I/1251851/2023

भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
केन्द्रीय अप्रत्यक्ष कर और सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER
केन्द्रीय कर एवं केन्द्रीय उत्पाद शुल्क
CENTRAL TAX & CENTRAL EXCISE
केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING
आई. एस. प्रेस रोड, कोच्चि, I.S. PRESS ROAD, KOCHI-682 018
E-mail: cexcochi@nic.in Fax: 0484-2390608 Phone: 0484-2390404

GEXCOM/III/(20)/55/2023 Accts **Dated :20-06.2023**

To

The Administrative Officer (DDO),
Central Tax & Central Excise Hqrs/
Ernakulam Division, Kakkanad Division/
Aluva Division/Perumbavoor Division/
Chalakkudy Division/Thrissur Division/
Idukki Division/ DRI & DGGI, Kochi.

Sir/Madam,

Sub:- Scheme for funding of Annual Health check-up for Group 'B' & 'C' Officials of age 40 years & above from the Customs & Central Excise Welfare Fund – Reg.

Kind reference is invited to CCO letter GCCO/II/(39)/172/2021-ADMN dated 16.06.2023 & DGHRD letter No.W/WF-1/MA/148/2021-WLFR dated 25.05.2023 on the above subject.

It is requested to kindly ensure that the Officers/staff of your Office under this scheme should undergo the prescribed medical examination tests for the Financial Year 2023-24 from 1st April 2023 to 31st July 2023 and the claims for the tests should be submitted by 31st August 2023.

Encl ; As above.

Yours faithfully,
Signed by
Sunitha P L
(Sunitha P L)
Date: 20-06-2023 16:26:05
Chief Accounts Officer

Copy to : The PRO, Central Tax & Central Excise, Kochi
for renewing the contract with the authorized hospital

I/1247888/2023

केन्द्रीय अप्रत्यक्ष कर और सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
मुख्य आयुक्त का कार्यालय OFFICE OF THE CHIEF COMMISSIONER
केन्द्रीय कर, केन्द्रीय उत्पाद शुल्क और सीमा शुल्क
CENTRAL TAX, CENTRAL EXCISE & CUSTOMS
तिरुवनंतपुरम क्षेत्र, THIRUVANANTHAPURAM ZONE
सी.आर.भवन, आई.एस.प्रेस रोड, कोच्चि, C.R. BUILDING, I.S. PRESS ROAD, KOCHI-682 018

E-mail: ccu-cexcok@nic.in/cccochin@nic.in Phone: 0484-2394100/0404

सेवा में / **To,**

1. आयुक्त, केन्द्रीय कर एवं केन्द्रीय उत्पाद शुल्क,
   कोचिन / तिरुवनंतपुरम/ कोझिकोड/ लेखापरीक्षा/ अपील
   The Commissioner, Central Tax & Central Excise,
   Cochin/Thiruvananthapuram/Kozhikode/Audit/Appeals
2. सीमा शुल्क आयुक्त,
   सीमा शुल्क कार्यालय/ सीमा शुल्क (निवारक), कोचीन
   The Commissioner of Customs,
   Custom House/Customs (Prev.), Cochin

महोदय/ **Sir,**

Sub: Scheme for funding of Annual Health checkup for Group 'B' & 'C' officials of age 40 years and above from the Customs & Central Excise Welfare Fund - reg.

Please find enclosed DGHRD's letter F. No. InW/WF-1/MA/148/2021-WLFR dated 25.05.2023 on above mentioned subject.

2. The same is forwarded herewith for information and necessary action at your end.

भवदीया /Yours faithfully,

संलग्नक: यथोपरी
Encl: As above.

Signed by
Suneetha Surendran
Date: 16-06-2023 17:09:49

(सुनीता सुरेंद्रन/ **Suneetha Surendran**)
मुख्य लेखा अधिकारी (मु आ.का.)
Chief Accounts Officer (CCO)

Government of India
Ministry of Finance, Department of Revenue
Directorate General of Human Resources Development
IRCON Building, West Wing,
Ground Floor, Plot No. C-4,
District Centre, Saket,
New Delhi-110017

To

25-05-2023

The Principal Chief Commissioners/Chief Commissioner of CGST & Customs (All)
The Principal Directors General/Director General (All)

Madam/Sir,

Subject: Scheme for funding of Annual Health checkup for Group 'B' & 'C' officials of age 40 years and above from the Customs & Central Excise Welfare Fund -reg.

