



**BHARAT HEAVY ELECTRICALS LIMITED : NEW DELHI**

**Corporate Office**

From : Manoj Singh, SDGM (HR), BHEL, Corporate Office, New Delhi

To : All Unit Heads/ HR Heads/ Medical Heads / BHEL

AA:HR:MR 1 ( C )

Dated 23.03.2020

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**CORPORATE HR CIRCULAR NO. 015 OF 2020**

**SUB: PREVENTIVE MEASURES TO CONTAIN THE SPREAD OF NOVEL  
CORONAVIRUS (COVID-19)**

As per extant provisions under BHEL Medical Attendance Rules, serving employees are permitted to claim medical reimbursement of medicines etc. against prescription from AMA upto 5 days duration. Beyond 5 days duration, employees are required to get medicines issued from BHEL Hospitals / Dispensaries or claim reimbursement for further duration after obtaining 'not applicability' certificate from BHEL Hospitals / Dispensaries. Major Unit having BHEL hospitals and established mechanism of procurement of medicines provide such medicines which are not readily available in BHEL stocks after procuring them through Local Purchase.

In view of COVID-19 situation, it has been decided that serving employees may be permitted to claim reimbursement of medicines against the prescription of AMA for a duration of treatment beyond 5 days without obtaining 'non availability ' certificate from BHEL Hospitals/ Dispensaries upto 04.04.2020.

2. BHEL RECHS beneficiaries are currently issued medicines from BHEL Hospitals/ Dispensaries against prescription upto one month duration. In order to avoid crowding at hospitals / dispensaries and to take care of their health & safety, it has been decided that RECHS beneficiaries may be issued medicines for a duration of 2 months. This shall be reviewed after 04.04.2020.

3. Some of Units have empaneled pharmacy e.g. Apollo etc. and beneficiaries ( serving & retired employees, both) are required to get approval of medicines from BHEL Doctors/ PTMCs before purchase such medicines so as to confirm admissible and inadmissible of items. It has been decided that such approval may be taken on WhatsApp or email or alternatively a list of inadmissible items may be made available to impaneled pharmacy e.g. Apollo. This shall be reviewed after 04.04.2020.

4. Further, BHEL beneficiaries (serving & retired both) are required to obtain prior approval of diagnostic tests etc. from BHEL Doctors, before getting it done from labs ( incl. empaneled labs). It has been decided that such prior approval shall not be required till 04.04.2020.

5. It is again advised that personal visits are avoided to the extent possible and social distancing is to be observed.

This may be circulated to all employee/ beneficiaries.

This is issued with the approval of the Competent Authority.

(Manoj Singh)