



एनएलसी इंडिया लिमिटेड

**NLC India Limited**

हितलाभ समन्वय कक्ष : मा.सं. विभाग : ज.सं.का. भवन

**BENEFIT CO-ORDINATION CELL: HR DEPT: PRO BUILDING**

**Cir. No. CORP/HR/BCC/PRENA/1500/2018(P)**

**Date:10.07.2018**

Sub: HR – BCC - PRENA - Introduction of Post - Retirement Emergency Need Assistance (PRENA) Scheme for those who got separated from the service of NLCIL prior to 01.01.2007 – Reg.

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- 1.0 Management is pleased to introduce the Post-Retirement Emergency Need Assistance (PRENA) Scheme for those who got separated from the service of NLCIL prior to 01.01.2007.
- 2.0 The Scheme aims to provide some financial support to employees (including their spouse) separated from the NLCIL prior to 01.01.2007 to meet their emergency needs.
- 3.0 The salient features of the Post-Retirement Emergency Need Assistance (PRENA) Scheme is annexed.
- 4.0 This Post-Retirement Emergency Need Assistance (PRENA) Scheme is effective from 2017-18.
- 5.0 This issues with the approval of competent authority.

**CHIEF GENERAL MANAGER (HR)/Group-B**

Encl: Annexure (the PRENA scheme)

**Circulation:**

All EDs/Unit Heads/Group HR heads/Head of HRs/Accounts Centres  
NLC Pension Cell, GM (Computer Services), BCC-CO  
PS to CVO/FDs/CMD

**Copy to:**

Recognised unions  
Associations representing Engineers/Officers & NUS  
Host in NLCIL intranet & internet/NLCIL Ex. Employees portal  
Stock file



**NLCIL – Post Retirement Emergency Need Assistance (PRENA) Scheme**  
**for those who got separated from the service of NLCIL prior to**  
**01.01.2007**

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- 1.1 **Title:** This Scheme may be called as "The NLCIL - Post Retirement Emergency Need Assistance Scheme" (PRENA).
- 1.2 **Eligibility and Coverage:** This Scheme is applicable only to those who got separated from NLCIL prior to 01.01.2007 and being member of PRMA (Post Retirement Medical Assistance) scheme.
- 1.3 In case of death of the PRMA member, the spouse of the (Eligible) separated employee only will continue to avail this provision adhering to the procedure.
- 1.4 **Emergency Need:** Emergency need may be medical or any other felt-needs that the PRMA members (separated from NLCIL prior to 01.01.2007) had faced during the financial year.
- 1.5 **Emergency Need Assistance:** A partial financial support to the PRMA members (separated from NLCIL prior to 01.01.2007) under the following Emergency Needs
- Natural Calamities at geographical area of residence of PRMA members
  - Funeral & related expenditure on the death of the PRMA member
  - Any medical expenses/assistance, which are not covered under PRMA and PRMI
  - Transportation/movement expenses on emergencies
  - Medical treatment/Assistance expenses towards the differently abled children of the PRMA members
- 1.6 **PRENA Fund:** The Post Retirement Emergency Need Assistance will be met from the Corpus fund created out of 1.5% of PBT of the company during the financial year after providing for PRMA and PRMI expenses for the financial year and the balance fund available will be transferred to corpus fund every year.
- 1.7 Committee of Directors constituted by the Board of NLCIL Directors shall review the quantum of financial assistance for PRENA every year.
- 1.8 If there is no adequate fund to meet PRENA, the benefit shall be reviewed for necessary action.
- 1.9 **Quantum of payment:** As Post Retirement Emergency Need Assistance, maximum of Rupees Five Thousand (Rs.5000/-) will be paid to per Unit per annum (financial year).
- 1.10 Under the scheme "Unit means the former employee and his/her spouse where both are alive or either one in case when only one of them is alive"
- 1.11 **Procedure:** The existing PRMA members (separated from NLCIL prior to 01.01.2007) can avail this provision subject to submission of their Life Certificate cum Self-certificate every year on or before 31<sup>st</sup> of March in order to claim expense incurred for outpatient treatment (PRMA) and emergency needs (PRENA) during the financial year.
- 1.12 **General:** On approval, the Emergency Need Assistance shall be paid to the beneficiaries from the year **2017-18 onwards**. As such for the year 2017-18, the process of receiving life certificate has already been completed, a separate 'self certificate' (Annexure - A) to claim PRENA shall be collected for the year 2017-18.
- 1.13 The financial assistance under "The Post Retirement Emergency Need Assistance (PRENA)" is provided to eligible retired employees/their spouse purely as a nature of relief and not as any entitlement.
- 1.14 The financial support will be made directly to the bank account of the eligible former employee/their spouse through e-payment mode during **October/November**. To make difference between Annual Medical Assistance and Emergency Need Assistance the payment shall be credited separately.
- 1.15 Income tax liability, if any, on this financial support has to be borne by the beneficiary.

*[Handwritten signature]*  
10.07.18



**Claim of Post Retirement – Emergency Need Assistance for the year 2017-2018**

Applicable only to those who got separated from NLCIL prior to 01.01.2007 and being member of PRMA Scheme

(Last date for submission of this claim is 31<sup>st</sup> August 2018)

From

To The Chief General Manager/HR  
NLC India Ltd., BCC, PRO Building, Block – 2, Neyveli – 1.

**Sub: PRENA - Reimbursement of expenses spent under emergency needs – Reg.**

Sir,

I ..... ( CPF No.....) had incurred expenditure not less than Rs...../- (Rupees.....) towards emergency needs as specified in the PRENA scheme.

Since I am entitled for the reimbursement of the expenditure as per NLCIL – PRENA scheme, the same may please be reimbursed and transferred to my Bank account.

I understand that in case it is found that there is misuse of benefits, as claimed above under the scheme, I shall be summarily debarred from the benefits of the Scheme.

..... ஆகிய நான் (CPF No ..... ) கடந்த 2017-18 க்கான நிதியாண்டில், PRENA திட்டத்தில் குறிப்பிட்டுள்ளபடி அவசரகால செலவாக ரூ..... (ரூ ..... ) க்கு குறையாமல் செலவு செய்துள்ளேன். என்.எல்.சி இந்தியா லிமிடெட் PRENA திட்டத்தின்படி நான் மேற்கூறிய தொகையை திரும்ப பெறுவதற்கு தகுதியானவன் என்பதால் மேலே குறிப்பிட்டுள்ள அவசரகால செலவினை எனது வங்கி கணக்கில் வரவு செய்திடுமாறு வேண்டுகிறேன்.

இத்திட்டத்தை நான் தவறாக பயன்படுத்தும் பட்சத்தில், நான் இந்த நல திட்டத்திலிருந்து நீக்கப் படுவேன் என்பதை அறிவேன்.

Date:

Signature of the retired employee:.....

Signature of the spouse:.....

  
10.07.18