केंद्रीय विद्यालय संगठन / KENDRIYA VIDYALAYA SANGATHAN
(शिक्षा मंत्रालय, भारत सरकार के अधीन स्वायत्त निकाय)
(An Autonomous Body under Ministry of Education, Govt. Of India)
जी.सी.एफ., इस्टेट साइंस कॉलेज के पीछे, जबलपुर – 482011 (म.प्र.)
GCF Estate, Behind Science College, Jabalpur – 482011 (M.P.)
ई-मेल/email: dc@kvsrojabalpur.in / वेबसाइट/Website: https://rojabalpur.kvs.gov.in
दूरभाष/Telephone: 0761-2678381

तत् त्वं पूषन् अपावृणु
केन्द्रीय विद्यालय संगठन

फा.क्र.22086/2026-27/के.वि.सं.(क्षे.का.)/जबलपुर/सीजीएचएस/ 17805-17865 दिनांक- **27.08.2026**

(द्वारा ई-मेल/त्वरित डाक)

प्राचार्य
समस्त केंद्रीय विद्यालय
अंतर्गत जबलपुर संभाग

विषय: <u>केन्द्रीय विद्यालय संगठन के कार्यरत एवं सेवानिवृत्त कर्मचारियों हेतु सीजीएचएस सुविधाओं का विस्तार: विषयक</u>
संदर्भ: के.वि.सं.(मु.),नई दिल्ली का पत्र F.No. 11086/01/2026-KVS(HQ)/Admin.II/1211-1212, दिनांक 05.08.2026

महोदय/महोदया,

1. उपर्युक्त विषयक एवं संदर्भित केन्द्रीय विद्यालय संगठन मुख्यालय, नई दिल्ली के उपर्युक्त पत्र के माध्यम से सीजीएचएस सुविधाओं के संबंध में व्यापक प्रचार-प्रसार किए जाने के निर्देश प्राप्त हुए हैं। इस संबंध में निम्नानुसार कार्यवाही सुनिश्चित की जाए।

2. वर्तमान में जबलपुर स्टेशन के अंतर्गत स्थित केन्द्रीय विद्यालयों में कार्यरत कर्मचारियों हेतु सीजीएचएस सुविधा उपलब्ध है। अतः, विद्यालय में कार्यरत सभी कर्मचारियों को सीजीएचएस सुविधा के संबंध में अवगत कराया जाए। इस संबंध में केन्द्रीय विद्यालय संगठन, (मुख्यालय), नई दिल्ली के पत्र F.No.11013/01/2017-KVS(HQ)/Admn.II /PT.II/102 ,दिनांक 04.11.2024 में कार्यरत कर्मचारियों हेतु निहित प्रावधानों को ध्यान में रखते हुए जानकारी प्रदान की जाए।

3. केन्द्रीय विद्यालय संगठन के सेवानिवृत्त कर्मचारियों को भी सीजीएचएस सुविधा के संबंध में अवगत कराया जाए। विद्यालय से सेवानिवृत्त होने वाले कर्मचारियों को सेवानिवृत्ति के समय सीजीएचएस सुविधा के संबंध में जानकारी प्रदान किया जाना सुनिश्चित किया जाए तथा विद्यालय के संपर्क में उपलब्ध सेवानिवृत्त कर्मचारियों तक भी उक्त जानकारी पहुंचाई जाए।

4. कार्यरत एवं सेवानिवृत्त कर्मचारियों को विद्यालय द्वारा सूचना-पट्ट, स्टाफ बैठकों तथा अन्य उपलब्ध आधिकारिक संचार माध्यमों के माध्यम से सूचित किया जाए I सीजीएचएस सुविधाओं के व्यापक प्रचार-प्रसार हेतु इस पत्र की प्रति विद्यालय की वेबसाइट पर अपलोड की जाए। साथ ही, क्षेत्रीय कार्यालय द्वारा आयोजित सेमिनार, कार्यशालाओं, सेवा कालीन प्रशिक्षण कार्यक्रमों एवं अन्य विभागीय कार्यक्रमों में कार्यरत कर्मचारियों को सीजीएचएस सुविधा के संबंध में अवगत कराने हेतु आवश्यक कार्यवाही की जाए।

यह आपके सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित हैI

भवदीय,

दिग्गराज मीना
27.08.26
(दिग्गराज मीना)
उपायुक्त

संलग्नक: यथोपरि
प्रतिलिपि:
1. श्रीमती किरण शर्मा, सहायक आयुक्त — सूचनार्थ एवं आवश्यक कार्यवाही हेतु।
2. श्री हीरा लाल, सहायक आयुक्त — सूचनार्थ एवं आवश्यक कार्यवाही हेतु।
3. कार्यालय प्रति

उपायुक्त

केंद्रीय विद्यालय संगठन / KENDRIYA VIDYALAYA SANGATHAN
(शिक्षा मंत्रालय, भारत सरकार के अधीन स्वायत्त निकाय)
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जी.सी.एफ., इस्टेट साइंस कॉलेज के पीछे, जबलपुर – 482011 (म.प्र.)
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दूरभाष/Telephone: 0761-2678381

तत् त्वं पूषन् अपावृणु
केन्द्रीय विद्यालय संगठन

फा.क्र.22086/2026-27/के.वि.सं.(क्षे.का.)/जबलपुर/सीजीएचएस/17805-17865 दिनांक- **27.08.2026**

(द्वारा ई-मेल/त्वरित डाक)

प्राचार्य
समस्त केंद्रीय विद्यालय
अंतर्गत जबलपुर संभाग

विषय: केन्द्रीय विद्यालय संगठन के कार्यरत एवं सेवानिवृत्त कर्मचारियों हेतु सीजीएचएस सुविधाओं का विस्तार: विषयक
संदर्भ: के.वि.सं.(मु.),नई दिल्ली का पत्र F.No. 11086/01/2026-KVS(HQ)/Admin.II/1211-1212, दिनांक 05.08.2026

महोदय/महोदया,

1. उपर्युक्त विषयक एवं संदर्भित केन्द्रीय विद्यालय संगठन मुख्यालय, नई दिल्ली के उपर्युक्त पत्र के माध्यम से सीजीएचएस सुविधाओं के संबंध में व्यापक प्रचार-प्रसार किए जाने के निर्देश प्राप्त हुए हैं। इस संबंध में निम्नानुसार कार्यवाही सुनिश्चित की जाए।

2. वर्तमान में जबलपुर स्टेशन के अंतर्गत स्थित केन्द्रीय विद्यालयों में कार्यरत कर्मचारियों हेतु सीजीएचएस सुविधा उपलब्ध है। अतः, विद्यालय में कार्यरत सभी कर्मचारियों को सीजीएचएस सुविधा के संबंध में अवगत कराया जाए। इस संबंध में केन्द्रीय विद्यालय संगठन, (मुख्यालय), नई दिल्ली के पत्र F.No.11013/01/2017-KVS(HQ)/Admn.II /PT.II/102 ,दिनांक 04.11.2024 में कार्यरत कर्मचारियों हेतु निहित प्रावधानों को ध्यान में रखते हुए जानकारी प्रदान की जाए।

3. केन्द्रीय विद्यालय संगठन के सेवानिवृत्त कर्मचारियों को भी सीजीएचएस सुविधा के संबंध में अवगत कराया जाए। विद्यालय से सेवानिवृत्त होने वाले कर्मचारियों को सेवानिवृत्ति के समय सीजीएचएस सुविधा के संबंध में जानकारी प्रदान किया जाना सुनिश्चित किया जाए तथा विद्यालय के संपर्क में उपलब्ध सेवानिवृत्त कर्मचारियों तक भी उक्त जानकारी पहुंचाई जाए।

