

No. 1/1/2007-DCH/WW/HWCWS  
Government of India  
Ministry of Textiles  
Office of the Development Commissioner for Handlooms  
Udyog Bhavan, New Delhi  
Dated the 2007.

To,

1. Secretary In-charge of Handlooms of all States/ UTs.
2. Commissioner / Director In-charge of Handlooms of All States / UTs.
3. Country Head – Government Solution Group, ICICI Lombard General Insurance Company Ltd, Chennai.
4. Executive Director (P&G) Life Insurance Corporation of India, Mumbai.

Sub: Implementation of “Handlooms Weavers Comprehensive Welfare Scheme” during the 11<sup>th</sup> plan with the components of (i) Health Insurance Scheme and (ii) Mahatama Gandhi Bunkar Bima Yojana – Reg.

Sir / Madam,

I am directed to convey the approval of the competent authority for implementation of the Handloom Weavers Comprehensive Welfare Scheme during the 11<sup>th</sup> plan with the components of (i) Health Insurance Scheme and (ii) Mahatama Gandhi Bunkar Bima Yojana.

The Health Insurance scheme (in the revised form) will be implemented for two years i.e. 2007-08 and 2008-09. The Mahatma Gandhi Bunkar Bima Yojana will be implemented for five years i.e. 2007-08 to 2011-12.

The guidelines for both the schemes under the Handlooms Weavers Welfare scheme are annexed herewith. Kindly ensure successful implementation of the scheme by giving wide publicity and issuing suitable instructions.

Hindi version will follow.

Enclosed: as above.

Yours faithfully,  
B.K. SINHA

Development Commissioner (Handlooms)

Copy to:-

1. Planning Commission (VSE), Yojana Bhavan, New Delhi
2. I.F. Wing, Ministry of Textiles, Udyog Bhavan, New Delhi.
3. All Officers and Sections, Office of D.C. Handlooms, New Delhi
4. Pay & Accounts Office (Textiles) Udyog Bhavan, New Delh.
5. All Weavers Service Centres / Indian Institutes of Handloom Technology (WSCs/IIHTs).
6. ICICI Lombard, Zonal Head, Birla Tower, 5<sup>th</sup> Floor, 25 Barakhamba Road, New Delhi – 110001.
7. Secretary (P&G), Life Insurance Corporation of India (LIC) Jeevan Prakash, 6<sup>th</sup> Floor, 25 K.G. Marg, New Delhi – 110001.
8. NIC for posting the guidelines on the Handloom website [www.handlooms.nic.in](http://www.handlooms.nic.in)
9. Facilitation counter Ministry of Textiles (50 copies).

B.K. SINHA  
Development Commissioner (Handlooms)

No. 1/1/2007-DCH/WW/HWCWS  
 GUIDELINES FOR IMPLEMENTATION OF  
 “HEALTH INSURANCE SCHEME (HIS)” – A COMPONENT OF HANDLOOMS  
 WEAVERS COMPREHENSIVE WELFARE SCHEME

1. INTRODUCTION:

The Government of India was implementing a Health Package Scheme since the year 1992-93 as a welfare measure for the benefit of handloom weavers. The Government of India had introduced the Health Insurance Scheme for Handloom Weavers in 2005-06 which was implemented through with ICICI Lombard General Insurance Company Ltd. This scheme will be implemented in the revised form in 2007-08 and 2008-09. The objective and other salient features of the Health Insurance Scheme are given below:

1. OBJECTIVE:

The Health Insurance Scheme aims at financially enabling the weaver community to access the best of healthcare facilities in the country. The scheme is to cover not only the weaver but his wife and two children, to cover all pre-existing diseases as well as new diseases and keeping substantial provision for OPD. The ancillary Handlooms workers like those engaged in warping, winding, dyeing, printing, finishing, sizing, Jhala making, Jacquard cutting etc. are also eligible to be covered.

