



डेडीकेटेड फ्रेट कोरीडोर

डेडीकेटेड फ्रेट कोरीडोर कॉर्पोरेशन ऑफ़ इंडिया लि.  
भारत सरकार (रेल मंत्रालय) का उपक्रम  
Dedicated Freight Corridor Corporation of India Limited  
A Govt. of India (Ministry of Railways) Enterprise

No. 2021/HQ/Admin/RTI-826

New Delhi: 27.08.2021

Sh. Devendra Kumar Meena  
Rajasthan

**Subject: Providing information w.r.t. Original RTI Application received under the RTI Act 2005.**

Reference: Your online RTI application dated 08.08.2021 (Registration No. DFCCIL/R/E/21/00664) received through DOPT.

Please connect your online RTI application dated 08.08.2021. As advised through DOPT portal on 23.08.2021, you have online deposited the required stationery charges on 24.08.2021. Now, the information as obtained from the concerned record holding office, is provided herewith as under;

S. No	Point No.	Information sought	Information provided
1.	1	Refer to the original RTI application dt. 08.08.2021	As per RTI Act 2005, the Public Authority is expected to provide the information, which is available in record. It is not expected to create a fresh one. Copy of Medical Rules in DFCCIL, as available in English, is attached.  Further modifications carried out are as under:- Copy of DFCCIL letter dated 06.08.2015. Copy of DFCCIL letter dated 01.04.2016 is attached. Copy of Circular No.11/2016 dated 15.12.2016 is attached. Copy of Circular No.34/2018 dated 08.06.2018 is attached. Copy of circular No.199/2020 dated 14.05.2020 Copy of Circular No.673/2020 dated 05.11.2020 is attached.
2.	2		There is no policy/guidelines in DFCCIL on Hard risk allowance.

Hope the above information is complete and satisfactory. If not, then you can appeal within 30 days of receipt of the letter to the 1st Appellate Authority whose name and address is as under;

**Ms. R. P. Chhibber**  
GGM/Administration DFCCIL,  
5th Floor, Supreme Court Metro Station Building,  
Pragati Maidan, New Delhi-110001.

DA: 14 pages

  
(S.K. Roy)

**Dy. G.M/Admn.(PIO)**  
E-mail: skroy@dfcc.co.in  
011-23454707

**Chapter- X**

**Medical Rules**

**1. Short Title & Commencement:**

These rules shall be called as "The DFCCIL Medical Rules 2010" and shall come into effect from **29.12.2009**, in supersession of the existing Medical Policy/Rules.

**2. Scope and Applicability:**

- a) These Rules shall be applicable to:
  - (i) All regular employees of the company and their "Family"
  - (ii) Deputationists opting for Medical benefits of the company.
- b) These Rules shall not apply to Consultants, advisors, casual/daily rated employees and those on service contract.
- c) All employees including deputationists have to submit the option/ family composition as in **Annexure-I** to become eligible for Medical benefits.

**3. Definitions:**

- a) "Family" for the purpose of these rules shall include:
  - (i) *Spouse.*
  - (ii) *Children* till they get married or employed, whichever is earlier.
  - (iii) *Widowed mother* of the employee, residing with and dependent upon the employee. If both husband and wife are employee of the company, only one of them may avail the medical benefit for the family. However, dependent widowed mother of both, residing with them, will be included independently for the purpose of these benefits
- b) "*Dependent*" shall mean a person whose income from all sources does not exceed the minimum family pension plus dearness relief thereon, prescribed by Central Government from time to time. At present, the minimum family pension prescribed is Rs.3500 + DR Rs.945 @ 27% as on 01.07.2009 i.e. **Rs. 4445 per month.**
- c) "*Authorized Medical Attendant*" (AMA) means a medical officer, if any, in the service of the Company or any medical practitioner duly qualified in the Allopathic, Homeopathic or Ayurvedic systems of medicine, and registered with the appropriate schedule of the State and acceptable to the Company.

## HR Manual of DFCCIL

### 4. Medical Treatment:

#### a) Outdoor Treatment

- (i) Medical Allowance shall be part of the 50% basket of allowances towards expenses on outdoor treatment.
- (ii) The deputationist shall be paid Outdoor Medical Allowance equivalent to one-month basic pay in a year to be paid through salary on monthly proportionate basis.
- (iii) All employees shall furnish a utilization certificate towards the end of the financial year.
- (iv) Apart from the outdoor medical allowance, the expenses incurred by the employees towards investigations including pathological investigations, radio diagnosis, etc. in cases of specific occasions of presence of symptoms to rule out a disease or otherwise, if prescribed by AMA shall be reimbursable on submission of a copy of AMA's prescription and original bills.

