

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



No. CMS/XII/2021-22/01

Date: 07.10.2021

Notice

The employees who will superannuated from IEST, Shibpur and wish to enjoy the benefits of Contributory Medical Scheme (CMS) of IEST, Shibpur, are requested to submit his contribution as per his last deduction amount from his salary to deposit in the PNB, BESUS branch by cash/cheque in favour of 'IEST General Fund' a/c no.- 0171050031501, IFSC Code- PUNB0153220 amounting to the total contribution for the year, in advance.

The employee should submit the following documents:- i) Family Declaration Form, ii) age proof, iii) blood group (not mandatory), iv) last salary slip, v) passport size photo, vi) contribution deposit slip and vii) retirement document (self attested).

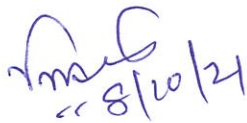
The employees are also requested to submit an 'intimation' to the CMS office at least 30 days before their superannuation to complete the process for continuity. The medical facility under the CMS is also available for superannuated employees. Sometimes, it is very difficult for them to come physically to deposit their contributions in the form of cheque. In order to alleviate their difficulties, it has been decided that they may deposit their contribution through on-line to the following Accounts:

Name of Account- **IEST GENERAL FUND**
Account No.- **0171050031501**
Name of the Bank- **PNB, BESUS Branch**
IFSC Code- **PUNB0153220**

Sd/-
(S.N. Datta)
In-charge, CMS

Copy to:-

1. All Deans and Associate Deans
2. All Heads of the Departments, Centres, Schools
3. The Chairman, CMS Committee
4. All Officers
5. Dr. R.D. Pal, Medical Officer
6. The P.S. to the Director
7. Institute Website
8. CMS Office file


8/10/21
(S.N. Datta)
In-charge, CMS