4. कार्यरत एवं सेवानिवृत्त कर्मचारियों को विद्यालय द्वारा सूचना-पट्ट, स्टाफ बैठकों तथा अन्य उपलब्ध आधिकारिक संचार माध्यमों के माध्यम से सूचित किया जाए I सीजीएचएस सुविधाओं के व्यापक प्रचार-प्रसार हेतु इस पत्र की प्रति विद्यालय की वेबसाइट पर अपलोड की जाए। साथ ही, क्षेत्रीय कार्यालय द्वारा आयोजित सेमिनार, कार्यशालाओं, सेवा कालीन प्रशिक्षण कार्यक्रमों एवं अन्य विभागीय कार्यक्रमों में कार्यरत कर्मचारियों को सीजीएचएस सुविधा के संबंध में अवगत कराने हेतु आवश्यक कार्यवाही की जाए।

यह आपके सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित हैI

भवदीय,

(दिग्गराज मीना)
उपायुक्त

संलग्नक: यथोपरि

प्रतिलिपि:

1. श्रीमती किरण शर्मा, सहायक आयुक्त — सूचनार्थ एवं आवश्यक कार्यवाही हेतु।
2. श्री हीरा लाल, सहायक आयुक्त — सूचनार्थ एवं आवश्यक कार्यवाही हेतु।
3. कार्यालय प्रति

दिग्गराज मीना
27.08.26
उपायुक्त

केन्द्रीय विद्यालय संगठन
शिक्षा मंत्रालय भारत सरकार के अधीन स्वायत संस्थान
KENDRIYA VIDYALAYA SANGATHAN
Under Ministry of Education, Govt. of India
मुख्यालय,नई दिल्ली/ **Head Quarters, New Delhi**
website:www.kvsangathan.nic.in
E-mail : neelam.28@gov.in
दूरभाष /Tel : 91-11-26521579

तत् त्वं पूषन् अपावृणु
केन्द्रीय विद्यालय संगठन
18 संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग, नई दिल्ली
18, Institutional Area, ShaheedJeet Singh Marg, New Delhi 110 016

फा.स.11086/01/2026-KVS(HQ)/Admn.II/1211-1212 दिनाँकः-05.08.2026

उपायुक्त /निदेशक
केन्द्रीय विद्यालय संगठन
सभी क्षेत्रीय कार्यालय व आंचलिक शिक्षा एवं प्रशिक्षण संस्थान ।

विषय: केन्द्रीय विद्यालय संगठन के कार्यरत एवं सेवानिवृत्त कर्मचारियों को सीजीएचएस सुविधाओं का विस्तार।

महोदय/महोदया,

उपरोक्त विषय के संदर्भ में यह अवगत कराना है कि केन्द्रीय सरकार स्वास्थ्य योजना (सीजीएचएस) की सुविधाएँ दिनांक 04.11.2024 से केन्द्रीय विद्यालय संगठन (केविसं) के कार्यरत एवं सेवानिवृत्त कर्मचारियों/पेंशनरों को प्रदान की जा रही हैं।

तथापि, यह पाया गया है कि पात्र लाभार्थियों, विशेषकर सेवानिवृत्त कर्मचारियों द्वारा सीजीएचएस कार्ड प्राप्त कर योजना के अंतर्गत चिकित्सा सुविधाओं का लाभ उठाने की संख्या अभी अपेक्षित स्तर तक नहीं पहुँच पाई है। इससे यह प्रतीत होता है कि अनेक पात्र कार्यरत एवं सेवानिवृत्त केविसं कर्मचारी अभी तक इन चिकित्सा सुविधाओं के विस्तार अथवा सीजीएचएस में नामांकन की प्रक्रिया से पूर्णतः अवगत नहीं हैं।

उपर्युक्त के दृष्टिगत, अनुरोध है कि केविसं के सभी कार्यरत एवं सेवानिवृत्त कर्मचारियों के मध्य सीजीएचएस सुविधाओं के विस्तार का व्यापक प्रचार-प्रसार किया जाए। इस संबंध में सूचना का प्रसार संस्थानों के सूचना-पट्टों पर सूचना प्रदर्शित कर, आधिकारिक पत्रों/परिपत्रों के माध्यम से, सेमिनारों, कार्यशालाओं एवं सेवाकालीन प्रशिक्षण कार्यक्रमों के दौरान घोषणा करके तथा आपके कार्यालय में उपलब्ध अन्य उपयुक्त संचार माध्यमों के माध्यम से किया जा सकता है। साथ ही इस सबंध में विशेष प्रयास किए जाएँ ताकि सेवानिवृत्त कर्मचारियों तक यह सूचना पहुँचे, वे अपनी पात्रता से अवगत हों तथा सीजीएचएस कार्ड प्राप्त कर उपलब्ध चिकित्सा सुविधाओं का लाभ उठाने के लिए प्रोत्साहित हों।

कृपया यह सुनिश्चित करने का श्रम करें कि उक्त महत्वपूर्ण सूचना का प्रभावी एवं व्यापक प्रसार किया जाए, जिससे केन्द्रीय विद्यालय संगठन (केविसं) के सभी पात्र लाभार्थी उपलब्ध सीजीएचएस स्वास्थ्य सुविधाओं का समुचित लाभ प्राप्त कर सकें।

भवदीया,
05/08/2026
(नीलम)
संयुक्त आयुक्त (प्रशा.)

प्रति:

1. सहायक आयुक्त (आईटी), केन्द्रीय विद्यालय संगठन (मुख्यालय), नई दिल्ली से अनुरोध है कि इस पत्र को वेबसाइट पर अपलोड करवाने का श्रम करें।

केंद्रीय विद्यालय संगठन / KENDRIYA VIDYALAYA SANGATHAN
क्षेत्रीय कार्यालय जबलपुर / REGIONAL OFFICE, JABALPUR
(शिक्षा मंत्रालय, भारत सरकार के अधीन स्वायत्त निकाय)
(An Autonomous Body under Ministry of Education, Govt. Of India)
जी.सी.एफ., इस्टेट साइंस कॉलेज के पीछे, जबलपुर – 482011 (म.प्र.)
GCF Estate, Behind Science College, Jabalpur – 482011 (M.P.)
ईमेल/email: dc@kvsrojabalpur.in / वेबसाइट/Website: https://rojabalpur.kvs.gov.in
दूरभाष/Telephone: 0761-267838

केन्द्रीय विद्यालय संगठन

फा.क्र.22086/2024-25/के.वि.सं.(क्षे.का.)/जबलपुर/ 29145 – 29157 दिनांक-04 .12.2024

(केवल ई-मेल द्वारा)

प्राचार्य
समस्त केंद्रीय विद्यालय
अंतर्गत जबलपुर संभाग

विषय: **Extension of CGHS Facilities to all the serving as well as retired employees of KVS**: विषयक

सन्दर्भ: के.वि.सं.(मु.), नई दिल्ली का पत्र F.No.11013/01/2017-KVS(HQ)/Admn.II/PT.II/102,दि.04.11.2024

2. के.वि.सं. (मु.), नई दिल्ली का पत्र F.No.11-Adm2086/01/2024-Ad-II/108, दिनांकित 29.11.2024