(Rule-4(a)(iv) was inserted vide HR's letter no. HQ/HR/3/Medical Rules/4 dated 16.12.2010)

#### b) Indoor Treatment

- (i) Indoor treatment means treatment taken during hospitalization for which room rent is charged by the hospital. For this purpose the treatment should be taken from any Govt./Private/Trust hospital/ Nursing Home registered with Local Bodies or State Govt.
- (ii) All expenses for a particular treatment leading to indoor admission, upto 30 days prior to admission and follow-up treatment upto 30 days after the date of discharge from hospital, shall qualify as indoor treatment to be claimed as in **Annexure-II**.
- (iii) The indoor expenses shall include consultation, diagnostics, medicines, ambulance charges, surgery/OT charges, equipments like pacemaker, coronary stents, intra ocular lenses, artificial limbs and implants, essential cosmetic treatments in the cases of burns, disfiguring in accidents, etc.
- (iv) Reimbursement on account of Room Rent, based on original receipts, shall be as per the following entitlements:

SN	Levels	Room Type	Room rent ceiling /day
1	MD/Directors	Suite / Deluxe Room	Rs. 7500
2	ED/GGMs/GMs	Deluxe Room	Rs. 6500
3	AGMs/JGMs/DGMs/ Mgrs/AMs	Single Room	Rs. 4500
4	Sr.Executive Executive	Double / Three bedded room	Rs. 3000
5	Below Executives	General Ward	Rs. 2500
6	All levels	ICU charges	As per actuals.

**c) Special Diseases**

- (i) The following diseases shall be considered as special diseases:  
Cancer, Cardiac Ailments, Kidney ailments, Treatments arising out of accidents/fire etc., Diabetes, Mental Diseases, Poliomyelitis, Cerebral Palsy and Spastics, Tubercular diseases, Thalassaemia major, AIDS, Hypertension, Neurological diseases, Thyroid, Rheumatoid Arthritis, Epilepsy, Ovarian Cyst\* and Growth Hormone Disorder\*.*(Inserted vide HR's letter no. HQ/HR/3/Med.Rules/4 dated 16.02.2012.)*
- (ii) Reimbursements towards expenses incurred like consultation, diagnostics, medicines, etc. shall be allowed as per actual based on production of original receipts and copy of the prescriptions of the AMA as in **Annexure-III**. The nature of special diseases must be properly and legibly mentioned on the prescription by AMA in all the system of treatment. Reimbursement for only one system of treatment for a particular disease at a time shall be admissible.
- (iii) The list of special diseases may be reviewed with the approval of MD from time to time.

**d) Medical equipment/treatment without indoor admission.**

Hearing Aid

- (i) Expenses incurred towards Hearing Aid shall be reimbursed with ceiling upto Rs.20,000 for Bilateral Hearing Aid and upto Rs. 10,000 for one-sided Hearing Aid. In special circumstances, Digital Hearing Aid with ceiling upto Rs.30,000 per Ear shall be reimbursed on production of original receipt.
- (ii) The use of hearing aid and its type should have been recommended by any ENT specialist registered with appropriate Govt. authority or an ENT specialist of a hospital/clinic/nursing home, registered with the local authority.
- (iii) However, the digital hearing aid shall be permitted under the following two special circumstances duly mentioned by the ENT specialist in his prescription:
- Moderate to Severe Sensory Neural Hearing Loss with Aided Speech Discrimination Score, Which cannot be improved to 70% by use of Analog Hearing Aid.
  - Sharply sloping audiogram seen on Pure Tone Audiometry, inverted V audiogram or U shaped audiogram involving 2000 Hz.
- (iv) Replacement of Hearing Aid may be allowed only after Five(5) years on the recommendation of an ENT specialist as at (ii) above.

## HR Manual of DFCCIL

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### Ophthalmic

- (v) The expenses towards Ophthalmic (cataract) surgery shall be reimbursed as per actual with cost ceiling for Intra Ocular Lens upto Rs.10,000 for each Eye.

