



पावर ग्रिड कोर्पोरेशन ऑफ इंडिया लिमिटेड
Power Grid Corporation of India Limited
सूचना का अधिकार अभिनियम 2005 के अंतर्गत केन्द्रीय लोक सूचना अधिकारी
Central Public Information Officer under the RTI Act, 2005
केन्द्रीय कार्यालय, 'सौदामिनी', प्लॉट नं.2, सैक्टर-29, गुडगांव, हरियाणा-122007
Corporate Centre, 'Saudamini', Plot No. 2, Sector-29, Gurgaon, Haryana-122007



CP/RTI/2016/729

Date: 29th March, 2017

Shri Y.C.Shukla,
602, Barasana Apartment,
7/170, Swaroop Nagar,
KANPUR – 208 002 (UP)

Sub: Information under Right to Information Act, 2005.

Dear Sir,

This has reference to your online RTI request received on 6th March, 2017 seeking information under RTI Act, 2005.

The information sought is attached as **Annexure-I**.

First Appeal, if any, against the reply of CPIO may be made to the first appellate Authority within 30 days of the receipt of the reply of CPIO. Details of Appellate Authority at Corporate Centre, Gurgaon, under RTI Act, 2005 is as below:

Shri Ashwani Jain
Executive Director (CMG) & Appellate Authority
Corporate Centre, Power Grid Corporation of India Limited
"Saudamini", Plot No. 2, Sector-29, Gurgaon – 122007, Haryana.
Email ID: aj@powergridindia.com
Phone No. 0124-2571962

Thanking you,

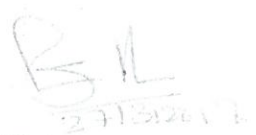
भवदीय,

(अजय होलानी)

अपर महाप्रबंधक (के.आ.) एवं के.लो.सू.अधिकारी

Email ID: cpio.cc@powergrid.co.in

1. I would like to get a pdf copy of rules in respect of following welfare schemes of POWERGRID employees:
 - (a) **POWERGRID Employee Defined Contribution Superannuation Benefit(Pension) Scheme**
Photocopy of the above scheme enclosed.
 - (b) **Contributory Scheme for Post-Retirement Medical Scheme.**
Photocopy of the above scheme enclosed
 - (c) **Are resigning employees entitled for benefits in above schemes if they have served more than 15 years in Corporation.**
As per the Scheme(s) provided above.


(S.J.Lakra)
DGM(HR)

पावर ग्रिड कारपोरेशन ऑफ इंडिया लिमिटेड
(केन्द्रीय मानव संसाधन विभाग)



केन्द्रीय मानव संसाधन परिपत्र संख्या: 296

संदर्भ : के.का/मा.सं./औ.स.वे./20ए

30 मार्च, 2012

**विषय : POWERGRID Employees Defined Contribution Superannuation Benefit
(Pension) Scheme**

The existing "POWERGRID Self Contributory Superannuation Benefit (Pension) Revised Scheme 2004" is hereby modified as "POWERGRID Employees Defined Contribution Superannuation Benefit (Pension) Scheme".

A copy of the modified scheme is enclosed herewith for information and implementation thereof.

This issues with the approval of the Competent Authority.

(आई. आर. किदवाई)

कार्यपालक निदेशक (मा. सं.)

वितरण:

01. All EDs/GMs – CC
02. Heads of all Regions / CEO-POSOCO
03. Heads of HR / Finance of all Regions / Head of HR – POSOCO
04. All Group Heads – CC
05. Company Secretary
06. ES/PS to CMD/Director (Personnel)/(Projects)/(Finance)/(CVO)
07. <http://hr.powergridindia.com>

POWERGRID Employees Defined Contribution Superannuation Benefit (Pension) Scheme

"POWERGRID SELF CONTRIBUTORY SUPERANNUATION BENEFIT (PENSION) SCHEME was in operation in POWERGRID w.e.f. 01.04.1995. After detailed deliberation on the subject, the scheme was restructured from 'Defined Benefit' to 'Defined Contribution' w.e.f. 01.10.2004. Considering the DPE guidelines vide OM dated 26.11.2008 on the contribution of Employer within 30% of Basic Pay plus DA, the scheme has been modified as POWERGRID EMPLOYEES DEFINED CONTRIBUTION SUPERANNUATION BENEFIT (PENSION) SCHEME and shall be in operation w.e.f. 01.01.2007, the rules of which shall be as under:"

SECTION 1

- 1.0 **SHORT TITLE:** The scheme may be called POWERGRID Employees Defined Contribution Superannuation Benefit (Pension) Scheme
- 2.0 **COMMENCEMENT:** This Scheme comes into force from 1st January 2007.
- 3.0 **APPLICATION:** The scheme applies to all regular employees in the pay scale applicable to Workmen, Supervisors and Executives
- 4.0 **DEFINITIONS, ELIGIBILITY AND REQUIREMENTS FOR MEMBERSHIP**
- 4.1 **DEFINITIONS :**

In these Rules, where the context so admits, the masculine shall include the feminine, the singular shall include the plural and the following words and expressions shall unless repugnant to the context, have the following meanings:

 - 4.1.1 The ACT means the Income Tax Act 1961
 - 4.1.2 **APPROVED FUND** shall mean POWERGRID EMPLOYEES SUPERANNUATION BENEFIT (PENSION) FUND (hereinafter referred to as "SUPERANNUATION FUND" OR "PENSION FUND") for employees of POWER GRID CORPORATION OF INDIA LIMITED which has been recognized by the Commissioner of Income Tax under Income Tax Act 1961.
 - 4.1.3 **BENEFICIARY** shall mean a Member of the Superannuation Fund in respect of whom the Superannuation benefits are payable under these Rules and shall include the Member's spouse or children or any other member of the Member's 'Family' as defined hereinafter or his nominee on his death or upto his widow's death, her nominee, PROVIDED that where there is any difference of opinion as to who is the Beneficiary in the event of the death of a Member, the decision of the Trustees shall be final and binding.
 - 4.1.4 **BOARD OF DIRECTORS** shall mean POWER GRID CORPORATION OF INDIA LIMITED Board of Directors

- 4.1.5 **COMMUTATION OF PENSION:** Member may commute at his sole discretion a part of the Pension receivable by him as per provisions of the Income-Tax Rules which is presently maximum of 1/3rd of cost of annuity.
- 4.1.6 **COMMISSIONER** means the Commissioner of Income Tax, Delhi having jurisdiction over the Superannuation Fund.
- 4.1.7 **CONTRIBUTION** means any sum contributed by the member out of his salary and the contribution made by the Corporation within a ceiling of 30% of employee salary, after discounting for PF, Gratuity, (PRMB Post Retirement Medical Benefit) and any other retirement benefit, to the Superannuation Fund, but does not include any sum credited as interest.
- 4.1.8 **EMPLOYER** shall mean POWER GRID CORPORATION OF INDIA LIMITED (hereinafter referred to as "POWERGRID" OR "CORPORATION") and every power, authority and discretion vested in the Corporation or by the Chairman and Managing Director upon which power, authority and discretion being delegated to him by the Board of Directors of the Corporation or by the Chairman & Managing Director upon such power, authority and discretion being delegated to him by the Board of Directors of the Corporation and subject to the prior intimation to the Commissioner of Income Tax, shall include any firm, concern, agency or body corporate which may, purchase, amalgamate or otherwise take over the whole or substantially the business of the Corporation and which shall enter into a Deed in such a form as the Trustees shall require undertaking to continue the obligations of the Corporation under these presents and releasing the Corporation from all further liability thereof.
- 4.1.9 **EMPLOYEE** shall mean any person who is in the whole time employment of the Corporation in the scales of pay applicable to Workmen, Supervisors and Executives.
- 4.1.10 **EFFECTIVE DATE:** The POWERGRID EMPLOYEES DEFINED CONTRIBUTION SUPERANNUATION BENEFIT (PENSION) SCHEME 2011 shall be made effective from 1st January 2007
- 4.1.11 **"FAMILY"** means :

