



West Bengal State Electricity Distribution Company Limited

(A Govt. of West Bengal Enterprise)

Registered Office: Vidyut Bhavan, Bidhannagar, Block-DJ, Sector-II, Kolkata-700 091

CIN: U40109WB2007SGC113473, website: www.wbsedcl.in

Office Order No: 2496

Dated- 08-08-2025

Sub: 2nd Quarterly Inclusion in Group Medical Insurance Scheme (2025-26)

In continuation of earlier orders (No. P/18 dated 03.03.2025 and No. P/40 dated 07.05.2025), retired employees of WBSEDCL may now opt for the **2nd quarterly inclusion** in the **Group Medical Insurance Scheme (2025-26)** during the period **11.08.2025 to 22.08.2025**, subject to the terms below:

Eligibility

- Retired employees (Pensioners/Family Pensioners/Non-Pensioners/Spouses of Non-Pensioners) who retired or received PPO on or after 01.05.2025.
- Inclusion will be effective from **08.09.2025 to 07.03.2026** for which the options will be received from **11.08.2025 to 22.08.2025** only.

Required Documents

- Pensioners/Family Pensioners: PPO/FPPO + Filled Option Form.
- Non-Pensioners/Spouses: Final Release Order from the WBSEDCL Service + Filled Option Form + Demand Draft

Premium & Subsidy (Pro-rata Basis)

| Plan | Sum Insured | Premium Payable by Retiree | Subsidy by WBSEDCL |
|--------|-------------|----------------------------|--------------------|
| Part A | ₹2,00,000 | ₹3,000 | ₹4,021.81 |
| Part B | ₹3,50,000 | ₹16,714.34 | ₹4,021.81 |
| Part C | ₹5,00,000 | ₹25,601.69 | ₹4,021.81 |

Mode of Payment

| Category | Plan | Payment Method |
|-----------------------------------|--------|--|
| Pensioners / Family Pensioners | Part A | ₹3,000 to be deducted @ ₹500/month from medical relief for 6 months surrendering the medical relief. |
| | Part B | ₹3,000 from medical relief (₹500/month for 6 months) + ₹13,714.34 shall be deducted from pension. |
| | Part C | ₹3,000 from medical relief (₹500/month for 6 months) + ₹22,601.69 shall be deducted from pension. |
| Non-Pensioners / Spouse | Part A | ₹3,000 through Demand Draft OR Online Transfer |
| | Part B | ₹16,714.34 through Demand Draft OR Online Transfer |
| | Part C | ₹25,601.69 through Demand Draft OR Online Transfer |

Bank Details for Online Payment:

- A/C No: 35665156328
- Bank: SBI, CAG Kolkata (09998)
- IFSC: SBIN0009998
- Beneficiary: WBSEDCL

Submission Guidelines

- Option form may also to be downloaded from the Company's official website(www.wbsedcl.in > [retired employees corner](#) > [office orders](#))
- Submit Option Form (non-pensioners should submit Annexure-B & DD along with option form) at **Drop Box, 6th Floor, Vidyut Bhavan** between **11.08.2025 and 22.08.2025**, from **10:30 AM to 3:00 PM** (working days only)
- By post: Must reach by **22.08.2025**
- Online: Submit via [www.wbsedcl.in > [Retired Employees Corner](#) > [E-option for Group Medical Insurance](#)] (non-pensioners should e-mail the Annexure-B with UTR details after submission of e-option).

Email for online payment UTR submission (Non-Pensioners/Spouses):
gr.medins@gmail.com with Annexure C.