### Dental

- (vi) The expenses towards Dental treatment for Extraction, Scaling & Gum treatment, Filling of teeth, any major dental treatment involving jaw bones, operation of gums, removal of wisdom teeth, Root Canal Treatment shall only be allowed for reimbursement as per actual, subject to cost ceiling for crown upto Rs.3000 per tooth.  
However, supply of artificial denture, cleaning/polishing of teeth, filling of teeth with gold or other expensive materials or orthodontic treatment for cosmetic reasons shall not be reimbursable.

### Artificial limbs and appliances

- (vii) Artificial limbs and appliances used shall be reimbursed as per actual.

### **e) Executive Health Check-up Scheme(EHCS)**

- i) Employee and spouse shall be permitted comprehensive medical checkup at Company's expenses every alternate year between the age of 45 (40 years in case of female employees and wife of male employees) and 55 years and every years above 55 years of age of the concerned employee/spouse till superannuation/retirement of the employee in the Government Hospital, Government aided hospitals, Trust hospital operating on a no profit no loss basis and Hospital/Nursing Home registered with the local bodies/state government including reputed hospitals like Apollo, Escorts etc.
- ii) Reimbursement towards expenses incurred shall be allowed as per actual based on the production of original receipts and copy of test reports as in the enclosed format (**Annexure-IV**).

### **5. Medical Advance:**

Advance for the purpose of Indoor medical treatment may be sanctioned subject to the following conditions:

- a) Employee shall furnish an estimate of the likely expenditure from the hospitals where treatment is proposed to be taken.
- b) Advance shall be released through a cheque/draft in favour of the Hospital. In exceptional circumstances the advance may be released in favour of the employee with the approval of MD.

## HR Manual of DFCCIL

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- c) It will be the responsibility of the employee to ensure that the unutilized portion of the advance is returned by the hospital/himself within a week after discharge.
- d) Original bills/vouchers shall be submitted within 30 days from the date of discharge from the hospital failing which recovery of the advance would be made from the salary.
- e) Reimbursement Procedure: All medical expenses including medical advance, other than medical allowance paid through salary, shall be reimbursed as per SOP.
- f) **The monetary ceiling for various treatments/equipments shall be reviewed periodically; say for every two years as per the prevailing market conditions.**

### 6. Interpretation / Relaxation:

- a) In case of any doubt or dispute regarding interpretation of these Rules, the decision of Managing Director shall be final. He may also relax, delete, modify and revise any of the provisions of these rules as required from time to time.
  - b) Managing Director may at his discretion review and check the veracity of any claim or treatment and the decision of MD taken after such review shall be final.
  - c) Misuse, fraudulent use, false declaration, or false claims for reimbursement, by any employee under these Rules will render the employee liable to refund the amount with penal interest besides initiation of disciplinary action as per rule.
- .....

**MEDICAL BENEFITS DECLARATION**

I certify that my family members stated below are dependent upon me as per DFCCIL Medical Rules and any change in the status in this respect shall be immediately intimated to HR, Corp. Office.

SN	Name	DOB	Relationship with employee	Remarks
1				
2				
3				
4				
5				
6				
7				

\*2. I, being on deputation to DFCCIL, opt to avail the medical benefits of the company and shall not avail the benefits from my parent department.

*\* For deputationists only.*

Name: \_\_\_\_\_

Signature \_\_\_\_\_

Designation \_\_\_\_\_

Date \_\_\_\_\_

**Controlling Officer**

**HR/Corp. Office.**

**Sub: Reimbursement of medical expenses on Indoor Treatment.**

1	Name of Employee	
2	Employee Code	
3	Designation & posting	
4	Scale of Pay & Basic Pay	
5	Name of Patient	
6	Relationship with the employee	
7	Name and Address of the Hospital	
8	Whether registered with the Central/State Govt./ Local bodies	
9	Date of Admission	
10	Date of Discharge	
11	Diagnosis of the Ailment and treatment given in brief	
12	Whether copy of prescription & verified original bills enclosed*	
13	Total amount claimed	

**\*Documents to be attached duly verified by the employee:**

1. Prescription of Doctor indicating date wise treatment
2. Original vouchers and receipts for diagnostics, medicines etc.
3. Discharge summary
4. Hospital Bill in original

Signature of the employee with date: \_\_\_\_\_

**Controlling Officer**  
**HR/Corp. Office.**



**Annexure-III**

**Sub: Reimbursement of medical expenses on Special Diseases.**

1	Name of Employee	
2	Employee Code	
3	Designation & posting	
4	Scale of Pay & Basic Pay	
5	Name of Patient	
6	Relationship with the employee	
7	Nature of Disease as specified by AMA.	
8	Whether copy of prescription & verified original bills enclosed	
9	Total amount claimed	

Signature of employee with date: \_\_\_\_\_

**Controlling Officer**

**HR/Corp. Office.**



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(सरकारी मन्त्रालय का उपक्रम)  
(A Govt. of India Enterprises)

5<sup>th</sup> Floor, Pragati Maidan Metro Station Building Complex,  
New Delhi - 110001

Dated: 01.04.2016


HQ/HR/3/Medical Rules/4(Pt.II)

Sub: Amendment in DFCCIL Medical Rules.

