INDIAN INSTITUTE OF ASTROPHYSICS

Sub: Annual declaration for the year 2018 for availing CMS facility.

Annual declaration of family members eligible for CMS facility is required to be furnished by each of the employees and pensioners/family pensioners every year. Accordingly, all the employees and pensioners/family pensioners are hereby requested to submit the annual declaration of family members as on 01-01-2018 for availing CMS facility during the year 2018, in the format enclosed to this circular. Format can also be downloaded from IIA website. Please note that it is mandatory to furnish the date of birth of children every year in the declaration, failing which such names will be removed from CMS enrolment.

In addition to the above, as and when the children are employed or married during the year, the information is required to be provided to the office to remove their name from CMS enrolment.

The pensioners/family pensioners who are not contributing the CMS subscription through their pension are required to pay the contribution by cash/cheque for whole year 2018 in two instalments, first instalment on or before 20.12.2017 and second instalment on or before 20.06.2018, and produce the receipt to Establishment Section for necessary entries in the records, failing which they are not entitled to avail medical facility under the scheme from 01.01.2018 till they remit the subscription.

In case of non receipt of declaration from any of the employee/pensioner/family pensioner within the specified date, such employee/pensioner/family pensioner will not be permitted to avail the CMS facility from 01-01-2018 till they submit the declaration.

The declaration may be submitted on or before 20th December, 2017.

(Sr. Administrative Officer)