



No. BSNL/Admn.I/15-20/12

Dated: October 16, 2012

To

All CGMs, BSNL

Sub: Monitoring of reimbursement towards outdoor medical expenses to employees under BSNLMRS.

It has been decided by the BSNL management that random checking of at least 10% of the total bills submitted by the employees seeking reimbursement of outdoor medical expenses should be done as preventive measure to check any misuse of the scheme.

In line with above decision, it is desired that Vigilance Officers in SSAs/Field units shall check claims on random basis and submit their reports to SSA Heads of the Circle.

Circle heads are also advised to keep a check on possible misuse of the scheme and submit a quarterly report indicating the number of bills submitted and number of bills checked by Vigilance Wing along with the quarterly report being sent at present.

These instructions will come into force with immediate effect.

(Brahm Prakash)

Assistant General Manager (Admn.I)

Tel. No. 23037241 Fax No. 23734260

Copy to:

1. CVO, BSNL
2. PS/PPS to CMD, PS/PPS to Board of Directors.

Quarterly Report of random checking of medical bills for the quarter ending

Name of the SSA

(Report to be submitted within one month of the quarter ending)

Total No. of employees	No. of employees preferred claims during the quarter	Total no. of claims preferred during the quarter	No. of bills/claims checked (10% of col. III)	No. of bills where discrepancies noticed	Remarks/Action taken
I	II	III	IV	V	VI

Vigilance Officer of SSA/field unit.

To

1. Vigilance Head of the Circle
2. SSA Head.

Quarterly Report of random checking of medical bills for the quarter ending

Name of the Circle

S. No.	Name of SSA	Total No. of employees	No. of employees preferred claims during the quarter	Total no. of claims preferred during the quarter	No. of bills/claims checked (10% of Col. V)	No. of bills where discrepancies noticed by SSA	Remarks/Observations of Vigilance Head of Circle
I	II	III	IV	V	VI	VII	VIII
	Total						

Vigilance Head of the Circle.

To

1. CVO, BSNL
2. CGM concerned