2. SALIENT FEATURES OF THE SCHEME

2.1 FUNDING PATTERN

- |     |  |   |   |
|-----|--|---|---|
| i.  | Contribution by the Govt. of India               | : | Rs.642.47/- per annum (Premium (Rs.556.50) Service Tax Rs. 85.97: (@ 12.3% (for the year 2007-08) |
| ii  | Contribution by the Handloom weaver/ state Govt. | : | Rs.139.13/- per annum   |
| iii | Total premium per annum                          | : | Rs.781.60/- per weaver family (Including Service Tax)   |

The minimum contribution by the weavers should be Rs. 50/- per family even in cases where State Governments are making contribution on his behalf.

2.2 Release of funds

1. The Central Govt's. share of premium will be released to the ICICI Lombard directly for coverage of weavers under the scheme in instalments. An amount equivalent to the Governments contribution of premium amount and service tax to the extent of 30% of the premium of the total number of weavers to be covered will be released to the Company. At any point of time when 66% of the above mentioned amount is utilised towards enrolment of the weavers, the company shall send a progress report to the Office of the Development Commissioner for Handlooms indicating the number of people enrolled and funds utilised for the same. On receipt of progress report, which will be corroborated further by a certificate from the State Government, Office of the Development Commissioner for Handlooms will take steps to release the next instalment of 30% of the premium. Further releases will be made in the same proportion till the figure of 90% is reached. Once UCs have been received for 90% then only the remaining amount of 10% will be released.
2. Service Tax, as applicable, on the annual insurance premium of Rs.695.63/- will be borne by the Government of India

3. ICICI Lombard will roll over to the next policy period the surplus amount, if the claim paid, claims in process including IBNR and TPA charges is less than 70% of the annual premium approved.

### 3. IMPLEMENTING AGENCIES

The scheme will be implemented by the O/o DCHL through ICICI Lombard General Insurance Company Ltd. The State Director of Handlooms/Director of Industries/in-charge of Handlooms will be responsible for ensuring efficient implementation of the scheme in their respective States.

### 4. ELIGIBILITY:-

For availing the benefits under the 'Health Insurance Scheme for handloom weavers', (hereinafter the word "weaver" shall include the ancillary handlooms workers like those engaged in warping, winding, dyeing, printing, finishing, sizing, Jhala making, Jacquard cutting etc. The weaver should fulfill the following conditions:-

- The weaver should be earning at least 50% of his income from handloom weaving.
- All weavers, whether male or female, are eligible to be covered under the "Health Insurance Scheme". The scheme will cover the weaver's family of four i.e. self, spouse and two children. The scheme is to cover people between age group of 1 day to 80 years.
- It will be the responsibility of the State Director In charge and ICICI to ensure that women weavers, weavers belonging to minorities and weavers of NER States (Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Tripura and Sikkim) are given adequate representation while implementing the scheme.
- The weavers belonging to the State Handloom Development Corporations/Apex/Primary Handloom Weavers' Cooperative Societies will be covered under the Scheme. Weavers outside co-operatives can also be covered under the scheme on a certificate from the State Directorate of Handlooms that they are fulfilling the eligibility conditions.
- It will be the responsibility of the State Director in charge of Handlooms to verify the eligibility of the weavers and ancillary workers, who will be the beneficiaries of the scheme.

### 5. COVERAGE

The ICICI Lombard shall pay / reimburse expenses incurred by the weavers in course of medical treatment availed of in any hospital or nursing home within the country, subject to limits/sub-limits.

### 6. CASHLESS FACILITY

The ICICI Lombard shall through its authorized representatives (Third Party Administrator) provide a cashless facility in empanelled hospitals / nursing homes in various states all over the country. This would mean that a patient can avail of treatment in any one of the panel hospitals without actually having to pay the bills. In case a patient has to go to a doctor or a clinic, not in the approved list, he can submit the prescription and the vouchers for the medicines to the ICICI Lombard or its authorized representative (TPA) who will ensure that full payment is made within 15 days after receipt of all the requisite documents and information.