Kind attention is invited to D.O. letter of even number issued by DG, HRD on 17.01.2020 (copy enclosed) on the above subject. The said Scheme was implemented from 1st April, 2020 for all Group 'B' & 'C' officers who were 40 years & above as on 01 April of that year. The timelines as specified for the smooth implementation of said Scheme for the year 2020-21 onwards were as below:

Sl. No.	Particulars	Time Lines
1.	Undergoing of the requisite test in the ***empaneled*** hospitals/diagnostics centres by all the eligible Departmental officials of Group 'B' & 'C'.	From 1st April to 31st July of every year
2.	Submission of the consolidated demand along with bills and details of officials who have undergone the requisite test in the Zone.	by 31st August of every year

2. However, due to the outbreak of the COVID-19 pandemic, the timelines were revised many times, and this office vide letter dated 26.08.2021 (copy enclosed) had decided the following timeline for the year 2021-22 onwards:

Sl. No.	Particulars	Time Lines
1.	Undergoing of the requisite test in the empanelled hospitals/diagnostics centres by all the eligible Departmental officials of Group 'B' & 'C'.	From 1st April to 31st March of every financial year
2.	Submission of the consolidated demand along with bills and details of officials who have undergone the requisite test in the Zone.	From 1st April to 31st May of every next financial year

205705/2023

3. Whereas, in light of the current scenario, the Competent Authority has now decided to implement the original timelines of the said Scheme from the **financial year 2023-24 onwards** as detailed below:

Sl. No.	Particulars	Time Lines
1.	Undergoing of the requisite test in the empanelled hospitals/diagnostics centres by all the eligible Departmental officials of Group 'B' & 'C'.	From 1st April to 31st July of every year
2.	Submission of the consolidated demand along with bills and details of officials who have undergone the requisite test in the Zone.	by 31st August of every year

4. Further, as you would be aware that this office has launched an**online portal** for the ease of processing of the claims under the said Scheme. The Zonal Heads were requested to fill the details or upload the excel on the online portal of DGHRD from 1st January, 2023. **However, it is seen that only a few Zones have uploaded data in the online portal while others continue to send the proposals by letter in a routine manner. In this regard, this office letter of even No. dated 27.12.2022 (copy enclosed) may kindly be perused.**

5. Accordingly, you are requested to kindly encourage the eligible officers in your Zone to undergo the annual health check-up as per the timelines specified in **Para 3 above** and upload the data on the online portal.

Yours faithfully,

Encl: As Above

(Charul Baranwal)
Pr. Additional Director General (I&W)

Signed by Charul Baranwa
Date: 25-05-2023 12:37:1
Reason: Approved

सत्यमेव जयते
REENA ARYA
PR. DIRECTOR GENERAL

Government of India
Ministry of Finance
Department of Revenue
Central Board of Indirect Taxes and Customs
Directorate General of Human Resource Development
C-4, IRCON Building, Saket, New Delhi-110 017

D.O. F.No.712/170/HRD/WF-I/19
Dated: 17. 01.2020

Dear Sir / Madam 11343 to 11393

As a result of continued efforts of CBIC for the welfare of its staff and officers, a Scheme for financing the Annual Medical Examination for Group 'B' and Group 'C' officers/ staff working under the CBIC, has been approved by the Governing Body of the Welfare Fund. The Scheme covers all the tests which are available to the Group 'A' officers under Annual Medical Examination being implemented by DoPT.

2. The salient features of the Scheme are as under:

(i) Scheme is applicable for all Group 'B' & 'C' officers/staff of age 40 years and above.

(ii) Annual Medical Examination of the officers/staff is subject to ceiling of Rs. 2000/- and Rs. 2200/- for men and women officers respectively or actual whichever is less.

(iii) For the sake of convenience, better coordination and swiftness, it has been decided to implement the Scheme at the level of Zonal Pr. Chief Commissioners/ Chief Commissioners who are also Cadre Controlling Authorities of the anticipated beneficiaries. The Zonal Pr. Chief Commissioners/ Chief Commissioners shall enter into Memorandum of Agreement (MoA) with CGHS empanelled Hospitals/ Diagnostic Centers or Hospitals/ Diagnostic centres recognized under CS (MA) Rules. Where there are no CGHS facilities, MoAs shall be entered into with reputed quality local Hospitals/Diagnostic Centres on the lines of MoAs entered by Ministry of Health & Family Welfare to empanel them for conducting the requisite tests of eligible departmental officials of Group 'B' and Group' C' subject to the ceiling rates latest by **31st March, 2020.** List of such Medical Facilities with which the MoAs have been entered into, shall be submitted to the DGHRD by the Zonal Pr. Chief Commissioners/ Chief Commissioners.

