

U.P. STATE ELECTRICITY BOARD  
SHAKTI BHAWAN-14-~~ASHOK~~ MARG  
LUCKNOW.

No. 2088-NGII/SEB(IV)-29 NG-II/78

Dated: May 24, 1978.

OFFICE MEMORANDUM

The Board vide O.M.No.1856-G/SEB-I/1977, dated 12.4.1977 (Copy enclosed at Annexure 'C') have sanctioned Medical Allowance to its employees to meet the expenses on petty/simple ailments of the employees and their family members.

In view of the fact that the Board have since withdrawn from the medical facilities, which were hitherto available to its employees free of charge in state Government Hospitals and Medical Colleges/Institutes similar to the State Government employees, the Board pleased to order full re-imbursment of the medical expenses incurred by the Board's employees incases of hospitalisation. The re-imbursment of the medical expenses, which will be in addition to the monthly allowance sanctioned vide OM dated 12.4.77, will be governed by the following conditions :-

- 1- The re-imbursment will be admissible to all the temporary and permanent officers/officials of the Board, whether on duty or on leave, but excluding those employees who are kept on part time, leave vacancy and on daily wage basis. These orders will, however, not be applicable to the employees covered by the Employee's State Insurance Scheme and those posted at Projects and places where Board's dispensaries/hospitals exist, unless the Chief Medical Officer or the Medical Officer Incharge of such dispensary/hospital certifies that the requisite medical facilities are not available at the Board's dispensary/hospital at a particular place.

2. The re-imbursement shall be admissible for the Board's officers/officials and their dependent family members (which includes wholly dependent wife/husband, legitimate children and step children but excludes husband/wife already in service and married daughters) in cases of hospitalisation, including maternity cases, at the State Government hospitals, Medical colleges/Institutes in U.P. and at other Medical Hospitals as may be specified the Board from time to time, irrespective of the place of posting.
3. The medical expenses incurred by the employees on themselves and their family members in the Hospitals/Medical, Medical/Institutes outside the State will also be re-imbursible, provided a medical treatment in such Hospital/Institutes made an officer referenced for specialise not below the rank of Chief Medical Officer of State Government or Professor of Medical College Institute in the State certifying that the treatment facility is not available in the State. Such reference will not be necessary in case of hospitalisation of an employee while on official duty outside the State.
4. The authorised Medical Attendant shall be an officer not below the rank of Dy. Chief Medical Officer of the State Government or Reader of a Medical College/Institutes, in cases of employees salary in the pay scale maximum of which is Rs.1200/- and above, and Sub-charge or Second Medical Officer of a Hospital or Lecturer of Medical College Institute, authorised to admit indoor patients in cases of employees in lower scales of pay. On referring the case for specialised treatment, the Authorised Medical Attendant will be the Medical Officer to whom the cases is referred.
5. The Board's employees drawing basic salary in the pay scale, the maximum of which is Rs.1200/- and above will be entitled for private wards in the Hospitals/Institutes, while the employees in lower scales of pay will be entitled for treatment in general wards.

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- 6- All the expenditure incurred during hospitalisation, excepting the cost of medicines, of food/nutritive value, items of toiletry, dis-infectants and prophylactic nature and the diet charges, will be re-imbursible.
- 7- The expenditure on pathological tests, X-rays, cardiogram etc; incurred during the course of hospitalisation of employees or their family members will be re-imbursible at the rates approved by the Authorised Medical Attendant, even if such test have been done in private dispensary/clinic.
- 8- The charges incurred on engagement of private nurse during hospitalisation and/ or after release from the hospital shall also be re-imbursible as per scheduled rate of the State Government, provided the same have been certified by the Authorised Medical Attendant. The cost of medicines for a maximum period of fifteen days after release from Hospital, as certified by the Authorised Medical Attendant, will also be re-imbursible.
- 9- The expenditure incurred on plastering and X-ray etc. in the cases of fracture of bones will be re-imbursible, even if hospitalisation is not necessary. The expenses on antirabic treatment will also be re-imbursed.
- 10- The following charges will not be re-imbursible:-
  - (a) Cost of dentures, crown work, bridge work, filling of cavities, orthodontic/presthodontic work and scaling and cleaning of teeth.
  - (b) Cost of glasses, frames, and contact lenses in cases of eye treatment.
  - (c) Cost of orthopaedic appliances.
- 11- The air-conditioning/heating charges will not be re-imbursed if only a portion of the accommodation is air-conditioning/heated and the employee is given the choice of occupying the room, except in case if removal of patient in the air conditioned room in the same hospital for certain hours is considered absolutely necessary by the Authorised Medical Attendant. However, if air-conditioning/heating is a normal part of the hospital amenities provided to all and there is no option left to the employee expenditure on that account will be re-imbursed.



