



**UNIVERSITY OF DELHI**  
**FINANCE (GIS)**

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University of Delhi, Delhi – 110007  
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Ref. No.: Fin./GIS/2022

Dated 11.08.2021

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Sub: **Change of category (only for existing members) of Group Insurance Scheme under 'Non-Profit Sharing Plan' Master Policy No. 46796.**

Sir/Madam,

As you are aware, the above mentioned scheme was implemented from 20<sup>th</sup> October 1985, for the employees of University, its Departments, Halls and Hostels etc. **The 37<sup>th</sup> Anniversary of the scheme is falling on the 20<sup>th</sup> October, 2022.** The Life Insurance Corporation of India, New Delhi has laid down the following conditions for running the above mentioned scheme in the University:

1. The increase in insurance cover to a member of the scheme as a result of change of category/placement in the higher grade/promotion would be allowed only from the date of policy anniversary i.e. 20<sup>th</sup> Oct, every year.
2. **It will be obligatory on the part of employer to send the contribution in respect of the concerned employees every month so that the same may be sent to the LIC on or before 20<sup>th</sup> of each month irrespective of the fact that actual salary has been paid to such employees or not.**
3. It has been noticed that some of the departments are not strictly following the above conditions of the scheme, and do not remit the contribution in respect of employees who are on **Extra-Ordinary Leave**, which is in violation of the rule. The person concerned can be asked to pay in advance the entire contribution towards Group Insurance Scheme for the period of Extra-Ordinary Leave/ deputation/ leave without pay.
4. Information about the employees whose category has been changed due to promotion, revision of scale of pay etc., is required to be provided in the enclosed proforma at Appendix-I. You are, therefore, required to send the above information in the **prescribed forms in duplicate by August 31, 2022 for scrutiny, compilation and onward submission to the Life Insurance Corporation of India. The proforma may be filled separately for Group 'A', Group 'B' and Group 'C' employees.**

P.T.O.

As per the change of category due to promotion etc. of employees, you are requested to send the premium of GIS at the rate indicated against each category w.e.f. September, 2022:

Category	Premium	Insurance Coverage	Pay level (7 <sup>th</sup> CPC)
A	800/- p.m.	Rs. 8,00,000/-	Level 10 to 18
B	400/- p.m.	Rs. 4,00,000/-	Level 06 to 09
C	200/- p.m.	Rs. 2,00,000/-	Level 01 to 05

This is for information to all concerned that as per the orders of Insurance Regulatory and Development Authority of India (IRDAI), new membership under Group Insurance Scheme (master policy No. 46796) of University of Delhi is discontinued w.e.f. Oct, 2013.

Yours sincerely,

  
Assistant Registrar (Finance)

Encl.: As above.