Definition of family as given in the POWERGRID Employees Provident Fund Rules would be followed which is as follows:

- (i) In the case of a male member, the wife, children whether married or unmarried and dependent parents of the member, and the widow and children of a deceased son of the member - Provided that if a member proves that his wife has ceased, under the personal law governing him or the customary law of the Community to which the spouses belong, to be entitled to maintenance, she shall no longer be deemed to be a part of the member's family for the purpose of these Rules, unless the member subsequently intimates by express notice in writing to the Secretary that she shall continue to be so regarded, and

- (ii) In the case of a female member, the husband and children of the member whether married or unmarried, the dependent parents of the member or of the husband and the widow and children of a deceased son of the member.
Provided that if a member by notice in writing to the Secretary expresses her desire to exclude her husband from the family, the husband and his dependent parents shall no longer be deemed to be a part of the member's family for the purpose of these Rule, unless the member subsequently cancels in writing any such notice.

Explanation - In either of the above two cases, if the child of member or, as the case may be, the child of a deceased son of the member has been adopted by another person and if, under the personal law of the adopter, adoption is legally recognized, such a child shall be considered as excluded from the family of the member.

- 4.1.12 **FINANCIAL YEAR** means a period of twelve months commencing from 1st April and ending on 31st March of each year.
- 4.1.13 **MEMBER** shall mean an employee absorbed/appointed by the Corporation in the applicable scale of pay including probationer and person on deputation to other Company and shall include a Director who is a whole time bonafide employee of the Corporation and who does not beneficially own share in the Corporation, carrying more than 5% of the total voting power and who has been admitted to the Membership of the Superannuation Fund.
- 4.1.14 **PENSION:** Pension shall be paid to each member as per the rule of the scheme.
- 4.1.15 **PENSIONER:** Pensioner means a person in receipt of Pension
- 4.1.16 **RULES** shall mean the Rules of the Superannuation Fund as herein set out any amendments made thereto from time to time.
- 4.1.17 **SALARY:** Salary means Basic Pay (including stagnation increments) plus Dearness Allowance if any payable to an employee but does not include any bonus (including incentive, production and attendance bonus), any traveling allowance, Other allowances & Perks, House Rent Allowance, any commission payable to the employee and any other allowance and payment.
- 4.1.18 **SEPARATION:** "Separation" shall mean cessation of service with the Corporation other than by Superannuation or death or total permanent disablement.
- 4.1.19 **SUPERANNUATION** in relation to a Member means the date the Member shall vacate his employment upon attainment of such age as is fixed in the terms of appointment or Service Rule of the Corporation and in absence of such contract or agreement, 60 years.
- 4.1.20 **TRUSTEES** shall mean the Trustees for the time being of the Superannuation Fund.
- 4.1.21 **TRUST** shall mean POWERGRID Employees SUPERANNUATION BENEFIT PENSION TRUST

4.2. **THE TRUSTEES TO ACT FOR MEMBERS AND THE CORPORATION:** The Trustees will act for and on behalf of the Members and the Corporation in any matter relating to the Superannuation Fund within the framework of the Trust Deed and the Rules there under

4.3 **ELIGIBILITY:** All existing employees of the Corporation in the applicable scales of pay on the effective date shall continue to be member of the Scheme. All employees appointed after the effective date in the applicable scales of pay shall be compulsorily admitted to the Superannuation Fund from the month in which they join the applicable scale of pay

Note: Any question arising as to the eligibility of a person to qualify to become a member of the fund shall be determined by the Corporation.

4.4. **MEMBER NOT TO WITHDRAW**
No member shall withdraw from the Superannuation Fund while he is still an employee of the Corporation.

SECTION II
ADMINISTRATION

- 5.1 The number of Trustees shall be 11 (Eleven)) including the Chairman, constitution of which shall be as under:
- 5 Nominees of the Management
 - 4 Nominees of workmen: Three of these representatives of union of workmen shall be nominees of the three central trade unions represented in PNBC. The fourth representative of unions of workmen shall be from amongst independent trade union represented in PNBC on rotational basis to be nominated by Chairman, PNBC
 - 1 Nominee from the Supervisory Category
 - 1 Nominee from the Executive Category
- 5.1.1 A Company as defined in Clause (i) of Sub Section (i) of Section 3 of the Company Act, 1956, shall not be appointed as a Trustee without the intimation to the Commissioner
- 5.1.2 The First Trustee shall be appointed by the Corporation. The Power of appointing a Trustee or Trustees subsequently shall also be vested in the Corporation from among the Members of the Superannuation fund, including Chairman of the Board of Trustees, subject to the provisions of Sub rule 5.1. and 5.1.1. thereof. The Corporation shall be entitled to appoint new Trustees either in addition to the existing trustees or in place of trustees who have died, vacated office or retired, for the purpose of facilitating the administration of the Fund. On every such appointment of a new Trustee or Trustees, the funds of the Fund shall ipso-facto vest in the continuing and the new Trustee or Trustees.
- 5.2 At any meeting of the Trustees, six Trustees present in person shall form a quorum
- 5.3 A Trustee may retire at any time after giving seven days notice in writing to the Corporation or to other Trustees of his desire to do so. The office of a Trustee shall be vacated if he permanently leaves India or by reason of his illness or infirmity, in the opinion of the other Trustees becomes incompetent or incapable of acting as a Trustee. The Corporation may also remove a Trustee if it considers that he is not competent to discharge his duties as a Trustee. A Trustee who is an employee of the Corporation will cease to be Trustee on the cessation of his services with the Corporation.
- 5.4 A person shall not qualify for appointment as Trustee and shall cease to hold such office ipso-facto, if
- i) He has been found to be of unsound mind, permanent or temporary, in the opinion of the Corporation;
 - ii) He is an un-discharged insolvent;
 - iii) He has applied to be adjudicated as an insolvent;
 - iv) He has been convicted by a court of an offence involving moral turpitude;
 - v) He is found guilty of misappropriating funds or property of the Corporation and of the fund in the Corporation's opinion.

