CIRCULAR

It has been observed that reimbursement of Medical Bills are inordinately delayed in various officers/schools. One of the reason for inordinate delay in settlement of these medical reimbursement claims is lack of sufficient knowledge to regulate the claims as per relevant Medical Attendance Rules.

It has now been decided that all DDEs of District while convening meetings with Heads of various schools may also invariably direct the concerned Accounts functionary of the District to be present in such meetings so that any financial points which come up for discussion in the meetings are adequately addressed with the active help of the concerned Accounts functionary. The Accounts functionary will explain the points to be checked for settlement of Medical reimbursement claims. It should be ensured that all personal claims including Medical reimbursement bills are quickly settled without any delay so that any financial hardship to concerned employees/retirees/families are avoided.

( RAJ CHAUHAN )
DCA (EDUCATION)

Copy for information to:-


2. All RDs/DDEs of Directorate of Education, GNCT of Delhi.

3. All Accounts Functionary in District Offices, Dte. Of Education, GNCT of Delhi.

O.S.(IT) for uploading the same in the department web-site.

( RAJ CHAUHAN )
DCA (EDUCATION)