Important Notes

- Beneficiaries already included in the policy effective from 08.03.2025 cannot change or opt out.
- Late/incomplete/incorrect forms will be **rejected**.
- All deductions from pensions will be credited by the **Pension Trust Fund by 5th of next month**.
- Contact: **Gr. Medical Insurance Cell, 6th Floor, Block-C, Vidyut Bhavan**
- Website: www.wbsedcl.in

Enclo- Annexure-A(Option form), Annexure-B & Annexure-C


(A. K. Chatterjee)
Director (HR)
WBSEDCL

Annexure-“A”

| OPTION FORM FOR THE GROUP MEDICAL INSURANCE POLICY (1st QUARTERLY INCLUSION 2025-26) FOR RETIRED EMPLOYEES OF WBSIEDCL | | | |
|---|---|--|--|
| (To be submitted by 23.05.2025) | | | |
| 1 | Name of the Optee (in Block letters) | Date of Birth | (DD/MM/YYYY) |
| 2 | Name of the Spouse (in Block letters) | Date of Birth | (DD/MM/YYYY) |
| 3 | Address | District: | PIN Code: |
| 4 | Contact No: | Mob: (i) | (ii) |
| 5 | Email ID: | (Optional) | |
| 6 | Pensioners/Family Pensioner: | (a) PPO No (PPO Order is to be enclosed): | Date of Retirement & Place of Posting : |
| 7 | Non Pensioners: (for CPF Holders only) | (a) PF No (Retirement release order is to be enclosed): | Date of Retirement & Place of Posting : |
| | | (b) Demand Draft /UTR No. (in case of Online Transaction*) : | |
| | | (c) Demand Draft Date/Online Transaction date*: | |
| N.B :* For Non-pensioners, recording the accurate details of DD no./ UTR no. and date (whichever applicable) are mandatory for enrolment. | | | |
| 8 | Please select and tick upon the Part to be Opted at | Part A(SI of Rs 2 Lakh) | Part B(SI of Rs 3.5 Lakh) Part C(SI of Rs 5 Lakh) |
| I hereby state that the particulars provided by me are correct and true to the best of my belief. | | | |
| Date: | | | |
| Place: | | (Signature) | |



West Bengal State Electricity Distribution Company Limited

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Corporate HR Department

7th Floor, Block D, Vidyut Bhavan, Salt Lake City, Kolkata – 700091.

Annexure-“B”

| Details to be Filled in by the Optee and submitted alongwith Demand Draft | |
|---|--|
| 1. Name:..... | <u>Last Date of Submission: 23.05.2025</u> |
| 2. PF No. : | |
| 3. Demand Draft No : | |
| 4. Amount Paid through net banking :Rs | |
| 5. Contact No:..... | |

| Details to be Filled in by the Optee and submitted alongwith Demand Draft | |
|---|--|
| 1. Name:..... | <u>Last Date of Submission: 23.05.2025</u> |
| 2. PF No. : | |
| 3. Demand Draft No : | |
| 4. Amount Paid through net banking :Rs | |
| 5. Contact No:..... | |



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Annexure-“C”

| Details to be filled in by the Optee and scanned copy to be e-mailed at gr.medins@gmail.com | |
|--|---|
| 1. Name:..... | Last Date of Submission: 23.05.2025 (Only For Non-Pensioners / Spouse of Non-Pensioners who are submitting their Option Forms as well as paying through online mode) |
| 2. PF No. :..... | |
| 3. UTR No :..... | |
| 4. Amount Paid through net banking :Rs..... | |
| 5. Contact No:..... | |

Distribution:

1. Director (R&T)/ Director (HR) /Director (Dist)/Director (Fin)/ Director (Projects)/Director (Generation),WBSEDCL
2. Adviser(S&V),WBSEDCL
3. Adviser(S&V), WBSEDCL.
4. Executive Director: (Distribution)/ (Projects)/(Commercial),WBSEDCL.
5. Officer on Special Duty, WBSEDCL.
6. Chief Engineer: Dist.North/ Dist.South. WBSEDCL
7. ChiefEngineer:P&E/Projects-I/Project-II/Project-III/Project IV/Commercial/Hydel/ EMD/PTP/SafetyRegulation/CRM/P&C/DTD/PIDD/PPSP/PSPD/Turga/R&EM/SPGD/S&LP/Hydel./Communicati Corp.Monitoring,WBSEDCL
8. Chief Engineer (IT),WBSEDCL- **with request for uploading this Circular in the Website of the Company**
9. Chief Engineer & Project Manager, PPSP HQ, WBSEDCL.
10. General Manager:(HR&A): Corp./T&D and PM/Planning, WBSEDCL.
11. General Manager(F&A): Corp.Planning/IA/Operation, WBSEDCL.
12. Company Secretary, WBSEDCL.
13. Chief Vigilance Officer, WBSEDCL.
14. Chief Medical Officer, WBSEDCL.
15. Chief Security Officer, WBSEDCL.
16. Chief Land Officer. Land Acquisition Cell, WBSEDCL.
17. Advisor, Liaison Office, New Delhi, WBSEDCL.
18. Project Manager, PPSP Site/RHP/TCFHP/TPSP/JHP, WBSEDCL.
19. Addl. Chief Engineer, S&LP/DSM Cell, WBSEDCL
20. Addl. Genl. Manager (HR&A):SSC/CLM/Corp./ES&ER-I/Dist./Legal/Vigilance/ES&ER-II/PTP/PSPD/Common Service Cell/HCM Core Team/HRDD/Project-II/Land Acquisition/Board Cell,WBSEDCL.
21. Addl. Genl. Manager (F&A): Corp.-Finance/B&A/MIS-ESTB/Indirect Tax Cell/ Terminal Claims Hydel/Dist./Project IV/ P&C/ Internal Audit/Project-II/ IT, WBSEDCL
22. Sr. Manager (F&A)/(HR&A). Indirect Taxes/ Budget/ Estb. Corp/ CMC/ EMD, WBSEDCL.
23. Project Manager, PPSP Site/RHP/TCFHP/TPSP/JHP, WBSEDCL
24. **Zonal Manager:** Kolkata/Burdwan/Midnapur/ Berhampur/ Malda/Siliguri Zone, WBSEDCL.
25. **Project Manager:** Siliguri/ Raiganj/ Berhampore/Barasat/ Burdwan/ Jalpaiguri/ Coochbehar/ Malda/ Balurghat. Murshidabad/ Nadia/ West Midnapur/ East Midnapur/ Bankura Baruipur/ Howrah- Hooghly/Suri/RE Project,WBSEDCL.
26. **Regional Manager :** North 24-Parganas/ South 24-Parganas/ Bidhannagar /Howrah /Hooghly/ Purba Bardhaman. PaschimBardhaman/ Birbhum/ Purba Medinipur/ Paschim Medinipur/ Jhargram/Bankura/ Purulia/ Nadia/ Murshidabad/ Malda/ Uttar Dinajpur/ Dakshin Dinajpur/ Jalpaiguri/ Darjeeling/Kalimpong/ Alipurduar/ Coochbehar Region, WBSEDCL.
27. **Divisional Manager:** Behala/ Baruipur/Garia/ Diamond Harbour/ Canning/ Bidhannagar-I/Bidhannagar-II/ Howrah-I Howrah-II/Uluberia/Barrackpore/ Naihati/ Barasat/ Basirhat/ Habra/ Bongoan/ Serampore/ Singur-Haripal Tarakeswar Arambag/ Chandannagar/ Mogra/ Kalna/ Katwa/ Memari/ Burdwan North/ Burdwan South/ Durgapur/ Asansol/ Suri/ Rampurhat/ Bolpur/ Tamluk/ Contai/ Haldia/ Ghatal/ Midnapur/ Kharagpur/Bankura/ Bishnupur/ Purulia/ Raghunathpur/ Kalyani/ Krishnagar/ Tehatta/ Berhampur/ Kandi/ Raghunathganj Malda/Gajol/Chanchol/Jalpaiguri/ Domkal/ Jiaganj/ Alipurduar/ Coochbehar/ Darjeeling/ Siliguri Town/ Siliguri Suburbon/ Kurseong/ Islampur/ Kalimpong/ Mal/ Mathabhanga/ Belda/ Egra/ Jhargram/ Khatra/ Nakashipara/ Kakdwip/ Bhangar/ New Town/ Balurghat/ Buniadpur/Islampur/Raiganj/Ranaghat Division, WBSEDCL. **They are requested to circulated the same to the Station Manager under their respective jurisdiction .**
28. Sr. P.S. to Chairman and Managing Director/Director (R&T)/ Director (HR) /Director (Dist)/Director (Fin)/ Director (Projects)/Director (Generation)/ ED(Distribution)/(Commercial)/(Projects), WBSEDCL.