- 5.5. If, at any meeting, the Chairman is not present, the Trustee present may choose one of their members to be the Chairman of the meeting.
- 5.6. The Trustee may subject to the provisions of the Rules, meet for the dispatch of business, adjourn and otherwise regulate their meetings and proceedings and make such other regulations for the transaction of the business of the fund as they think fit.
- 5.7. Questions arising at any meeting shall be determined by a majority of votes, each Trustee present being entitled to one vote and in the case of equality of votes, the Chairman shall have a second or casting vote.
- 5.8. A resolution in writing signed by a majority of the Trustees for the time being in India, being not less than six, shall be as valid and effective as a resolution passed at a meeting of the Trustees duly convened and held.
- 5.9. The Trustees may delegate any of their powers to a Committee or Sub Committee consisting of such members of their body as they shall think fit. The Committee/Sub Committee as formed shall in the exercise of the power so delegated, conform to any regulations that may be imposed upon such Committee(s) by the Trustees.
- 5.10. ABSENCE OF A TRUSTEE AND POWER OF REMAINING TRUSTEES:**
- If any Trustee or Trustees shall be temporarily absent from India, the Trustee who shall remain in India shall during such absence have full powers to act under the Trust as if they were the only Trustee of these presents. If any vacancy of Trustees has not been filled in, no proceedings or act of trustees shall be invalid by reasons only of the existence of any vacancy or any defect in their appointment.
- 5.11 The Trustees shall comply with and carry out all such directions as may be given to them by the Corporation from time to time in relation to any matter in respect of which the Corporation has power under this Deed to determine and decide and a Certificate of the Corporation as to the admission of a member or as to the death of any member of his retirement or dismissal from the service of the Corporation shall constitute a good and sufficient authority to the Trustees and shall be conclusive as to all facts stated therein.
- 5.12 Every such directions or certificate shall be notified to the Trustees in writing and signed by any Director or the person authorised to sign on behalf of the Corporation and any such notice purporting to contain any such direction or certificate as aforesaid, shall be complete protection to the Trustees in respect of any matter referred to therein.
- 5.13 Proper minutes of the meetings held shall be kept duly signed by he Chairman/Secretary
- 5.14 The Trustees shall decide all differences or disputes which may arise under the Rules either as to the interpretation thereof or as to the rights and obligation of the Corporation and of the beneficiaries, and the decision of the Trustees shall, in all cases, be final and binding on all parties concerned PROVIDED ALWAYS that where such

differences or dispute shall relate to Income-tax matters, it shall be referred to the Commissioner and his decision be final.

- 5.15 The Trustees shall have power to appoint any person or persons with requisite qualifications to act as the Actuary, the Secretary or Secretaries or the Manager or Managers or Registrar of the Fund at such remuneration and on such terms and conditions and with such powers as the Trustees may think fit. The Trustees may also employ any person or persons to do any legal, accounting, actuarial or other work which they may consider necessary or expedient in connection with the management of the Fund or of the assets thereof.
- 5.16 All cheques and other negotiable or transferable instruments and all receipts for money paid to the Fund shall be signed, drawn, accepted, endorsed or otherwise executed as the case maybe in such manner as the Trustees shall from time to time by resolution determine provided that there should be at least two signatories.
- 5.17 The Trustees may hold the investment of the Fund in the name of the Fund or in the name of a nominee whether a Bank, a Financial Institution or a Trust/Corporation as the Trustee may from time to time determine. Application for purchase of any investment of the Fund may be made by one or more of the Trustees or by any of their nominees whether a Bank, a Financial Institution or Trust / Corporation as the trustees may from time to time nominate.
- 5.18 The Trustee shall not, at any time, be made liable for any more money than what may actually come into their hands or for the failure of any Bank, any of the Companies or for the dishonesty of any clerk, servant or Attorney or other persons with whom any part of the trust property may be deposited or be placed in charge or for anything other than their own immediate and respective willful acts, deeds and defaults. Notwithstanding anything contained in these presents, the Trustees shall be at liberty to utilize any part of the total corpus of the Fund, any part of the total interest received by the Fund, total contributions received in respect of members who cease to be the members and the total net appreciation(if any) of the assets of the Fund in reimbursing themselves for all sums of money, costs, charges or damages suffered or borne by them in connection with the administration of the Fund and in meeting their obligations as Trustees regardless of the insufficiency of the total fund for the purpose of meeting all obligations of the Trustees, and the Trustees shall be entitled to be indemnified by the Corporation against all proceedings, cost and expenses occasioned by any claim in connection with willful negligence or dishonesty or fraud.
- 5.19 The Trustee shall open with any Nationalized or Scheduled Bank or Banks as they may from time to time determine, a Current Account or saving Accounts or Accounts or with a Post Office Savings Bank Account and place to the credit of such Accounts or Accounts all money from time to time received by the Trustees for the purpose of the Fund.
- 5.20 The moneys of the Fund shall be dealt with in the manner prescribed in Rule 85 of the Income Tax Rules 1962.
- 5.21 The Trustees shall have power at any time and from time to time to vary or transpose the investments for the time being of the Fund to others of the nature authorized in Sub Rule (5.20) hereof expressly including the power to surrender any policy or insurance or annuity on such terms and other conditions as the Trustees may think fit

and to accept the surrender value of such policy which shall be dealt with in accordance with the Rules.

- 5.22 The Trustees may, when necessary, raise such sum or sums of money as may be required for the purpose of the Fund by a sale or obtain advance or advances against the securities held by them or a sufficient part thereof or otherwise.
- 5.23 Any expenditure incurred for administering the scheme will be borne out of the pension fund.

SECTION III

CONTRIBUTIONS

6.0. CONTRIBUTION TO THE FUND BY THE CORPORATION

The Corporation shall contribute an amount at a percentage rate of salary as defined in the rules out of 30% of salary after discounting for Provident Fund, Gratuity and Post Retirement Medical Benefit for all employees taken together w.e.f 01.01.2007. Such contribution will be made to the fund on monthly basis. Initially the contribution will be 9% of salary every month starting from 1st April of the accounting year and any adjustment (plus or minus) within overall ceiling of 30% will be made at the end of the year. The Corporation has got the right to decide to change the percentage of contribution.

6.1 CONTRIBUTION TO THE FUND BY THE MEMBERS

Every member shall mandatorily contribute 3 % of salary actually paid (rounded off to the nearest rupee) w.e.f. the date of notification of the modified scheme.

Besides the above, a member may also contribute any additional amount as voluntary contribution to the superannuation fund.

For this purpose, a written consent is required to be made to the finance department as per Annexure. The deduction shall be made from the salary of the individual following the month in which the consent is given. Similarly, deduction shall be stopped from the following month in case the member gives instruction for the same. However, the above will be a one time option and once the instruction for stopping the contribution is given, no contribution can again be made voluntarily on monthly basis.

SECTION IV

BENEFITS

7.1 In case of superannuation:

A member of the fund will become eligible to draw pension only on completion of 15 years of service in POWERGRID (including services in other CPSE). The total accumulated amount to the credit of the employee will be used for purchase of pension annuity from LIC or any other approved pension provider. The individual member will have the option to choose the monthly amount of pension as per various schemes of LIC or any other approved pension provider available at the time of superannuation.

In case the member superannuated after 01.01.2007 and before implementation of this scheme, the additional annuity will be purchased from the Corporation's contribution due to him.