### 7. PERIOD

7.1 The Policy shall be valid for a period of 12 months, from the date of receipt of premium by the insurer.

7.2 One weaver family would normally receive the benefits for one year on payment of his / her share of the premium, which will be eligible to be renewed for one more year on payment of his/ her share of the premium each year.

7.3 Primacy should be given for renewals. Minimum 80% of the cases should be renewed in the 2<sup>nd</sup> year. Failure to achieve 80% renewals in the 2<sup>nd</sup> year would result in debarment of the company.

## 8. BENEFITS

(in Rs.)	
Annual Limit per family (1+3)	15,000/-
Sub Limits per Family:	
All pre-existing Diseases + New Diseases	15,000/-
Maternity Benefits (per child for the first two)	2,500/-
Dental treatment	250/-
Eye treatment	75/-
Spectacles	250/-
Domiciliary Hospitalisation	4,000/-
Ayurvedic/Unani/Homeopathic/Siddha	4,000/-
Hospitalisation (including pre and post)	15,000/-
Baby coverage	500/-
OPD	7,500/-
Limit per illness	7,500/-

Exclusions: Corrective cosmetic surgery or treatment, HIV, AIDS, Sterility, Venereal diseases, Intentional self-injury, use of intoxicating drug or alcohol. War, riot, Strike, Terrorism acts & nuclear risks.

## 9. OPERATIONAL MODALITIES:

- 9.1 The State Director In charge of Handlooms shall finalize insurance coverage of the weavers with the ICICI Lombard.
- 9.2 The scheme will be effective from the date of issue of the Guidelines of “Health Insurance Scheme” for handloom weavers by the Government of India.
- 9.3 The office of the State Director-in-charge of Handlooms & Textiles and its subordinate offices in the field shall be Nodal agencies for implementation of the scheme.
- 9.4 The Central Govt’s share of premium will be released to the ICICI Lombard directly for coverage of weavers under the scheme in instalments. An amount equivalent to the Governments contribution of premium amount and service tax to the extent of 30% of the premium of the total number of weavers to be covered will be released to the Company. At any point of time when 66% of the above mentioned amount is utilised towards enrolment of the weavers, the company shall send a progress report to the Office of the Development Commissioner for Handlooms indicating the number of people enrolled and funds utilised for the same. On receipt of progress report, which will be corroborated further by a certificate from the State Government, Office of the Development Commissioner for Handlooms will take steps to release the next instalment of 30% of the premium. Further releases will be made in the same proportion till the figure of 90% is reached. Once UCs have been received for 90% then only the remaining amount of 10% will be released.

- 9.5 A prospective beneficiary shall be required to fill up an enrolment form and submit the same to the State Directorate of Handlooms along with his/her share of the premium. The application / enrollment form shall be made available to the State Directorate of Handlooms and / or the weavers by the ICICI Lombard.
- 9.6 The State Directorate of Handlooms shall scrutinise the application and if found eligible, shall accept the premium amount and forward the lists of such beneficiaries along with premium amount to the ICICI Lombard.
- 9.7 On receipt of the premium amount with the list of beneficiaries from the State Directorate of Handlooms, the ICICI Lombard shall issue Health Cards to the State Directorate of Handlooms, along with the statement indicating the names of the individuals insured. State Directorate of Handlooms along with the implementing agency will arrange to inform individual beneficiaries about the coverage.
- 9.8 In case a handloom weaver changes his employment during the period of insurance from one Society or Corporation to another, he/she, as the beneficiary of the scheme, shall furnish intimation to the State Government.
- 9.9 The State Governments and the State Handloom Corporations/Apex/ Primary Handloom Weavers Cooperative Societies/Unions/ Associations shall be actively associated in implementation of the scheme by way of sensitizing the handloom weavers to join the scheme.
- 9.10 ICICI Lombard will submit a monthly report of total number of persons enrolled to the State Director / Commissioner in charge of Handlooms, who will certify the number of such enrollments and issuance of health cards after due verification.
- 9.11 The State Directorate of Handlooms shall submit periodical reports on 10<sup>th</sup> of every month indicating the details of coverage and settlement of claims to the Development Commissioner for Handlooms, Ministry of Textiles.