महोदया/महोदय,

उपर्युक्त विषयक एवं संदर्भित पत्रो के आलोक में लेख है कि के.वि.सं.(मु.), नई दिल्ली के पत्र F. No. 11013 /01 /2017-KVS (HQ)/Admn.II/PT.II/99, दिनांकित 23.10.2024 के माध्यम से के.वि.सं.के सेवानिवृत्त एवं सभी सेवारत कर्मचारियों के लिए सीजीएचएस सुविधाओं का विस्तार कर दिया गया है।

2. के.वि.सं.(मु.), नई दिल्ली के उपरोक्त संदर्भित पत्र दिनांकित 04.11.2024 एवं 29.11.2024 ज़िनमे उक्त विषय से सम्बंधित दिशा-निर्देश दिए गए है, इस आशय के साथ अग्रेषित किया जा रहा है कि दिए गए समस्त दिशा-निर्देशों का आपके द्वारा गहनता से अवलोकन एवं अक्षरशः अनुपालन सुनिश्चित किया जाए।

3. के.वि.सं., जबलपुर संभाग के अंतर्गत सीजीएचएस से सम्बंधित प्रश्नों के समाधान के लिए नोडल ऑफिसर श्री धर्मेन्द्र कुमार, प्रशासनिक अधिकारी, के.वि.सं., जबलपुर संभाग होंगे, इनका संपर्क सूत्र 0761-2624745 है।

4. के.वि.सं., जबलपुर संभाग के अंतर्गत सीजीएचएस से सम्बंधित समस्त शिकायतों/प्रश्नों के निराकरण के लिए आधिकारिक ई-मेल पता cghs@kvsrojabalpur.in है।

5. उक्त के अनुक्रम में आपसे यह भी अनुरोध है कि उक्त पत्र के साथ संलग्नित मुख्यालय के पत्र में निहित दिशा-निर्देशों से आपके विद्यालय के समस्त कर्मचारियों (सेवारत/सेवानिवृत्त) एवं हितधारको को अवगत किया जाए।

यह आपके सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है।

भवदीय,

दिग्गराज मीना
04.12.24

(दिग्गराज मीना)
उपायुक्त

संलग्नक: यथोपरि

प्रतिलिपि:-

1. श्रीमती डॉ. सरोज डबास, सहायक आयुक्त. के.वि.सं.,जबलपुर संभाग- इस निर्देश के साथ कि इस पत्र की प्रति कार्यालय की वेबसाइट पर अपलोड की जाए I
2. प्राचार्य, केंद्रीय विद्यालय क्र.1 जीसीएफ, क्र.2 जीसीएफ, क्र.1 एस.टी.सी. (प्रथम एवं द्वितीय पाली), सीएमएम, सीओडी, गढ़ा, आयुध निर्माणी खमरिया, टी.एफ.आर.आई.,एवं के.वि. वाहन निर्माणी (प्रथम एवं द्वितीय पाली) (कुल 11)- इस अनुरोध के साथ कि आपके विद्यालयो में कार्यरत एवं इच्छुक कर्मचारियों के लिए CGHS कार्ड बनवाने की प्रक्रिया पत्र में दिए गए दिशा-निर्देशों के अनुसार प्रारंभ करें।
3. प्रशासनिक अधिकारी- के.वि.सं.,जबलपुर संभाग- उक्त कार्य के ससमय निष्पादन को दृष्टिगत रखते हुए मुख्यालय के पत्र के अनुसार एक कर्मचारी एवं डाटा एंट्री ऑपरेटर को इस कार्यालय में प्रतिनियुक्त/नियुक्त करें।
4. वित्त अधिकारी- के.वि.सं.,जबलपुर संभाग
5. कार्यालय प्रति

उपायुक्त

केन्द्रीय विद्यालय संगठन
शिक्षा मंत्रालय भारत सरकार के अधीन स्वायत संस्थान
KENDRIYA VIDYALAYA SANGATHAN
Under Ministry of Education, Govt. of India
मुख्यालय,नईदिल्ली/ **Head Quarters, New Delhi**
website:www.kvsangathan.nic.in
E-mail :jc.pers@kvs.gov.in
दूरभाष/ Tel : 91-11-26858565

18 संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग, नई दिल्ली 18, Institutional Area, Shaheed Jeet Singh Marg, New Delhi 110 016

F.No. 11013/01/2017- KVS(HQ)/Admn.II/PT.II/102 Date: 04.11.2024

The Deputy Commissioner/Director
Kendriya Vidyalaya Sangathan
All Regional Offices/ZIETs

Speed Post / E-mail

Subject:- Extension of CGHS facilities to all the serving as well as retired employees of KVS - reg.

Sir/Madam,

In continuation to this office letter of even number dated 23.10.2024, it is to inform that the following guidelines may be adhered to for issue of CGHS card and settlement of medical claims:-

1. RETIRED EMPLOYEES:-

(A) Retired employee (GPF/CPF/NPS) of KVS can opt for CGHS facility as per CGHS guidelines provided they will not be entitled for FMA (in case of pensioners) forthwith. Further, a retired employee once on boarded in CGHS Scheme, He / She can not deboard from this scheme in future.

(B) The retired employees can get their names registered with any of the CGHS dispensary, nearest to their place of residence. Further, the retired employee will be required to opt for a nearest / convenient Regional Office (may be different from where the retirement benefits were settled). His / her claims will be settled and CGHS card will to be issued through this office only. The retired employee will be required to submit all medical claims to this regional office only.

(C) The retired employees will be required to submit his/her application in prescribed format **(Annexure-I)** with form for availing CGHS facility **(Annexure-II)** and relevant documents along with CGHS contribution (Demand Draft/On-line transaction – Transaction ID/UTR No./Name of the Bank etc.), as applicable at the time of retirement, to the concerned regional office / ZIET / KVS (HQ), which had released his/her retirement benefits. The copy of the forwarding letter may also be endorsed to the regional office opted for settlement of claims.

(D) The regional office, which had settled the retirement benefits, will verify all relevant data from the service record and thereafter issue a letter to

discontinue FMA (in case of pensioner) and forward the same, along with all required documents, to the opted regional office for issue of CGHS card. The amount received from the pensioner need not be transferred to the concerned regional office.

(E) The opted Regional Office (as mentioned at point B) after due attestation forward the same to the concerned CGHS authority along with amount payable to CGHS (as applicable as per the city rates) for issue of CGHS card. Further, will maintain the proper records and make necessary entries in the CGHS card issuing register, mentioning (i) Name of the employee (ii) Employee code (iii) Name of the dependent family members (iv) Date of Birth (v) Relationship (vi) Beneficiary card number (vii) validity of the card (viii) Name of R.O/ZIET/HQ which has sanctioned the retirement benefits and (ix) Name of the unit (KV/R.O/ZIET/HQ) from which he/she retired.

(F) The retired employee will submit his / her claim for settlement to the opted regional office. On receipt of medical claims, the concerned regional office will settle the claim within a maximum 21 working days after proper verification. A Register, for reimbursement of medical claim, is to be maintained and a separate entry should be made for claim under OPD / IPD.

(G) As per O.M. No. C-18018/2/2024-EHS dated 28.05.2024, by MoH&FW, CGHS card(s) will be issued to the retired employees with a validity of One (01) Year and will be renewed yearly. The retired employee has to submit necessary documents along with annual contribution for renewal of CGHS card at least 03 months prior to its expiry to the regional office (as mentioned point No.C).