7.2 In case of Death/ Total Permanent Disablement:

The total accumulated amount to the credit of the employee will be used for purchase of pension annuity, irrespective of the eligibility criteria of completion of 15 years and payment of commutation as per rules. The beneficiary will have the option to choose the monthly amount of pension as per various schemes of LIC or any other approved pension provider available at the time of death/total permanent disablement.

7.3 In case of Resignation :

(i) Resigns from service and joins another CPSE where similar scheme exists:

If the employee resigns from the company and joins another CPSE where similar scheme exists, the entire amount of corporation's contribution and member's contribution along with interest accrued thereon shall be transferred to such CPSE, provided the CPSE agrees to accept the fund transfer and the request for transfer through proper channel.

(ii) Resigns from service & joins another CPSE where similar scheme does not exist or joins any organization which is not a CPSE

If the employee resigns from the company and join another CPSE not having a similar pension fund or any organization not having a similar pension fund or any organization not being a CPSE (irrespective of whether such fund exist in that organization), he will get the accumulated amount available in his account under the head Member's Contribution only along with accrued interest as on the date of his resignation. Corporation's contribution from 01.01.2007 on the member's account will be transferred to the forfeiture account which will be adjusted in the subsequent corporation's contribution

Forfeiture Account is meant to indicate the heading of the account in which such amount of Corporation's contribution from 01.01.2007 on the member's account will be transferred to:

- (i) If the employee resigns from the company before completion of 15 years and joins another CPSE not having a similar pension fund or any organization not being a CPSE (irrespective of whether such fund exists in that organization).
- (ii) In case of Dismissal / removal from service of the corporation and/or otherwise lost his lien on his employment

7.4 In case of Dismissal/ removal from service of the corporation and/or otherwise lost his lien on his employment:

Member's contribution, if any and interest accrued thereon shall be refunded to the employee in case of Dismissal / removal from service of the corporation and / or otherwise lost his lien on his employment.

7.5 Commutation:

Beneficiary can commute upto 1/3rd of the Pension as per applicable provisions of law. Commutation of Pension can be opted in the prescribed format. (PFF-05)

7.6 In case of Voluntary retirement/ Pre-mature retirement

An employee who retires voluntarily or on premature Retirement under the extant service rules will be entitled to the benefit of pension as on superannuation provided he/she has completed the total services of 15 years as on the date of voluntary/pre-mature retirement.

7.7 Pension benefit in case of employees against whom disciplinary proceedings are going on at the time of retirement

Pension benefits to the members against whom disciplinary proceedings are going on at the time of superannuation shall be regulated as per CDA / Service Rules of POWERGRID.

7.8 Joining from other CPSE

Employees joining POWERGRID from other CPSE having similar pension scheme shall have the option of transferring their corpus to POWERGRID's Pension fund as per the provisions of POWERGRID Pension scheme.

SECTION V

ACCOUNTS

- 8.1 Each member of the Scheme shall have an individual pension account and a unique pension Account Number.
- 8.2 The amount contributed by each employee shall be credited to the existing individual pension account under the head "Member's contribution".
- 8.3 The manner in which the interest of the fund will be divided amongst member shall be decided by the Trust.
- 8.4 The trust shall make available the details of individual account in electronic form and in a Pension Contribution Account Book indicating money to his/her credit where complete entries will be made on production at the designated office. In addition each member shall get account statement at the end of each financial year.
- 8.5 The accounts of the Fund shall be maintained in India and it shall contain such particulars as the Trustees may think proper and as are required by Law. As soon as possible after the Thirty first day of March in each year, the Trustees shall take a general account of the assets and liabilities of the Fund, and shall prepare a Balance Sheet and a Revenue Account showing the income and expenditure, dealing and transactions, during the year ending on such Thirty first day of March in such form as may be considered suitable by the Trustees. The Trustees will ascertain and record the market value as on the said date of the total investments or securities of the Fund. In case of any investment or security not being a dated security or investment or security or insurance or any annuity policy for which the market value is not available, the Trustees shall incorporate these in the accounts in such manner and at such value as they shall, at their absolute discretion, consider proper and equitable. The total appreciation and depreciation of the securities so ascertained any profit or loss incurred on the sale of securities including surrender or encashment of policies or amenities, all interests accrued or received will be credited or debited as the case may be, in the Revenue Account.
- 8.6 The Accounts of the Fund shall be audited yearly by a Chartered Accountant or a firm of Chartered Accountants, who shall have access to all the books, papers, vouchers and documents connected with the Fund and who shall, in writing report to the trustees on the annual accounts. A copy of the audited accounts shall be furnished to the Corporation.
- 8.7 The contribution made by the Corporation from 1st January 2007 shall be credited to the existing individual pension account under the head "Corporation's contribution".

SECTION VI

GENERAL

9.1 Pension Payments

9.1.1 Consequent upon superannuation/Death/Discharge from the service due to total Permanent Disability etc. cost of Annuity would be paid by the Trust to LIC. LIC will start paying monthly Pension to the Pensioner as per their norms.

9.1.2 Procedure for claiming the Pension

Concerned HR Deptt. of the Unit (RHQ/CC etc) will coordinate with the retired member/beneficiaries of a deceased member and get the relevant forms as detailed below:

The following are the forms to be obtained and forwarded to the pension trust:-

9.1.2.1. Death Cases:

- (i) PFF -01 in Original
- (ii) PFF-02 in original (to be prepared jointly by HR & Finance Estt. of the concerned Unit).
- (iii) PFF-03 in original (to be filled by the Beneficiary) (Death Certificate & Birth Certificate are to be attested by a Gazetted Officer or Head of Personnel of the Concerned Unit).
- (iv) Blank Discharge Receipt duly revenue stamped and signed by the Beneficiary, in original.
- (v) PFF-06(N) to be signed in blank in original by the Beneficiary.
- (vi) A copy of Pension Contribution Account Book

9.1.2.2. Superannuation Cases and Permanent Disablement/ Incapacitation/ Resignation/ Voluntary / Pre-mature retirement/Dismissal/Removal from Service:-

- (i) PFF-02 in original (to be prepared jointly by HR & Finance Estt. of the concerned Unit).
- (ii) PFF-04 in original (to be filled by the individual member/HRM).
- (iii) Two blank Discharge Receipts duly Revenue Stamped and signed by the member in original.
- (iv) PFF-05 in original duly signed by the member in case commutation option is exercised.
- (v) PFF-06(N) to be signed in blank in original by the member.
- (vi) A copy of Pension Contribution Account Book

9.1.2.3. **The documents to be attached are detailed below:**

- (i) Death Certificate in respect of the Member (issued by the Municipal Corporation/Gram Panchayat/other local authorities only) (photocopy attested either by gazetted officer or by Head of HR of concerned Unit).
- (ii) Date of Birth Certificate in respect of beneficiary of the deceased member to whom pension is to be paid (issued by the Municipal Corporation/Gram Panchayat/other local authorities/Board of Education).

In case proper Birth Certificate is not available from above mentioned authorities, respective Head of HR may certify the date of Birth/age of the Beneficiary in the format (page no. ---) based on the records available in the Personal File of the member. In case no data is available regarding the date of birth of the beneficiary in the personal file of the member, an affidavit for proof of the age, duly issued by a Notary Public shall be acceptable.