## 10. CLAIM PROCEDURE:

### i. Planned hospitalization

- a. A patient can go to any empanelled hospital/nursing homes of his/her choice. A list of such hospitals will be provided by ICICI Lombard. A copy of the same shall be placed in the website [www.handlooms.nic.in](http://www.handlooms.nic.in)
- b. The name of the patient/policy No./nature of ailment /the name of the hospital is to be communicated to ICICI Lombard or its representatives by the concerned empaneled hospitals/nursing homes. A list of ICICI Lombard's representatives (TPA)/ contact persons shall be provided by the ICICI Lombard.
- c. ID Cards to the weavers will be issued by the ICICI Lombard to the insured persons to avail the cashless facility. The details of ICICI Lombard or its representatives, phone numbers, help line numbers shall also be mentioned in the I.D. Cards for ease of reference. Additionally the empanelled hospitals shall also fax an authorization form to the ICICI Lombard or its representatives who would give approval within 12 hours.
- d. Patient would take the treatment, sign the bill and get discharged. No payment is to be made.

### ii. Emergency hospitalization

- a. The patient can be rushed to any empanelled hospital.

- b. ID Card is to be produced to the hospital and the patient can avail the treatment. Simultaneously, the family can contact the of ICICI Lombard or its representatives (TPA) over help line and submit the pre-authorization form. The ICICI Lombard or its authorized representatives (TPA) has to fax the approval to the hospital immediately.
- c. Patient would take the treatment, sign the bill and get discharged. No payment is to be made.

### iii. Reimbursement claims

Patient can avail treatment from a doctor or at a clinic in addition to the network / empanelled hospitals. The weaver can settle the Hospital bill directly by paying all the charges. The Insurance Company shall pay / reimburse expenses incurred by the weavers in course of medical treatment availed of in any hospital or nursing home which are not empanelled by the company within the country, subject to limits/ sub-limits and at not more than the approved CGHS rates. The weaver may submit the prescription and the vouchers for the medicines to the insurance company or TPA who will ensure that full payment is made within 15 days after receipt of all the requisite documents and information.

### iv. Assistance

1. Additionally for any assistance State Co-coordinators of ICICI Lombard all over the country can be contacted. A list of such officers/contact persons will be provided by the ICICI Lombard in vernacular. Copy of this list will be available on the website [www.handloom.nic.in](http://www.handloom.nic.in) & newspapers.
2. Besides giving printed lists, ICICI Lombard shall also post full details of hospitals/nursing homes, the TPAs and ICICI Lombard on the website of all related government bodies. A copy of this list will be available on the website [www.handloom.nic.in](http://www.handloom.nic.in)

## 11. ROLE OF ICICI LOMBARD.

1. ICICI Lombard or its authorized representatives (TPA) will furnish a list of medium class hospitals/nursing homes for medical treatment to the handloom weavers, to the State Governments and Office of Development Commissioner for Handlooms. This list should be updated after every quarter.
2. ICICI Lombard or its authorized representatives (TPA) will also furnish a list of hospitals covered under the Health Insurance Scheme to the State Governments in atleast 250 handloom clusters in the country for OPD / IPD cashless facilities. They may make addition/deletion on the advice of State Governments under intimation to Office of the Development Commissioner Handlooms.
3. ICICI Lombard should take all steps to make the scheme a success. The ICICI Lombard will get in touch with the State Directors in charge of handlooms for taking preparatory steps like identification of beneficiaries, furnishing forms, instructions etc. immediately for coverage of weavers under the scheme.
4. ICICI Lombard or its authorized representatives (TPA) will take all steps to popularize the scheme among the handloom weavers through out the country by various means including advertising in the print and electronic media.

