



**Government of Jammu and Kashmir**  
**Finance Department Civil Secretariat, Jammu**  
**(Insurance Division)**

**CIRCULAR**

No: 02 -FD of 2018 Dated: 20 -02-2018

**Subject: Enrolment of employees/pensioners for Group Mediclaim Insurance Policy.**

This is in continuation to the Circulars of 06-12-2017 and 29-12-2017 regarding the above cited subject.

2. In view of pressing demands of the various left out employees/pensioners, who have still not submitted their enrolment forms for the proposed Group Mediclaim Insurance Policy to the respective DDOs/TOs for onward transmission to the Intermediary appointed by the Government for the purpose, it has been decided to give one last opportunity to them to enrol themselves under the Policy.
3. Accordingly, all the left out employees are requested to fill up the enrolment forms available on the Finance Department's portal, namely, ([www.jakfinance.nic.in](http://www.jakfinance.nic.in)), and submit the same to their respective DDOs, who will, accordingly, urgently forward the same, after applying necessary checks, to the above Intermediary Firm.
4. Similarly, all the left out pensioners are also advised to fill up the enrolment forms and submit the same urgently to the above Intermediary Firm.
5. All the left out employees/pensioners may kindly note that they can enrol under the proposed Group Mediclaim Insurance Policy only till **28<sup>th</sup> February, 2018.**
6. The DDOs/Pensioners are advised to submit the enrolment forms at the following addresses:-
  1. Mr. Sunil Sharma, VP-Client Servicing Ms. Trinity Reinsurance Brokers Ltd.37-1A Trikuta Nagar, Jammu, Pin Code 180020
  2. M/S Trinity Reinsurance Brokers Ltd, 2<sup>nd</sup> Floor Landmark Complex Main Chowk Karan Nagar Srinagar, Pin Code 190010.

Sd/-

**(Navin K Choudhary),IAS**  
**Principal Secretary to the Govt,**  
**Finance Department**

No:FD/VII-8(2010)DONGE/2016

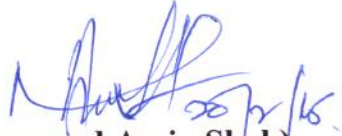
Dated: 20 -02-2018

Copy to the:-

1. Advocate General J&K High Court Srinagar/Jammu.
2. All Financial Commissioner.
3. Chief Vigilance Commissioner, J&K Srinagar.

*(Handwritten signatures and initials in blue ink)*

4. All Principal Secretaries to Government.
5. Principal Secretary to Hon'ble Chief Minister.
6. Principal Secretary to HE the Governor.
7. Principal Resident Commissioner, J&K Govt, 5- Prithvi Raj Road, New Delhi.
8. Chief Electoral Officer, J&K Jammu.
9. All Commissioner/Secretaries to Government.
10. Principal Accountant General, J&K Srinagar/Jammu.
11. Divisional Commissioner Kashmir/Jammu.
12. Registrar General, J&K High Court, Srinagar/Jammu.
13. Director General Local Fund, Audit and Pension J&K.
14. Director General Funds Organization, J&K.
15. Director General Accounts & Treasuries, J&K
- 16. Director Information J&K, Jammu for wide publicity in the prominent leading newspapers of both Jammu and Srinagar Divisions.**
17. Secretary, J&K Public Service Commission.
18. Secretary, J&K Legislative Assembly/Legislative Council.
19. Director, Audit & Inspections.
20. Director, Accounts & Treasuries, Jammu/ Srinagar.
21. Joint Director Resources, Finance Department.
22. Private Secretary to Chief Secretary.
23. In-charge Websites, General Administration Department and Finance Department Government Order file (W2scs).

  
**(Mohammad Amin Shah)**  
Under Secretary to Government  
Finance Department