- (a) After receipt of these formats, Trust will calculate the cost of Annuity.
 - (b) Commutation Value of Pension shall be paid by the Trust after verifying the account.
 - (c) First cheque of Pension Payment shall be released by LIC or any other approved pension provider as per their norms which is presently after one month of the date of realization of cheque paid by Trust to LIC or any other approved pension provider.
- 9.2 The aforesaid Pension -Scheme shall be in addition to the Employees Pension Scheme-95 operated by RPFC.
- 9.3 In case of any ambiguity or doubt the Rules of POWERGRID Superannuation Benefit (Pension) Fund may be referred to, which shall prevail.

SECTION VII

MISCELLANEOUS PROVISIONS

10.1 EMPLOYEES SERVICES LENT/DEPUTED TO GOVERNMENT/PUBLIC SECTOR UNDERTAKINGS OR ANY OTHER ORGANIZATION

In the event of an employee's services being lent by the Corporation to an Organization under the management of or associated with the Corporation or to a Government/Public Sector undertaking or an employee is deputed to any other organization with which the Corporation has taken up joint assignment and permitted to continue as Member of the Superannuation Fund, the employee shall make the contribution as per the notified percentage of his salary laid down from time to time along with additional amount if any, to the fund and employer's contribution will be made by the borrowing organization (or alternatively by the employee himself). Delay in remittance of such contribution is liable to interest being charged from the member at 1% higher than the interest earned by the Trust, apart from the Trustees taking further action as deemed appropriate in case.

10.1.1 EMPLOYEE KEEPING LIEN ON THE SERVICE OF POWERGRID

POWERGRID Executives and Functional Directors appointed to senior and top level posts through Govt. order or presidential order in other PSU/Govt. Deptt./Authority/Board keeping lien on the fund, may also be permitted to continue as the member of the scheme provided that the laid down contributions in respect of such Executive/Functional Director is contributed to the fund. Delay in remittance of such contributions is liable to interest being charged from the member at 1% higher than the interest earned by the Trust apart from the Trustees taking further action as deemed appropriate in case.

10.2 **MEMBER TO HAVE NO LEGAL RIGHT:** A member or his beneficiary shall have no interest in the Master Policy taken out in respect of the Members or any investment otherwise made by the Trustees in accordance with the Rules of the Superannuation Fund but shall be entitled to receive Superannuation Benefits in accordance with the Rules. PROVIDED ALWAYS that the Trustees shall administer the Superannuation Fund for the benefit of the Members and their Beneficiaries in accordance with the provisions of these Rules.

10.3 **RESTRAINT ON ANTICIPATION OR ENCUMBERANCE:** The benefits assured under the Superannuation Fund are strictly personal and cannot be assigned, charged or alienated in any way. If any restraint or prohibitory order is served on the Trustees in respect of any benefit payable to a Member or his Beneficiary or if a Member or a Beneficiary shall become bankrupt or attempts to assign charge or in any way encounter any benefit hereunder, he shall; forfeit all rights and claims thereto and the same shall lapse to the Trustees but without prejudice to the powers of the Trustees at their discretion to maintain or continue the same, if they think fit, either immediately or after an interval or otherwise to make payments for the support to the Member or his Beneficiary.

- 10.4 **TRUST DEED TO PREVAIL:** Should anything contained in these Rules or in any alteration or amendment thereof be inconsistent or repugnant with the objects or provisions of the Trust Deed, the provisions of the Trust Deed shall prevail. On any such discrepancy coming to the notice of the Trustees, the Trustees shall, take effective step to amend the said rules or the trust deed and communicate the same to the commissioner of IT in accordance with the relevant provisions required.
- 10.5 **JURISDICTION:** All benefits under the Superannuation Fund shall be payable only in India. The Court of Delhi shall have the exclusive jurisdiction in all matters arising out of the Trust Deed and these rules.
- 10.6 **RULES NOT TO BE REPUGNANT TO INCOME TAX ACT:** Should anything contained in these Rules, or in any amendment made thereof be repugnant to any Provision of the Income Tax Act, 1961 or the Income-tax Rules, 1962 it shall be ineffective to the extent of such repugnancy. Any such repugnancy shall be removed by the Trustees if so directed by the Commissioner of Income-tax.
- 10.7 **DEDUCTION OF SUMS DUE TO INCOME-TAX AUTHORITIES**
- 10.7.1 **INCOME TAX:** The Fund is an exempted fund under the Income Tax Act. However, due to any amendment in Income Tax Act or due to any other reason, the Corporation is liable to deduct Tax and submit accounts to the Income-Tax Authorities for Income-tax on any payment due under the Superannuation Fund, the Trustees or the Corporation shall deduct a sum equal to the tax from the benefits hereunder and pass the net amount to beneficiary accounts or individual account, as the case may be.
- 10.7.2 If the superannuation Fund for any reason ceases to be approved by the govt. of India and the Commissioner of Income-tax the Trustees shall nevertheless be liable to tax for the benefits paid out of the Superannuation Fund and pass the same to beneficiary accounts.
- 10.7.3 Every Member shall appoint one or more of his/her Family members as Beneficiary or Beneficiaries under the superannuation Fund to receive the benefits hereunder in the event of the death of the Member. If a Member dies while in service or before he has commenced to draw the Superannuation benefit or after the Member has commenced to draw the Superannuation Benefit but before he has received all the guaranteed installments under the Superannuation Benefit option elected by him, the Trustees shall hold the benefit in respect of the Member UPON TRUST for payment to the Beneficiary or Beneficiaries as shall have been appointed by the Member in accordance with the provisions of this Rules.
- 10.7.4 Every appointment to be made under this Rules shall be in writing signed by the Member and attested by two witnesses and shall be according t the form as may be prescribed by the Trustees from time to time, to these Rules and shall remain in full force and effect until the death of the Beneficiary or until the same is revoked in writing by the Member by whom the same was made and a fresh appointment is made in the manner aforesaid.

- 10.7.5 A member may from time to time or at any time without the consent of the Beneficiary, if any, revoke or change the Beneficiary by filling a written notice of the change with the Trustees in the prescribed form satisfactory to the trustees whereupon an acknowledgement of the change and the registration of the name of the new Beneficiary will be given to the Member by the Trustees. The new appointment shall take effect on the date the notice was signed whether or not the Member is living on the date of acknowledgement or the change without prejudice to the Corporation or the Trustees on account of any payment
- 10.7.6 If a beneficiary shall at the time of his appointment be a minor or otherwise under disability to give a legal receipt or discharge to the Trustees, the Member must at the time of such appointment as aforesaid appoint a person of full age who is capable of giving a legal receipt or discharge to the Trustees and to whom the benefits are to be paid for and on behalf of such beneficiary so long as such minority or disability continues.
- 10.7.7 If more than one beneficiary is appointed and in such appointments the member has failed to specify their share and if any designated Beneficiary predeceases the Member, the interest of such Beneficiary shall terminate and his share shall be payable to such of the remaining Beneficiaries as survived by the Member unless the Member has made written request otherwise to the Trustees in the Prescribed form.

