

**Checklist for enrolment of Government employees
under the West Bengal Health Scheme, 2008**

- (1) Name : _____
- (2) Designation : _____
- (3) Office Address : _____
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- (4) Enrolment to be effective from : _____
- (5) G.P.F. A/C No. : _____
- (6) Whether option in Form-A in duplicate has been furnished : Yes/ No
- (7) Whether information has been furnished on-
- (a) Residential Address : Yes/ No
- (b) Date of birth : Yes/ No
- (c) Date of entry into Government Service : Yes/ No
- (d) Date of Superannuation : Yes/ No
- (e) Present Basic Pay (Band Pay + Grade Pay) : Yes/ No
- (f) Details of family : Yes/ No
- (8) Whether son is below 25 years of age and has income : Yes/ No
- (9) Age proof of son has been furnished : Yes/ No
- (10) Whether spouse is a State Government employee : Yes/ No
- (a) if yes, whether he/ she has applied for enrolment under the Health Scheme separately w.e.f. the same date : Yes/ No
- (b) Joint declaration duly countersigned by the employer has been furnished regarding beneficiaries : Yes/ No
- (c) If not applied separately, whether arrangement for discontinuation of medical allowance of spouse has been made : Yes/ No

- (11) Spouse is an employee of other Government/ Government Aided Institution/ Public Undertaking/ Local Bodies, and wants to get the benefits of the W. B. Health Scheme as family member of husband/ wife, whether Certificate from the employer regarding relinquishment of medical benefits including medical allowance has been furnished : Yes/ No
- (12) Unmarried daughter- Whether has any income : Yes/ No
- (13) Widowed/ Divorced daughter- Whether actually dependent and has no income and also living with the parents : Yes/ No
- (14) Unmarried/ Widowed/ Divorced sister- Whether actually dependent and living with the Government employee and has no income : Yes/ No
- (15) Minor brother- Whether living with the Government employee : Yes/ No
- (16) Whether Parents are dependent on the Government employee and income less than Rs. 3,500/- per month : Yes/ No

Note:- (1) Enrolment under the Health Scheme is open up to 31-03-2012.

(2) New entrants are entitled to enroll their names under the Health Scheme within two years of their date of entry into Government service.

(3) Employees who have not got any G.P.F. number will get the benefits of the Scheme on the basis of Temporary Family Permit till he/ she get G.P.F. number.