The Board of Directors (BoD) in their 53<sup>rd</sup> meeting held on 05.02.2016 has approved the Amendment in definition of "Family". Accordingly Rule-3(a) (iii) of DFCCIL Medical Rules is amended as under:-

Existing Rule	Revised Rule
Rule 3 (a) (iii) <i>(iii) Widowed Mother of the employee, residing with and wholly dependent upon the employee. If both husband and wife are employees of the company, only one of them may avail the medical benefits for the family. However, widowed mother of both will be included independently for the purpose of these benefits.</i>	Rule 3 (a) (iii) <i>(iii) Dependent parents of the employee, residing with the employees. If both husband and wife are employees of the company, only one of them may avail the medical benefits for the family. However, dependent parents of both will be included independently for the purpose of these benefits.</i>

Other provisions of definition of "Family" will remain same.

  
(R.S. Rawat)  
DGM/HR

E-Mail to:

1. Secy. to MD - for kind information of MD
2. Dir./OP&BD, Dir./Infra, Dir./PP, Dir./Fin. & CVO
3. ED/EDFC & ED/WDFC
4. All GGMs/GMs/CPMs and all officials under them for information.
5. AGM/HR, JGM/HR-I&II, AGM/Fin., JGM/Fin.-II, DGM/HR-II, AM/Fin.
6. Company Secretary.
7. Notice Board.



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No. HQ/HR/3/Medical Rules/4(Pt.II)

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Existing Rule	Revised Rule
<p>Rule 3 (a) (iii)</p> <p>(iii) <b>Widowed Mother</b> of the employee, residing with and wholly dependent upon the employee. If both husband and wife are employees of the company, only one of them may avail the medical benefits for the family. However, <b>widowed mother</b> of both will be included independently for the purpose of these benefits.</p>	<p>Rule 3 (a) (iii)</p> <p>(iii) <b>Dependent parents</b> of the employee, residing with the employees. If both husband and wife are employees of the company, only one of them may avail the medical benefits for the family. However, <b>dependent parents</b> of both will be included independently for the purpose of these benefits.</p>

Other provisions of definition of "Family" will remain same.

  
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27789/2020/HR-COORD&amp;POLICY



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Dedicated Freight Corridor Corporation of India Limited  
(भारत सरकार का उपक्रम)  
(A Govt. of India Enterprises)

HQ-HR0COPO(HRP)/11/2020-HR-COORD AND POLICY/772

Dated: 05.11.2020

CIRCULAR NO 673/2020**Sub: DFCCIL Medical Rules - Addition in list of Special Diseases****Ref:** Circular dated 29.12.2009 on DFCCIL Medical Rules and subsequent amendments dated 08.06.2018, 16.02.2012 and 31.03.2005

Following disease shall also be considered as Special Disease, in addition to the existing diseases mentioned in Para -4 (c) (i) in Chapter X on Medical Rules in DFCCIL's HR Manual: -

**'COVID-19'**

Above addition in medical rules shall be applicable from the date of issue of guidelines for home isolation by Ministry of Health and Family Welfare, i.e 27th April 2020.

This issues with the approval of Competent Authority.

(S.K Panda)

Joint General Manager/HR

Copy to -

1. Secy to MD, for kind information of MD
2. Director/Infra, Director/PP, Director/OP&BD, Director/Finance, CVO
3. ED/EDFC, ED/WDFC
4. All GGMs/GMs /CGMs/GM-CO for information of all employees
5. Manager/IT - for placing the order on intranet.

