

GOVT. OF NCT OF DELHI
DEPARTMENT OF SOCIAL WELFARE
GLNS COMPLEX, DELHI GATE
NEW DELHI-110002
[ADMINISTRATION BRANCH]

F. 10(335)/Admn-I/2016/DSW/Estt/22791-22851

Dated: 05 DEC 2019

CIRCULAR

Sub: Introduction of "Annual Health Check-up Scheme for all Government employees of Government of NCT of Delhi aged 40 years and above".

Please find enclosed herewith a copy of letter F.No.4(1)/2017/Misc./S-IV/081452118/SuptCood/6087-6093 dated 27/11/2019 alongwith its enclosures on the above cited subject received from the Dy. Secretary-II, Services Department (Coordination Branch), GNCT of Delhi for information & strict compliance.


Section Officer (Admn-I)

Encl: As above.

To

1. All DSWOs/DDOs/HOOs/Branch-Incharge of Department of Social Welfare, GNCT of Delhi.
- ✓ 2. Sr. System Analyst, DSW for uploading the circular on the Departmental website.
3. Guard file.

F. 10(335)/Admn-I/2016/DSW/Estt/22791-22851

Dated:

05 DEC 2019

Copy for information to:

1. PS to Secretary (SW), GLNS Complex, Delhi Gate, Delhi.
2. PA to Director (SW), GLNS Complex, Delhi Gate, Delhi.


Section Officer (Admn-I)

625/cc
10/12/19

by
10/12/19

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GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

SERVICES DEPARTMENT (COORDINATION BRANCH)

B-WING, 5TH LEVEL, DELHI SECRETARIAT

I.P. ESTATE, NEW DELHI - 110002

(<http://services.delhigovt.nic.in>)

DIRECTOR SOCIAL WELFARE
29 NOV 2019
DY. NO. 2900

Office of the Secretary (SW/WCD)
Dept. of Social Welfare
Govt. of NCT of Delhi
29 NOV 2019
Dy. No. 5407

F.No4(1)/2017/Misc./S-IV/081452118/Subt Coord/6087-6093

Dated 27/11/2019

OFFICE MEMORANDUM

Subject - Introduction of "Annual Health Check-up Scheme for all Government employees of Government of NCT of Delhi aged 40 years and above".

The undersigned is directed to say that a scheme of Annual Medical Health Check-Up is already operating in respect of All India Service Officers. The Hon'ble LG has accorded approval for "Annual Medical Health Check-up for all serving employees of Government of National Capital Territory of Delhi aged 40 years and above as per the following modalities:-

1. The Officer/Official concerned on attaining the age of 40 years shall be required to get the prescribed Annual Medical examination, in the month in which his/her birth date falls.
2. The Government employee will seek 'permission letter' from "Head of Office" of the Department from where the employee is drawing salary for getting the mandatory Medical check-up from any of the empanelled Hospitals, @ Rs. 2000/- for Male and Rs. 2200/- for Female to be reimbursed to the employee concerned.
3. The regime of examination/investigation, empanelment of Private/Government Hospitals, finalisation of packaged rates and preparation of Health Report by the respective empanelled Hospital, for the above purpose has been finalised and circulated by Directorate General of Health Services, vide OM no. File.No.1(12)/H&FW/DGHS/4436-4686, dated 5.11.2019 (Annexed).
4. Further, in terms of above said OM dated 5.11.2019, all departments under Govt. of NCT of Delhi are required to make

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P.D. (Adm.)

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SO(A)

of DDA
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of Adm
of Sanjay

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necessary provisions in their budget under relevant Head "Medical Treatment" to meet the expenses with immediate effect.

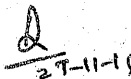
5. "State of Health" i.e. summary of Health Report, prepared by the Hospitals concerned shall be annexed to the respective APAR of the Officer/Official concerned. The amendment in Part 4 (3) of APAR in respect of DASS/Steno Cadre employees has already been amended vide circular dated 5.8.2019. The other departments shall also accordingly incorporate summary of Health Reports in the APAR of Ex-Cadre officers/officials in terms of advice of Services Department circulated vide F.No.4(1)/2017/Misc/S-IV/Suptcood/3910 dated 5.8.2019.
6. The APAR, without the summary of health report shall be treated as incomplete and may be taken as "Adverse".

The above scheme comes into force with immediate effect.

In the current year (2019-20) of the introduction of the Scheme, the Administrative Department concerned shall ensure that the requisite Annual Health Check-up in respect of all govt. employee aged 40 years and above in their respective Department is completed by 31.03.2020.

For subsequent years, mandatory Annual Health Check-up of eligible employees shall invariably be done in the months where the birth date of the Officer/Official falls.

This issues with the approval of the Competent Authority.


27-11-19
(Ajay Kumar Chawla)
Deputy Secretary-II

Copy for information and necessary action:-

1. Principal Secretary/Secretary/ All HODs, Govt. of NCT of Delhi.
2. All PSU/Corporation/Council/Board/Autonomous Bodies/Govt. of NCT of Delhi, in continuation of Services Department's letter of even no. dated 24.9.2019 with the request to process for introduction of "Annual Health check up scheme in respect of employee aged 40

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years and above in the respective organisation, with the approval of Competent Authority and appropriate amendment in the APAR performa in the inclusion of Summary of Health Report .

Copy for kind information to the:

1. Pr. Secy to Hon'ble Lt. Governor, Delhi.
2. Additional Secretary to Hon'ble Chief Minister, Delhi.
3. Secretary to Hon'ble Deputy Chief Minister, Delhi.
4. Secretary to Hon'ble Council of Ministers, Delhi.
5. Staff Officer to Chief Secretary, Delhi.

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AUTHORIZATION LETTER FOR MANDATORY "ANNUAL HEALTH CHECK-UP"

Mr./Mrs./Ms.....D.O.B.....Designation..... drawing salary from department.....who has attained the age of 40 years onand duly covered under the "Annual Health Check-up Scheme" of Govt. of NCT of Delhi, is authorized to undergo "Annual Medical Examination" from any of the empanelled Government/Private hospital, in the month of for the year.....

The prescribed test will be conducted by the empanelled Government/Private Hospital @ Rs.2000/- for male and Rs.2200/- for Female in accordance with DGHS O.M. dated 05/11/2019. "The employee concerned may apply for reimbursement alongwith copy of complete health report alongwith summary in original.

Name of HOO.....

Designation with seal.....

Deptt.....

Date.....

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Undertaking by the Beneficiary for Mandatory Annual Health Check-up Scheme

I may be allowed to undertake the pathological/diagnostic tests from the empanelled Government/private hospitals in accordance WITH Services Department O.M. No.4(1)(2017)/Misc./S-IV/081452118/Suptcood/6087-6093 dated 27/11/2019.

I hereby, certify that I have not undertaken any of the above tests under the Scheme during the year_____.

Signature_____

NAME_____

DESIGNATION_____

IDENTITY CARD NO._____

BRANCH AND CONTACT NO._____