



**Government of West Bengal**

Office of the Chief Engineers,  
Irrigation & Waterways Directorate,  
Jalasampad Bhavan (4<sup>th</sup> Floor),  
Bidhannagar, Kolkata – 700 091.

Memo No. 304 8(125)-CIE

Dated: 28-10-2016

To  
The Superintending Engineer / Director /  
Executive Engineer / Revenue Officer,

.....  
I & W. Directorate.

**Sub: Procedure to be followed in dealing with the medical reimbursement bills of an existing or retired Govt. employee and / or his beneficiary under West Bengal Health Scheme, 2008.**

Please find enclosed a copy of I&W. Department's Memorandum No.1893-IE-2M (HS)-185/13 (Pt) dated 19-07-2016.

The following points may please be noted in settling the claims for reimbursement of the cost of medical attendance and treatment in respect of an existing or retired Govt. employee and / or his beneficiary :

- (i) The application made for reimbursement of the cost of medical attendance and treatment shall be processed by the Department or the Directorate or the Office, as the case may be, in accordance with the provisions of Notification No. 4201 –F (MED) dt. 13-08-2014 of Finance Department, Audit Branch, Medical Cell (copy enclosed) in the following manner:
  - a) **For Indoor Treatment up to Rs.50,000/- and for OPD Treatment up to Rs. 5,000/-**, the Head of Office (below the rank of Director) will issue sanction order for the cost of medical attendance and treatment.
  - b) **For Indoor Treatment up to Rs.1.00 lakh and OPD Treatment up to Rs. 10,000/-**, the Head of Directorate will issue sanction order for the cost of medical attendance and treatment.
  - c) **For Indoor Treatment above Rs.1.00 lakh and OPD treatment above Rs.10,000/-**, the Departmental Secretary will issue sanction order for the cost of medical attendance and treatment.

For the cases falling under (b) and (c) above, all the regional offices under this Department shall, henceforth forward directly the application for claim under the aforesaid scheme along with the supporting documents from their respective offices where their D.D.O.s are located, to the Department or the Directorate (as is applicable). For this purpose, those offices should provide the following details while forwarding the claims to their respective higher offices:


- 1) Designation of the concerned D.D.O. (with D.D.O. Code).
- 2) Name of the concerned Treasury / Pay & Accounts Office with full postal address.
- 3) Budget Head of Account for reimbursement under W.B. H.S., 2008.

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All other directives in this regard as laid down in I &W. Department's aforesaid memorandum, should strictly be adhered to.

Encl: As stated.

  
28/10/2016

(R. K. SAHA)

Director of Personnel & Ex-Officio Chief Engineer  
I&W Directorate, Govt. Of West Bengal.

Memo No. 3048(125)/1(8)CIE

Dated: 28-10-2016

Copy along with the copies of the enclosures forwarded for favour of information to:

- 1) The Secretary, I&W. Department, Govt. of West Bengal, Jalsampad Bhawan, Salt Lake City, Kolkata – 700 091.
- 2) The Chief Engineer,  
.....
- 3) The P.S. to the Hon'ble MIC, I&W. Department, Govt. of West Bengal, Jalsampad Bhawan, Salt Lake City, Kolkata – 700 091.
- 4) The P.A. to the Principal Secretary, I&W. Department, Govt. of West Bengal, Jalsampad Bhawan, Salt Lake City, Kolkata – 700 091.
- 5) The Head Assistant, Medical Cell, Office of the Chief Engineers, I&W. Directorate.

Encl: As stated.

  
28/10/2016

(R. K. SAHA)

Director of Personnel & Ex-Officio Chief Engineer  
I&W Directorate, Govt. Of West Bengal.

S. K. Saha  
28/10/16

**Government of West Bengal**  
**Irrigation & Waterways Department**  
Jalasampad Bhaban, Western Block, 3<sup>rd</sup> Floor,  
Salt Lake City, Kolkata-700091

No. 1893-IE-2M(HS)-185/13(Pt)

Dated, Kolkata, the 19<sup>th</sup> July, 2016

MEMORANDUM

At present, in case of claim amount under the West Bengal Health Scheme' 08, made by the employees/pensioners of the regional offices under this Department, exceeds Rs.50,000/- for indoor treatment or Rs.5,000/- for OPD treatment, as the case may be, this Department or its Directorate use to issue approval G.O. for reimbursement under the said scheme, and the respective offices where their DDOs are located, are asked to issue matching sanction order in this respect under the prevailing system. Henceforth this Department or Head of its Directorate will issue sanction order regarding the same. In this context, all the regional offices under this Department may now forward directly the application for claim under the aforesaid scheme along with supportive documents from their respective offices where their DDOs are located, to this Department or its Directorate (as where applicable under provision of Clause-13 of Finance (Audit) Department Notification No. 7287-F dated 19/09/2008 read with their another Notification No. 4201-F(MED) dated 13/08/2014). For this purpose, those offices should provide the following details:

- 1) Designation of DDO
- 2) Treasury Name with full postal address
- 3) Budget Head of Account for reimbursement under WBHS'08

Further, in case of permission of treatment under the said scheme or any other similar kind of matter where the approval or opinion of the Secretary of this Department or the WBHS Authority is required, the respective matter now may be forwarded by such regional office directly to this Department for ensuring quick proceeding of the same.

