

**Office of
CONTRIBUTORY MEDICAL SCHEME
IEST, Shibpur
Howrah**



Date: - 17.05.2017

NOTICE

The OPD and IPD (Non tied-up) bills of the employees, as mentioned overleaf, have been processed and made ready for reimbursement.


The concerned employees are hereby requested to visit CMS office during the scheduled date and time mentioned below, for necessary endorsement of the amount approved for reimbursement.

The employees, who are not willing to accept the approved amount, will be invited in a grievance redressal meeting for settlement of the claims.

Date and day of the week	Time
22.05.2017 Monday	11:00 hrs to 13:00 hrs
23.05.2017 Tuesday	11:00 hrs to 13:00 hrs
24.05.2017 Wednesday	11:00 hrs to 13:00 hrs

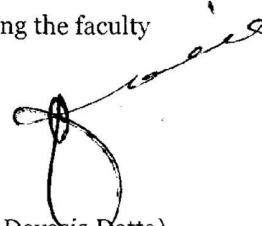
The notice will be circulated among the heads of the departments of the Institute and will also be uploaded to the Institute's website in 'Contributory Medical Scheme' page.

The bills not attended by the concerned employee during the stipulated period, will be considered as 'acceptance of the approved amount by the concerned employee' and will be sent for onward transmission towards payment.

Sd-
(Dr. Devasis Datta)
Dy. Registrar 

Copy to:-

1. All Deans and Associate Deans
2. All Heads of the Departments, Centers, Schools - with a request to circulate among the faculty members and staff members
3. All Officers - with a request to circulate among the employees
4. P.S. to the Director
5. The In-charge, Telephone Section for information
6. Institute Website.
7. Office File with Service Return


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List of the Employee's

A982, A983	Shib Sankar Basak	A1026, A1027	Biswajit Sarkar
A230, A984, A985, A991, A992, A993, A994, A997, A998, A1000, A1002, A1004, A1005	Subhajit Biswas	A1028	Ramnath Shaw
A1006, A1007	Asik Mohammad	A1029, A1030, A1031, A1032	Arun Kumar Patra
A1008, A1009	Shyamal Chatterjee	A1033, A1034, A1035, A1036	Sadhu Thakur
A1010	Jagannath Chatterjee	A1037, A1038	Gautam Bandyopadhyay
A1011, AA1012, A1013, A1014, A1015, A1016, A1017, A1018, A1019	Partha Sarathi Nath	A1039, A1040, A1041, A1042, A1043	Hari Prasad Sharma
A1020, A1021	Dharmendra Das	A1113, A1114, A1115, A1116, A1123	Biman Das
A1023	Samir Kumar Roy	C48	Debdulal Das
A1024, A1025	Manoj Bhagat		

(Dr. Devasis Datta)
Dy. Registrar

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