement documents with the Council:

Name : \_\_\_\_\_

Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(A duly attested passport size photograph enclosed)

3. I hereby enclose a DD bearing No.\_\_\_\_\_ dated\_\_\_\_\_ for an amount of ₹\_\_\_\_\_ towards life-time contribution.\*

**OR**

I hereby authorize Director, \_\_\_\_\_ (Name of the Museum/Centre) to arrange for deduction from my salary the amount of my contribution as stipulated in NEHS from time to time.\*

4. I hereby undertake that I shall abide by the rules and regulations of the Scheme.

Place:

Date:

\_\_\_\_\_  
(Signature)

\* *Strikeout whichever is not applicable*

At present, following will be the rates of contribution to the Scheme:-

Sl. No.	Grade Pay (in ₹)	Monthly contribution (in ₹)	Life time contribution (in ₹)
1.	1900 - 2800	200	24000
2.	4200 - 5400	400	48000
3.	6600 & above	600	72000

Ceiling of the total amount of cumulative reimbursement that may be made to a retired employee and his/her spouse during their lifetime is prescribed as follows:

Sl. No.	Grade Pay (in ₹)	Limit of Reimbursement (in ₹)	Remarks
1.	1900 - 2800	5.00 lakh	<i>An additional amount upto a maximum of ₹5.00 lakh will be reimbursed towards critical illness.</i>
2.	4200 - 5400	7.50 lakh	
3.	6600 & above	10.00 lakh	

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**Documents to be submitted by the Pensioners/Family Pensioners  
alongwith the Form of Option**

1. Cheque to be drawn in favour of **“Birla Industrial & Technological Museum, Kolkata”**
2. Separate photograph (both for pensioner and his/her spouse, preferably soft copy)
3. Blood Group (both for pensioner and his/her spouse)
4. PAN Card (both for pensioner and his/her spouse)
5. Aadhar Card (both for pensioner and his/her spouse)
6. Contact number
7. E-mail address