However, for every aforesaid occasion, the regional offices under this Department should forward information of the same to their respective higher offices. Any previous notification, memorandum or circular issued in this respect by this Department or its Directorate which contradicts the provision of the instant Memorandum, is deemed to be treated void.

This will take immediate effect.

By order of the Governor,

Sd/-  
(Kausik Chattopadhyay)  
Secretary to the  
Govt. of West Bengal

No. 1893/1(5)/IE-2M(HS)-185/13(Pt)

Dated, Kolkata, the 19<sup>th</sup> July, 2016

Copy forwarded for information and necessary action to:-

1. The P.S. to Hon'ble MIC, I & W Deptt, Jalasampad Bhawan, 1<sup>st</sup> Floor, Salt Lake, Kolkata-91.
2. The P.A. to the Pr. Secy, I & W Deptt, Jalasampad Bhawan, 1<sup>st</sup> Floor, Salt Lake, Kolkata-91.
3. The D.P. & E.O.C.E., I & W Dte, Jalasampad Bhawan, 1<sup>st</sup> Floor, Salt Lake, Kolkata-91.
4. The C.E./S.E./E.E./Rev. Officer, ....., I & W Dte,  
.....
5. Head Assistant, Medical Cell, I & W Deptt.

  
Joint Secretary to the  
Govt. of West Bengal

Government of West Bengal  
Finance Department  
Audit Branch  
Medical Cell

No. 4201 -F(MED)

Date: 13.08.2014

**Notification**

The proposals to increase the Financial Power of various designated Officers for sanctioning cost of medical attendance and treatment as already delegated in terms of clause 13(3) of the West Bengal Health Scheme, 2008 have been received from different departments for sometime past in view of the present market price as well as the heavy work pressure at the level of Directorates and Departments in processing such cases.

Now considering the aforesaid aspects the undersigned is directed by the order of the Governor to say that the Governor has been pleased to make amendment to the clause 13 (3) of the West Bengal Health Scheme, 2008 to revise the Financial Power for sanctioning cost of medical attendance and treatment in the manner and subject to the limits given hereunder:-

Designation	Existing Power Delegated (In terms of Clause 13. Of W.B.H.S-2008)		Revised Financial Power ( as amended)	
	<i>Indoor Treatment</i>	<i>O P D</i>	<i>Indoor Treatment</i>	<i>O P D</i>
<b>1. Secretariat Office.</b> a) Departmental Secretary	Full Power		Full Power	
b) Special Secretary/ authorised Joint Secretary in absence of Special Secy.	Rs.50,000/-	Rs.5000/-	Rs.1.00 Lakh	Rs.10,000/-
<b>2. Head of Directorate</b>	Rs.50,000/-	Rs.5000/-	Rs.1.00 Lakh	Rs.10,000/-
<b>3. Head of Office</b> (Below the rank of Director)	Rs.30,000/-	Rs.3000/-	Rs.50,000/-	Rs. 5,000/-

By Order of the Governor

SD/ [H. K. Dwivedi]  
Principal Secretary to the  
Government of West Bengal

No. 4201 / 1.(500)F(MED)

Date: 13-08-2014

Copy forwarded for information and necessary action to:-

1. The Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata-700001.
2. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, Kolkata-01.
3. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I,81/2/2, Phears Lane, Kolkata-12.
4. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II,P-1, Hyde Lane, Jawahar Building, Kolkata-700073.
5. The Pay & Accounts Officer-III, Salt Lake,
6. The Additional Chief Secretary/ Principal Secretary/ Secretary, \_\_\_\_\_
7. The Sub-Divisional Officer, \_\_\_\_\_
8. The District Magistrate/ Judge, \_\_\_\_\_
9. The Treasury Officer, \_\_\_\_\_
10. The \_\_\_\_\_ Department/ Directorate.
11. The Commissioner \_\_\_\_\_
12. The Secretary, Public Service Commission, 161A, S.P. Mukherjee Road, Kolkata-26.
13. The Director of Treasuries & Accounts, West Bengal, New India Assurance Buildings, 4, Lyons Range, Kolkata-700001.
14. The Registrar General, Calcutta High Court.
15. The Special Secretary, Fiance Department, Group-T. Nabanna. P.O. & Dist. Howrah.
16. The Joint Secretary, Finance Department, Revenue Branch. Nabanna. P.O. & Dist. Howrah
17. \_\_\_\_\_

\_\_\_\_\_ Hospital.

  
Deputy Secretary  
to the Government of West Bengal.