

Date: 31/01/2019

**OFFICE CIRCULAR**

As per decision taken by the Hon'ble members of the trust G. S. Mandal, Aurangabad, all the eligible teaching and non-teaching staff working in different institutions under the trust will hence forth be brought under Group Insurance scheme, as per Circular dated 15/10/2018. The Annual premium for the same is already paid by G.S. Mandal, Aurangabad. The policy is already in effect from 10/01/2019

This premium amount paid will be deducted at monthly rate from the salary of employee w.e.f. January as per list.

Sum Assured: 1) Rs.10, 00,000/- (Rs. Ten Lacs Only), Premium: Rs: 116/- p.m.

2) Rs. 5, 00,000/- (Rs. Five Lacs Only), Premium: Rs: 58/-p.m.

  
**Administrative Officer**  
**Administrative Office**  
**Munishwade Institute of Technology**  
**Aurangabad-431010**

Encl 1) List of Employees.  
2) Copy of Policy document.

CC: Principal (E/T/P/N/FT/R/C)  
CA Mamta Raut: For information Please.  
Accounts section (E/T/P/N/FT/R/C)  
Establishment section (E/T/P/N/FT/R/C)

Copy submitted to:  
The Hon'ble Director General MIT, Aurangabad - for information please