केन्द्रीय भण्डारण निगम
(भारत सरकार का उपक्रम)
CENTRAL WAREHOUSING CORPORATION
(A GOVT. OF INDIA UNDERTAKING)
जन जन के लिए भण्डारण – WAREHOUSING FOR EVERY ONE

CWC/PRMB/Trust Meeting/2019-20 **Dated: 17.05.2020**

CIRCULAR

Sub: Reimbursement of outdoor medical expenses in respect of retired employees for FY 2020-21.

In continuation to CO Circular no.CWC/PRMB/Trust Meeting/2019-20 dated 12.03.2020, it has now been decided with the approval of Competent Authority that retired Employees who are member of PRMB scheme in the FY. 2020-21, shall submit the application for reimbursement of outdoor medical expenses incurred for self and dependent spouse as per prescribed form enclosed (Annexure-I) in PRMB Software through online mode only as per enclosed User Manual (Annexure-II).

2. Retired Employee whose PRMB base policy form has been approved by PRMB Trust for FY 2020-21 shall submit the application after incurring expenditure of Rs. 15000/- as reimbursement will be restricted to Rs. 15000/- per annum & in one instalment.

3. All payments will be processed by CWC PRMB Trust at corporate office only and amount will be credited directly to the bank account of retired employee which was mentioned at the time of submission of PRMB base policy form. No Regional office shall make payment to retired employees on account of outdoor medical treatment.

4. The payment to the retired employees would be made on quarterly basis as under:-

Application Received Upto	**Payment to be made to retired Employee**
30th June, 2020	15th July, 2020
30th Sep, 2020	15th Oct, 2020
31th Dec, 2020	15th Jan, 2021
15th March, 2021	31th March, 2021

5. No application from retired employees shall be accepted after 15th March, 2021

Ratti Ram Aggarwal

Digitally signed by Ratti Ram Aggarwal
DN: c=IN, o=CENTRAL WAREHOUSING CORPORATION, ou=Food And Public Distribution, 2.5.4.20=b86d63bdd37630c93c0ee51d184448f9ee27358903e3fbdee75061f26c558598, postalCode=110016, st=DELHI, cn=Ratti Ram Aggarwal
Date: 2020.05.17 23:58:04 +05'30'

(R R Aggarwal)
Group General Manager (Finance)

Distribution:
1. All Divisional Heads, CWC, Co New Delhi
2. GM (Systems), CWC, CO, New Delhi for uploading the circular on CWC website.
3. All RMs, CWC Regional Office.
4. PS to Chairman/Sr. PA to MD/SAM to D(F)/Sr.PA to D(P)/PS to D(MCP), CWC, CO, New Delhi.

Annexure-I

Application for Reimbursement of expenditure incurred on Outdoor Medical Treatment by Retired Employees for FY. 2020-21

This is to certify that I have incurred an expenditure of Rs._____) (Rupees_____) towards outdoor medical treatment for self and dependent spouse during financial year_____.

It is further certified that my spouse is employed in_____ /not employed and the spouse is claiming/not claiming medical reimbursement. The amount may be remitted to my Bank account mentioned in PRMB base policy form.

I further confirm that I have not claimed any amount till date and shall not claim in future towards outdoor medical treatment for the above financial Year.

Signature:

Name of Employee:

Name of Spouse:

Designation:

Last Place of posting:

Region Name:

CPF Code:

FOR USE BY PRMB TRUST OFFICE

Passed for payment of Rs_____(Rupees_____)

SAM (A/cs)