5. ICICI Lombard will advertise this information related to the scheme/beneficiaries in vernacular languages. Action taken in this context will be informed to DC (HL) & State Government.
6. For early settlement of medical bills of handloom weavers under the OPD cover, the ICICI Lombard or its representatives will open offices in major handloom clusters in atleast 250 handlooms clusters out of 470 handlooms clusters within one month of the award of the work.
7. ICICI Lombard will send a monthly progress report on 20th of every month to the Office of the Development Commissioner for Handlooms every month indicating number of people insured, funds utilised and the claims settled.
8. ICICI Lombard will hold a meeting with State Director./Commissioner incharge<sup>th</sup> of handloom on 18<sup>th</sup> of every month to review the implementation of the health insurance scheme if, it happens to be a holiday then the meeting will be held on the next working day. The Insurance company will arrange to provide the figures pertaining to that state from their claims department well in advance. ICICI should take suitable steps to resolve the issues specially with regard to payments and reimbursements.

## 12. MONITORING AND EVALUATION

12.1 At the district level a committee of Assistant Director Handlooms of the State Government and representatives of ICICI Lombard will meet in first week of every month to monitor the progress of enrolment of applicants and payment of claims under the scheme in that district and resolve issues specially of claims.

12.2 The Office of the Development Commissioner for Handlooms will monitor the progress through its various field offices and by convening meetings with the State Governments and ICICI Lombard from time to time.

(B.K. Sinha)  
DC (Handlooms)

No. 1/1/2007-DCH/WW/HWCWS  
 GUIDELINES FOR IMPLEMENTATION OF  
 MAHATMA GANDHI BUNKAR BIMA YOJANA (MGBBY) DURING THE XI FIVE  
 YEAR PLAN (I.E. 2007-08 TO 2011-12)

^ ^ ^ ^ ^

**INTRODUCTION:**

The Government of India had introduced the 'Bunkar Bima Yojana' in December, 2003 which was a combination of Janshree Bima Yojana and Add-on Group Insurance Scheme being implemented in collaboration with the Life Insurance Corporation of India. Since, 2005-06 this scheme was revised and has been implemented revised with title "Mahatma Gandhi Bunkar Yojana".

During the XI Plan the Mahatma Gandhi Bunkar Yojana will be implemented with enhance benefits. The Scheme will cover 6666665 weavers during the period 2007-08 to 2011-12 including maximum renewal cases each year.

**OBJECTIVE :**

The basic objective of the 'Mahatma Gandhi Bunkar Bima Yojana' is to provide enhanced insurance cover to the handloom weavers in the case of natural as well as accidental death and in cases of total or partial disability.

**ELIGIBILITY:**

1 For availing of assistance under the scheme, the weaver should fulfill the following conditions:-

- The weaver should be earning at least 50% of his income from handloom weaving.
- All weavers, whether male or female, between the age group of 18 and 59 years are eligible to be covered under the scheme, including minorities, women weavers and weavers belonging to NER.
- The weavers belonging to the State Handloom Development Corporations/Apex/Primary Handloom Weavers' Cooperative Societies will be covered under the Scheme. Weavers outside co-operative can also be covered under the scheme on a certificate from the State Directorate of Handlooms that they are fulfilling the eligibility conditions.
- It will be the responsibility of the State Director in charge of Handlooms to verify the eligibility of the weavers who are proposed to be covered under the scheme.
- It will be the responsibility of the State Director In charge and ICICI to ensure that women weavers, weavers belonging to minorities and weavers of NER States (Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Tripura and Sikkim) are given adequate representation while implementing the scheme.

**ADMINISTRATION:**

The authority in-charge of Handlooms in the State shall finalise insurance coverage of the weavers with the Life Insurance Corporation of India.

**SALIENT FEATURES OF THE INSURANCE COVERAGE:**

1. The scheme will be administered by the LIC of India.

2. The authority in-charge of Handlooms in the State shall finalize insurance coverage of the weavers with the Life Insurance Corporation of India.

