

INDIAN COUNCIL OF FORESTRY RESEARCH AND EDUCATION
(An Autonomous Body of the Ministry of Environment and Forests, Govt. of India)
P.O. New Forest, Dehradun – 248 006 (Uttarakhand)

No. 11-01/PHS/2013-ICFRE

Dated the 9th October, 2013
November

CIRCULAR

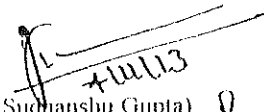
It has been observed that applications of pensioners for issue of medical Identity Cards under ICFREPHS are being forwarded to ICFRE without proper checking and scrutiny at the Institute level. As a result incomplete applications are reaching to this Council either on account of receipt of incomplete application or on account of non-submission of supporting documents in respect of dependent family members.

2. In this connection, it is bring to the notice that there are certain criterion such as residence, income limit, marital status, age limit the term family/ or dependent of pensioner as per family members declared while inservice, disability etc. for determining dependency of family members for eligibility for extending medical facilities under ICFREPHS/CGHS. As such, relevant information along with certified copies of documents are necessarily required to ensure that the name of only genuine and eligible persons are included in the ICFREPHS Cards. **Further it is also the responsibility of the Pensioner to apply for inclusion of genuine and eligible members as well as deletion of the name of dependent from the ICFREPHS Cards when the ward is no more entitled to the benefits under the scheme.** The failure on the part of a card holder to get the name of a family members deleted from the ICFREPHS card when he is no more dependent on him is a good and sufficient reason for initiating action against him in terms of rules/laws and if required his/her pension may also be forfeited besides taking action against culpable individual.

3. It is further to mention that it is incumbent upon the forwarding authorities of the Institutes to ensure that the names of only genuine and eligible persons are included in the ICFREPHS Card before sending applications of the pensioners to the ICFRE (Hqrs.). With a view to ensure genuines and eligibility of persons, necessary certificates/documents to confirm the status of prescribed criteria such as residence, marriage, employment & income etc. in respect of members of family issued by the Competent Authority of the respective State may also be obtained from the applicant pensioner concerned. As such, the Competent Authority in the Institute may satisfy himself about fulfillment of the above prescribed criteria of dependency in respect of family members on the basis of relevant certificate/documents submitted by the pensioner before recommending cases for health benefits under ICFREPH Scheme.

4. All Heads of Institutes/Directorates under ICFRE are requested kindly to bring the above provisions to the notice of all employees/pensioners for their information and compliance. Simultaneously necessary instructions may be issued to officer/official concerned to forward the application of pensioners after proper scrutiny and obtaining relevant information alongwith documents for issue of medical cards under ICFREPHS.

5. **It may be noted that incomplete application will not be entertained in any case and this office will not be held responsible for any delay/inconvenience on the account of issue of Medical Card under ICFREPH Scheme.**


(Suchanshu Gupta)
Secretary, ICFRE

Distribution:

1. All DDGs/Director(ICY/CVO/ADGs/Director (BC)/Project Director,SLEM/Head IAC, ICFRE.
2. All Directors of Institutes/Centres under ICFRE.
3. The DDO, ICFRE/Under Secretary, Pension Cell, ICFRE.
4. Notice Board/Guard file.