10.8 PAYMENT ON MEMBER'S INFIRMITY

If any member or his beneficiaries under the scheme shall, in the opinion of the Trustees be unable by reason of mental incapacity or other causes to manage his affairs, the Trustees may at their discretion arrange that the Superannuation Benefits payable to such member or Beneficiaries shall be paid to the person in whose custody or charge such member or beneficiary shall be as long as the infirmity lasts, and such a payment shall be a good sufficient and complete discharge to the Trustees.

10.9 INFORMATION TO TRUST

- 10.9.1 Corporation agrees to furnish to the Trust all such information/particulars regarding the members and such other as may be in its possession and as the trust may require for the purpose of calculation of the contribution required to be made by the member/corporation or for computing the benefits for the members.
- 10.9.2 Corporation shall have a list prepared every six months, i.e. on the First day of January and first day of July each year of all employees who are due to retire within the next twelve months of that date.
- 10.10 In case of a member retiring for reasons other than by way of Superannuation, the Corporation shall promptly inform the Trust, as soon as the fact of such retirement becomes known.

10.11 CORPORATIONS RIGHT TO TERMINATE MEMBER'S EMPLOYMENT UNPREJUDICED

Nothing in these Rules shall be deemed to restrict in any way the rights of the Corporation to terminate the employment of a member nor shall his being a Member, be used by the member as a ground for or increasing damages in any action brought by such Member against the Corporation in respect of termination of his employment and no expression of intention on the part of the Corporation herein contained shall create for the benefit of the Member any legal obligation or impose any legal liability on the Corporation.

10.12 INTERPRETATION OF RULES: It shall be a condition of the Membership of the Superannuation Fund that on any question arising on any point of interpretation of these Rules or any point relating to cessation of Membership, the decision of the trustees shall be final. If the decision has any bearing on the provisions of Part B of the Fourth Schedule to the Income Tax Act 1961 or the Income-tax Rules 1962, it shall be forthwith reported to the Commissioner of Income-tax and if the Commissioner of Income-tax so requires the Trustees shall review the decision.

10.13. The Trustees may at any time with the consent of the Corporation or on a recommendation from the Corporation and in consultation with the MOP by a Supplementary Trust Deed amend or add to the provisions of Trust Deed or the Rules, provided that such alteration does not adversely affect the benefit being paid from the fund or the benefits accrued upto the date of such amendment or the object of the Fund, provided further that no alteration in the Trust Deed, Rules, Constitution or Conditions of the Fund shall be made with communication to the Commissioner or Income-tax.

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FORM : PFF (01)

Employee No

**DECLARATION -CUM-NOMINATION FORM FOR POWERGRID Employees
Defined Contribution Superannuation Benefit (Pension) Scheme**

(FORM TO BE FILLED IN TRIPLICATE)

I/Sh/Smt/Km(name of the office/region) hereby nominate the person mentioned below to receive "Pension" under the relevant provisions of the scheme in the event of my premature death in service :-

NAME AND OF ADDRESS OF THE NOMINEE (ONLY ONE NOMINEE)	AGE & DATE OF BIRTH (attach Proof of date of Birth)	RELATIONSHIP WITH THE MEMBER

Note: Nominee should be as per the definition of family given in clause 4.1.11 of this scheme.

ALTERNATE NOMINEE (IN CASE OF DEATH OF ABOVE NOMINEE)

NAME AND OF ADDRESS OF THE NOMINEE	AGE & DATE OF BIRTH (attach Proof of date of Birth)	Percentage of share	RELATIONSHIP WITH THE MEMBER

Place

(Signature of the Member)

Date:

Witness

1. _____
2. _____

Name of the Member:
Designation :
Department :
Employee No :

(For Use in HR Department)

Nomination Form verified and found to be correct and kept in record.

CC :

Individual
Secretary Pension Trust.

(Sign of Head of Personnel)
Name of Desgn.Seal

PFF 02

FORMAT FOR CALCULATING THE "PENSIONARY BENEFITS"/ REFUND OF CONTRIBUTION UNDER THE POWERGRID Employees Defined Contribution Superannuation Benefit (Pension) Scheme	Employee No.
NAME OF THE REGION/UNIT :	

Sl.No	INFORMATION IN R/O MEMBER (To be filled by HR Department)	DETAILS
1.	NAME:	
2.	DESIGNATION:	
3.	EMPLOYEE NO.:	
4.	SCALE OF PAY :	
5.	DATE OF BIRTH (DD/MM/YYYY)	
6.	DATE OF JOINING/ABSORPTION IN POWERGRID REGULAR SCALE OF PAY (DD/MM/YYYY) :	
7.	DATE OF CESSATION OF SERVICE	
8.	REASON OF CESSATION OF SERVICE (Superannuation/Resignation/Death or Total Permanent Disablement or Total Incapacity while in service)	
9.	RATE OF 'PERCENTAGE SALARY CONTRIBUTION' DEDUCTED	
(B)	INFORMATION WITH RESPECT TO THE BENEFICIARY OF THE MEMBER ENTITLED TO RECEIVE THE PENSIONARY BENEFITS (IN DEATH CASES)	
1.	Name of the Beneficiary	Relationship
		Date of Birth (DD/MM/YYY) (Attach attested Birth Certificate)

2. Nomination form Attached: Yes / No -----

(Signature of Head of HR)
(With seal)

To be filled up by Finance Department

(C)	Total Corporation's Contribution from 01.01.2007	
(D)	Total Member's Contribution (Mandatory)	
(E)	Total Member's Contribution (Voluntary)	
(F)	Total Interest Credited	
(G)	Total accumulated contribution on date of cession of service	

Signature of Head of
Finance(With Seal)

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**DETAILS FOR AVAILING OF BENEFITS UNDER THE POWERGRID Employees
Defined Contribution Superannuation Benefit (Pension) Scheme
IN CASE OF DEATH OF THE MEMBER WHILE IN SERVICE**

(A) Particulars of the deceased Member :

1. Full Name	:	
2. Designation	:	
3. Employee No	:	
4. Sex	:
5. Nationality	:
6. Name of the Region/Unit where Member was working	:	
7. Date of joining/absorption in POWERGRID:	:	
8. Date of Death of the employee (Attach Attested Death Certificate)	:	
9. Indicate option under which claim is made (Out of various option available with approved Pension Provider)	:	
10. Whether you want commutation of Pension	:	Yes/No
(Note : As per prevailing IT Rule, commutation is permissible up to maximum of 1/3 rd)		
11. Address for correspondence with Pin code	:
12. Address and Bank Particulars (A/C No) Saving Bank A/C No : (Also enclosed ECS/RTGS form alongwith Blank cancelled cheque)	:	
i) Saving Bank A/C No:	:
ii) Name of the Bank :	:
iii) Name of the Branch:	:
iv) Branch Code no.	:
v) Full address of the Bank:	:

(B) Particulars of Nominee (s) to whom the PENSION is to be paid:

i) Name of the Nominee in the event of death of the Member

Name	Sex	Date of birth (attach attested birth certificate)	Relationship	Address where Cheque is to be sent

ii) Particulars of alternate Nominee in the event of death of Nominee mentioned at Sl. No. i) above.

Name	Sex	Date of birth (attach attested birth certificate)	Relationship	Percentage of share	Address where Cheque is to be sent

3. Particulars of Guardian (If Nominee Beneficiary indicated in 1 or 2 above is minor)

Name	Sex	Age	Relationship	Address

(Signature of Head of HR)
(With seal)

(Signature of the Beneficiary

Name :
Date.....
Place.....
Address.....