**BENEFITS:**

S.No.	Benefits from 1.10.07	
(i)	Natural Death	Rs.60,000/-
(ii)	Accidental Death	Rs.1,50,000/-
(iii)	Total Disability	Rs.1,50,000/-
(iv)	Partial Disability	Rs.75,000/-

**PREMIUM:**

The annual premium of Rs.330/- per member will be shared as under:

GOI contribution	Rs.150/-
Weavers' contribution	Rs. 80/-
LIC's contribution	Rs.100/-
Total premium	Rs.330/-

**OPERATIONAL MODALITIES:**

1. The scheme is renewable every year and continuation of coverage is ensured only on payment of premium on the due date of renewal every year. The premium amount shall be paid by the beneficiary only one time for the whole year to the Life Insurance Corporation of India. This scheme will be effective from 1.10.2007.

2. The premium, once paid, shall not be refunded.

3. Maximum number of renewals shall be effected each year. The insurance coverage is ordinarily effective only after receipt of entire amount of premium i.e. both the Government's as well as beneficiary's share. In an unlikely situation where the Government's share of premium is not ready, the LIC shall accept the share of the beneficiary and effect the coverage accordingly.

4. The office of the State Director-in-charge of Handlooms & Textiles and its sub-ordinate offices in the field shall be the Nodal agencies for implementation of the scheme. Nodal agency will act for and on behalf of the insured members in all matters relating to the insurance cover. LIC will get in touch with State Directors In-charge of Handlooms for identification of beneficiaries, furnishing forms, instructions etc. for maximum coverage of weavers under the scheme.

5. A prospective beneficiary shall be required to fill up an application-cum-nomination form and submit the same to the nodal agency along with his/her share of the premium. The application form shall be made available to the nodal agencies by the LIC. No medical certificate is required and self-certification would suffice the purpose.

6. On receipt of the above, the nodal agency shall scrutinize the application and if found eligible, shall accept the premium amount and forward the lists of such beneficiaries along with premium amount to the LIC.

7. On receipt of the premium amount along with the list of beneficiaries from the nodal agencies, the LIC shall issue Cards/Certificates to all the weavers covered under the scheme and it should be designed in such a way that the month/date of renewal should also be mentioned. The cards should be in vernacular language. This would enable weavers to claim their dues from LIC.

8. In the case of death or disability, the nominee/ beneficiary concerned shall submit his/her claim to the LIC through the nodal agency with required documentary evidence such as death certificate/post-mortem examination report/medical certificate/ discharge certificate and other related documents, as applicable. The nodal agency shall forward the claim, to the LIC within 15 days of receipt of the claim. LIC shall settle the claim within one month from the date of receipt of the claim and pay the amount to the beneficiary/nominee directly by A/c Payee Cheque (under intimation to the Nodal Agency) or through the nodal agency.

9. In the event of non-payment of the insurance premium for the next year by the beneficiary, the insurance cover shall automatically cease. The beneficiary will however be free to rejoin the scheme in any subsequent year on payment of required premium.

10. In case a handloom weaver changes his employment during the period of insurance from one Society or Corporation to another, he/she, as the beneficiary of the scheme, shall furnish intimation to the nodal agency.

11. The State Governments and the State Handloom Corporations/Apex/Primary Handloom Weavers Cooperative Societies/Unions/ Associations shall be actively associated in implementation of the scheme by way of sensitizing the handloom weavers to join the scheme by advertisements through print and other media.

12. The nodal agencies shall submit periodical reports indicating the details of coverage and settlement of claims to the Development Commissioner for Handlooms, Ministry of Textiles.

#### ADDITIONAL BENEFITS:

1. The “Mahatma Gandhi Bunkar Bima Yojana” also provides scholarship to the children of parents who are covered under it under “Shiksha Sahyog Yojana”.

2. A scholarship of Rs.300/- per quarter per child is to be paid to students studying in standard IX to XII for a maximum period of four years or till they complete XII standard, whichever event occurs earlier. The scholarship will be for academic year June to May.