(H) As per 7th CPC, the revised monthly subscriptions, as decided by Ministry of Health & Family Welfare vide their O.M No. 5.11011/11/2016-CGHS(P)/EHS dated 09.01.2017, to be made by retired employees for availing CGHS facilities (which is subject to further revision of rates) as under:-

S.No.	Corresponding levels in the Pay Matrix as per 7th CPC	Contribution (Rs. Per month)	Contribution * (Rs. Per Year)
1	Level: 1 to 5	250	3000
2	Level: 6	450	5400
3	Level: 7 to 11	650	7800
4	Level: 12 & above	1000	12000

*** The contribution will be determined on the basis of pay level at the time of retirement which is liable to change in the future, consequently the retired employee has to contribute as per the revised rates for availing CGHS facilities.**

2. <u>SERVING EMPLOYEES:-</u>

A. The serving employees residing in the CGHS area, can opt for CGHS facility as per CGHS guideline issued from time to time.

B. If the serving employee opts to avail medical facilities under CS(MA) Rules, in the CGHS covered area, he will be permitted to do so but will not be allowed to re-opt for CGHS scheme in the same station / area.

C. If serving employee having a CGHS card is transferred, he / she has to surrender the CGHS cards. No dues certificate will invariably entry confirming surrender of CGHS card. At new place of posting the CGHS card will have to be applied afresh by the employee.

D. All serving employees of the KVs upto the level of Vice-Principal will submit his / her application in prescribed format along with relevant documents to the Principal / In-charge principal of the concerned Kendriya Vidyalaya. The Principal has to verify details from the service records of the employee and after proper attestation has to forward the application within 21 working days to the concerned CGHS authority for issuing of CGHS card. Needless to say, an employee who has opted for CGHS facility, deduction of CGHS contribution will be made from his/her salary as per CGHS rates as amended from time to time.

E. All the serving employees of the regional office (except Group A officer) and Principal of the Kendriya Vidyalayas under the jurisdiction of the regional office will submit their application to the concerned regional office. The application form of the Principal will be verified by the regional office from its service records and after proper attestation will be forwarded back to the concerned Kendriya Vidyalaya for taking up for issue of CGHS card. The application form of all serving employees (except Group "A" officer) of regional office after due verification and proper attestation will forward to concerned CGHS authority for issuing of CGHS card. The said process has to be completed within 21 working days from the date of receipt of application form.

F. All the serving employees of ZIET upto the level of trainee associates will submit their application form to the concerned Director, ZIET. The application form of all serving employees of ZIET after due verification and proper attestation will forward to concerned CGHS authority for issue of CGHS card. The said process has to be completed within 21 working days from the date of receipt of application form.

G. All the serving employees of KVS (HQ), Group "A" officers of ROs and Director ZIETs will submit their application form to the concerned Establishment Division of KVS (HQ). The application form of Group "A" officers of ROs and Director ZIETs after due verification from the service records will be forwarded back to concerned RO / ZIET for taking up for issue of CGHS card.

The application form of all employees of KVS (HQ) after due verification and attestation will be forwarded within 21 working days to the concerned CGHS authority for issuing of CGHS card.

H. The medical bills of all serving employees will be passed by the concerned KV/RO/ZIET/HQ as per prevailing practice. The concerned authority will ensure that a register for reimbursement of medical claims should be maintained and separate entry should be made for a claim under CGHS / CS (MA), Rules. It should be ensured that the medical claim should be settled within 21 working days of claim received.

3. The issue of CGHS card to the retired employees and settlement of medical claims will entail additional work load on the Regional Office, for which one staff (preferably ASO) and one DEO may be deputed / hired.

4. The CGHS facility has been extended to the serving and retired employees of KVS (an autonomous body) on cost to cost basis. If in future the rate of CGHS contribution are increased, the increased amount of contribution may have to be borne by the serving / retired employee of KVS to continue availing CGHS facility.

This issues with the approval of the competent authority.
Hindi version follows.

Yours sincerely,

(Somit Shrivastav)
Joint Commissioner (Pers.)

Copy to:-

1. PS to Commissioner, KVS for information
2. Deputy Secretary (KVS), MoE for information.
3. PS to Additional Commissioner (Admn./Acad.) for information.
4. The Joint Commissioner (Fin.), KVS(HQ), New Delhi for information.
5. The Joint Commissioner (Admn.), KVS(HQ), New Delhi for information.
6. The Joint Commissioner (Acad.), KVS(HQ), New Delhi for information.
7. The Joint Commissioner (Trg.), KVS(HQ), New Delhi for information.
8. The Joint Commissioner (Pers.), KVS(HQ), New Delhi for information.
9. All officers, KVS(HQ) for information and necessary action.
10. Assistant Commissioner (EDP), KVS (HQ) with the request to upload on KVS website.

Annexure - I

APPLICATION FOR CGHS CARD

☐ Applying for CGHS card for the first time.

☐ Applying for a pensioner CGHS card, I had a CGHS card while in service or I lost my CGHS plastic card, and applying for issue of another. Please enter the CGHS Beneficiary ID of the card held by you earlier

1. Name of the Applicant:

.....

2. Category:

☐ Departmental {Please Tick Departmental if you are posted in the Ministry of Health & Family Welfare/

☐ DGHS / CGHS}Services {Please Tick Services if you belong to any specific organized service}

☐ Pensioners

☐ Others (Pl. Specify) .....

3.Name of Department / Service .....

4. Designation ..... Gazetted ☐ Non-Gazetted ☐

5. Scale of Pay ... . **Present Pay** .....

Present pay pre-revised Rs.....)

6. Last Pay / Basic Pension (in case of Pensioners) .....

7. Official Address .....

.....

8.Residential Address: .....

9. Telephone Number: (O) ..... (R) ..... (M) .....

10. e-mail ID: .....

11. Date of Superannuation.....(please write in DD/MM/YYYY format)

12. Are you on Deputation (Central Deputation): Yes / No

13. If yes, likely completion of deputation: .....

14. Are your services transferable to other cities: Yes / No

Signature of Applicant:

15. Details of Family - {* Please see definition of Family given on Page No. 4 before filling up this column}

S.No.	Name of Family member	Relationship to CGHS Card Holder*	Date of Birth** (compulsory)	Blood Group (optional)

{**Please attach Proof of age of in case of sons}

16. Are all the people whose names are given above are dependent upon you and are residing with you?.....

{Please attach proof of their staying with you, like copy of Ration Card / Election ID / Pass Port / Identity Cardissued by College / School / University / Bank Pass Book, etc.,}

17. Paste one ID Card size of Photograph of each member of Family (including self) whose names are proposed to be included as part of your family in the space given below and mention their S. No. and Name as filled in the table above.

S.No Name	S.No Name	S.No Name	S.No Name	S.No Name
S.No Name	S.No Name	S.No Name	S.No Name	S.No Name

Signature of Applicant:

UNDERTAKING BY APPLICANT

☐ I Undertake to intimate to CGHS immediately if there is any change in dependency criteria of my family members included in this application form. If I fail to intimate and if the CGHS comes to know of the change then the CGHS facility is liable to be withdrawn by the CGHS and the CGHS and / or appropriate authority will be free to initiate any action against me.

☐ I Undertake to surrender the CGHS Card(s) on my leaving the Ministry / Office on transfer; retirement; termination; Resignation; or on ceasing to be eligible for CGHS benefits.

☐ I certify that the information furnished by me in this application has been verified to be correct and that no information has been concealed or has been misrepresented and I stand by the same.

(Signature of Applicant)

(TO BE FILLED BY THE SPONSORING AUTHORITY)

In case of serving employees/ serving employees about to superannuate in 6weeks'time

The information furnished by the applicant has been verified and found to be correct. It is recommended that a CGHS Card be issued to Shri/Smt./Kumari ....., Designation ..... in this Ministry /Department / Organization. Instructions are issued to the concerned Division to start deducting CGHS Subscriptions every month from the salary of the applicant / CGHS Subscriptions are deducted every month from the salary of the applicant. I am the authorized sponsoring authority for the issue of CGHS Card and approval of theCompetent Authority has been obtained.