Regd. & Corporate Office: 5th Floor, Supreme Court Metro Station Building Complex, New Delhi-110001  
Tel.: +91-11-23454700, Fax: 011-23454701, Web: www.dfccil.gov.in CIN: U60232 DL 2006 GOI 15506



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(A Govt. of India Enterprises)

No. HQ-HROCOPO(HRP)/4/2020-HR-COORD AND POLICY

Dated: 14.05.2020

CIRCULAR NO.199 /2020

**Sub:** Empanelment of Dr Lal Path Labs as preferred diagnostic partner for investigations/diagnostic tests.

**Ref:** DFCCIL's Circular No.195/2020 dated 06-05-2020.

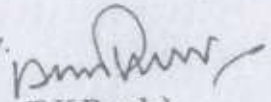
Instructions regarding empanelment of Dr. Lal's Path Lab as preferred diagnostic partner for investigations/diagnostic tests were issued vide the circular referred to above.

In partial modification of the said Circular (No 195/2020) the following points are added;

- 1) Employees may use the services provided by Dr Lal's Path Labs wherever available and the claims on the expenditures incurred therein are reimbursable which shall be made at the CGHS rates as charged by the Lab.
- 2) For the locations where Dr Lal Path Labs are not available, employees may use services provided by other Institutions/Labs/Diagnostic Centres locally available and claims for reimbursements shall be permitted at actual rates.
- 3) The claims, against tests/investigations which are either not offered by or are not covered at CGHS rates at Dr. Lal Path's Labs, shall be reimbursed on actual basis as incurred by the employees at any hospital/labs.

HR has the sole authority to interpret the instructions in case of any doubt, ambiguity or any point requiring clarification on the matter, if received any, taking into consideration of both the circulars in combination.

This addendum is issued with approval of the Competent Authority.

  
(S.K Panda)  
DGM/HR& Admin

Copy to -

1. Secy. to MD, for kind information of MD
2. Director/PP, Director/OP&BD and Director/Finance
3. ED/EDFC and ED/WDFC
4. All GGMs/GMs /CGMs/GM-CO for information of all employees
5. Manager/IT - for placing the order on intranet.

No. HQ/HR/3/Medical Rules/4(Pt.II)

Dated: 06.08.2015

Circular

- Sub: (i) Revision of Room Rent entitlement for indoor treatment  
(ii) Amendment in Executive Health Checkup Scheme

The Competent Authority i.e. MD/DFCCIL has approved the following amendments in the Medical Rules:-

- (i) Room rent entitlements provided under rule 4(b)(iv) of medical rules stands revised as under:-

S.No.	Levels	Room Type
1.	MD/Directors	Suite/Deluxe Room
2.	ED/GGMs/GMs	Deluxe Room
3.	AGMs/JGMs/DGMs/ Mgrs./AMs	Single Room
4.	Sr. Executive/Executive	Double/Three bedded room
5.	Below Executives	General Ward
6.	All levels	ICU charges (as per actuals)

- (ii) Executive Health Check Up:-

As per DPE's guidelines the regular employees in E-8 grade and above are required to undergo medical checkup every year and the medical report is included in PAR of that assessment year. To give effect to above the following clarificatory note below rule 4(c)(i) is inserted:-

*"Note: However, the regular employees in E-8 grade and above are required to undergo above mentioned medical checkup every year, preferably before or in the month of March, so that the medical report can be included in the Annual Performance Appraisal Report of that assessment year."*



(R.S. Rawat)  
DGM/HR

E-Mail to:

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3. All GGMs/GMs/CPMs and all officials under them for information.
4. Portal
5. Notice Board.



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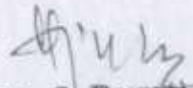
CIRCULAR No 34/2018

**Subject:** DFCCIL Medical Rules – Addition in the list of Special Diseases.  
**Reference:** Circular of even number dated 29.12.2009 on DFCCIL Medical Rules and subsequent amendments vide letters of even number dated 16.02.2012 and 31.03.2005.

Following disease shall also be considered as Special Disease, in addition to the existing diseases mentioned in para - 4 (c) (i) in Chapter-X on Medical Rules in DFCCIL's HR Manual:-

‘Hepatitis A/B/C/D/E’

This issues with the approval of the Competent Authority.

  
(R. S. Rawat)  
JGM / HR

No. HQ/HR/3/Med rules/4

Date :- 08.06.2018

Copy for kind information and necessary action to :-

1. Secy to MD for kind information of MD/DFCCIL.
2. Director (Infra), Director/Fin, Director (PP), Director (OP&BD) & CVO
3. ED/EDFC & ED/WDFC
4. All GGMs/GMs/CPMs
5. All AGMs/ACPMs/JGMs/DGMs – for wide circulation.