

**GOVERNMENT OF NWFP
FINANCE DEPARTMENT**

No. SOSR-III/FD/8-40/2009VOL-III
Dated Peshawar the, 24/03/2010

Subject: **REIMBURSEMENT OF EXPENDITURE INCURRED BY RETIRED CIVIL SERVANTS ON THE TREATMENT OF CERTAIN DISEASES**

Dear Sir,

I am directed to refer to Finance Department letter No. SOSR-III/FD/8-40/2003/ Vol-III dated 07-05-2008, and of even number dated 17-08-2009, on the above referred subject, and to state that to clarify some points and to streamline payment procedure, the following instructions are issued.

Entitlement

2 Retired Civil Servants of the Government of NWFP, their spouses and dependent children, as defined in the NWFP Civil Servants Pension Rules & Orders 2006, shall be entitled to reimbursement of expenditure incurred by them on the treatment of the following diseases:

- a) Diseases of the heart
- b) Cancer of any kind
- c) Hepatitis
- d) Kidney diseases requiring dialysis.
- e) Diabetes
- f) Hypertension

Expenditure incurred for the purchase of medicines and for all kinds of tests, including radiological and imaging, shall be reimbursed in accordance with the prescribed procedure.

Allocation of Funds

3 Based on actual re-imburements made since the facility was introduced in May 2008, and the expected increase in it, Finance Department will make allocations for the purpose for authorized departments/offices under a separate head of A/C," Medical Charges for retired employees". Amount released against these allocations, will not be utilized for any purpose other than for the re-imburement of expenditure incurred by retired civil servants on the treatment of above mentioned diseases.

Procedure for Re-imburement

4 Claim for re-imburement of expenditure will be submitted through a bill in the prescribed format, supported with the following:

- a) Prescription by the Authorized Medical Attendant of a Government Hospital for purchase of medicines etc.

- b) Cash Memo for the incurred expenditure duly verified/countersigned by authorized Medical attendant of Govt. Hospital.
- c) Pension Book.

Bill will be received by the nominated officer of the concerned department/office, who, after verification of the claimants identity, will (a) return the pension book to the claimant/authorized person, (b) assign a serial number to the claim, and (c) indicate a date of funds are available on which payment will be made, so as to facilitate its collection by the claimant/authorized person. All payments will be made through cheques, **crossed in the name of claimant**. Claims in excess of Rs. 100000 (one hundred thousand) will be referred to Standing Medical Board for approval before payment is made.

Authorized Officers

5 As already notified, the following officers are authorized, and be responsible, for making re-imburements to retired civil servants in the same manner as is being done in the case of serving Government servants and, accordance with the financial powers delegated to them under the Financial Rules and the Powers of Re-Appropriation Rules, 2001.

- a) Administrative Secretaries, in respect of employees of their respective departments.
- b) Heads of Attached Departments, in respect of Ministerial employees of their respective attached departments.
- c) District Coordination Officers, in respect of employees of their respective districts and devolved departments.
- d) Administration Department, in respect of retired civil servants (including their spouses and dependent children) belonging to the PCS(SG), PCS(EG), PMS and Secretariat Employees.

Supervision and Audit

6 While approving claims for re-imburement, authorized officers will ensure that the facility is not misused, and Finance Department will notify procedure for the audit of payments made as such.

7 Government Servants (Medical Attendance) Rules 1959 would be amended as and when required.

8 Cases processed and payments made in accordance with the instructions issued through Finance Department letters referred to in Para-1 above shall be deemed to have been validly processed and payments made validly.