

# **AP STATE EMPLOYEES GROUP INSURANCE SCHEME (APSEGIS)**

## **PUBLIC TRANSPORT DEPARTMENT**

**INSURANCE**– Extension of Andhra Pradesh State Employees Group Insurance Scheme (APSEGIS) to the employees of Public Transport Department (PTD) – Summary of contents of Circular.

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**ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION**

No.IR1/380(01)/2021-PO-III

O/o the Vice Chairman & Managing Director,  
RTC House, Vijayawada,

**CIRCULAR NO. PD- 10/2021, Date: 16.07.2021**

Sub: **-INSURANCE-** Extension of Andhra Pradesh State Employees Group Insurance Scheme (APSEGIS) to the employees of Public Transport Department (PTD) – Instructions- Reg.

Ref: -1. G.O. Ms. No.87 of Finance (ADMN.III-DI-DSA) Dept., dated: 16.10.2020  
2. Circular Memo No. Fin04-12/40/2018-C.T SEC-DOID, dated: 18.01.2021  
3. G.O.MS.No.8 of FINANCE (ADMN-III-DI, DSA) Dept., dated: 22.02.2021

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Vide G.O. Ms. Nos. 50, 51&52 of T,R&B Department, dated:31.12.2019, the Government of Andhra Pradesh absorbed all employees of APSRTC into Government service by creating a new Head of the Department by name Andhra Pradesh Public Transport Department (AP PTD) under the administrative control of T,R& B Department w.e.f. 01.01.2020.

Further, vide G.O at reference 1<sup>st</sup> cited, Government of Andhra Pradesh agreed to extend Andhra Pradesh State Employees Group Insurance Scheme (APSEGIS) to all Regular employees of PTD. It is a compulsory Group Insurance Scheme to be provided to all employees in Government service. The detailed guidelines of the Scheme have been communicated by the Government through G.O.s at reference 1<sup>st</sup> to 3<sup>rd</sup> cited above (**Copies enclosed for ready reference**).

In this regard, the salient features and the procedure to be followed for implementation of APSEGIS to all Regular employees of PTD are given below.

**A. SALIENT FEATURES OF APSEGIS:**

1. Andhra Pradesh State Employees Group Insurance Scheme (APSEGIS) is a compulsory Group Insurance scheme apart from other compulsory saving schemes like GPF/EPF, APGLIS. All the State Government employees who are drawing salaries from 010 head of account of the Government of Andhra Pradesh are mandatorily bound to get insured with APSEGIS.
2. APSEGIS comes into force from November, 2020 onwards to all PTD employees who are in service as on 1<sup>st</sup> November 2020.



3. All Employees who enter the regular service after 1<sup>st</sup> November, 2020 shall be enrolled as a member of APSEGIS initially in the month of Joining the service. Further, such employees shall invariably be enrolled as “full member” of APSEGIS in November month of the following year.
4. In case of employees deceased while in service, **Insurance portion** and the **Savings portion** along with applicable interest thereon is paid to the nominee(s) of the employee.
5. The death benefit payable to the nominee of the employee deceased while in service towards **Insurance portion** is Rs.15,000/- per Unit. The details related to Units of Subscription are given at Para B.
6. If the employee survives till the age of superannuation/cessation from the service, the **Savings portion** along with applicable interest thereon only is paid to the employee.

**B. RECOVERY OF SUBSCRIPTION:**

1. The monthly subscription amount applicable to PTD employees who are in service as on 1<sup>st</sup> November, 2020 shall be recovered every month effective from November, 2020 salary bill, as per the classification given below.

**Table-I**

Pay scale Range	Classification of Groups	Subscription amount (@Rs.15 Rs. Per each Unit)
41140 -137500 and above	A	Rs.120/- ( 8 units)
32350 - 108100 27650 - 92360	B	Rs.60/- ( 4 units)
26250-87780 24200-80990 21670-72430 21390-71520 20300-67790 19580-64450 19160-64160 18660-62460	C	Rs.30/- ( 2 units)
16890-56520	D	Rs.15/- ( 1 unit)

2. The subscription amount (as given at Table-I) is divided into Units and one Unit is Rs.15/- which includes “Saving portion” of Rs.10.5/- and “Insurance portion” of Rs.4.5/-.
3. The employees entering into service subsequently i.e., after 1<sup>st</sup> November, 2020, shall be enrolled as the members of the Scheme in the month of Joining the service and be initially provided with the benefit of “Insurance cover only” as applicable to the group

they belong, from the month of Joining the Scheme, till they become full member of the scheme in November month of immediate next year.

**Example:**

Employee joined the service in **March, 2021** in the pay scale 26250-87780; As per the Table-I, the employee falls in Group C i.e., Subscription amount of Rs.30/- (2 units). This subscription amount consists of both Insurance portion and Saving portion.

Insurance portion for 2 units =  $4.5 \times 2 = 9$  (out of the total Subscription amount of Rs.30/- for full membership)

Hence, an amount of Rs.9/- only (Insurance portion) shall be recovered from the **Employee from March, 2021 to October, 2021.**

From **November, 2021** onwards, full subscription amount i.e., Rs.30/- shall be recovered from the employee.

4. The Unit Officer shall arrange to recover subscription amount from the salaries of all employees every month, while on suspension also. Recovery shall be made every month, including the month of cessation from service on various grounds.
5. The accumulated amount towards Savings portion carries interest as per the rates prescribed by the Government from time to time, which is revised every quarter. (**As per the latest G.O dated: 22.02.2021 at reference 3<sup>rd</sup> cited; the applicable interest rate for the period from 01.04.2020 to 30.09.2020 is 7.1%**). Detailed guide sheet is given at Annexure-I of the G.O. for payment of savings fund together with interest to the **employees ceased from service during the period from July, 2020 to September, 2020.**

**Note:** In respect of Public Transport Department employees who are in service as on 1<sup>st</sup> November 2020, APSEGIS comes into force from November, 2020 onwards. As such, the guide sheet given at Annexure-I (**for the period from July, 2020 to Sep, 2020**) of the above G.O. is not applicable to PTD employees at present.

However, the guide sheet for payment of savings fund together with interest to PTD employees who are enrolled in APSEGIS from Nov, 2020 onwards, will be communicated through the revised G.O. for the next quarter i.e., **from Oct, 2020 to Dec, 2020**. Hence, the cases for payment of savings fund along with interest and insurance fund to the PTD employees ceased from service w.e.f., Nov, 2020 onwards, on various grounds, shall be processed only after receiving revised G.O. guidelines for the quarter **from Oct, 2020 to Dec, 2020.**



6. **EXTRA ORDINARY LEAVE:** Subscription amount with interest shall be recovered for EOL period, in not more than three (3) installments, after employee assuming duty.