3. The benefit is restricted to two children of the member covered. Both the children irrespective of gender based discrimination will be covered for scholarship.

4. If a student fails and is detained in the same standard, he will not be eligible for scholarship for the next year in the same standard. It may be ensure that the bright and scholarly students from weaver community getting benefits under MGBBY – Siksha Sahayog Yojana need to be brought to limelight so as to encourage the children of the other weaver families to emulate them.

5. Once a person is admitted as a member under Mahatma Gandhi Bunkar Bima Yojana, further proof of income is not necessary at the time of selection of beneficiary under the scheme.

6. No premium is charged either to the parent of the scholarship holder or to the nodal agency. It is an additional benefit given to the children of the parents covered under Mahatma Gandhi Bunkar Bima Yojana. If the premium under Mahatma Gandhi Bunkar Bima Yojana is not paid on annual renewal date in such case, the child shall not be eligible for scholarship.

7. The beneficiaries have to be selected for “Shiksha Sahayog Yojana” out of the members covered under Mahatma Gandhi Bunkar Bima Yojana. The targeted beneficiary students of a State may be divided among the members covered under Mahatma Gandhi Bunkar Bima Yojana in proportion to the number of lives covered within that State. The final selection shall be based on the criteria of poorest of the poor, as the number of scholarships is limited and without any gender discrimination.

8. The member of Mahatma Gandhi Bunkar Bima Yojana whose child is eligible for scholarship shall fill up an application form (available with the nodal agency) and submit to the nodal agency. The applications duly filled up and certified will be sent along with the list of beneficiary students by the nodal agency to the concerned LIC P&GS Unit for disbursement of scholarship under "Shiksha Sahayog Yojana". The scholarship will be disbursed to the beneficiary students through the concerned nodal agency.

9. LIC will send the Account Payee Cheque in the name of the nodal agency along with list of beneficiary students who will pass on the scholarship to eligible students. Nodal agency has to maintain records and submit certificate of utilisation periodically to LIC, P&GS Unit.

#### CLAIM PROCEDURE:

The beneficiary of the deceased member will be required to furnish the original death certificate to the nodal agency who will arrange to forward the same along with the claim papers to LIC i.e.; the Branch which has originally finalised the insurance cover. LIC will settle the claims by sending A/c Payee Cheque directly to the beneficiary; however, intimation to this effect has to be furnished to the State Government concerned and to the Office of the Development Commissioner for Handlooms. In the case of accidental claim, police inquiry report will also be required to be submitted. The detailed procedure will be mainly on the lines of the procedure of Social Security Group Schemes of the LIC.

#### RELEASE OF FUNDS:

1. For release of funds, LIC and the Authority In-charge of Handlooms in the State shall identify the weavers to be covered under the MGBBY. The Office of the Development Commissioner for Handlooms (DCHL), Government of India (GOI) in the Ministry of Textiles (MOT) shall release its share of the premium to the Life Insurance Corporation of India directly in advance, based on the number of handloom weavers to be covered under the Scheme. Every subsequent request for release must be accompanied with the note on the performance of the insurance company regarding the claims made and claims settled.

2. The Central Government share of the premium will be released directly to the LIC.

#### MONITORING AND EVALUATION

1. Monitoring and evaluation of the progress of the Scheme will be done by the State Governments, which will submit quarterly physical and financial progress reports to the Development Commissioner for Handlooms.

2. LIC will hold a meeting the State Director/Commissioner In-charge of Handlooms and the Assistant Director, Handlooms at the district level in the 2<sup>nd</sup> week of every month to review the implementation of the MGBBY Scheme. LIC will arrange to provide the figures pertaining to that State from their Claims Department well in advance.

3. The Office of the Development Commissioner for Handlooms will monitor the progress through its field office and by convening meetings with State Governments and LIC from time to time.

4. This scheme shall be evaluated at the time of mid term appraisal of the XI Plan.

(B.K. SINHA)

DEVELOPMENT COMMISSIONER (HANDLOOMS)

Tele: 23062945 & 23063684