Annexure-II

USER MANUAL FOR SUBMISSION OF PRMB OPD CLAIM /REIMBUREMENT FORM

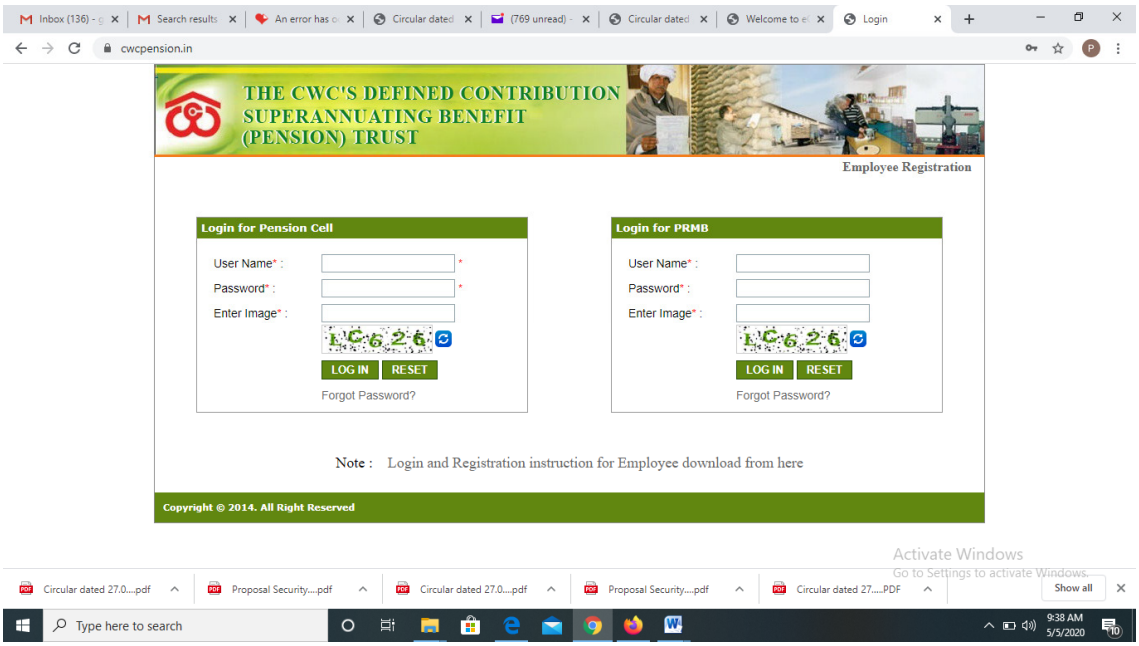
Employees Welfare Cell

1. Application Login:-

User (PRMB user) can login in the application by using the URL as given below and using the login credentials (Username and Password) provided to them.

1.1. Steps for Login

- Enter URL-http://cewacor.nic.in/ for open CWC website
- Click on Employee Corner
- Click on the link of CWC Pension Trust
  or
- Direct Login - enter the URL of the application: - https://cwcpension.in/
- Login for PRMB Link Present on the page.



- User will login to the portal using the Credential provided to them (CPF code for username and Password).

2. User Dashboard

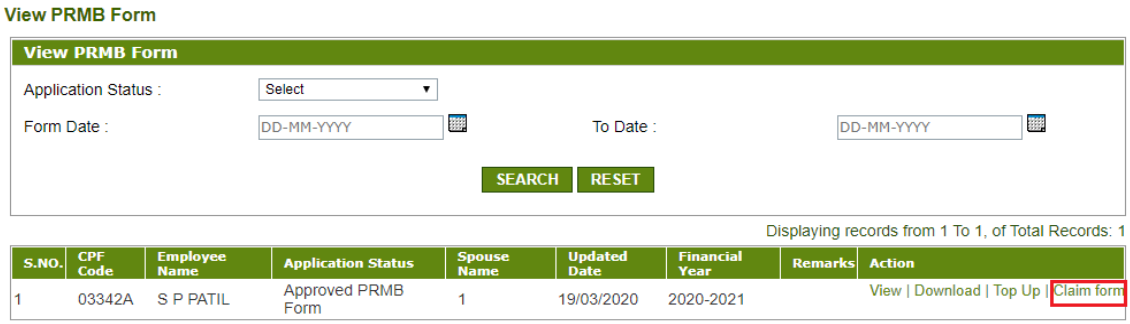
- After login user will redirected to the user dashboard of the PRMB Portal.

On the dashboard User have 2 option PRMB Form & View PRMB.