No.

Date: .....

(Signature & Name of the Sponsoring Authority)

Designation (stamp) with Telephone

(For CGHS Pensioners making card first time)
Verified- by

Name, Signature and Stamp of Authorized signatory, CGHS

S.NO	DOCUMENTS TO BE ENCLOSED FOR CGHS CARD (SERVING)	DOCUMENTS TO BE ENCLOSED FOR CGHS CARD (PENSIONER)
1.	Proof of age of son (in case son is a dependent)	Proof of age of son (in case son is a dependent)
2.	Self-attested copy of Disability certificate issued by Medical Board of Government hospital (in case of dependent son aged 25 and above)	Self-attested copy of Disability certificate issued by Medical Board of Government hospital (in case of dependent son aged 25 and above)
3.	Pay slip of serving employee	Self-attested PPO/ Provisional PPO or Last pay certificate
4.	Address proof	Copy of Bharatkosh Challan for CGHS subscription paid
5.	Documents proving dependency of family members (wherever applicable)	Proof of availing/ non availing FMA
6.	Copy of ID proof of dependent family members (Passport, PAN Card, Masked Aadhar, voter ID card etc.)	Copy of ID proof of dependent family members (Passport, PAN Card, Masked Aadhar, voter ID card etc.)
		Address proof
		Documents proving dependency of family members (wherever applicable)

Instructions

Definition of Family:

1. Husband / Wife (First wife only)
2. An employee has a choice to include either dependent parents or dependent parents – in law; for the purpose of availing the benefits under CGHS subject to the conditions of dependence and residence, etc., being satisfied.
3. If adoptive father has more than one wife, the first wife only.
4. Children including legally adopted children, step children and children taken as wards subject to the following conditions:

(i)	Son	Till he starts earning or attains the age of 25 years, whichever is earlier.
(ii)	Daughter	Till she starts earning or gets married, irrespective of the age limit, whichever may be earlier
(iii)	Son Suffering from any permanent disability of any kind (physical or mental) as defined below	Irrespective of age limit.
(iv)	Dependent divorced / abandoned or separated from their husband / widowed daughters and dependent unmarried / divorced abandoned or separated from their husband / widowed sisters.	Irrespective of age limit.
(v)	Dependent Minor brother(s)	Up to the age of becoming a major.
(vi)	Dependent minor children of widowed/ separated daughters	Up to the age of becoming a major

For the purpose of availing CGHS facility for a disabled son above 25 years, please attach a copy of the certificate of disability issued by the competent authority.

"Disability" will be AS DEFINED IN RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016 " WHICH IS DEFINED BELOW

"DISABILITY" MEANS (benchmark disability of 40% vide F. No. 4-24/96-C&P/CGHS(P)/EHS dated 7th May 2018)

1. Blindness
2. Low-vision
3. Leprosy Cured persons
4. Hearing Impairment (deaf and hard of hearing)
5. Locomotor Disability
6. Dwarfism
7. Intellectual Disability
8. Mental Illness
9. Autism Spectrum Disorder
10. Cerebral Palsy
11. Muscular Dystrophy
12. Chronic Neurological conditions
13. Specific Learning Disabilities
14. Multiple Sclerosis
15. Speech and Language disability
16. Thalassemia
17. Hemophilia
18. Sickle Cell disease
19. Multiple Disabilities including deaf blindness
20. Acid Attack victim
21. Parkinson's disease

Dependency:

Members of family (other than spouse) whose income is less than Rs.9000*/+DA- per month are treated asdependents and are normally residing with CGHS beneficiary.

The Following Documents are to be enclosed:

I. Proof of Residence / Stay of dependents – {copy of Ration Card / Election ID / Passport / Identity Cardissued by College / School / University / Bank Pass Book, etc.,}

II. Proof of age of son

III. Attested Copy of Disability certificate issued by Competent Authority (in case of dependent son aged 25 and above).

For Pensioners applying for CGHS card for the First time the following Additional Documents are required:

I. Surrender Certificate of CGHS Card while in service (if applicable)

II. Attested copies of PPO /Last Pay Certificate

III. **Copy of Bharatkosh transaction Challan as proof of payment of CGHS subscription made.**

Contribution by Pensioners should be made through Bharatkosh portal only. Please see following page for list of peripheral cities and concerned CGHS administrative city. For steps to be followed for making Bharatkosh payment, please visit the link: https://youtu.be/EwPHjMp_mts?si=UleAHW2QJF2cAKZh

S.no	CGHS MAIN CITY (Administrative heads)	Cities covered under Main City
1	Ahmedabad	Ahmedabad, Vadodara, Gandhinagar
2	Allahabad	Prayagraj, Varanasi
3	Bangalore	Bengaluru, Mysuru
4	Bhopal	Bhopal, Indore
5	Bhubaneswar	Bhubaneswar, Berhampur, Cuttack
6	Chandigarh	Chandigarh, Panchkula, Jammu, Srinagar, Shimla, Ambala, Amritsar, Jalandhar
7	Chennai	Chennai, Coimbatore, Trichy, Tirunelveli, Puducherry
8	Dehradun	Dehradun
9	Delhi-NCR	Delhi- NCR
10	Guwahati	Guwahati, Gangtok, Aizawal, Kohima, Dibrugarh, Silchar
11	Hyderabad	Hyderabad, Guntur, Nellore, Rajahmundry, Vijaywada, Vishakhapatnam
12	Jabalpur	Jabalpur
13	Jaipur	Jaipur, Jodhpur, Ajmer, Kota
14	Kanpur	Kanpur, Gwalior
15	Kolkata	Kolkata, Siliguri, Jalpaiguri, Ishapore
16	Lucknow	Lucknow, Agra, Bareily, Gorakhpur
17	Meerut	Meerut, Saharanpur, Moradabad, Aligarh, Baghpat
18	Mumbai	Mumbai, Nashik, Panaji
19	Nagpur	Nagpur, Raipur, Chandrapur
20	Patna	Patna, Darbhanga, Gaya, Chapra, Muzafferpur
21	Pune	Pune, Chatrapati Sambhaji Nagar (Aurangabad)
22	Ranchi	Ranchi, Dhanbad
23	Shillong	Shillong, Agartala, Imphal
24	Trivandrum	Trivandrum, Calicut, Trichy, Kannur

ANNEXURE-II

TO BE FILLED BY THE CONCERNED RETIRED EMPLOYEE.

Form for availing CGHS facility

(Copy to be retained with pension record of the concerned employee)

1.	Name of the Retired Employee and Employee code:	
2.	Designation:	
3.	Date of Birth:	
4.	Date of Retirement:	
5.	Name of KV/RO/ZIET/HQ from where retired and name of **Pension Sanction Authority (PSA)** i.e., RO/ZIET/HQ from where retirement dues were settled.	
6.	Basic Pay & Pay Level at the time of Retirement	
7.	Copy of Last Pay Certificate	
8.	GPF / CPF / NPS	
9.	PPO No. (if pensioners, copy to be enclosed)	
10.	Copy of latest pension payment slip (issued by bank) indicating not claiming Fixed Medical Allowance.	
11.	Residential Address (proof to be enclosed)	
12.	Name of the nearest KVS, Regional Office where **he/she opt for** issue of new CGHS card and reimbursement of medical claims.	
13.	Spouse details if in Govt. Department* (if applicable):	
	(a) Name:	
	(b) Working / Retired:	
	(c) Department Name:	
	(d) Whether spouse availing Medical facilities from his / her Department.	
	(e) If not, attach joint declaration (in the prescribed format) duly countersigned or NOC by the concerned authority of his/her spouse's department and also attach copy of Salary slip of spouse. (if retired Govt. employee Pension slip issued by bank/SMS message). * Govt. Deptt./Public Sector/AB/SB/etc.	
14.	Details of family Members. (Dependents of Employee, if any (Enclose documentary proof as applicable, with Proof of stay of dependents.)	

