



# भारत हेवी इलेक्ट्रिकल्स लिमिटेड

## Bharat Heavy Electricals Limited

From: Dr. Balvir Talwar, Executive Director (HR&CC), BHEL Corporate Office, New Delhi

To: **Unit Heads, BHEL**  
**Unit HR Heads, BHEL**

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No.: AA:HR:ASCP

Date: 06.07.2021

### CORPORATE HR CIRCULAR No. 022/PPX/2021

#### **Sub: Introduction of "Assistance Scheme for extending support to families of employees who succumbed to Covid-19 Pandemic"**

The recent Covid-19 pandemic has created an unprecedented situation amongst the general population including our employees. It has severely affected many of our employees and their family members causing sudden death of many of our employees leaving their families in distress psychologically, socially and economically.

In times of such an unprecedented situation where many employees have lost life to the pandemic leaving their dependent family members in distress, it is felt appropriate to introduce a scheme to ensure minimum monthly monetary support to the dependent family members, besides provision for housing in company quarters and continued medical facilities.

Considering the grave situation as above, it has been decided to introduce an "**Assistance Scheme for extending support to families of employees who succumbed to Covid-19 Pandemic**" for the dependent family members of deceased employees who have succumbed to Covid-19 infection or complications arising thereof.

The Scheme is attached as Annexure-1.

Units/Divisions are requested to bring the Contents of the Scheme to the notice of all concerned and take necessary steps for implementation of the Scheme.

This issues with the approval of Competent Authority.

(Dr. Balvir Talwar)  
Exe. Director(HR & CC)

Encl: Annexure-1

Copy to:

Director - (Finance) / (E, R&D) / (HR) / (IS&P) / (Power)  
Chief Vigilance Officer  
SA to CMD

## **Assistance Scheme for extending support to families of employees who succumbed to Covid-19 Pandemic**

### **1. OBJECTIVE:**

The Covid-19 has been the worst calamity to confront the world in almost a century. The WHO has declared it as a pandemic - the worldwide spread of a new disease. This has also been declared by India as a notified disaster under the Disaster Management Act 2005 vide notification dated 14<sup>th</sup> March 2020. This is also the first time that the Disaster Management Act has been invoked at a National level. The second wave of Covid-19 has been even more cataclysmic and has led to huge loss of lives.

Despite best efforts by the company, many employees have succumbed to Covid-19 across all age groups, geographies and categories leading to a devastating effect on their families. In many cases, the deceased employees were the sole bread earners of the family and in order to alleviate hardships being faced by their dependent family members, the company has formulated a scheme to support such families who have no other major source of income.

The assistance under the scheme is over and above the existing terminal dues payable to family of the deceased employee.

### **2. SCOPE:**

The assistance will cover following benefits to spouse and/or other eligible dependent family members of deceased employees who have succumbed to Covid-19 infection or complications arising thereof:

- a) Monthly Monetary Assistance
- b) Housing Assistance
- c) Medical Assistance

### **3. APPLICABILITY PERIOD:**

The scheme shall be applicable in cases of deaths which occurred due to Covid-19 during FY 2020-21 and FY 2021-22.

The beneficiary(ies) will be allowed Monetary Assistance from the following month in which the death of employee occurred. The monthly monetary assistance will continue till the date of Notional Superannuation of deceased employee or the

*(Handwritten signature)*

dependency of the dependents ceases or five (05) years, whichever is earlier. Housing Assistance will be extended for a period of five (05) years or till the notional date of superannuation or cessation of dependency of dependents whichever is earlier. Medical Assistance shall be extended till the date of notional superannuation or till the cessation of dependency conditions of the beneficiary whichever is earlier.

