

TAMIL NADU ELECTRICITY BOARD

SECRETARIAT BRANCH

800, Anna Salai,

Chennai - 2.

Circular Memo. No.55621/A17/A171/2004- Dated: 30.8.2004.

Sub: Tamil Nadu Electricity Board - Financial Assistance
under Health Fund Scheme - Certain Instructions - Issued.

It has been brought to the notice of the Health Fund Scheme Committee II that financial assistance sanctioned to the employees who have undergone specialised surgery treatment under the Health Fund Scheme was released after a considerable delay thereby defeating the very purpose of the Health Fund Scheme. All the Chief Engineer's/Superintending Engineer's are requested to make payments immediately and to intimate the fact of making payment to the Board Office within one week. The reasons for the delay if any in making payment should be communicated to the Board immediately - If any unnecessary delay in making payment to the employees, is noticed, the responsibility should be fixed on the part of the officials concerned and the facts should be intimated to the Board by the Chief Engineer's/Superintending Engineer's concerned immediately. The Inspection Teams of the Secretariat Branch/Administrative Branch are requested to verify as to whether the financial assistance sanctioned by the Board has been released to the employees by the Chief Engineer's/Superintending Engineer's, within one week. The Inspection Teams are requested to verify as to whether entries are made in the Service Books of the employees who have availed the financial assistance under the Health Fund Scheme.

2) It has also be brought to notice that eventhough instructions have been issued to use the Tamil format, certain Chief Engineer's/Superintending Engineer's have returned the Health Fund Scheme applications unnecessarily to the employees stating that the English format (Check list) should be submitted while submitting the application. This is not correct. In Circular No.54510/A17/A171/2002-1 dt. 25.6.2002, instructions have already been issued to all the Chief Engineer's/Superintending Engineer's to send applications and proposals along with bills in Tamil only. The Chief Engineer's/Superintending Engineer's are therefore requested to obtain the Health Fund Scheme application forms from the employees either in Tamil or English format. The Chief Engineer's/Superintending Engineer's are informed that the Health Fund Scheme applications already submitted by the employees in Tamil format should be accepted and their applications need not be returned to the employees. Such acceptance will avoid unnecessary delay in sending the Health Fund Scheme proposals to Board for approval. But at the same time, the employees are advised to send the Health Fund Scheme application and the Check list in Tamil Format in future so that implementation of Tamil Language in all official procedure is fulfilled without hindrance.

3. The above instruction should be followed scrupulously, by all the Chief Engineer's/Superintending Engineer's while forwarding the medical reimbursement claims of the employees for sanction of financial assistance under the Health Fund Scheme.

4. Receipt of the Circular Memo. should be acknowledged.

S. SUNDARESAN
SECRETARY (IN-CHARGE).

To
The Chief Engineer/Personnel.
All Chief Engineers.
All Superintending Engineers.
The Chief Financial Controller/Accounts Branch/Chennai-2.
The Chief Internal Audit Officer/Audit Branch/Chennai-2.
The Residential Audit Officer/Chennai-2.
The Executive Engineer/Chairman's Office.
The Accounts Member.
The Member (Generation).
The Member (Distribution).
The Secretary/Tamil Nadu Electricity Board.
The Industrial Relations Adviser.
The Chief Medical Officer/Tamil Nadu Electricity Board.
The Deputy Chief Engineer/Administrative Branch.
The Deputy Secretary/Administration/Board Office Secretariat Branch.
The Deputy Secretary/Personnel/Board Office Secretariat Branch.
The Senior Personnel Officer/Labour/Recruitment.
The Under Secretary/O&M-II/Board Office Secretariat Branch.
The Personnel Officer Inspection Team A/B.
All other Personnel Officers/Personal Assistants in Administrative
Branch and Technical Branch.
All other Officers/Sections. Cells in Board Office Secretariat Branch.
The Vigilance Cell.
The Legal Cell.
"A-9", "A-10", "A-22", "A-23", "A-24" and "A-25" Sections in
Board Office Secretariat Branch.
The Assistant Personnel Officer/Tamil Development for Publication in
the TNEB Bulletin (2 copies).
Tamil Nadu Elec. Workers Federation
Tamil Nadu Elec. Board Accounts and Executive Staff Union
Tamil Nadu Elec. Board Workers Progressive Union (LPF)
Central Organisation of Tamil Nadu Electricity Employees (CITU).
Tamil Nadu Minvariya Anna Podhu Thozhilalar Sangam
Tamil Nadu Minvariya Janatha Thozhilalar Sangam
Tamil Nadu National Electricity Workers Federation (INTUC 2 Groups).
Tamil Nadu Electricity Board Engineers Sangam.
Tamil Nadu Electricity Employees Congress (NLO)
Tamil Nadu Electricity Board Thozhilalar Aykkiya Sangam
Tamil Nadu Electricity Board Engineers Associations.
Tamil Nadu Electricity Board Finance and Accounts Officers Association.
The Members of Apex Level, Joint Committee.
Stock File.

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Isaac Manikandan
1.9.2004
SECTION OFFICER.