One single journey return railway/bus fare of the class entitled for official journeys to an employee (excluding incidental charges or daily allowances) shall be payable to the employee from the place of his/her posting to the place of medical treatment in the case of hospitalisation of the employee or his/her dependent family member. In addition, one more single journey railway/bus fare of the same class could be paid for an attendant, if the same is considered necessary looking to the ailment. The payment of these fares will, however, be subject to the condition that the employee or his/her family member has been referred for treatment to outstation hospital/Institute by the Authorised Medical Attendant at the place of headquarters of the employee.

4. The Board are also pleased to delegate the powers to sanction re-imbursement of medical claims of the employees to the various field officers as below:-

Designation of Officer	Maximum amount of re-imbursement of hospitalisation at a time.	Class of employee(s)
Executive Engineer	Rs.200/-	For class III & IV staff in his jurisdiction.
Superintending Engineer/ Chief Accounts Officer	Rs.750/-	All Officers/officials (except self) within his jurisdiction.
Chief Engineer/General Manager/Chief Zonal Engineer/Addl. Chief Engineer/ Controller of Audit & Accounts.	Rs.1500/-	All Officers/officials (except self) in his jurisdiction.

The cases beyond the above financial limits will be referred to the Board for sanction. No advance payment will however, be admissible.

5. The claims for medical re-imbursement as above shall be submitted to the sanctioning authority (through proper channel) by the officer/official alongwith Essentiality Certificate on the prescribed proforma as per Annexure 'A' the original vouchers of payment to the Hospitals/Institute and the cash receipts for the cost of medicines duly verified by the Authorised Medical Attendant. The sanction for re-imbursements shall be issued by the sanctioning authority in the form as per Annexure 'B' and the original vouchers etc. will be returned duly cancelled to the Controlling Officer for preparation and disbursement of re-imbursement claims.

Encl:-As above.

SD/-R.N.BHARGAVA  
CHAIRMAN

No. 2088-NGII/SEB(IV)-IV-29NGII/78/of date

Copy forwarded for information and necessary action to the:-

- 1- Chief Engineer(Hydel)/Thermal)/(Planning)/(RE & Stores)/(Transmission)/UPSEB, Lucknow.
- 2- General Manager, UPSEB, KESA, Kanpur/Obra, H.E.P. Dehradun.
- 3- Controller of Audit and Accounts/Controller of Banking Operation and Funds, UPSEB, Lucknow.
- 4- Chief Zonal Engineer, UPSEB, Kanpur/Meerut/Varanasi/Agra/Jaunpur/Bareilly/Lucknow.
- 5- Addl. Chief Engineer, UPSEB,  
Rural Electrification/Stores/Thermal Designs/Transmission Design/Systems/Parichha Thermal Projects/Civil/Panki Thermal Project/Designs Dehradun/Transmission/East, Allahabad/Transmission West, Meerut./O&M, Kasimpur/Construction, Kasimpur.
- 6- Dy. General Manager(A), (B), (C) (Administration), Obra.
- 7- All Superintending Engineers, Under UPSEB,
- 8- All Executive Engineers under UPSEB,
- 9- All Regional and Projects Accounts Officers under UPSEB,
- 10- All Officers/All Private Secretaries/PAs/Section Officers at the Board's Headquarters Administrative, Accounts and Personnel Wings.

