



West Bengal State Electricity Distribution Company

(A Government of West Bengal Enterprise)

Corporate HR Department

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

OFFICE ORDER NO: P/29

Date: 07.05.2026

In continuation to the Office Order No: P/09 dated 02.03.2026 it is hereby notified that the scope for exercising of option for 1st quarterly inclusion of members to the Group Medical Insurance Scheme for the Retired Employees of WBSEDCL (2026-27) shall remain open w.e.f. **11.05.2026 to 20.05.2026**, subject to the following terms and conditions:

- (a) i) Retired employees of WBSEDCL (Pensioner /Family Pensioner/ Non-Pensioner/ Spouse of Non-Pensioners), who **retired/PPO no. generated on and after 01.12.2025** and intend to join the policy (2026-27) in the subsequent 1st Quarterly Inclusion w.e.f 08.06.2026, shall be eligible for new enrolment under the said policy, upon exercising suitable option and payment of pro-rata premium.
- (b) All new inclusion shall be effective from 08.06.2026 and will remain valid up to 07.03.2027 only. The policy coverage, and all other terms and conditions, shall be the same as per the original policy as notified earlier.
- (c) All Pensioners/ Family Pensioners who are interested for enrolment as per (a) above, are required to submit a copy of their PPO/ FPPO Order along with the filled in Option Form. Interested Non-Pensioners/Spouse of Non-Pensioners, are required to submit a copy of their final Release Order, along with filled in Option Form and Demand Draft.

Non-Pensioners/Spouse of Non-Pensioners who have submitted options as per Office Order No: P/100 dated 17.10.2025 but did not pay the premium as per Circular No. P/09 dated 02.03.26 of the Director (HR), WBSEDCL, are not eligible for quarterly inclusion in the existing Gr. Medical Insurance Policy 2026-27.

No change in option /opt out will be allowed in case of the beneficiaries who are already included in the running policy as effective from 08.03.2026. Similarly, the retired employees who had opted out from the policy for the year 2026-27 on their choice are also not eligible for inclusion in the running policy.

- (d) **Pro-Rata Premium Amount to be paid by optees & Subsidy borne by WBSEDCL:**

Part A – Rs. 4500/- for Sum Insured Rs. 2,00,000.00 /-

Part B – Rs. 28621.97/- for Sum Insured Rs. 3,50,000.00 /-

Part C – Rs. 43656.43/- for Sum Insured Rs. 5,00,000.00 /-

An additional amount of Rs 8192.63/- will be paid by WBSEDCL authority as subsidy amount w.r.t each insured member for successful implementation of the Policy.



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(e) Payment of Premium:

| Type of Scheme | Optee | Mode of Payment |
|----------------|---|--|
| Part A | Pensioners/Family Pensioners | Self-Contribution i.e. Surrender of Medical relief of Rs 500/- per month for 9(Nine) months shall be deducted on monthly basis. |
| | Non-Pensioners/Spouse of Non-Pensioners | Self-Contribution through online payment /Demand Draft of Rs 4500/- only issued in favour of "West Bengal State Electricity Distribution Company Limited" payable at one time. |
| Part B | Pensioners/Family Pensioners | Self-Contribution i.e. Surrender of Medical relief of Rs 500/- per month for 9(Nine) months and additional Rs 24121.97/- shall be deducted from pension. |
| | Non-Pensioners/Spouse of Non-Pensioners | Self-Contribution through online payment /Demand Draft of Rs 28621.97/- only issued in favour of "West Bengal State Electricity Distribution Company Limited" payable at one time. |
| Part C | Pensioners/Family Pensioners | Self-Contribution i.e. Surrender of Medical relief of Rs 500/- per month for 9(Nine) months and additional Rs 39156.43/- shall be deducted from pension. |
| | Non-Pensioners/Spouse of Non-Pensioners | Self-Contribution through online payment /Demand Draft of Rs 43656.43/- only issued in favour of "West Bengal State Electricity Distribution Company Limited" payable at one time. |

In case of Non-Pensioners/Spouse of Non-Pensioners, Demand Draft needs to be deposited along with the filled-in Option Form and other allied documents {as mentioned in (c) pre page } within the stipulated date for inclusion in the aforesaid policy.