Encl : Death Certificate

2. Birth Certificate

3. Discharge Receipt

Certificates at 1 and 2 above should be attested either by Gazetted Officer or by Head of Personnel.

Witness to be Head of HR Department for the purpose of ensuring correct claimant.

Note : Form to be filled by Beneficiary and submit the same to HR Deptt.of the region and thereafter to be forwarded to Corporate Centre

PPF-04

(APPLICABLE FOR PENSION ON LEAVING SERVICES OF EMPLOYER)
Employees Defined Contribution Superannuation Benefit (Pension) Scheme

Ref.: Pension/Fund/LIC

Date:

To,

The Manager(P&GS),
Life Insurance Corporation of India,
Jeevan Prakash Building,
25, Kasturba Gandhi Marg,
NEW DELHI 110 001.

Sub. :-

Master Policy No.:.....

Shri/Smt. :

Employee No. :

Dear Sir,

We are enclosing herewith claim papers alongwith form PPF-06(Form N) , two Discharge receipts duly signed by Member and one of our existing Trustees. The stamps are duly affixed on Discharge receipts. The particulars of Member are given hereunder :-

1.	Address at which pension payment is to be made :	
2.	Date of Appointment/absorption in POWERGRID :	
3.	Date of entry into the scheme :	
4.	Date of exit/leaving:	
5.	Mode of exit :	Superannuation
6.	Date of Birth of Member :	
7.	Option to choose pension :	
8.	Mode of payment of pension :	(Monthly)
9.	State whether Member wants commutation of pension through LIC as per prevalent Income Tax Rules	
10	Do you want to transfer your Annuity servicing to your nearest LIC Division office specify area.	

I) Particulars of Nominee (s) to whom the PENSION is to be paid
(In the event of death of the Member)

Name	Sex	Date of birth (attach attested birth certificate)	Relationship	Address where Cheque is to be sent

II) Particulars of alternate Nominee in the event of death of Nominee mentioned at
Sl. No.I) above.

Name	Sex	Date of birth (attach attested birth certificate)	Relationship	Percentage of share	Address where Cheque is to be sent

Yours Faithfully

Date.....

(Signature of the member)
Name:

Encl : As stated above

Witness : (Head of HRM)

Name :

Designation :

Address & Seal :

(TRUSTEE & SECRETARY TRUST)

Note : This form should be submitted by the employee to
concerned HRM Deptt, at the beginning of the month
in which he/she is being superannuated.

* Birth certificate should be attested by Gazetted Officer/ HR executive

DISCHARGE RECEIPT

Received from Life Insurance Corporation of India a sum of Rs.....
(Rupees) being the
amount of refund of deposit under Master Policy No. :
dated..... at..... on this
day of



SIGN. OF THE AUTHORISED
SIGNATORY
(MEMBER)

Name

WITNESS :

1. (HEAD OF HRM)

Signature :

Name :

Designation :

Address :

2. Secretary, Pension Trust/Trustee

Signature :

Name :

Designation :

Address :

Note : To be attached along with Form No. : PFF(04)

PFF – (05)

Employees Defined Contribution Superannuation Benefit (Pension) Scheme

APPLICATION FOR COMMUTATION

I, Shri/Smt. _____ - Emp. No. _____ of
_____ (name of the office) hereby agree to commute self
contributory Superannuation Benefit(Pension)Fund.

(Note: Commutation is permissible up to a maximum of 1/3rd)

(SIGNATURE OF MEMBER)

Name of Member _____

Emp. No. _____

Deptt. _____

Region/unit _____

Signature & Seal

1. Head of HRM _____

2. Secy. Pension Fund _____

PFF - 06 (FORM -N)

Employees Defined Contribution Superannuation Benefit (Pension) Scheme

Ref: Pension Trust/LIC/

Date

Letter of Authority for Payment of Pension

TO,

The Manager(P&GS)
Life Insurance Corporation of India
Jeevan Prakash Building
25, Kasturba Gandhi Marg
New Delhi - 110001.

SUB:- Master Policy No.....

Dear Sir,

We hereby direct, authorize and empower you to pay on our behalf and as our agent to the under mentioned Members, who have left or retired from service, the respective pension amounts shown against their names in the list below after deduction of Income Tax and other taxes and duties, if applicable, particulars of which have also given in the list.

Master Pol./Sr.No.	Name of the Member and address	Due date of Pension	Amount of Pension	Income Tax Net Deduction amount, if payable any	Net amount payable

We likewise direct, authorize and empower you to pay on our behalf and as our agent to the under mentioned beneficiaries of deceased Members, the pension amounts shown against their names in the list below after deduction of Income Tax and other taxes and duties, if applicable, particulars of which have also given, in the list.

Master Pol./Sr.No.	Name of the the Beneficiary and address	Due date of Pension	Amount of Pension	Income Tax Net Deduction amount, if payable any	Net amount payable

We hereby admit and acknowledge that the above mentioned payments which shall be made by you shall in full settlement of payment due to us and we hereby declare that the receipt signed by the payee shall be sufficient, valid and legal discharge to you for the respective payments made to them and shall be fully binding on us as if the payment had been to us and the receipt signed by us.

Dated at _____ this _____ day of 200_____

Yours faithfully

Signature of the Annuitant/Employee/Nominee

(Trustee & Secy. Fund)

Dated: _____

(Witness: (Signature of Head of Personnel & Seal)

LIFE INSURANCE CORPORATION OF INDIA
P&GS DEPTT., JEEVAN PRAKASHI, 25, K.G. MARG,
NEW DELHI - 110001.
PHONE NO. 011-23350678, 23314970, 23354984, TOLL FREE 1800118899

OPTION FOR ANNUITY PAYMENT BY ECS/NEFT

The following is a confirmation of my bank account details and I hereby affirm my choice to opt for payment of annuity through ECS/NEFT. I understand that LIC OF INDIA also reserves the right to send the annuity payable to me by a physical cheque on account of any unforeseen circumstances beyond the control of LIC OF INDIA, that may affect payment of annuity through ECS/NEFT.

Annuity No. _____ Annuity Amount _____
Annuitant's Name : _____
Bank Name : _____
Bank Branch : _____
Bank Address : _____
Bank Account Type (SB/Current) : _____
Bank Account Number : _____
9 Digit MICR Number : _____
IFSC Code (For NEFT Payment) : _____

Please attach a blank cancelled cheque or photocopy of your bank cheque with above particulars.

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold LIC responsible. I agree to discharge the responsibility expected of me as a participant under the scheme.

Land Line of Annuitant (Pensioner) _____ email-id of Pensioner _____

Mobile No. of Annuitant (Pensioner) _____ PAN No. of Pensioner _____

Date: _____ Signature of Annuitant (Pensioner) _____

Please attach a cancelled blank cheque or photocopy of cheque of your bank.

Certification by the Bank

(This is required only if cancelled cheque/photocopy of cheque is not enclosed)

Certified that the bank details furnished as above are correct as per our records.