(iv) The Scheme shall be implemented from 1st April, 2020. The Zonal Pr. Chief Commissioners/ Chief Commissioners shall prepare a list of anticipated departmental officials of Group 'B' and Group' C' who are of 40 years and above as on **1st April** every year (The Cut-off date) who are eligible under the Scheme.

(v) All the eligible Departmental officials of Group 'B' and Group' C' shall undergo the requisite tests in the empanelled hospitals/ diagnostic centers latest by **31st July every year.** The Hospital/ Diagnostic centre shall hand over a copy of complete Medical Report & the summary of the medical report to the officer, and the officer shall give a satisfaction rating to the facility, while submitting his bill to the Administrative Authority.

(vi) The HoD of the concerned departmental officials shall ensure that all eligible officials undergo the Annual Medical Examination by the prescribed timeline. The bills from the empanelled hospitals shall be duly examined and verified by the HoDs based on which, a consolidated Demand for Grant alongwith a report detailing the eligible officials and the officials who have actually undergone the Medical Examination and consolidated satisfaction report as mentioned at S. No. 2(iv) above shall be forwarded by the Zonal Pr. Chief Commissioners/ Chief Commissioners, to DGHRD **latest by 31st August of every financial year,** for sanction and release of funds from Welfare Fund.

Contd...2...

(vii) DGHRD will submit the consolidated demands alongwith the reports for consideration and sanction of the Governing Body.

3. Wider publicity for Annual Medical Examination Scheme for Group 'B' and 'C' may be done. It is felt that the provision of Annual Medical Examination would go a long way in timely detection of any diseases and improving the general Medical Health of the Departmental officials and would in turn contribute towards enhancing their performance. Any suggestion on the smooth implementation of the scheme is welcome.

With good wishes

Yours sincerely,

16/11/2020

(REENA ARYA)

Pr. Chief Commissioners/ Pr. Directors General (All)
Chief Commissioners/ Directors General (All)

. InW/WFH1W/WF48/2021482/2022-WLFAG-Ica AD(W-I)-DGHRD-DelhiHRD(Computer No. 224932)
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/21716/2022

	Government of India **Ministry of Finance, Department of Revenue** **Directorate General of Human Resources Development** **Indirect Taxes & Customs IRCON Building, West Wing,** **Ground Floor, Plot No. C-4, District Centre, Saket, New Delhi-110017**	

To

The Principal Chief Commissioners/Chief Commissioners (All)
The Principal Directors General/Directors General (All)

Madam/Sir,

Subject: Online Utility for Welfare Scheme for financing the Annual Medical Examination for Group 'B'&'C' officers of CBIC – reg.

Please refer to the Annual Medical Examination for Group 'B'&'C' departmental officials of age 40 years and above implemented w.e.f 01st April, 2020 vide D.O.No.712/170/HRD/WF-1/19 dated 17.01.2020 under the Customs & Central Excise Welfare Fund. The said scheme covers all the tests which are available to the Group 'A' officers under the Annual Medical Examination being implemented by DoPT. However, it is observed that less than 5% of the eligible officers have availed the said financial assistance.

2. In order to increase the coverage under this scheme and for ease of processing of the claims, an online portal has been developed and made available on the DGHRD official website. The path to enter this portal is **DGHRD Website>E-module>Annual Health Medical Checkup for Group 'B' & 'C' officers** (URL - https://dghrdcbic.gov.in/health_covid/). The list of user name with linked email ID to this portal for all Chief Commissioners/Directorate Heads are enclosed herewith. The password for portal may be retrieved by clicking get/forgot password. A mail carrying password would be sent automatically by the system to concerned email ID.

3. There are two options for making entries in the portal.
Option - 1 is to enter the details directly in the portal and
Option - 2 is to first download the Excel format provided in the portal, make entries in the Excel Sheet and then up-load the Excel Sheet in the portal.
The format of date and other data should be entered in the format sought/ prescribed only.

4. The Pr./Chief Commissioner/(Zonal Heads)/ Pr./ Director General /Head of Directorates under CBIC are requested to seek the data of eligible officers, who have under gone the Annual Health Medical Checkup of the relevant Financial Year, from their respective Jurisdictional Commissionerate/Directorates and submit the details/data filled in the online portal of DGHRD.

All the details entered/submitted should be Error-free and duly approved by the concerned HoD.

5. It is also requested that all the claims regarding the scheme should be sent through

this portal after 31st December 2022. The certificate that the entries have been made in online portal and to the effect that all the details are correct and approved by HoD may be sent via E-mail to **dgwelfare.cbic@gov.in** alongwith list of entries (can be downloaded from the portal).