**Example:**

Employee, who is in Group B {Subscription amount is Rs.60/- (4 Units)}, had proceeded on EOL from **01.01.2018 to 31.07.2019** and reported for duty on 01.08.2019;

Total no. of months in EOL= 19

S.No	Period		No of Months	Previous dues	Subscription	Rate of Interest (%)	Total Interest	Total
(a)	(b)		(c)	(d)	(e)	(f)	(g)= $\frac{((d+e) \times (c/12) \times f)}{100}$	(h)=(d)+(e)+(g)
	From	To						
1	01-01-2018	31-03-2018	3	0.0	180.0	7.6	3.42	183.42
2	01-04-2018	30-06-2018	3	183.4	180.0	7.6	6.90	370.30
3	01-07-2018	30-09-2018	3	370.3	180.0	7.6	10.46	560.76
4	01-10-2018	31-12-2018	3	560.8	180.0	8.0	14.82	755.62
5	01-01-2019	31-03-2019	3	755.6	180.0	8.0	18.71	954.31
6	01-04-2019	30-06-2019	3	954.3	180.0	8.0	22.69	1156.99
7	01-07-2019	31-07-2019	1	1157.0	60.0	7.9	8.01	1225.01
Total			19					

As per the above calculation Table,

Total amount payable (in maximum 3 installments) =Rs 1225/-

7. **DEPUTATION:** In case of employees on deputation, the borrowing authority shall recover the subscription amount and remit the same to relevant head of account, as given at para no. 6 of G.O. at reference 1<sup>st</sup> cited.
8. **SUBSEQUENT CHANGES IN THE GROUPS DUE TO CHANGE OF PAY SLABS:** Subscription amount shall be recovered from all the employees as per the applicable pay slabs given at Table-I. Whenever, an employee falls in a higher Pay slab, the Subscription amount as applicable to the new Pay slab shall be recovered from the employee, as detailed below. Further, a Certificate of recovery (**FORM-II**) (**enclosed**) shall be filed in the SR of the employee concerned.

**Example (1):**

Employee is drawing pay in 26250-87780 as on March, 2021; As per the Table-I, the employee falls in Group C i.e., Subscription amount of Rs.30/- (2 units); Accordingly, an amount of Rs.30/- is being recovered from the salary.

Employee has got promotion/Special grade in the month of August, 2021 and pay has been fixed in 27650 – 92360. As per the Table-I, the employee falls in Group B i.e., Subscription amount of Rs.60/- (4 units);

Insurance portion for 2 additional units in Group B =  $4.5 \times 2 = 9$

Hence, an amount of Rs.9/- (insurance portion towards additional units of Group B) and the previous subscription amount Rs.30/- (of Group C) i.e., Total:  $30+9=39$  shall be recovered from the employee from August, 2021 to October, 2021.

From November, 2021 onwards, full subscription amount of Group B as per the new pay slab i.e., Rs.60/- only (4 units) shall be recovered from the employee.

**Example(2):**

Employee is drawing pay in 26250-87780 as on March, 2021; As per the Table-I, the employee falls in Group C i.e., Subscription amount of Rs.30/- (2 units); Accordingly, an amount of Rs.30/- is being recovered from the salary.

Employee got promotion/Special grade in the month of November, 2021 and pay has been fixed in 27650 – 92360 pay slab. As per the Table-I, the employee falls in Group B i.e., Subscription amount of Rs.60/- (4 units);

From November, 2021 onwards, full subscription amount as per the new pay slab i.e., Rs.60/- (4 units) shall be recovered from the employee.

**C. NOMINATION FORM:**

1. The Unit officer shall obtain **Nomination Forms (FORM VI/ FORM VII)** (enclosed **herewith**) from all the employees of the Unit concerned and arrange to file the same in P-Case of the respective employee duly making an entry in SR.
2. Regarding nomination, the instructions given at para no. 7(A) of G.O. at reference 1<sup>st</sup> cited shall be followed scrupulously.

**D. ENTRIES IN SERVICE REGISTER (SR):**

**(1) At the time of Initial enrollment in the Scheme and subsequent change in the Group due to revision of Pay:**

The Unit officer shall arrange to record the following in SR of every employee.

- a) Group to which employee enrolled: -----
- b) Rate of subscription: -----
- c) Month of commencement: -----
- d) Nomination made: -----
- e) Certificate of recovery (**FORM-I**) (enclosed for reference)

- (2) **In the month of April every year:** The Unit officer shall arrange to record the following in SR of every employee with proper attestation (details related to the recoveries done in the previous financial year).

**\*\*\*\*\* ENTRY IN SR\*\*\*\*\***

Sri/Smt. \_\_\_\_\_ (Name of the employee), Staff no: \_\_\_\_\_, Designation: \_\_\_\_\_ is contributing Subscription for A.P.S.E.G.I.S @ Rs \_\_\_\_\_ per month Under Group ( ) From \_\_\_\_\_ To \_\_\_\_\_ and the Total Annual Subscription for the financial year \_\_\_\_\_ to \_\_\_\_\_ is Rs: \_\_\_\_\_

- (3) **At the time of transfer/deputation:** The Unit officer (Parent Department) shall arrange to record the following in SR of the employee concerned.

**\*\*\*\* ENTRY IN SR\*\*\*\***

Sri/Smt. \_\_\_\_\_ (Name of the employee), Staff no: \_\_\_\_\_, Designation: \_\_\_\_\_ is contributing Subscription for A.P.S.E.G.I.S @ Rs \_\_\_\_\_ per month Under Group ( ) From \_\_\_\_\_ To \_\_\_\_\_ and the Total Annual Subscription from \_\_\_\_\_ to \_\_\_\_\_ is Rs: \_\_\_\_\_

- (4) All Unit Officers shall take necessary precautions for recording the relevant entries in Service Register (SR) and filing the related documents in P-Cases of all employees, as explained above, with the details of recovery of GIS subscriptions under proper attestation.

**E. PAYMENT/REFUND:**

- (1) **ON RETIREMENT:** The total accumulation of "Savings portion along with the interest thereon", as per the Tables issued by the Government of A.P {Refer to the latest G.O at reference 4<sup>th</sup> cited}, revised from time to time, shall be paid to the employee on cessation from service on various grounds.

**Example (1):**

{Read with Annexure-I and Annexure-II in G.O. at 3<sup>rd</sup> reference cited}

Employee Enrolled in GIS in the year 1995 under Group D {Rs.15/- (1 Unit)}  
He/she retired in June, 2020 in Group A {Rs.120/- (8 Units)}



Description	Year of start	Group	No. of Units	No. of Units added	One Unit maturity value on June, 2020 based on starting year	Total Maturity value
(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e)X(f)
From 11/1995 to 10/2005	1995	D (Rs.15/-)	1	1	10423.05	10423.05 (10423.05X1)
From 11/2005 to 10/2010	2005	C (Rs.30/-)	2	1 (2-1)	3533.67	3533.67 (3533.67X1)
From 11/2010 to 10/2015	2010	B (Rs.60/-)	4	2 (4-2)	1836.49	3,672.98 (1836.49X2)
From 11/2015 to 06/2020	2015	A (Rs.120/-)	8	4 (8-4)	705.73	2,822.92 (705.73X4)
Total no. of Units at his retirement				8	Total Maturity value with interest on June,2020 --->	20452.62

Note: All the Units put together shall not exceed 8 in any case.

