



URGENT PLEASE

13th March, 2015

To,

GMs (P) of Member Companies & GIC / AICIL

Dear Sir,

Re: Group Medclaim Policy for employees – Coverage for Newly Recruited Employees

This is further to our communication of 28th February, 2015, vide which we had informed you of the decision of the Governing Board to cover fully dependent disabled children of retired employees, and independent children of serving and retired employees in the Group Medclaim Policy for Employees (GMC policy) subject to the terms and conditions stated therein, apart from granting one last chance to the left over retired employees who could not opt last year for coverage under GMC policy.

Subsequent to our said communication, we had a joint meeting of all Checked Off Qualified Unions / Associations of Employees of GIPSA Member Companies at Hyderabad on 03.03.2015 for discussions on wage revision, on the sidelines of which a request was made by the Unions / Associations to allow coverage of newly recruited employees under the GMC Policy even during probation. At present, the newly recruited employees are allowed coverage in the GMC Policy from the 1st day of the month following their confirmation.

In the GMs (P) Meeting held on the same day at Hyderabad, the above stated request of Employees Unions / Associations was discussed. The recommendations made by the GMs (P) thereon were submitted by us to the Governing Board through a Circular Resolution. We are pleased to inform you that the Governing Board has agreed to the suggestion as recommended by GMs (P) and have allowed coverage of the newly recruited employees in GIPSA Companies and their eligible family members right from the day of receipt of their option on the prescribed form for coverage after joining the Company, without waiting for confirmation of their services. For the existing employees on probation also, the coverage would now be available immediately from the day of receipt of their option to this effect.

We would request you to kindly take note of the above and issue requisite Circular from your level for information of all employees as early as possible. Needless to add, the Circular should be prominently displayed in the Employees Corner on the Company's Website.

Thanking you,

Yours faithfully,

(A.K. SINGHAL)
CHIEF EXECUTIVE