#### 4. ELIGIBLE BENEFICIARIES:

- a) Beneficiaries under the scheme would be "dependent family members as per BHEL Medical Attendance Rules. (Refer HR Manual, Section E-5 on Medical Attendance Rules for further details)
- b) Monetary Assistance shall be disbursed to the Spouse for the benefit of all beneficiaries. In case there is no spouse, dependent Children and Parents as per declaration will be eligible.
- c) Monetary Assistance under the scheme will be disbursed to only one beneficiary in the above sequence. The benefit, however, is for covering the requirements of all beneficiaries.
- d) Spouse, if employed in Govt./ Semi-Govt./ Autonomous Body/ PSU or in receipt of annual salary /professional income/ income from business exceeding Rs. Six lakhs as on the date of demise of employee will not be eligible for Monetary Assistance. Consequently, other beneficiaries will also not be eligible for Monetary Assistance under this Scheme.
- e) In case the spouse, subsequent to commencement of receiving Monetary Assistance gets employment in Govt./ Semi-Govt./ Autonomous Body/ PSU or in receipt of annual salary / professional income /income from business exceeding Rs. Six Lakhs, he/she and other dependents will not be eligible for Monetary Assistance from date of joining such employment/ receipt of the said income.
- f) Dependent children will be eligible for payment only till the age of 25 years or gaining employment in any organization as mentioned at (d) or in receipt of annual salary /professional income/income from business exceeding Rs. Six lakhs or date of notional superannuation of deceased employee whichever is earlier.
- g) Posthumous child of the deceased employee will also be covered under this Scheme.
- h) In case of unmarried employee, the Monetary Assistance will be paid to one of the dependent parents based on written consensus given by parents.
- i) Dependents of the employees who were on Lien / Deputation to other organization in their own interest / Sabbatical leave / Unauthorized absence



continuously for more than three months at the time of death, will not be eligible for any benefit under the scheme.

- j) Once the beneficiary(ies) opt out of the Scheme or do not meet the criteria of dependency, re-joining the Scheme is not permissible.

## **5. BENEFITS:**

The following benefits will be extended under the scheme to the spouse and/ or dependent family members of deceased employee:

### **5.1 Monthly Monetary Assistance:**

- a) Monthly Monetary Assistance @ 50% of the last drawn Basic Pay of the deceased employee will be payable to the spouse or other eligible dependent(s), initially. In case of death of employee posted at Site or deputed to Site from Manufacturing Units/Offices, or health workers, an additional amount @ 15% of Monetary Assistance arrived at shall be payable.
- b) Minimum Monetary Assistance payable will be Rs. 25,000/- per month and maximum will be Rs. 50,000/- per month. In respect of employee posted at Site or deputed to Site from Manufacturing Units/Offices or health workers, amount will be Rs. 28,750/- per month and Rs. 57,500/- per month, respectively.

### **5.2 Housing Assistance:**

Permission to stay in Company accommodation at any of the Manufacturing Unit Township, one level below entitlement of deceased employee as on date of demise subject to maximum of Type C or Type IV, for a period of five (05) years or till date of notional superannuation of deceased employee whichever is earlier will be allowed to Spouse and dependent Children/ dependent Parents as per assistance guidelines. However, existing provision of retaining the same quarter by the family of deceased employee for a period of 6 months after the death will continue.

### **5.3 Medical Assistance:**

- a) Medical coverage to spouse and dependent family members as on date of demise of employee till they continue to meet dependency criteria will be extended as in the case of serving employee till date of notional superannuation. No payment is required to be made by the family for this benefit.
- b) RECHS membership to dependent spouse and coverage of dependent children under Medical Attendance Rules may be allowed after date of notional superannuation as per extant rules.

**5.4 Housing and/ or Medical Assistance on request to Spouse/ Dependents of the deceased employee who are not eligible for Monetary Assistance.**

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**6. OTHER CONDITIONS:**

- a) The benefits extended to wards of deceased employees in apprenticeship training as on date will continue. Similarly, if any skill development training is imparted by Company for the wards of employees, the same will be extended to beneficiaries under this Scheme.
- b) Beneficiaries cannot draw the similar benefits from any other scheme of the Government.
- c) All employees are expected to fully observe Covid-19 compliant behaviour and get themselves vaccinated at the earliest for the first dose and as per guidelines for the second dose. In case of fatality occurring after 1<sup>st</sup> August 2021, the benefit will only be available if the employee had got him/ herself vaccinated.

**7. NODAL AGENCY:**

Unit HR shall be the Nodal Agency for implementing this scheme. All applications received under the scheme shall be processed by Unit HR for recommendation of Head of Unit and final approval by Corporate Office.

**8. DISPUTE RESOLUTION:**

All disputes in implementation of this scheme and any complaints received against the beneficiary(ies) shall be handled by Unit Level Committee as per Assistance Guidelines.

**9. ASSISTANCE GUIDELINES:**

Specific guidelines pertaining to implementation of the scheme will be issued by Corporate HR.

**10. CLARIFICATIONS:**

Director (HR) shall be the Competent Authority to give any clarifications on the implementation of the Scheme.

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