**Example (2):**

{Read with Annexure-I and Annexure-II in G.O. at reference 3<sup>rd</sup> cited}

Employee Enrolled in GIS in the year 2008 under Group C {Rs.30/- (2 Units)}

He/she retired in February, 2020 in Group B {Rs.60/- (4 Units)}

Description	Year of start	Group	No. of Units	No. of Units added	One Unit maturity value on February, 2020 based on starting year	Total Maturity value
(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e)X(f)
From 11/2008 to 10/2014	2008	C (Rs.30/-)	2	2	2336.63	4673.26 (2336.63X2)
From 11/2014 to 02/2020	2014	B (Rs.60/-)	4	2 (4-2)	832.15	1664.3 (832.15X2)
Total no. of Units at his retirement				4	Total Maturity value with interest on Feb,2020 ----->	6337.56

Note: All the Units put together shall not exceed 8 in any case.

**Example (3):**

{Read with Annexure-I and Annexure-II in G.O. at reference 3<sup>rd</sup> cited}

Employee Enrolled in GIS in the year 2012 under Group B {Rs.60/- (4 Units)}

He/she retired in January, 2020 in Group B only {Rs.60/- (4 Units)}

Description	Year of start	Group	No. of Units	No. of Units added	One Unit maturity value on January, 2020 based on starting year	Total Maturity value
(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e)X(f)
From 11/2012 to 01/2020	2012	B (Rs.60/-)	4	4	1233.98	4935.92 (1233.98X4)
Total no. of Units at his retirement				4	Total Maturity value with interest on Jan,2020 ----->	4935.92

Note: All the Units put together shall not exceed 8 in any case.

**(2) ON DEATH WHILE IN SERVICE:** The following amounts shall be paid to the Nominee of the employee deceased while in service.

**(a) Insurance amount:** Lump sum amount of Rs.15, 000/- per Unit, according to the Group of the employee at the time of death, shall be paid towards Insurance cover.

**Example (1):**

At the time of death, Employee belongs to Group B i.e., Subscription amount Rs.60/- (4Units);

Then, Lump sum amount payable towards Insurance cover = 15,000X4 = Rs.60,000/-

**Example (2):**

At the time of death, Employee belongs to Group D i.e., Subscription amount Rs.15/- (1 Unit);

Then, Lump sum amount payable towards Insurance cover = 15,000X1 = Rs.15,000/-

**(b) Savings amount:** The total accumulation of “Savings portion along with the interest thereon”, as per the Tables issued by the Government of A.P {Refer to the latest G.O at reference 3<sup>rd</sup> cited}, revised from time to time, shall be paid (Calculations as explained at E(1) above shall be adopted).


**(3) WHEN WHEREABOUTS ARE NOT KNOWN:** Instructions given at para no. 7(B)(iii) and 7(C) of G.O. at reference 1<sup>st</sup> cited shall be followed.

**(4) SANCTIONING AUTHORITY:**

1. Depot Manager/Unit Officer (Drawing and Disbursing Officer- DDO) is the competent authority for making payments in the events of cessation from service on all grounds including death, based on the entries recorded in SR and the available Nominations in SR.
2. The “Sanction order” should indicate the following details (Sample copy of sanction order is enclosed for ready reference) –

- a. Name and Designation of the employee.
  - b. Scale of Pay.
  - c. Date of commencement of Insurance cover and the Group to which he/she is enrolled initially.
  - d. Change to higher Group w.e.f.
  - e. Date of retirement/resignation/death.
  - f. Name of the nominee/legal-heirs in the event of Death of the employee.
  - g. Calculation of savings portion and interest thereon.
  - h. Total Amount sanctioned under savings portion(Savings portion+ Interest thereon)
  - i. Total amount sanctioned under Insurance portion in the event of death of the employee.
  - j. Head of Account for payment of savings portion/Insurance portion/Interest separately.
3. A separate copy of sanction order shall invariably be sent to Directorate of Insurance, 5<sup>th</sup> floor, Anjaneya Towers, Ibrahimpatnam, Vijayawada, as per G.O. Ms.No.910, Finance (Admn.II) Department, dated:28.10.2002.
4. Directorate of Insurance will conduct a regular audit of all claims paid under GIS Scheme and send a report to the Head of the Department concerned.
5. **EXCESS PAYMENTS:** Depot Manager/Unit Officer is responsible for making Group Insurance Scheme final payments. If any excess payments are made, the same shall be recovered from the Officer/Supervisor concerned and to be remitted to the Head of Account 8011-107-01 through e-challan. Such Officers/Supervisors are liable for disciplinary action.
6. Depot Manager/Unit Officer shall recover the correct rate of subscription according to the eligible group of employees. For any excess/less recovery, Unit Officer will be held responsible.
7. **NON-RECOVERY OF SUBSCRIPTION:** If the subscription amount is not recovered from any of the employee at any period during his/her service, the same shall be recovered along with the interest from the final payments payable to him/her.
- (5) **LOANS/ADVANCES:** No loans or advances shall be paid to any employee or other beneficiary of the Scheme from or against accumulated saving amount.

Encl: (a) to (m)

  
EXECUTIVE DIRECTOR(A)



**Encl:**

- a. G.O. Ms. No.87 of Finance (ADMN.III-DI-DSA) Dept., dated: 16.10.2020
- b. Circular Memo No. Fin04-12/40/2018-C.T SEC-DOID, dated: 18.01.2021
- c. G.O.MS.No.8 of FINANCE (ADMN-III-DI,DSA) Dept., dated: 22.02.2021
- d. FORM-I Certificate of Recovery (Initial enrollment in the Scheme)
- e. FORM-II Certificate of Recovery (Subsequent change in the Group)
- f. FORM-III (Application by the employee for payment on retirement)
- g. FORM-IV (Letter to the nominee of the employee deceased)
- h. FORM-V (Application from the nominee of the employee deceased for payment)
- i. FORM-VI (Nomination form to be submitted by the employee who has no family)
- j. FORM-VII (Nomination form to be submitted by the employee who has family)
- k. FORM-VIII (Register of Members)
- l. Sanction Order (Sample copy- in case of death)
- m. Sanction Order (Sample copy- in case of superannuation)

**Copy to all Officers of the Corporation.**

**Copy to Director, Directorate of Insurance, Ibrahimpatnam, Vijayawada.**

**GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT**

Public Services – Insurance Department – Extension of Andhra Pradesh State Employees Group Insurance (APSEGIS) Scheme to the Employees working under Public Transport Department- Orders – Issued.

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**FINANCE (ADMN.III-DI-DSA) DEPARTMENT**

**G.O.MS.No. 87**

**Dated: 16-10-2020.  
Read the following:**

1. G.O.Ms.No.293, Fin. Plg. (FW-Accts-II) Dept., Dt. 08.10.1984.
2. G.O.Ms. No.367, Fin. Plg. (FW-Admn.II) Dept., 15.11.1994.
3. Lr.No.E1/PTD (05)/2020-PD addressed to the Principal Secretary to Government, TR&B Department, AP Secretariat, Velagapudi.
4. G.O.Ms.No.50, Transport, Roads & Buildings (TR.II) Department, Dated: 30.12.2019.
5. G.O.Ms.No.52, Transport, Roads & Buildings (TR.II) Department, Dated: 31.12.2019.
6. Memo No. HODS0ADSA(ESM)/14/2020, Finance(ADMN-III) Department, Dated 25-02-2020.
7. Lr.No.FIN04-13/9/2020, Dated: 13-04-2020 received from the Director of Insurance, A.P.