OR

Payment may also be made through online mode/net banking in the following account given below:

1. Account No: 35665156328
2. Bank Name: STATE BANK OF INDIA
3. Bank Branch: CAG, KOLKATTA(09998)
4. IFSC: SBIN0009998
5. Beneficiary Name: WBSEDCL

Option Forms shall be received at Drop Box ,Group Medical Insurance Cell, 6th Floor, Block – C, Vidyut Bhavan, Sector-II, Bidhannagar, Kolkata-91" between **11.05.2026 to 20.05.2026** (excluding Saturdays/Sundays and Holidays) from 10:30 am - 3:00 pm only. Option forms sent via Post need to be positively delivered at this end by **20.05.2026** only.

Registered Office: Vidyut Bhawan, Bidhannagar, Block – DJ, Sec-II, Kolkata – 700091

CIN: U40109WB2007SGC113473; website: www.wbsecl.in



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Please note that Option Forms submitted after due date or containing incorrect/ incomplete/ illegible details/not supported by necessary enclosures shall be rejected summarily and WBSSEDCL shall not take any responsibility for the same.


- (f) The Option Forms may also be downloaded from the company's website (www.wbsedcl.in > retired employees corner).

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Option Forms may also be submitted through website portal (www.wbsedcl.in → Retired Employee's corner → e-option for Group medical Insurance) within 20.05.2026.

Option Forms submitted by the Non-Pensioners/Spouse of Non-Pensioners shall include the Demand Drafts/UTR details accurately. For Non-Pensioners/ Spouse of Non-Pensioners who are submitting their Options Forms as well as paying through online mode shall have to send their duly filled-in Annexure B at mail id :- gr.medins@gmail.com within 20.05.2026 .

- (g) All recoveries made from the Pension are to be deposited to the WBSSEDCL account by the Pension Trust Fund by the 5th of the following month. Necessary action code for this transaction may be allocated by the Pension Cell and the Corporate Compilation Cell of WBSSEDCL. The IT&C Cell shall render assistance for making any changes to the relevant software / database in this regard.
- (h) For additional query, please contact: Retired Persons Help Desk (Gr. Medical Insurance Cell), 6th Floor, Block-C, Vidyut Bhavan, Kolkata- 700091 or visit www.wbsedcl.in


(A.K. Jaiswal)
Director (HR), WBSSEDCL



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Annexure "A"

| Details to be Filled in by the Optee and submitted along with Demand Draft | |
|--|---|
| 1. Name:..... | <u>Last Date of Submission: 20.05.2026</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: 20.05.2026</u> |
| 2. PF No. :..... | |
| 3. Demand Draft No :..... | |
| 4. Amount Paid through net banking :Rs | |
| 5. Contact No:..... | |



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Annexure "B"

Details to be filled in by the Optee and scanned copy to be e-mailed at gr.medins@gmail.com

| | |
|--|---|
| <p>1. Name:.....</p> <p>2. PF No. :.....</p> <p>3. UTR No :.....</p> <p>4. Amount Paid through net banking :Rs.....</p> <p>5. Contact No:.....</p> | <p><u>Last Date of Submission: 20.05.2026</u></p> <p>(Only For Non-Pensioners / Spouse of Non-Pensioners who are submitting their Option Forms as well as paying through online mode)</p> |
|--|---|

**OPTION FORM FOR THE GROUP MEDICAL INSURANCE POLICY (1st QUARTERLY INCLUSION 2026-27) FOR RETIRED
EMPLOYEES OF WBSEDCL**

(To be submitted by 20.05.2026)

| | | | | |
|---|---|--|---|-------------------------|
| 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) | | |