Bank Stamp

Signature of authorized signatory

Annexure B

Option to contribute voluntarily contribution towards Pension Scheme

I _____, Emp No. _____,
(Designation) wish to intimate that I want to contribute voluntarily an amount of Rs.
_____ monthly to my Pension Account which may be deducted from my Salary.

Name

Emp No.

Designation

Place of Posting

Date



CONTRIBUTORY SCHEME FOR POST-RETIREMENT MEDICAL FACILITIES

1.0 Coverage

The Scheme is framed with a view to provide medical benefits to the employees of POWERGRID and their spouses subsequent to their retirement, on contributory basis, subject to the provisions as detailed hereunder.

2.0 Eligibility

2.1 The Scheme will apply to the following categories of POWERGRID employees:

- (i) Employees who separate from the Company on account of retirement on attaining the age of superannuation or are separated by the Company on medical grounds, provided that the concerned employees have completed a minimum qualifying period of ten years of continuous service in Central/State Government/Public Sector Undertakings (including Central Govt. Undertakings in Co-operative Sector), out of which a minimum of 3 years shall be in POWERGRID, which is inclusive of service in any of the constituent organisations (such as NTPC, NEEPCO, NLC, THDC & CEA etc.), in case employees have been or will be transferred from any of these Constituent Organisations and absorbed in POWERGRID with the benefit of continuity of service.
- (ii) Board level appointees, on completion of their tenure or on separation on medical grounds.
- (iii) POWERGRID Executives and Functional Directors who are appointed to senior or top level posts through Government Order or Presidential Order in other PSU/Govt. Department/Authority/Board etc., on retirement, on attainment of age of superannuation or on completion of the tenure of appointment or on separation on medical grounds from such other organisations, provided concerned Executives/Functional Directors exercise their option for coverage under POWERGRID Contributory scheme for Post-retirement Medical facilities, whether or not Post-retirement Medical Facility in any form exists in such organisations and provided concerned employees fulfill eligibility criteria as at 2.1 (i) above. Further, benefit can be availed either under POWERGRID scheme or any scheme of post-retirement medical facility of such other organisations.

2.2 In case of death of the retired/separated employee who has been availing of the benefits under the Scheme, his/her spouse will continue to avail the benefits under the Scheme subject to his/her continuing to meet the terms and conditions of the scheme.



2.3 The benefits under the Scheme would be available to the concerned employee only if the employee concerned and his/her spouse is not availing any medical facilities from or through the Central/State Government/Public Sector Undertaking/Quasi-Government Body.

3.0 **Benefits**

The medical benefits to the retired/separated employees and their spouses under the scheme will be admissible for the treatment taken only in India and would be as under:

3.1 The retired/separated employees residing at places where the Company has its empanelled hospital/full-fledged dispensaries would be allowed medical treatment facilities, including medicines as available in such hospitals only.

3.2 In respect of such retired/separated employees who reside at places where the Company does not have its own empanelled hospitals/full-fledged dispensaries, reimbursement of medical expenses incurred shall be regulated as under :

3.2.1 **Indoor Treatment**

Reimbursement of medical expenses incurred for indoor treatment will be allowed, subject to the condition that the treatment is obtained in Government hospitals or other hospitals notified by the Company.

3.2.2 **Out patient/Domiciliary Treatment**

- a) For outpatient/domiciliary treatment taken in empanelled hospitals wherever available, reimbursement may be allowed as in case of regular employees. However, this will be subject to annual ceiling for reimbursement of expenditure which is equivalent to the maximum of the Pay Scale of a serving employee of equivalent status/rank, on the last day of the relevant financial year.
- b) In case of outpatient/ domiciliary treatment taken in other than empanelled hospitals, the reimbursement may be allowed as applicable to regular employees of equivalent status subject to the ceilings as mentioned at (a) above.
- c) The expenditure on medicines purchased against the prescriptions of Company visiting doctors may be reimbursed subject to the annual ceilings stipulated at (a) above.

3.3 The entitlement of medical benefits for the retired/separated employees, as above, shall be the same as admissible to serving employees of equivalent status/rank and shall be allowed as per Company's Medical Attendance and Treatment Rules as applicable for serving employees within India.



4.0 **Contribution**

4.1 Eligible retired/separated employees who intend to avail of benefits under the Scheme shall be required to pay a one time contribution of Rs. 7200/- for executive, Rs. 6000 for supervisor and Rs. 5000/- for workmen. This is subject to revision from time to time. Eligible retired/separated employee who joins the scheme at any later date, shall pay full amount of contribution. In the event of death of the employee after retirement, the spouse may continue to avail the facility.

4.2 The contribution once paid shall not be refundable even if the benefits under the scheme are not availed by the beneficiary or in the event of death of beneficiary/beneficiaries.

4.3 Where a retired/separated employee joins scheme at later date and pays his contribution, he/she can seek advantage under the scheme from date of his joining scheme by payment of one time contribution.

5.0 **Procedure**

5.1 An eligible retired/separated employee who intends to avail of medical benefits under the scheme shall apply for this purpose to the Head of the Region/Office from where he/she has retired/separated, indicating inter-alia, the POWERGRID Region/Office where he wants to register himself for availing the facilities, giving his residential address. In the event, the employee wants to change the place from where he/she wants to avail the benefits, he will have to approach the Region/Office from where he/she is availing the facilities for the change.

5.2 The HR Department of the Region/Office will, after scrutiny of the application and verification of the eligibility conditions as mentioned in para 2.0 above, issue an office order permitting the beneficiary/beneficiaries to avail the benefits with copies to the HR Department and Finance Department of the concerned Office/Region where the retired/separated employee is to be registered.

5.3 The Region/Office where the retired/separated employee is to be registered shall duly register the retired/separated employee concerned and issue a Medical Card to him in the form prescribed at Annexure-I, after receipt of the prescribed amount of contribution from the retired/separated employee. The amount will be payable to the Region/Office by cash or Demand Draft in favour of POWERGRID drawn on any branch at that place. A copy of the medical card shall also be sent to the concerned Finance and Accounts Department.

5.4 The Medical Card will be valid for life time of eligible retired/separated employee and/or his/her spouse.

6.0 **Claim**

6.1 For claiming reimbursement of medical expenditure incurred by the beneficiaries covered under Para 3.2 above, the retired/separated



employee shall prefer claim not more than once in a month to the Accounts Department of the Region/Office concerned in the form prescribed at Annexure-II.

6.2 The claim will be processed and reimbursed to the retired/separated employee by the concerned Accounts Department after verifying the Medical Card and the benefits admissible to the retired/separated employee concerned under the scheme.

7.0 **General**

7.1 In case any doubt arises regarding the genuineness or otherwise of the claims preferred by the retired/separated employee, the Company reserves the right to direct the beneficiary to present himself before a Medical Board and that no reimbursement will be made till the recommendations of the Medical Board are received in this regard.

7.2 If, on reasonable belief or on the basis of recommendations of the Medical Board, it is found that there is misuse of the benefits under the Scheme by any beneficiary, he may be summarily debarred from the benefits under the Scheme.

7.3 The Company reserves the right to amend, modify or discontinue the Scheme, in part or full.

7.4 In respect of any matter not covered herein, specific reference will be considered by Corporate HR department for decision.