Sl.	Name	DOB	Relationship	Remarks
			self	

15.	CGHS yearly contribution (Amount) payment details (Demand Draft/On-line transaction – Transaction ID/UTR No./Name of the Bank etc.).	Rs. -
16.	Application form for issue of New CGHS Card duly signed by the employee.	

17.	Individual passport size photos of eligible family members.	
18.	Self-attested copy of Aadhar-Card in r/o all the family members	
19.	Surrender certificate of CGHS card (indicating CGHS card no.) while in service (only in those cases where CGHS card was issued while in service), if any.	
20.	Mobile Number	
21.	E-mail ID	
22.	Any Other information:	

DECLARATION

1. The above information is true and correct to the best of my knowledge and nothing has been concealed therefrom. I further declare that I have opted for CGHS facility instead of FMA. In future, if the rates of CGHS are increased I will pay the increased amount of contribution for availing CGHS facility.

Encl:

Signature of retired employee

For Office Use
(To be verified by Retirement Benefit Sanctioning Authority)

The above information in respect of Shri / Smt. _____Designation _____ has personally been checked from the service records and documents submitted by the concerned. The information filled by the applicant is found correct, Sh./Smt. _____ and his / her dependent family members as mentioned above are eligible for CGHS medical facilities. The amount of Rs ---------- has been received from the retired employee.

Signature of Deputy Commissioner / Director / S.O. (Pension, KVS/HQ)

For Office Use of opted Regional Office
(As specified at Sl. No. 12 opted by the retired employee)

The undersigned has personally verified the documents and information (as received from KVS, RO/ZIET/HQ_____) in respect of Sh./Smt./Ms._____ Designation _____ and found that he/she including dependent family members are eligible for CGHS medical facilities.

Signature of Deputy Commissioner / Director.

Forwarding letter

To

The Regional Office / ZIET / KVS (HQ)
(From where the retirement benefits were settled)

Sub:- Issue of CGHS card – reg.

Sir/Madam,

I ..... Retired from ..... KV/RO/ZIET/HQ on ..... submit by CGHS application form (all required documents) along with Payment of CGHS yearly contribution through DD / Online mode (NEFT/RTGS/etc.) for issue of CGHS card.

I opt RO/ZIET/HQ (Name.....) for issue of CGHS card and submission of medical claims.

Yours faithfully,

( )

Name:
Address:
Mob. No.:
Date:

Encl:- Annexure I & II

Copy to:-

1. The DC/Director/KVS HQ (opted for issue of CGHS card and settlement of medical claim) with the request to forward the application with the CGHS authority for issue of CGHS card.

TO BE FILLED BY THE CONCERNED SERVING EMPLOYEE.

Proforma for availing CGHS facility for serving employee
(Copy to be retained with service record of the concerned employee)

1	Name of the Employee	
2	Designation	
3	Employee Code	
4	Present KV/KVS/ZIET/HQ where working	
5	Date of initial appointment in KVS	
6	Basic Pay with Pay level	
7	Permanent Address	
8	Present Address (Address proof to be enclosed)	
9	Spouse details if in Govt. Department* (if applicable):	
	(a) Name:	
	(b) Working / Retired:	
	(c) Department Name:	
	(d) Whether spouse availing Medical facilities from his / her Department.	
	(e) If not, attached joint declaration (in the prescribed format) duly countersigned or NOC by the concerned authority of his/her spouse's department and also attached copy of Salary slip of spouse. (if retired Govt. employee Pension slip issued by bank/SMS message). * Govt. Deptt./Public Sector/AB/SB/etc.	
10	Mobile Number	
11	Any Other information:	

The above information are true and correct to my knowledge and nothing has been concealed therefrom.

Encl:

Signature of Employee

For Office Use

The above information in respect of Shri / Smt. _____Designation _____ has personally been checked from the service records and documents submitted by the concerned. The information are correct, Sh./Smt. _____ and his family members as mentioned above are eligible for CGHS medical facilities.

Signature of Principal (for KVs) / Deputy Commissioner (for R.O.) /
Director (for ZIET) / Asstt. Comm. (E-I/III), KVS (HQ)

केन्द्रीय विद्यालय संगठन
शिक्षा मंत्रालय भारत सरकार के अधीन स्वायत संस्थान
KENDRIYA VIDYALAYA SANGATHAN
Under Ministry of Education, Govt. of India
मुख्यालय,नईदिल्ली/ **Head Quarters, New Delhi**
website:www.kvsangathan.nic.in
E-mail :jc.pers@kvs.gov.in
दूरभाष/ Tel : 91-11-26858565

18 संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग, नई दिल्ली 18, Institutional Area, Shaheed Jeet Singh Marg, New Delhi 110 016

F.No. 11-Adm2086/1/2024-Ad-II/108 Date:-29.11.2024
(Computer No.26282)

The Deputy Commissioner/Director
Kendriya Vidyalaya Sangathan
All Regional Offices/ZIETs

Speed Post / E-mail

Subject:- Extension of CGHS facilities to all the serving as well as retired employees of KVS - reg.

Sir/Madam,

In continuation to KVS (HQ) letter F.No.11013/01/2017-KVS(HQ)/Admn.II/PT.II/102 dated 04.11.2024, in regard to CGHS facility to all serving and retired employees of KVS, certain queries raised by different stakeholders are resolved in the following FAQ.

S.No.	Queries	Comments of KVS
1	Whether the scheme of CGHS is mandatory for all serving / retired employees of KVS?	No. The scheme of CGHS is optional for both serving and retired employees of KVS.
2	Whether there is any specific format?	Yes, there is a specific application form for opting for CGHS facility in case of retired employees. (Annexure-II of KVS letter dated 04.11.2024).
3	Whether all fields of format attached with letter dated 04.11.2024 are mandatory?	Yes, all fields mentioned in the form are mandatory. The incomplete forms are liable to be rejected.
4	Whether the subscription amount for availing CGHS facility has to be submitted to the opted Regional Office OR Retirement Benefit Sanctioning Regional Office by the retired employee?	The retired employee along with option form will remit amount of CGHS contribution to the Retirement Benefit Sanctioning Regional Office. Nomenclature of 25 Regional Offices, 05 ZIETs & KVS(HQ) along with Account No. & IFSC code **is enclosed** for remitting of CGHS contribution in respect of retired employee.
5	Whether the subscription amount enclosed by the retired employee has to be remitted to the opted Regional Office by the Regional Office who sanctioned the retirement benefits.	No, in-fact the Retirement Benefit Sanctioning Regional Office will retain the amount submitted by the retired employee and a confirmation in this regard is to be mentioned in the prescribed format.