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**ORDER:**

Consequent on absorption of the Andhra Pradesh State Road Transport Corporation into Government Service vide reference 4<sup>th</sup> read above, as the Public Transport Department. A Proposal has been received from Public Transport Department for allotment of Group Insurance Coverage and Government Life Insurance to the absorbed employees of the APSRTC.

2. The Government after careful examination of the proposal received from Public Transport Department through the Director of Insurance proposal vide reference 7<sup>th</sup> read above, hereby agreed to extend the Andhra Pradesh State Employees Group Insurance Scheme (APSEGIS) to the Employees working under Public Transport Department.

3. All Gazetted, Non-Gazetted and Class-IV employees who are at present in service are to be compulsorily covered under this scheme. The subscription is divided into units and one unit is Rs.15 which includes Rs.10.5/ per one unit as saving portion and Rs.4.5/ per one unit as insurance portion. The insurance part of the premium must be recovered with immediate effect of this orders come into force and the saving part and insurance part of the first subscription amount to be recovered from the month of November salary onwards and to be continued until an employee in service.

(P.T.O)



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4. The Employees are divided into Groups on the basis of actual scale of pay which they are drawing from time to time. The Classification of Groups as per the pay scales of Public Transport Department is as follows.

Pay Scales in the revised Scales of Pay 2015	Classification of Groups	Units of Subscription (@Rs.15/-per each unit)
Rs.44148 and above	A	8 Units Rs.120/-
Rs.26250-Rs.87780 Rs.24200-Rs.80990	B	4 Units Rs.60/-
Rs.21670-Rs.72430 Rs.1390-Rs.71520 Rs.20300-Rs.67790 Rs.19580-Rs. 65450	C	2 Units Rs.30/-
Rs.16890-Rs.56520 & Rs.18660-Rs. 62460	D	1 Unit Rs15/-

(Orders shall be issued for adjusting the group classification after rationalization of Pay Scales in the next Pay Revision)

5. In the scheme of the APSEGIS, the death benefit i.e. payment of Insurance fund is Rs.15000/- per unit. If death occurred payment of Insurance fund as per eligibility along with balances of Savings fund with interest thereon is payable to the legal heirs of the Subscriber. If the subscriber survives till the age of superannuation/ceased to the service the balances in savings fund along with interest thereon payable to him.

6. The DDO shall make the Recovery from salary of every month for duty, leave, or suspension. Recovery shall be made including the month of retirement, death, resignation, removal etc., No interest is levied on arrears of subscription due to delay in payment of salary. Subscription with interest will be recovered for Extraordinary Leave period in not more than three instalments after resuming duty from leave. If on deputation, the borrowing authority shall recover the subscription and remit to relevant head of account. The head of account for making premium adjustment: HOA: For insurance fund 8011-00-107-01--00-000-001VN and for saving fund 8011-00-107-01-00-000-002VN.

7. As per the orders issued in the reference 1st read above, the following guidelines are applicable to the above employees

A) **Nomination:**

- i) Head of the office shall obtain Nomination from the employee (FORM.VI/FORM.VII) who becomes eligible for membership of the scheme within 2 months.
- ii) If an employee has no family and nominated a person other than the member of his family, shall become invalid after acquiring a family.
- iii) He should make a fresh nomination in favour of any member(s) of his family within 2 months.

(P.T.O.)



- iv) If an employee nominates more than one person, he should specify the amount of share payable to each of the nominees.
- v) A member may at any time cancel a nomination by sending a fresh nomination to the H.O.
- vi) Where no nomination in favour of a person / persons of his family subsists or, if such nomination relates only to a part of the amount, shall become payable to the members of his family in equal shares.
- vii) No share shall be payable to:- Major sons, Major sons of deceased sons, married daughters, married daughters of deceased sons.
- viii) MALE: Wife, parents, children, minor brothers, unmarried sisters, deceased son's wife and children.
- ix) FEMALE: Husband, parents, children, minor brothers, unmarried sisters, deceased son's widow and children.
- x) FAMILY: As per the entries in the Service Book
- xi) The D.D.O. shall record the following in the Service Register of every employee:-
  - (a) Group to which enrolled
  - (b) Rate of Subscription
  - (c) Month of commencement
  - (d) Nomination made (e) Certificate of recovery (Form.I)

B) **Refund** :

- i) ON RETIREMENT: The total accumulation of saving fund together with the interest thereon will be payable to the Member on his retirement after attaining the age of superannuation or on cessation of his employment, as per Tables issued by Government of A.P from time to time.
- ii) ON DEATH WHILE IN SERVICE:
  - (a) Insurance Fund: Lump sum payment of insurance cover according to the Group of the subscriber i.e.,15,000/- per unit.
  - (b) Saving Fund: Total amount of Saving fund accumulation together with interest as on the date of death.

iii) **PAYMENT WHEN WHEREABOUTS IS NOT KNOWN:** Savings Fund to be refunded after expiry of one year following the month of disappearance. Insurance fund to be refunded after expiry of 7 years following the month of disappearance. The family must lodge complaint in the police station concerned and obtain report stating that the employee has not been traced, even after all efforts are made. An indemnity Bond should be obtained from the nominee /dependents of the employee stating that all payments shall be adjusted against the payment due to the employee in case he/she appears on the scene and makes any claim.

C) **Recovery of subscription:**

- (a) Full subscription for one year at the rate applicable on the date of disappearance + interest, to be recovered from the refundable Savings Fund.
- (b) Premium for Insurance cover + interest for further period of 6 years be recovered from the refundable insurance fund.

D) **Sanctioning authority.**

- i) In the event of Retirement/Death- Head Office
- ii) If Head of the Office is a non-Gazetted officer – His immediate superior officer.
- iii) For the head of office himself – His immediate superior officer.
- iv) For Head of Dept.,-Secretary to Government in the Administrative Department
- v) For employees on deputation – Head of parent Dept.,

E) **Basis for sanction:**

1. Annual certificates recorded in the Service Register
2. Nominations recorded in the Service Register:

The sanction order should indicate: (a) Insurance Fund and Savings Fund separately.(b) Relevant bio-data of the employee.(c) In the case of death of employee, the names of beneficiaries and the share of amounts payable to each.

8. No loans or advances shall be paid to any member or other beneficiary of the Scheme from or against his accumulated saving fund.