By order,

Sd/- R.D. MAHESHWARI  
JOINT SECRETARY

## FORM OF ESSENTIALITY CERTIFICATE

(To be completed in case of patient admitted to Hospital for treatment).

1. Name of Patient :
2. Name and designation of employee on whom dependent ;
3. Relationship of patient with employee;
4. Pay Scale of the employee:
5. Office of posting:

I, Dr. ...., hereby certify that:-

1. The above patient was admitted for treatment of .....  
(disease) at .....(Hospital).....(Name of place) on  
.....(date) on my advice/ on the advice of Dr.....  
and has been discharged from the hospital on .....
2. The undermentioned medicines prescribed by me during the period  
of hospitalisation and thereafter (upto a maximum of 15 days) after  
release from the hospital) were essential for the treatment/recovery  
prevention of the serious deterioration in the condition of the patient,  
vouchers for which have been verified. These medicines/injections do not  
include preparations which are of food/nutritive value and of toiletory,  
disinfectant and prophylactic nature.

Sl.No.	Name of Medicine
1	Aspirin
2	Paracetamol
3	Amoxicillin
4	Metformin
5	Insulin
6	Warfarin
7	Simvastatin
8	Losartan
9	Levothyroxine
10	Clonidine
11	Hydrochlorothiazide
12	Nitroglycerin
13	Calcium Channel Blockers
14	Diuretics
15	Anticoagulants
16	Antidepressants
17	Antipsychotics
18	Antiepileptics
19	Chemotherapy Drugs
20	Immunosuppressants
21	Antivirals
22	Antifungals
23	Antiparasitics
24	Vaccines
25	Diagnostic Reagents
26	Medical Devices
27	Biologics
28	Gene Therapy
29	Stem Cell Therapy
30	Regenerative Medicine
31	Artificial Intelligence
32	Big Data Analytics
33	Cloud Computing
34	Blockchain
35	Internet of Things
36	Augmented Reality
37	Virtual Reality
38	Robotics
39	Autonomous Vehicles
40	Space Exploration
41	Artificial Intelligence
42	Big Data Analytics
43	Cloud Computing
44	Blockchain
45	Internet of Things
46	Augmented Reality
47	Virtual Reality
48	Robotics
49	Autonomous Vehicles
50	Space Exploration

Quantity

Cost in Rs.

Total Cost Rs.



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3. The accommodation was provided to the patient in private/general ward of this hospital as is ordinarily provided to the inpatients of the employee's status, for which he had been charged at the rate Rs.....per day from.....to.....(date). This does not include/includes diet charges of the patient @ Rs.....per day.

4. The X-ray/laboratory tests etc, on which an expenditure of Rs.....was incurred, were necessary and were undertaken on my advice. The same are at the schedules rates of the Government hospitals/laboratory.

5. The services of special nurse were essential for the recovery/prevention of serious deterioration in the condition of the patient, for the period from.....to.....(date), on which an expenditure of Rs.....was incurred.

6. The operation and/or other hospital charges totalling Rs.....have been incurred on the treatment of the patient.

7. The services of Dr.....were essential for specialised consultation, on which an amount of Rs.....has been incurred.

Signature of employee

Signature of Authorised  
Medical Attendant (with Seal)

ANNEXURE 'B'DRAFT OF OFFICE MEMORANDUM

Sanction is accorded to the re-imbusement of  
medical expenses amounting to Rs.....  
(Rupees .....) incurred by  
Sri/Smt./Km.....(name, designation and  
place of posting) on his/her own treatment/on the treatment of  
his /her wife husband/daughter Sri/Smt./Km.....

The cost on account of the above will be debited  
to the head "Establishment Contingencies" during the current  
financial year.

The bills & cash memos are returned herewith duly  
cancelled.

Name and designation of  
the sanctioning Officer