6	Whether the amount payable to CGHS Regional Office in respect of retired employee will be remitted by Retirement Benefit Sanctioning Regional Office OR opted Regional Office?	The opted Regional office has to act as facilitator for issue of CGHS card to pensioner and therefore the amount as per city rate of CGHS is to be paid to the concerned CGHS authority by the opted Regional Office. In case of shortage of fund at Regional Office the same may be sought from KVS(HQ).
7	Which Regional Office will issue the letter in regard to stoppage of FMA in case of pensioner?	The Retirement Benefit Sanctioning Regional Office / KVS(HQ) / ZIETs will issue a letter and ensure for stoppage of FMA. The said letter will be enclosed along with the application form of the pensioner before forwarding it to the opted Regional Office.
8	What is the Role of Retirement Benefit Sanctioning Regional Office?	After the receipt of application form in the prescribed format from pensioners for availing CGHS facility, the Retirement Benefit Sanctioning Regional Office will verify the details (dependent family members) from the service records. Thereafter, letter for stoppage of FMA has to be issued to the pension disbursing authority (State Bank of India / Indian Bank) and the same is to be enclosed before forwarding the application of retired employee to the opted Regional Office. Further, confirmation for receipt of CGHS contribution is to be mentioned in the application form. The proper record/register will also be maintained.
9	The Role of opted Regional Office.	The opted Regional office will act as controlling authority for reimbursement of medical claim for retired employees and as a facilitator for issue of CGHS cards. The opted Regional Office will forward the application of retired employees along with CGHS contribution to the concerned CGHS authority. The opted Regional Office will reimburse medical claims of retired employees who have opted the Regional Office for CGHS facility.

10	Whether, KVS (HQ)/ZIETs can be opted by the retired employees for availing CGHS facility?	No, the KVS(HQ)/ ZIETs will only be retirement benefit sanctioning office. The retired employees can only opt Regional Office for reimbursement of medical claims and issue of CGHS cards.
11	Whether, the application form for **renewal of CGHS card** to be submitted to Retirement benefit sanctioning office or opted, Regional Office.	Application form for renewal of CGHS card to be submitted to opted, regional office instead of retirement benefit sanctioning authority along with all necessary documents and CGHS yearly contribution. In case of any change in dependent members, the application has to be forwarded to Retirement benefit sanctioning office.
12	If an employee posted in non CGHS covered area and his / her family is residing in CGHS covered area, is he / she eligible for CGHS benefits.	No, as the employee is posted and residing in non CGHS covered area.
13	I availed CGHS facility few years back and due to administrative reasons / unavoidable circumstances my CGHS Card could not be renewed, whether my CGHS card will be renewed or I have to apply for new CGHS card?	He / She have to apply afresh for new CGHS card as per KVS letter No. F.11013/01/2017-KVS(HQ)/Admn.II/PT.II dated 04.11.2024.
14	I am a retired employee of KVS and CGHS card is issued to me, whether can i surrender my CGHS card and apply for restoration of my monthly, Fixed Medical Allowance (FMA) in my pension.	No, as per point no. 1 (A) of KVS letter dated 04.11.2024, a retired employee on boarded in CGHS scheme, He / She cannot de-board from this scheme in future.
15	I am a serving employee and CGHS card has been issued to me, meanwhile I have been transferred in the same station, whether can I continue the same CGHS card?	No, as per point no. 2 (C) of KVS letter dated 04.11.2024, If serving employee having a CGHS card is transferred even in the same station, he / she has to surrender the CGHS cards. No dues certificate will invariably carry an entry, confirming surrender of CGHS card. At new place of posting the CGHS card will have to be applied afresh by the employee.
16	Who is competent authority to give necessary permission / prior permission for treatment, in case of retired employee as per CGHS guidelines?	The Deputy Commissioner of the opted regional office, in case of retired employee will provide necessary permission as per CGHS guideline.

17	A serving employee who is taking treatment for a specialized disease under CS (MA), Rules 1944 after obtaining permission of the concerned competent authority. Now, if he / she opt CGHS facility, whether he needs to obtain a fresh approval / permission for the said treatment.	Yes. If he / she opt CGHS facility, permission of the concerned competent authority is required as per CGHS guidelines. If he / she wants to avail facility under CS (MA), Rules 1944 fresh permission is not required.
18	Who is the competent authority for forwarding application for issue of new CGHS card in case of retired employee.	In case of retired employee, the application has to be addressed to Deputy Commissioner of the Retirement benefit sanctioning office and Joint Commissioner (Pers.) in case of KVS (HQ).
19	What are the acceptable mode of CGHS contribution payment?	The retired employee may remit his / her contribution by DD / Online-mode. NEFT/RTGS/etc. and necessary receipt should be enclosed with the application form.
20	Who is the nodal officer for availing CGHS facility?	Administrative Officer / Section Officer (Admn.) will be Nodal Officer for any query related to CGHS matters and in case above posts are vacant the Deputy Commissioner of the regional office will nominate suitable Officer as a Nodal officer. In case of KVS (HQ), Assistant Commissioner (Administration) will be the Nodal officer. The Deputy Commissioner of the concerned Regional Office will create a separate e-mail ID at R.O. Level for disposal of grievances related to CGHS matters and contact No of Nodal officer & e-mail should be available on the website.
21	I am a retired employee of KVS, Whether I can avail lifetime CGHS card and cashless facility.	No, there is no provision for issue of lifetime CGHS card and cashless facility in accordance to O.M. dated 28.05.2024 issued by MoH&FW, vide which CGHS facilities has been extended to the serving and retired employees of KVS. CGHS card will be issued to the retied employee on yearly basis.

22	Who is responsible for issue of new CGHS card to non-eligible family members?	It is the responsibility of Head of the units (KV/RO/ZIET/HQ) of KVS who will verify the details filled in the application form and will forward to the CGHS authority as well as the Principal card holder (both serving and retired) to ensure that the names of only genuine and eligible persons are included in the CGHS cards. Further, it is the responsibility of the principal card holder concerned to apply for deletion of the name of the dependent from the CGHS card, when the dependent is no more eligible under the scheme.

This issues with the approval of Commissioner, KVS.

Yours faithfully,

(Somit Shrivastav)
Joint Commissioner (Pers.)

Encl: As above
Copy to:-

1. PS to Commissioner, KVS for information
2. PS to Additional Commissioner (Admn./Acad.) for information.
3. The Joint Commissioner (Admn.), KVS(HQ), New Delhi for information.
4. The Joint Commissioner (Acad.), KVS(HQ), New Delhi for information.
5. The Joint Commissioner (Trg.), KVS(HQ), New Delhi for information.
6. The Joint Commissioner (Fin.), KVS(HQ), New Delhi for information.
7. All officers, KVS (HQ) for information and necessary action.
8. Assistant Commissioner (EDP), KVS (HQ) with the request to upload on KVS website.

