केन्द्रीय उत्पाद शुल्क, सीमा शुल्क एवं सेवा कर आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE, CUSTOMS & SERVICE TAX
केन्द्रीय राजस्व भवन, आई.एस.प्रेस रोड, कोचिन -682018
C.R.BUILDING, I.S.PRESS ROAD, COCHIN-682018
Email: cexcochi@nic.in Fax: 0484-2390608 Phone: 0484-2390404

C.No. II/39/38/2014 Estt. Date: .06.2016

Sub: - **ESTABLISHMENT CIRCULAR NO. 10/2016.**

Attention is invited to the following letter received from DGHRD, New Delhi.

S.No.	Letter No. and date.	Subject
1.	F.No. 712/167/HRD/WF-II/09-Pt dated 09.05.2016	Delay in forwarding claims for medical treatment for grant of financial assistance from Welfare Fund.

Copy of the mentioned letter may be downloaded from the website of Cochin Commissionerate – www.cenexcise kochi.gov.in for information.

07.06.16

[K.R. SATISH]
ASSITANT COMMISSIONER (P&V)

To,

1. The DC/AC of divisions under Cochin Commissionerate
2. All section heads in Headquarters Cochin
3. The Superintendent (EDP) for uploading in website.

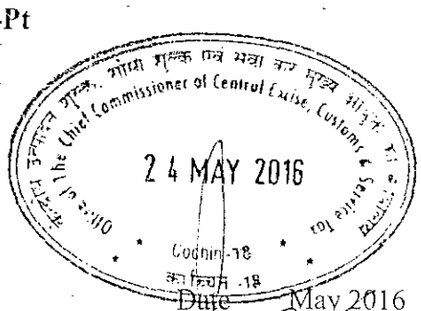
Copy to:

1. The Deputy Commissioner(CCO), Hqrs. Cochin for information.

C.No.1626/16

F.No.712/167/HRD/WF-II/09-Pt

मानव संसाधन विकास महानिदेशालय
आधारभूत संरचना एवं कल्याण स्कंध
सीमा शुल्क एवं केन्द्रीय उत्पाद शुल्क
प्लॉट नं 4 – C इरकॉन बिल्डिंग
जिला केंद्र, साकेत
नई दिल्ली – 110 017



Date – May 2016

To

All Chief Commissioners of Central Excise,
All Chief Commissioners of Customs,
All Chief Commissioners of Service Tax,
All Director Generals of Central Excise & Customs,
All Principal Commissioners/All Principal ADGs
Chief Commissioner (TAR)/Chief Commissioner (AR)
All Commissioners

Sir/Madam,

Subject: Delay in forwarding claims for medical treatment for grant of financial assistance from Welfare Fund - reg.

Attention is invited to DG, HRD D.O. letters dated 16.03.2011, 01.09.2011, 21.12.2011, 06.08.2012, 09.06.2014, 19.12.2014 & 10.08.2015 issued earlier on the subject mentioned above.

2. The Chairman, CBEC and IFU has taken an adverse note on the ***continued delay by the field formations in forwarding medical claims of departmental officials beyond the prescribed time limit of one month*** in respect of the expenses incurred by them on medical treatment of self/dependents (which were not reimbursed under CGHS/ CS (MA) Rules) for seeking financial assistance from the Welfare Fund.

3. As per the Consolidated Guidelines on Welfare (*on page 72 of the book "HRD IN CBEC"*) the claims are to be forwarded by the Commissioner/HOD *within one month of the receipt of the request* filed by the applicant. ***It is once again reiterated that the claims from the Welfare Fund should be submitted as per norms prescribed in the Guidelines without fail***. The Chief Commissioner/Director General's offices may like to devise a mechanism to monitor the same periodically.

4. Though the Governing Body is empowered to condone the delay, the discretionary power of the GB should be requested sparingly & only in the most exceptional cases.

5. Regular monitoring of pendency by the Welfare Advisory Committee of the Commissionerate will enable DGHRD to fulfil the mandate of Welfare of grant of timely financial assistance to the departmental officers/staff through the Welfare Fund.

Yours faithfully,

9/5/16

मीनू कुमार
अपर निदेशक (आधारभूत संरचना एवं कल्याण स्कंध)
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