9. Sanction Order should contain Name and Designation of the employee, Scale of Pay, Date of commencement of Insurance cover and the group to which he/she is enrolled initially, Change to higher Group (w.e.f.), the Date of retirement/resignation /death, Name of the nominee/legal-heirs in the event of death of the employee, Calculation of savings fund and interest thereon as order from time to time (A separate annexure copy of which should invariably be sent to Director of Insurance), Total Amount sanctioned under savings fund (Savings fund + Interest thereon), Total amount sanctioned under Insurance fund in the event of death of the employee and Head of Account for payment of savings fund/ Insurance fund/Interest separately.



::5::

10. The Head of the Department / Drawing and Disbursement Officer shall be held responsible for sanctioning the Group Insurance Scheme final payments. If any excess Payments are found, the difference amount shall be collected from the sanctioning authority and such Officers are liable for disciplinary action.
11. The Drawing and Disbursement Officer shall recover the correct rate of subscription according to the eligible group of employees. For any excess/less recovery, the Drawing and Disbursement Officer concerned shall be held responsible.
12. The Director of Insurance, Andhra Pradesh, Ibrahimpatnam shall conduct a regular Audit of all claims paid under Group Insurance Scheme and send a report to the Head of the Department concerned.
13. The Head of the Department concerned shall take action against the erring officials who are responsible for the excess / less recoveries wherever they are detected.
14. Any excess payment made, if found during the Audit by the Directorate of Insurance, the same shall be immediately recovered from the concerned and remitted through e-challan to the Head of Account i.e. 8011-107-01 by the Drawing and Disbursement Officer and the fact of remittance shall invariably be communicated to the Directorate of Insurance.
15. If an employee's subscription at any period is not recovered during his Service the total subscription along with interest shall be recovered from the payments admissible to him.
16. All the Heads of Offices should take prompt action for recording the necessary subscription entries in the Service Registers of the employees under proper attestation every year at the end of March and a Certificate shall be recorded in the Service Book of each employee that subscription to the Scheme at the appropriate rates have been recovered for the period from April to March. The entries shall be attested by the Drawing and Disbursing Officer.
17. As per G.O.Ms.No.910, Finance (Admn.II) Department, dated:28.10.2002 "Sanctioning authority shall send a copy of sanction orders of the Group Insurance Scheme Payment including calculation slip to the Directorate of Insurance for verification".
18. The Pay and Accounts officer, AP Ibrahimpatnam /Director of Treasuries and Accounts, Andhra Pradesh should verify the collection of APSEGIS Subscription as per the Groups prescribed in above paras before passing the bills. The Head of the Department, Public Transport Department is requested to issue suitable instructions to their subordinate offices to ensure all their eligible employees are covered under the Andhra Pradesh State Employees Group Insurance Scheme (APSEGIS).
19. The Director of Insurance and Head of the Department, Public Transport Department shall take necessary action in this regard.



::6::

20. Copy of this order is available on Internet and can be accessed at address <http://www.goir.ap.gov.in>

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**DR.K VEERA VENKATA SATYANARAYANA  
SPECIAL SECRETARY TO GOVERNMENT (B&HR)**

To

The Secretary to Government, Public Transport Department, A.P, Secretariat,  
Velagapudi.

Copy to: The Director of Insurance, A.P, Ibrahimpatnam.

The Managing Director, Public Transport Department, Vijayawada.

The Pay and Accounts officer, AP Ibrahimpatnam.

The Director of Treasuries and Accounts, AP Ibrahimpatnam.

The Account General, A.P.

All District Collectors.

All District Treasury Officers.

SC/SFs(1093354)

//FORWARDED::BY ORDER//

SECTION OFFICER

**DIRECTORATE OF INSURANCE**  
**GOVT OF AP, AMARAVATHI, IBRAHIMPATNAM, VIJAYAWADA**

Circular Memo No: Fin04-12/40/2018- SEC-DOID Date: 18/01/2021

Sub: APGLI Department- Extension of Andhra Pradesh State Government Employees Group Insurance (APSEGIS-1994) Scheme to the Employees Working under Public Transport Department (APSRTC) -Inclusion certain Pay scales - Clarification-Reg.

Ref: 1.G.O.Ms.No.87, Finance (Admin.III-DI-DSA) Department 16-10-2020

2.The E-mail Of Personnel Officer, APSRTC Dated: 20-10-2020

3.This Office Lr.No. 1260962 - GIS Sec-DOID, Date: 22/10/2020

4.Finance( Admn.III) Deapartment U.O No. HODS0ADI

(ESM)/14/2020-ADMN-III, Computer No 1093354

\*\*\*\*\*

Attention of all unit Officers of APSRTC is hereby drawn to the subject and reference 1<sup>st</sup> cited .The Government have extended Andhra Pradesh state Government Employees Group Insurance scheme 1994 to the employees working in Public Transport Department .The personnel Officer (IT), Public Transport department vide reference 2<sup>nd</sup> cited requested for inclusion of certain pay scales in classification of groups .

In view of the above, the Government vide reference 4<sup>th</sup> cited has directed this Department to issue necessary clarification for inclusion of certain pay scales in para 4 of **G.O.Ms.No.87,Finance (Admin.III-DI-DSA) Department dated 16-10-2020**.The revised Classification of Groups as per the pay scales of Public Transport Department is as follows.

Pay scales in the revised Scales of Pay 2017	Classification of Groups	Unit Of Subscription@ Rs .15/- per each unit
Rs 41140 -RS 137500 and above	A	8 Units Rs 120/-
Rs 32350- Rs 108100 Rs 27650-Rs 92360	B	4 Units Rs 60/-
Rs 26250-Rs 87780 Rs 24200-Rs 80990 Rs 21670-Rs 72430 Rs 21390-Rs 71520 Rs 20300-Rs 67790 Rs 19580-Rs 65450 Rs 19160-Rs 64160 Rs 18660- Rs 62460	C	2 units Rs.30/-
Rs 16890-Rs 56520	D	1 Unit Rs .15/-

This is for kind information and clarification regarding to your mail vide reference  
Cited 2<sup>nd</sup> and take necessary action accordingly.

G Mani Sekhar

DIRECTOR OF INSURANCE

To,

✓ The Executive Director (Administration)  
Public Transport Department(APSRTC),  
Administrative Block, PNBS, Vijayawada.

Copy to:

- 1)The Spl Secretary To Government,(B&HR) Finance Department, Velagapudi, Amaravathi
- 2)The Prl Secretary To Government, Transport, Roads & Buildings Department, Velagapudi, Amaravathi
- 3) The Director, Treasury and Accounts, Ibrahimpatnam, Krishna District
- 4)The CEO, APCFMS, Ibrahimpatnam, Krishna District
- 5) The AG, AP, Hyderabad
- 6)The Pay and Accounts Officer, Ibrahimpatnam, Krishna

7) AM DIOJ.



**GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT**

PUBLIC SERVICES – Employees Welfare Scheme – Andhra Pradesh State Employees Group Insurance Scheme – 1984 – Revised Rate of Interest (7.1% p.a) on accumulated Savings Fund Communication of Tables of Benefits for Savings Fund for the Period from 01-07-2020 to 30-09-2020 – Revised Tables – Orders – Issued.

