



GOVERNMENT OF JAMMU AND KASHMIR  
FINANCE DEPARTMENT: CIVIL SECRETARIAT, SRINAGAR/JAMMU  
Insurance Division

**Subject: Clarification** for Submission of consolidated information/details regarding the enrolment of employees and premium deduction details for J&K Govt Group Mediclaim Insurance Policy in prescribed format for reconciliation with RGICL.

**Circular**

With reference to the circular instructions issued under endorsement No: FD/MI/2019/Reconc/294 Dated 17-06-2019, it is clarified that all the Director Finance/ F.A's / CAO's / A.O's in the Administrative Departments/Corporations/PSUs/Universities/Local Bodies are required to obtain the list of all the employees working in their subordinate offices, who were enrolled and contributed the premium towards J&K Govt Group Mediclaim Insurance Policy, in terms of Government Order No: 406-FD of 2018 dated 20-09-2018, DDO wise in the **prescribed format both in hard copies and soft form** and after that compile the same and furnish the consolidated copy complete in all respects to the Chief Accounts Officer (Nodal Officer), Finance Department, Civil Secretariat, J&K Srinagar at the earliest to enable the Finance Department to undertake proper reconciliation of the said data with the concerned Insurance Company. All the DDOs are directed to furnish the requisite information to their Administrative Departments and the information sent directly to the Finance Department shall **not be entertained**.

Sd/-  
**(Dr. Arun Kumar Mehta), IAS**  
Financial Commissioner  
Finance Department

**No: FD/MI/2019/Reconc/294**

**Dated: 11-07-2019**

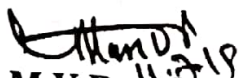
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1. All Financial Commissioners.
2. Financial Commissioner to the Hon'ble Governor.
3. Vice-Chairman/Director General, J&K Institute of Management, Public Administration and Rural Development.

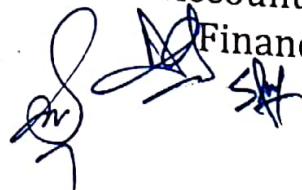
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4. Director General of Police, J&K.
5. All Principal Secretaries to the Government.
6. Chief Electoral Officer, J&K.
7. Principal Resident Commissioner, J&K Government, New Delhi.
8. All Commissioners/Secretaries to the Government.
9. Divisional Commissioner, Jammu/Kashmir
10. Chairperson, J&K Special Tribunal.
11. Secretary, J&K Public Service Commission.
12. All Heads of Departments/Managing Directors.
13. All Deputy Commissioners
14. Director Information, J&K for information and necessary action.
15. Secretary, J&K Legislative Assembly/Council.
16. Secretary, J&K Services Selection Board
17. All Director Finances / Chief Accounts Officers etc.
18. Joint Director Resources/Chief Accounts Officer Finance Department.
19. General Manager, Government Press, Srinagar/Jammu.
20. All Members of Reconciliation Committee.
21. Private Secretary to Advisor (S) to the Governor.
22. Private Secretary to Advisor (K) to the Governor.
23. Private Secretary to Advisor (G) to the Governor.
24. Private Secretary to the Chief Secretary.
25. Private Secretary to Financial Commissioner, Finance Department.
26. PA to DGAT/Special Secretary to Government, Finance Department.
27. National Manager RGICL
28. In charge website, GAD/ Finance Department./DGAT
29. Government Order file/Stock file.

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M.Y. Pandith

Director General  
Accounts & Treasuries  
Finance Department



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