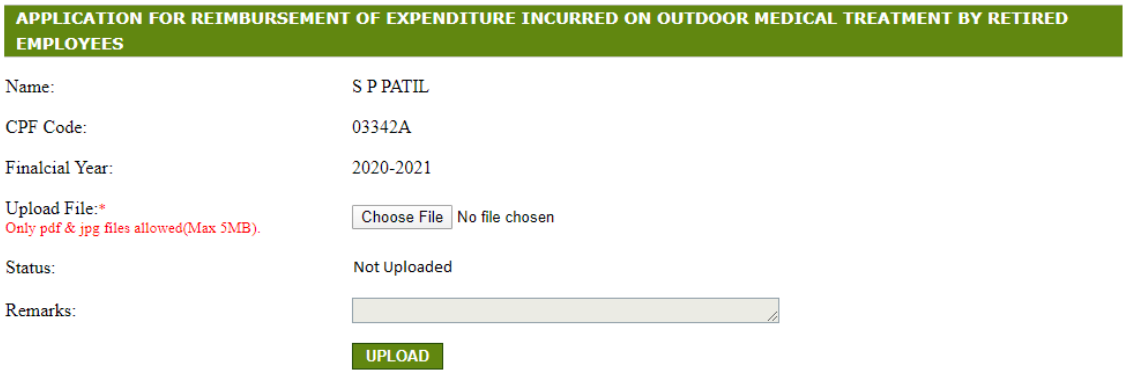
2.1. Fill the Application for Reimbursement of Expenditure Incurred on Outdoor Medical Treatment by Retired Employees:

Once the Base policy form is approved by the Admin, PRMB User can fill the Application for "REIMBURSEMENT OF EXPENDITURE INCURRED ON OUTDOOR MEDICAL TREATMENT BY RETIRED EMPLOYEES"

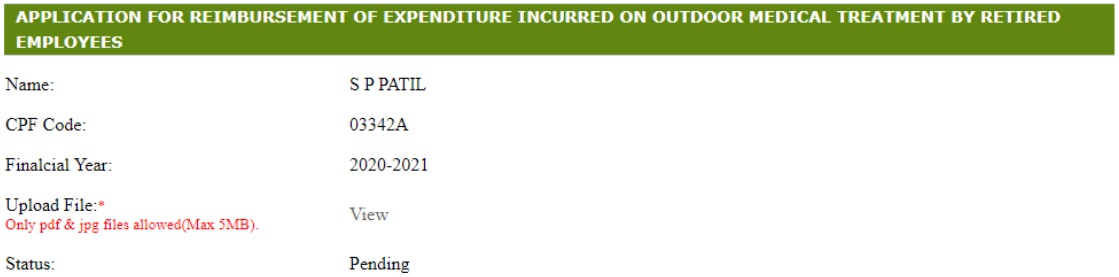
User will click on the View PRMB Form Link present on the dashboard, if the Base Policy is approved by the admin then user will have option for filling the Application for Reimbursement for outdoor medical treatment.



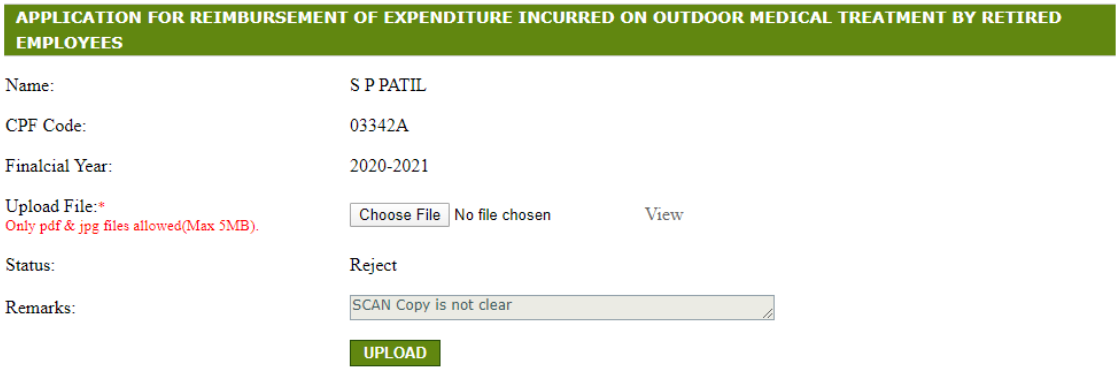
On Clicking on the Claim form link on the View page user will redirect to the Upload screen for the Claim form.



User will select the File for the upload the form and click on the upload button present on the Screen.



After upload the Status of the Form will changed to Pending, and form will be sent the admin for the approval.

Once admin take any action on the form user will get the notification that the form has been approved or rejected.

In case of Rejection user have to upload the Scan copy of the Form again by using the same screen.