**FINANCE (ADMN-III-DI,DSA) DEPARTMENT**

**G.O.MS.No.8**

**Dated: 22-02-2021  
Read the Following:-**

- 1) G.O.MS.No.293, Finance & Planning (Finance.Wing-Accts.II) Department, Dated:08.10.1984
- 2) G.O.MS.No.312, Finance.&Plg.(Fin.Wing.Accts.II)Department,Dated:06-11-1984
- 3) G.O.MS.No.367, Finance. Planning(FW-Admn.II)Department,Dated:15-11-1994
- 4) G.O.MS.No.111, Finance(Admn.DI&IF)Department,Dated:11-07-2017
- 5) G.O.MS.No.122, Finance(Admn.DI&IF)Department,Dated:19-07-2017
- 6) G.O.MS.No.3, Finance(Admin-III) Department, Dated:26-01-2018
- 7) G.O.RT.No.96, Finance (HR-5-Pension,GPF) Department, Dated:24-01-2018
- 8) G.O.MS.No.51, Finance (Admin-III) Department, Dated:24-04-2018
- 9) G.O.RT.No.1204, Finance (HR-5-Pension,GPF) Department, Dated:22-05-2018
- 10) G.O.MS.No.156, Finance (Admn-III) Department, Dated:28-09-2018.
- 11) G.O.RT.No.2119, Finance (HR-4-Pension.II,GPF) Department,Dated:17-12-2018.
- 12) G.O.MS.No.19, Finance (Admn-III) Department ,Dated :13-02-2019
- 13) G.O.RT.No.110, Finance (HR-IV-Pension.II,GPF) Department,Dated:24-01-2019.
- 14) G.O.RT.No.950, Finance(HR-IV-Pension.II,GPF) Department,Dated:01.05. 2019.
- 15) G.O.MS.No. 131, Finance(Admn-III.DI,DSA) Department, Dated: 27-09-2019.
- 16) G.O.RT.No.1319, Finance(HR-IV-Pension.II,GPF)Department,Dated:20-08-2019.
- 17) G.O.MS.No.2, Finance(Admn-III.DI,DSA)Department,Dated:01-01-2020.
- 18) G.O.RT.No.2134, Finance(HR-III-Pension)Department,Dated:24-12-2019.
- 19) G.O.MS.No.41, Finance(Admn-III.DI,DSA)Department,Dated:13-05-2020.
- 20) G.O.RT.No.1689, Finance(HR-III-Pension)Department,Dated:22-06-2020
- 21) G.O.RT.No.1690, Finance(HR-III-Pension)Department,Dated:22-06-2020
- 22) G.O.MS.No.81, Finance (Admn-III.DI, DSA) Department. Dated: 07-09-2020
- 23) G.O.RT.No.2403, Finance (HR-III-Pension,GPF) Dep., Dated: 22-09-2020

<<>>

**ORDER:**

In the reference 1<sup>st</sup> read above, orders were issued for introducing Group Insurance Scheme to the State Government Employees in place of Family Benefit Scheme with effect from 01-11-1984. According to Para 9 of the reference 1<sup>st</sup> read above, the accumulations of Savings Fund part and Insurance Fund part shall carry interest at the rates prescribed by Government from time to time.

2. In the reference 2<sup>nd</sup> read above, orders were issued for apportioning the subscription of each unit of Rs.10/- between Insurance Fund and Savings Fund in the ratio of Rs.3.125/- and Rs.6.875/-respectively.

3. In terms of the recommendation of the Committee constituted to review the working of the Andhra Pradesh State Employees Group Insurance Scheme in Government orders 3<sup>rd</sup> Read above, orders were issued for revision of rate of subscription of each unit from Rs.10/- to Rs.15/- with effect from 01-11-1994. The apportionment of the subscription of each unit Rs.15/- between Insurance Fund and Savings Fund was fixed in the ratio of Rs.4.50/- and Rs.10.50/- respectively with effect from 01-11-1994. The amount of Insurance coverage will be Rs.15, 000/- for each unit of subscription.

4. The rate of interest on accumulations of Savings Fund of the Member of the Scheme and the interest on the Insurance Fund from time to time is as follows:

Financial Year	Rate of Interest	Government Order
01-04-2013 to 31-03-2016	8.7%	G.O.RT.No.2142, Finance (Pen-II) Department, Dated: 30-04-2013
01-04-2016 to 30-06-2016	8.1%	G.O.RT.No.1638, Finance (HR-5-Pension,GPF) Department, Dated: 27-06-2016
01-01-2017 to 31-03-2017	8.0%	G.O.RT.No.318, Finance (HR-5-Pension,GPF) Department, Dated: 22-02-2017
01-04-2017 to 30-06-2017	7.9%	G.O.RT.No.1171, Finance (HR-5-Pension,GPF) Department, Dated: 17-05-2017
01-07-2017 to 31-12-2017	7.8%	G.O.RT.No.2087, Finance(HR-5-Pension,GPF) Department, Dated: 31-10-2017
01-01-2018 to 31-03-2018	7.6%	G.O.RT.No.96, Finance (HR-5-Pension,GPF) Department, Dated: 24-01-2018
01-04-2018 to 30-06-2018	7.6%	G.O.RT.No.1204, Finance(HR-5-Pension,GPF) Department, Dated: 22-05-2018.
01-10-2018 to 30-06-2019	8.0%	G.O.RT.No.2119, Finance(HR-IV- Pension.II,GPF) Department, Dated: 17-12-2018, G.O.RT.No.110, Finance(HR-IV- Pension.II,GPF) Department, Dated: 24-01-2019, G.O.RT.No.950, Finance(HR-IV- Pension.II,GPF) Department, Dated: 01-05-2019
01-07-2019 to 31-03-2020	7.9%	G.O.RT.No.1319, Finance ( HR-IV- Pension.II,GPF) Department, Dated: 20-08-2019 and G.O.RT.No. 2134, Finance ( HR-III-Pension) Department ,Dated: 24-12-2019, G.O.RT. No .1689,Finance(HR-III-Pension) Department., Dated: 22-06-2020
01-04-2020 to 30-09-2020	7.1%	G.O.RT. No .1690,Finance(HR-III-Pension) Department ., Dated: 22-06-2020, G.O.RT. No .2403, (HR-III-Pension,GPF) Dep., Dated: 22-09-2020

5. Government has constituted a committee for preparation of Tables for calendar year 2016 onwards on par with CGEGIS tables. The Committee has prepared a simplified table for maturity value of one unit for the calendar year 2016 and in Continuation of the government orders the table for 3<sup>rd</sup> Quarter of 2020 is prepared at the applicable interest rates 7.1% per anum.

6. The Sanctioning Authorities / Drawing and Disbursement Officer / Treasury Officers /District Audit Officers / Pay and Accounts Officers / Director of Works and Accounts are requested to keep in view of the appended Table while sanctioning and making the final payments under Group Insurance Scheme for proper implementation of the Scheme. Further, the following instructions shall also be scrupulously followed:

1. The Head of the Department / Drawing and Disbursement Officer shall be held responsible for sanctioning the Group Insurance Scheme final payments. If any excess Payments are found, the difference amount shall be collected from the sanctioning authority and such Officers are liable for disciplinary action.



