



राष्ट्रीय प्रौद्योगिकी संस्थान जमशेदपुर
NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR

(An Institution of National Importance under MHRD, Government of India)

ESTABLISHMENT SECTION

Ref.No. NITJSR/ESS/CD/2019-20/1480

Date:-06/03/2020

File No. NIT/E/66/2004

NOTICE

The New Medical Service Book is valid only up to 31st March 2020. Hence, all the employees of this Institute are requested to submit the Medical Service Book in the Office of the Establishment Section alongwith the prescribed format duly filled and forwarded by the HODs/HOSs/HOCs by 20th to 25th March 2020 during the 9.00 AM to 12.00 noon and collect the Medical Service Book on the same day. The renewal of Medical Service Book is required to provide smooth medical facilities at all concerned Hospitals.

1. The spouse employed may choose either the facilities provided by their organisation in which the spouse is employed or from this Institute.
2. The income limit for dependency of the family members (other than spouse) is ₹ 9,000/- per month on the date consideration for the facility.
3. For unmarried son: till he starts earning, or attains the age of 25 years, whichever is earlier.
4. For daughter: till she starts earning or get married, whichever is earlier, irrespective of age limit.
5. Son/Daughter suffering from permanent disability of any kind (Physical or Mental): no age limit.
6. Institute employee has to submit a certificate issued by the employer of the spouse in original stating that she/he is not being provided medical facilities from their employer at the time of renewal/issue of medical book or has to submit a undertaking that his/her spouse is not employed.
7. The employees are also directed to submit an undertaking after attending the age of 18 years of his/her son/daughter, stating that his/her son/daughter is not earning/married as on day.

This may be treated as most urgent.

Handwritten signature
06/03/2020

Registrar (I/C)

Handwritten signature
06/03/2020

Date 6/3/2020

Memo No. NITJSR/ESS/CD/2019-20/1480

Copy forwarded to:-

1. The Director Office, NIT Jamshedpur for favour and kind information.
2. The Office of the All Deans/HODs/HOSs/HOCs, NIT Jamshedpur.
3. The All Deputy Registrar/Assistant Registrar, NIT Jamshedpur.
4. The Office of the all Warden through Chief Warden, NIT Jamshedpur
5. The Office of the P/C, website, NIT Jamshedpur.
6. Guard File.

Handwritten signature
06/03/2020

Registrar (I/C)

Handwritten signature
06/03/2020



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ESTABLISHMENT SECTION

DECLARATION OF THE EMPLOYEE FOR RENEWAL OF MEDICAL SERVICE BOOK

NAME OF THE EMPLOYEE:

DESIGNATION: EMPLOYEE CODE NO:

DEPARTMENT/SECTION:

NUMBER OF MSB ISSUED: NUMBER OF MSB SURRENDER:

DETAILS OF MSB SUBMITTED FOR RENEWAL

Sl.No.	Name of Book Holder	Relation with the employee	Married/ Unmarried	Dependency/ Pensioner Income Yes/No **	Remarks

** Dependency:- The Income limit for dependency of the family members is not exceed ₹ 9,000/- (Rupees nine thousand) only.

Signature of the employees

Mobile No:

Signature of HOD/HOC/HOS