



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: P/107
Dated- 14.11.2025

Sub: 3rd Quarterly Inclusion in Group Medical Insurance Scheme (2025-26)

In continuation of earlier Office orders (No. P/18 dated: 03.03.2025, No. P/40 dated: 07.05.2025 and No.2496 dated:08.08.25), retired employees of WBSEDCL may now opt for the 3rd quarterly inclusion in the **Group Medical Insurance Scheme (2025-26)** during the period 17.11.2025 to 26.11.2025, 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 **01.08.2025**.
- Inclusion will be effective from **08.12.2025 to 07.03.2026** for which the options will be received from **17.11.2025 to 26.11.2025** only.

Required Documents

- Pensioners/Family Pensioners:** PPO/FPPO + Filled Option Form.
- Non-Pensioners/Spouses:** Release Order + 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	₹1500.00	₹1991.51
Part B	₹3,50,000	₹8319.28	₹1991.51
Part C	₹5,00,000	₹12738.41	₹1991.51

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-A & DD along with option form) at **Drop Box, 6th Floor, Vidyut Bhavan** between **17.12.2025 and 26.12.2025**, from **10:30 AM to 3:00 PM** (working days only)
- By post: Must reach by **26.12.2025**

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Mode of Payment

Category	Plan	Payment Method
Pensioners / Family Pensioners	Part A	₹1500/- to be deducted @ ₹500/month from medical relief for 3 months surrendering the medical relief.
	Part B	₹1500/- from medical relief (₹500/month for 3 months) + ₹6819.28 shall be deducted from pension in equal instalments.
	Part C	₹1500/- from medical relief (₹500/month for 3 months) + ₹11238.41 shall be deducted from pension in equal instalments.
Non-Pensioners / Spouse	Part A	₹1500/- through Demand Draft
	Part B	₹8319.28 through Demand Draft
	Part C	₹12738.41 through Demand Draft

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.wbsecl.in

This order takes immediate effect.

N.B: Online option facility will not be available for the 3rd quarterly inclusion and hence, intending optees are requested to submit their options in hard copies only.