2. The Drawing and Disbursement Officer shall recover the correct rate of subscription according to the eligible group of employees. For any excess/less recovery, the Drawing and Disbursement Officer concerned shall be held responsible.
3. The Director of Insurance, Andhra Pradesh, Amravati, and Ibrahimpatnam shall conduct a regular Audit of all claims paid under Group Insurance Scheme and send a report to the Head of the Department concerned.
4. The Head of the Department concerned shall take action against the erring officials who are responsible for the excess / less recoveries wherever they are detected
5. Any excess payment made, if found during the Audit by the Directorate of Insurance, the same shall be immediately recovered from the concerned and remitted through e-challan to the Head of Account i.e. 8011-107-01 by the Drawing and Disbursement Officer and the fact of remittance shall invariably be communicated to the Directorate of Insurance.
6. If an employee's subscription at any period is not recovered during his Service the total subscription along with interest shall be recovered from the payments admissible to him.
7. All the Heads of Offices should take prompt action for recording the necessary subscription entries in the Service Registers of the employees under proper attestation every year at the close of March and a Certificate shall be recorded in the Service Book of each employee that subscription to the Scheme at the appropriate rates have been recovered for the period from April to March. The entries shall be attested by the Drawing and Disbursing Officer.
8. As per G.O.Ms.No.910, Finance (Admn.II) Department, dated: 28.10.2002 "Sanctioning authority shall send a copy of sanction orders of the Group Insurance Scheme Payment including calculation slip to the Directorate of Insurance for verification".
9. As per G.O.Ms.No.225, Finance (Admn.II) Department, dated:22-06- 2010 the revised pay slabs as per RPS 2010 and its Corresponding Slabs in the Revised Scales of Pay, 2015 for Classification of Groups and Compulsory deduction of subscription units applicable to the corresponding groups as shown below.



2. The Drawing and Disbursement Officer shall recover the correct rate of subscription according to the eligible group of employees. For any excess/less recovery, the Drawing and Disbursement Officer concerned shall be held responsible.
3. The Director of Insurance, Andhra Pradesh, Amravati, and Ibrahimpatnam shall conduct a regular Audit of all claims paid under Group Insurance Scheme and send a report to the Head of the Department concerned.
4. The Head of the Department concerned shall take action against the erring officials who are responsible for the excess / less recoveries wherever they are detected.
5. Any excess payment made, if found during the Audit by the Directorate of Insurance, the same shall be immediately recovered from the concerned and remitted through e-challan to the Head of Account i.e. 8011-107-01 by the Drawing and Disbursement Officer and the fact of remittance shall invariably be communicated to the Directorate of Insurance.
6. If an employee's subscription at any period is not recovered during his Service the total subscription along with interest shall be recovered from the payments admissible to him.
7. All the Heads of Offices should take prompt action for recording the necessary subscription entries in the Service Registers of the employees under proper attestation every year at the close of March and a Certificate shall be recorded in the Service Book of each employee that subscription to the Scheme at the appropriate rates have been recovered for the period from April to March. The entries shall be attested by the Drawing and Disbursing Officer.
8. As per G.O.Ms.No.910, Finance (Admn.II) Department, dated: 28.10.2002 "Sanctioning authority shall send a copy of sanction orders of the Group Insurance Scheme Payment including calculation slip to the Directorate of Insurance for verification".
9. As per G.O.Ms.No.225, Finance (Admn.II) Department, dated:22-06- 2010 the revised pay slabs as per RPS 2010 and its Corresponding Slabs in the Revised Scales of Pay, 2015 for Classification of Groups and Compulsory deduction of subscription units applicable to the corresponding groups as shown below.

**ANNEXURE-1**

<b>UNIT</b>	<b>Andhra Pradesh State Employees Group Insurance Scheme</b>		
<b>start year</b>	<b>Accumulated Saving Fund of one unit up to Sep 2020</b>		
↓	↓ closing month in the year 2020 ↓		
	<b>July-20</b>	<b>Aug-20</b>	<b>Sep-20</b>
1984	26274.69	26440.67	26606.71
1985	24098.50	24251.61	24404.77
1986	22126.98	22268.42	22409.93
1987	20340.89	20471.76	20602.69
1988	18722.77	18844.07	18965.43
1989	17256.84	17369.46	17482.15
1990	15928.78	16033.54	16138.37
1991	14725.62	14823.26	14920.97
1992	13635.61	13726.81	13818.07
1993	12648.12	12733.48	12818.90
1994	11719.58	11799.42	11879.32
1995	10494.50	10567.10	10639.75
1996	9406.04	9472.19	9538.41
1997	8438.95	8499.38	8559.87
1998	7579.71	7635.05	7690.46
1999	6816.28	6867.11	6918.00
2000	6136.75	6183.56	6230.43
2001	5525.85	5569.05	5612.30
2002	4969.78	5009.68	5049.65
2003	4461.23	4498.13	4535.09
2004	3995.13	4029.27	4063.47
2005	3564.83	3596.42	3628.08
2006	3167.30	3196.54	3225.84
2007	2800.04	2827.11	2854.24
2008	2460.76	2485.81	2510.94
2009	2147.30	2170.51	2193.78
2010	1857.72	1879.22	1900.77
2011	1590.20	1610.11	1630.08
2012	1343.79	1362.24	1380.75
2013	1117.85	1134.96	1152.14
2014	910.56	926.44	942.39
2015	720.36	735.12	749.94
2016	545.65	559.38	573.17
2017	384.38	397.15	409.99
2018	235.02	246.91	258.87
2019	96.83	107.90	119.04
2020	0	0	0

<b>INTEREST RATES</b>		
<b>FROM</b>	<b>TO</b>	<b>%</b>
1-Nov-1984	31-Oct-1994	10
1-Nov-1994	31-Mar-2000	12
1-Apr-2000	31-Mar-2001	11
1-Apr-2001	31-Mar-2002	9.5
1-Apr-2002	31-Mar-2004	9
1-Apr-2004	30-Nov-2011	8
1-Dec-2011	31-Mar-2012	8.6
1-Apr-2012	31-Mar-2013	8.8
1-Apr-2013	31-Mar-2016	8.7
1-Apr-2016	31-Dec-2016	8.1
1-Jan-2017	31-Mar-2017	8
1-Apr-2017	30-Jun-2017	7.9
1-Jul-2017	31-Dec-2017	7.8
1-Jan-2018	30-Sep-2018	7.6
1-Oct-2018	30-Jun-2019	8
1-July-2019	31-Mar-2020	7.9
1-Apr-2020	30-Sep-2020	7.1

up to 31/10/1994 one Unit =Rs.10 (saving6.875+insurance3.125) and from 1/11/1994 unit size increased to Rs.15( saving 10.5+insurance4.5). This change is considered while arriving to maturity value of saving portion of one unit. The month November in a calendar year is taken as starting month.



**ANNEXURE –II (Illustrations)**

- ❖ A unit starts at Rs 10 pm .before 1994 and it increases to Rs 15 pm from 1994 but there is no extra unit only one unit is to be taken for arriving maturity value with starting year before 1994.