KENDRIYA VIDYALAYA SANGATHAN(HQ) NEW DELHI

NAME OF UNIT ACCOUNT FOR REMITTANCE OF CGHS SUBCRIPTION BY RETIRED EMPLOYEE

S.No.	Name of RO/ZIET/HQ	NOMINCLATURE OF THE UNIT ACCOUNT (AS PRINTED ON THE PASS BOOK)	Bank Account No	IFSC CODE	NAME OF THE BANK	BRANCH NAME WITH STATION
1	KVS(HQ)	KVS HQ ACCOUNT	405039824	IDIB000M089	INDIAN BANK	MIA BRANCH
2	RO AGRA	KVS REGIONAL OFFICE ACCOUNT AGRA	623802010005001	UBIN0562386	Union Bank of India	Shaheed Nagar Jamuna Complex, Indirapuram Crossing Shamshabad Road Agra
3	RO AHMEDABAD	KVS AR Fund Account	359302050000213	UBIN0535931	Union Bank of India	Sector 17, Gandhinagar
4	RO BANGALORE	KVS RO FUND ACCOUNT	589202010007101	UBIN0558923	Union Bank of India	St.John's Church Road, Bengaluru
5	RO BHOPAL	KVS DEPOSIT ACCOUNT RO BHOPAL	32122922941	SBIN0007932	STATE BANK OF INDIA	UDAYACHAL, BHOPAL
6	RO BHUBANESHWAR	KENDRIYA VIDYALAYA SANGATHAN REGIONAL OFFICE ACCOUNT	588902010008996	UBIN0558893	UNION BANK OF INDIA	OMFED SQUARE, BHUBANESWAR
7	RO CHANDIGARH	KVS RO Account	2448101003909	CNRB0002448	Canara Bank	SCO 367, Sector 32-D, Chandigarh
8	RO CHENNAI	SANGATHAN A/C KV	10620824543	SBIN0001055	STATE BANK OF INDIA	IIT MADRAS , CHENNAI.
9	RO DEHRADUN	DEPUTY COMMISIONER KVS RO DEHRADUN	30713093404	SBIN0060432	STATE BANK OF INDIA	NEW CANTT. ROAD, DEHRADUN
10	RO DELHI	KVS RO DELHI	1484101026446	CNRB0001484	Canara Bank	Delhi Jit Singh Marg
11	RO ERNAKULAM	KVS RO ERNAKULAM SF ACCOUNT	32338860079	SBIN0008616	STATE BANK OF INDIA	Ernakulam South, Manorama Junction, SA Road, Panampilly Nagar, Ernakulam-682036
12	RO GURUGRAM	KVS RO ACCOUNT GURGAON	535202010014574	UBIN0551058	Union Bank of India	SCO 14 HUDA COMPLEX SECTOR-14,GURGAON,-122001
13	RO GUWAHATI	KENDRIYA VIDYALAYA SANGATHAN REGIONAL OFFICE AC GUWAHATI	608502010005973	UBIN0560855	Union Bank of India	Panjabari 6th Mile, Guwahati
14	RO HYDERABAD	KVS RO HYDERABAD ACCOUNT	2620101003967	CNRB0002620	CANARA BANK	Cantonment Branch, Kharkana, Secunderabad
15	RO JABALPUR	Sahayak Ayukta Kendriya Vidyalaya Sangathan,	10608976477	SBIN0000390	STATE BANK OF INDIA	CIVIL LINE JABALPUR
16	RO JAIPUR	K V S SANGATHAN REGIONAL OFFICE	10203218549	SBIN0007128	STATE BANK OF INDIA	TONK ROAD, TIMES OF INDIA BUILDING JAIPUR RAJASTHAN
17	RO JAMMU	KVS JAMMU	55045090799	SBIN0003132	STATE BANK OF INDIA	GANDHI NAGAR (JAMMU)
18	RO KOLKATA	KVS REGIONAL OFFICE KOLKATA	10836429582	SBIN0001612	STATE BANK OF INDIA	Salt Lake (Sec-I) DB-2, Kolkata, WB-700064.
19	RO LUCKNOW	DEPUTY COMMISSIONER KVS RO LUCKNOW	568902050000011	UBIN0556891	UNION BANK OF INDIA	SECTOR O ALIGANJ BRANCH, LUCKNOW 226024
20	RO MUMBAI	DEPUTY COMMISSIONER KVS BOMBAY REGION	546402010014035	UBIN0556688	UNION BANK OF INDIA	Corporate & Sme Branch Powai, Mumbai 400076
21	RO PATNA	KVS REGIONAL OFFICE PATNA	622402010002967	UBIN0562246	UNION BANK OF INDIA	KANKARBAGH, PATNA
22	RO RAIPUR	KVS REIGIONAL OFFICE ACCOUNT RAIPUR	619402010006459	UBIN0561941	UNION BANK OF INDIA	LILY CHOWK RAIPUR (C.G), PIN CODE-492001
23	RO RANCHI	KVS REGIONAL OFFICE ACCOUNT RANCHI	32289794686	SBIN0009011	STATE BANK OF INDIA	Namkum, Ranchi
24	RO SILCHAR	KVS REGIONAL OFFICE FUND SILCHAR	407602010016262	UBIN0540765	UNION BANK OF INDIA	SILCHAR BRANCH
25	RO TINSUKIA	KENDRIYA VIDYALAYA SANGATHAN TINSUKIA R	32279230597	SBIN0016354	STATE BANK OF INDIA	ACB NA-PUKHURI
26	RO VARANASI	KVS VARANASI REGION	399402010940535	UBIN0539945	UNION BANK OF INDIA	TIKRI BRANCH VARANASI
27	ZIET Bhubaneswar	K.V.S. Z.I.E.T. FUND	32280446036	SBIN0010240	STATE BANK OF INDIA	RAIL COACH FACTORY BRANCH BHUBANESWAR
28	ZIET CHANDIGARH	KVS ZIET CHANDIGARH	2448101005060	CNRB0002448	CANARA BANK	SCO 367, SECTOR 32 D, CHANDIGARH
29	ZIET Gwalior	KVS ZIET GWALIOR ACCOUNTANT	33005208160	SBIN0003180	STATE BANK OF INDIA	RAMBAGH COLONY, AG OFFICE COMPOUND, JHANSI ROAD, GWALIOR (MP) 474002
30	ZIET Mumbai	KVS ZIET FUND ACCOUNT	43040100000862	BARB0KANJUR	BANK OF BARODA	KANJURMARG WEST, MUMBAI 400078
31	ZIET Mysore	KVS ZIET FUND ACCOUNT	037622010001142	UBIN0903761	UNION BANK OF INDIA	SIDDARTHALAYOUT, MYSORE

File No. C.18018/2/2024-EHS
Government of India
Ministry of Health & Family Welfare
(EHS Section)
****

Nirman Bhawan, New Delhi
Dated 28th May, 2024

OFFICE MEMORANDUM

Subject: Regarding extension of CGHS medical facilities toemployees of Kendriya-Vidyalaya Sangthan (KVS)-reg.

The undersigned is directed to refer to file no. 4-8/2023-INS-1 received from D/o School Education & Literacy regarding their proposal for extension of CGHS facilities to the serving as well as retired employees of Kendriya Vidyalaya Sangthan (KVS), in all CGHS covered cities across the country, irrespective of the fact whether they were having CGHS cards while in service.

2. In this connection, it is informed that the matter has been examined in this Ministry and it has been decided to extend the CGHS facilities to the serving and retired employees of KVS, in all CGHS covered cities, on the conditions as given below:

a) CGHS facilities will be extended to theserving as well as retired employees of the KVS on a cost-to-cost basis. They will be entitled to OPD facilities and medicines from CGHS Wellness Centre.
b) Medical Expenses incurred on investigation/hospitalization of the pensioner beneficiary (and their eligible family members) shall be borne by the KVS.
c) CGHS card(s) will be issued only on receipt of the recommendation of KVS along with a subscription charge in advance on a cost-to-cost basis (presently Rs. 15368/- per family per annum), on an annual basis.
d) The CGHS cards will be renewed on yearly basis.
e) The expenditure towards this facility shall be met from the internal resources of the organization.

Thisissues with the approval of competent authority.

Signed by
Hemlata Singh
Date: 28-05-2024 09:38:17
(Hemlata Singh)
Under Secretary to the Government of India
Tel. No. 011-23061778

To
Ministry of Education
Department of School Education & Literacy
Sh. Manoj Kumar, Under Secretary (KVS)
Shastri Bhawan New Delhi - 110001

Copy for necessary action to. Director(CGHS), Dte. of CGHS. CGHS Headquarters, Sector-13. RK Puram, New Delhi.