Encl:- Annexure-A & Option form

(A. 
Director (HR)
WBSEDCL

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Distribution:-

- 1) **Advisor (S&V)**, WBSEDCL.
- 2) **Legal Advisor**, WBSEDCL.
- 3) **Chief Engineer:** Distribution-South/ Distribution-North/ PTP/ IT&C/ Commercial/ P&C/ DTD/ Project-I/ Project-II/ Project -III/ Project-IV/ Regulation/ Communication/ P&E/ Safety/ PPSP/ EMD/ CRM/ PIDD/ SPGD/ R&EM/ S&LP/ Hydel/ PSPD/ TPSP, WBSEDCL.
- 4) **Project Manager**, RHP/TCFHP/JHP, WBSEDCL.
- 5) **Project Site-in-Charge**, PPSP Site Bagmundi, WBSEDCL.
- 6) **General Manager (HR&A):** Corporate/ Planning/ (HRD/Trg./PM), WBSEDCL.
- 7) **General Manager (F&A):** Corporate Operation/Planning/ I.A., WBSEDCL
- 8) **Company Secretary**, WBSEDCL.
- 9) **Addl. Chief Engineer:** DSM, WBSEDCL.
- 10) **Officer on Special Duty**, WBSEDCL.
- 11) **Chief Vigilance Officer**, WBSEDCL.
- 12) **Chief Medical Officer**, WBSEDCL.
- 13) **Zonal Manager:** Kolkata/ Burdwan/ Midnapore/ Berhampore/ Malda/ Siliguri Zone, WBSEDCL
- 14) **Addl. Genl. Manager (HR&A):** SSC/ CLM/ ES & ER-II/ ES & ER-I/ Distribution/ Corporate HR/ Legal/ Vigilance/ Land Acquisition Cell/ Common Service Cell/ Board, WBSEDCL
- 15) **Addl. General Manager:** (Corp. Communications), WBSEDCL.
- 16) **Project Manager:** Siliguri/ Raiganj/ Berhampore/ Barasat/ Burdwan/ Jalpaiguri/ Coochbehar/ Coochbehar Special RE Project/ Balurghat/ Malda/ Murshidabad/ Nadia/ West Midnapore/ East Midnapore/ Bankura/ Baruipur/ Diamond Harbour/ Howrah/ Hooghly/ Suri/ Purulia RE Project, WBSEDCL.
- 17) **Addl. Genl. Manager (F&A):** Corp.-Finance/ B&A/ MIS/ Terminal Claims/ Hydel/ Insurance/ Project-II/ Regulations/ Risk Management/ Indirect Tax/ Distribution, WBSEDCL.
- 18) **Regional Manager:** Alipurduar/ South 24-Parganas/ Bidhannagar/ North 24-Parganas/ Howrah/ Hooghly/ Purba Bardhaman/ Paschim Bardhaman/ Birbhum/ Purba Midnapore/ Paschim Midnapore/ Jhargram/ Bankura/ Purulia/ Nadia/ Murshidabad/ Malda/ Raiganj/ Dakshin Dinajpur/ Coochbehar/Kalimpong/ Jalpaiguri/ Darjeeling Region, WBSEDCL.
- 19) **Divisional Manager:** Behala/ Baruipur/ Garia/ Diamond Harbour/ Joynagar/ Bhangar/ New Town/ Bidhannagar-I/ Bidhannagar-II/ Howrah-I/ Howrah-II/ Uluberia/ Barrackpore/ Naihati/ Barasat/ Basirhat/ Baduria/ Habra/ Serampore/ Singur-Haripal/ Tarakeswar/ Arambagh/ Chandannagar/ Mogra/ Kalna/ Katwa/ Memari/ Burdwan North/ Burdwan South/ Durgapur/ Asansol/ Suri/ Rampurhat/ Tamluk/ Contai/ Haldia/ Ghatal/ Midnapore/ Kharagpur/ Bankura/ Belda/ Bishnupur/ Purulia/ Raghunathpur/ Kalyani/ Krishnanagar/ Tehatta/ Domkol/ Ranaghat/ Berhampore/ Kandi/ Raghunathganj/ Chanchal/ Gazole/ Malda/ Jiaganj/ Dinhata/ Uttar Dinajpur/ Dakshin Dinajpur/ Buniadpur/ Jalpaiguri/ Balurghat/ Alipurduar/ Coochbehar/ Nakashipara/ Darjeeling/ Siliguri Town/ Siliguri Suburban/ Kurseong/ Islampur/ Kalimpong/ Khatra/ Bolpur/ Bongaon/ Canning/ Egra/ Jhargram/ Kakdwip/ Mal/ Mathabhanga Division, WBSEDCL
➤ **To communicate all the offices under its jurisdiction.**
- 20) **Sr. P.S. to** CMD/ Director (HR)/ Director (Dist.)/ Director (Project)/ Director (Generation)/ Director (Finance)/ Director (RT)/ Executive Director (Dist.)/ Executive Director (Project)/ Executive Director (Commercial), WBSEDCL

**OPTION FORM FOR THE GROUP MEDICAL INSURANCE POLICY (2ND QUARTERLY INCLUSION 2025-26) FOR RETIRED
EMPLOYEES OF WBSIEDCL**

(To be submitted by 26.11.2025)

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 no :		
		(c) Demand Draft Date:		
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)		



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Details to be Filled in by the Optee and submitted along with Demand Draft	
1. Name:.....	Last Date of Submission: 26.11.2025
2. PF No. :	
3. Demand Draft No :	
4. Contact No:.....	

Details to be Filled in by the Optee and submitted along with Demand Draft	
1. Name:.....	Last Date of Submission: 26.11.2025
2. PF No. :	
3. Demand Draft No :	
4. Contact No:.....	

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