



UNIVERSITY OF CALCUTTA

Senate House, 87/1 College Street, Kolkata – 700073

Audit &Accounts Department

Memorandum

1. The Calcutta University Syndicate has approved an increase in the monthly Medical Aid Fund Deduction from Rs. 20 to Rs. 100 vide item no. 49 dated 4/12/2024.
2. Any Member who has not enjoyed any benefit from the Medical Aid Fund Scheme may quit the scheme but the member who has benefitted from the scheme at any time during his/her service period shall not be allowed to quit.
3. Medical Aid Fund meeting to be held quarterly with at least three claimants.
4. Maximum two claims may be submitted by a member in a financial year.
5. Maximum amount of claim that is to be considered per member per financial year is as follows :
 - a) 50% of the total expenditure subject to a maximum of Rs. 1,00,000 (Rs. One lakh only) in case of special ailments e.g. Heart, Kidney, Cancer or acute Neurology related disease.
 - b) 50% of the total expenditure subject to a maximum of Rs. 60,000 (Rs. Sixty Thousand only) in case of any major operation.
 - c) 50% of the total expenditure subject to a maximum of Rs. 30,000 (Rs. Thirty thousand only) in case of any other operation/ailment.
6. No earlier claim/claims would be allowed at a later date after passing of this resolution in the Syndicate of University of Calcutta.
7. No retrospective effect will be allowed and payments will be made as per sl. No 5 henceforth. Employees who received financial help from any fund of the University, no further claim for the same ailment will be considered from Medical Aid Fund.
8. Claim is to be submitted by the member of MAF scheme within 90days (Ninety days) of Discharge / Demise of the patient.

All head of the Departments/Secretary of concerned Establishments are requested to circulate this Memorandum among the Employees under their jurisdiction immediately.

As per point no.2 above, the employees willing to opt out of the Medical Aid Fund Scheme shall have to apply within May 2025 to the A.O. Applications for opting out of Medical Aid Fund received after May 2025 will not be considered.

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13/5/2025

Accounts Officer
University of Calcutta