

PROCESS FOR APPLICATION OF POST-RETIREMENT MEDICAL CARDS OF EXECUTIVE

For the application of the Post-Retirement Medical Card the following documents need to be submitted by the superannuating executive to the dealing departments:

1. Duly filled Medical Card-Annexure A- 02 copies [HARD COPY]
2. Gratuity Order of the superannuating executive
3. Duly filled B-1 form
4. Duly filled ECS Mandate
5. Photocopy of PAN & Aadhaar Card of self & spouse – 01 copy each
6. Canceled Cheque

NOTE: Once either of the members of the post-retirement medical card expires; i.e. either the retired executive or the spouse of the retired executive; the card needs to be converted to a **SINGLE MEMBERSHIP CARD.**

For transferred cards i.e. Cards transferred from the Subsidiary Companies to CIL(HQ), Kolkata, or vice-versa, the aforementioned set of documents needs to be RE-SUBMITTED to the Company to which the card is being transferred.