6. As per this office letter dated 23/12/2022, it is again requested to kindly ensure that the officers/staff of your Zone/Directorate under this scheme should undergo the prescribed medical examination tests for the financial year 2022-23 before 31/03/2022, if not done earlier. The claims for above mentioned tests should be submitted by 15th of following month only through the said portal i.e. tests carried out from Ist January 2023 to 31 January 2023 should be submitted by 15th of Feb 2023 and so forth.

Yours faithfully,

Encl: As above

Signed by Subhash Chandra Agarwal
Date: 27-12-2022 16:03:34
(S C Agarwal)
Additional Director General

Generated from eOffice by VIKRAM SINGH Sundt(VS1)-Wlfr-I&W-DGHRD-DEL SUPERINTENDENT, DGHRD-I&W-Delhi on 19/05/2023 12:07 PM

Government of India
Ministry of Finance,
Department of Revenue
Directorate General of Human Resource Development
Indirect Taxes & Customs
C-4, Ground Floor, IRCON Building,
District Centre Saket,New Delhi-110017

Date: Aug, 2021

To

The Pr. Directors General/Pr. Chief Commissioners (All)
The Directors General/Chief Commissioners (All)

Madam/Sir,

Subject: Scheme for funding of Annual Health Check-up of Group 'B' & Group 'C' departmental officials of age 40 years and above from Customs and Central Excise Welfare Fund-reg.

Kind attention is invited to the D.O. letter F.No. 712/170/HRD/WF-I/19/11343 to11393 dated 17/01/2020 issued by the Pr.DG, DGHRD, letter of even no 2345 to 2400 dated 26/05/2020 & letter File No. InW/WF-1/MA/12/2020-WLFR-O/oADG-landW-DGHRD-Delhi dated 18/09/2020 issued by the Pr. ADG (I&W) and letter F. No. InW/WF-1/MA/12/2020-WLFR-O/o ADG-landW-DGHRD-Delhi/10067-10117 dated 22/02/2021 issued by DG, DGHRD on the above subject.

2. In this regard, it has been noticed that a number of zones could not follow the extended timelines for undergoing the requisite tests by eligible departmental officials of Group 'B' & Group 'C' in the empanelled hospitals/ diagnostic centers by 28.02.2021 & submission of the consolidated demand along with bills by 31.03.2021 due to continuous spread of Covid-19 and resurgence of second wave which created unprecedented situation and disruptions throughout the country. The requisite tests have been conducted in the month of March, 21 in number of cases and consolidated demand along with bills of eligible officials received from the zones in the DGHRD in the month of April to July, 2021. Accordingly, the time-lines have been relaxed by the competent authority and detailed as below.

3. For the financial year 2020-21;

S.No.	Particulars	Current timelines	Extended timelines
1.	Undergoing of the requisite tests in the empanelled hospitals/ diagnostic centers by all the ellgible departmental officials of age 40 and above of Group 'B' and Group' C'	28th February, 2021	31st March, 2021

2.	Submission of the consolidated demand along with bills and details of officials who have undergone the requisite tests in the Zone.	31st March, 2021	31st July, 2021

4 Further for the subsequent financial years i.e. 2021-22 onwards, the following timelines /Cut-off dates have been decided after approval of the competent authority:

S.No.	Particulars	Timelines/Cut-off date
1.	Undergoing of the requisite tests in the empanelled hospitals/ diagnostic centers by all the eligible departmental officials of age 40 and above of Group 'B' and Group' C'	1st April to 31st March of every financial year
2.	Submission of the consolidated demand along with bills and details of officials who have undergone the requisite tests in the Zone.	1st April to 31st May of every next financial year

5 All the Zones/ Directorates are requested to adhere to the above timelines strictly. The HoDsare requested to ensure that duly examined and verified consolidated demands along with bills and details of all eligible officials of the Commissionerates /Directorates who have undergone the requisite tests is **forwarded to the DGHRD together in one go up to** 31st May of subsequent year. **The consolidated demands for grant should not be forwarded in piecemeal and also not before the prescribed cut -off date i.e. 31st of March.** The details of eligible officials should be submitted in the following format.

Sr no	**Name of Official**	**Designation**	**Employee ID No**	**DOB**	**Age in year & month at the time of Annual Health Check-up**	**Amount of Rs 2000/- for men and Rs 2200/- for Women or actual whichever is less**

Yours faithfully,

SUBHASH CHANDRA AGARWAL

(S C Agarwal)
Additional Director General (I & W)