Employee retires in Sep 2020 GIS particulars ↓	Year of Start	No of Units added	One unit maturity on Sep 2020 based on its starting year	Total of Maturity
From 11/1990 to 10/1994 Rs 10 pm and from 11/1994 Rs.15 Per month	1990	1	16138.37	16,138.37
From 11/2000 to 10/2010 Rs 30 pm	2000	1	6230.43	6,230.43
From 11/2010 to 10/2014 Rs 60 pm	2010	2	1900.77	
From 11/2014 to 09/2020 Rs 120pm	2014	4	942.39	3,801.54 3,769.56
Total No of units at his Retirement.		8	Total Maturity with interest on Sep, 2020 →	29,939.90

Note: All units put together shall not exceed 8 in any case.

Employee Retires in Aug,2020 GIS Particulars ↓	Year of Start	No of Units added	One unit maturity on Aug 2020 based on its starting year	Total of Maturity
From 11/1984 to 10/1989 Rs 10 pm	1984	1	26440.67	26,440.67
From 11/1989 to 10/1994 Rs 20 pm	1989	1	17369.46	17,369.46
From 11/1994 to 10/2006 Rs 30 pm	1994	No Extra Units	--	
From 11/2006 to 08/2020 Rs 60 pm	2006	2	3196.54	6,393.08
Total No of units at his Retirement		4	Total Maturity with interest on Aug, 2020	50,203.21

Employee Retires in July,2020 GIS Particulars ↓	Year of Start	No of Units added	One unit maturity on July,2020 based on its starting year	Total of Maturity
From 11/1993 to 10/1994 Rs 80 pm	1993	8	12648.12	1,01,184.96
From 11/1994 to 07/2020 Rs 120pm	1994	No Extra Units	--	--
Total No of units at his Retirement		8	Total Maturity with interest on July,2020	1,01,184.96



FORM No.1

GOVERNMENT OF ANDHRA PRADESH

DEPARTMENT/OFFICE .....

Dated .....

MEMORANDUM

\*Shri ..... a Group .....  
employee has been enrolled as a member of the Andhra Pradesh State Government Employees  
Group Insurance Scheme, with effect from .....  
His/Her monthly subscription of Rs. .... (Rupees .....  
..... (shall be deducted from his  
salary/wage commencing from the month of ..... and he will  
be eligible to the benefits of the scheme appropriate to group .....  
with effect from .....

To ..... Head of Office

\*Shri .....

\* Name and designation of the employee.

FORM No. 2

GOVERNMENT OF ANDHRA PRADESH

DEPARTMENT/OFFICE .....

Dated .....

MEMORANDUM

\*Shri ..... has been promoted  
on a regular basis, from Group ..... to Group .....  
with effect from ..... His monthly subscription for the  
Andhra Pradesh State Employees Group Insurance Scheme, shall be raised from  
Rs. .... to Rs. .... from the month of .....  
..... and he will be eligible to the benefits of the scheme appropriate  
to Group ..... with effect from .....

To ..... Head of Office

\*Shri .....

\* Name and designation of the employee.



FORM No.3

To  
The.....  
.....

Sub:- Application for payment of accumulation under Andhra Pradesh State Employees Group Insurance Scheme.

Sir,

I have been a member of the Andhra Pradesh State Employees Group Insurance Scheme, since .....\*\* I have retired from service after attaining the age of ..... years/ I have ceased to be in employment (with the Andhra Pradesh Government/ ...../Municipality with effect from ..... I was holding the post of .....before retirement/cessation of employment (with the State Government/...../Municipality). I request that the amount due to me under the Andhra Pradesh State Employees Group Insurance Scheme may be paid to me.

*Yours faithfully,*

To

\*Designation and address of the Head of office.  
\*\* Month and the year of becoming a member of the Scheme may be indicated here.

FORM No. 4

GOVERNMENT OF ANDHRA PRADESH

DEPARTMENT/OFFICE .....

Dated .....

To

.....  
.....

Sub:- Payment of the amount due under the Andhra Pradesh State Employees' Group Insurance Scheme.

Dear Sir/Madam,

I am directed to state that the late Shri ..... has nominated you for payment of full/ ..... per cent of amounts due under the Andhra Pradesh State Employees' Group Insurance Scheme, 1984. You are therefore requested to submit an application in the enclosed Form No.5 for arranging payment.

*Yours faithfully,*

To

\*Name and address of the nominee.



FORM No.5

To .....  
The .....  
.....

Sub:- Application for payment of amount due to late Shri ..... under  
the Andhra Pradesh State Employees' Group Insurance Scheme, 1984:

Sir, .....

With reference to your letter No..... dated .....  
I hereby request that the full/ ..... per cent of amount due to late  
Shri ..... under the Andhra Pradesh State Employees Group  
Insurance Scheme, may be paid to me.

Yours faithfully,

( )

\*Name and address of the Office from where Form No.4 is received.



NOMINATION FOR BENEFITS UNDER THE ANDHRA PRADESH STATE EMPLOYEES' GROUP INSURANCE SCHEME, 1984

When the Government employee has no family and wishes to nominate one person or more than one person.

I, having no family hereby nominate the person/persons mentioned below and confer on him/them the right to receive to the extent specified below any amount that may be sanctioned by the Andhra Pradesh Government under the Andhra Pradesh State Employees' Group Insurance Scheme, 1984 in the event of my death while in service or which having become payable on my attaining the age of superannuation may remain unpaid at my death.

Names and addresses of nominee/nominees	Relationship with Government employee	Age	*Share of amount to be paid to each.	**Contingencies on the happening of which the nomination shall become invalid	Name, address and relationship of the person, if any, to whom the right of the nominee shall pass in the event of his predeceasing the Government employee
(1)	(2)	(3)	(4)	(5)	(6)

- 1.
- 2.
- 3.

Dated, this      day of      198      at

Signature of two witnesses:

- 1.
- 2.

Signature of Government Employee

N.B. The employee should draw line across the blank space below his last entry to prevent the insertion of any names after he has signed.

\* This column should be filled in so as to cover the whole amount that may be payable under the Insurance Scheme.

\*\* Where a Government employee who has no family makes a nomination, shall specify in this column that the nomination shall become invalid in the event of his subsequently acquiring a family.



FORM No.7

NOMINATION FOR BENEFITS UNDER THE ANDHRA PRADESH STATE  
EMPLOYEES' GROUP INSURANCE SCHEME, 1984

When the Government employee has a family and wishes to nominate one member or more than one member thereof.

I hereby nominate the person(s) mentioned below, who is/are member(s) of my family, and confer on him/them the right to receive to the extent specified below any amount that may be sanctioned by the Andhra Pradesh Government under the Andhra Pradesh State Employees' Group Insurance Scheme, 1984 in the event of my death while in service or which having become payable on my attaining the age of superannuation may remain unpaid at my death.

Names and addresses of nominee/nominees	Relationship with Government employee	Age	*Share to be paid to each	**Contingencies on the happening of which the nomination shall become invalid	Name, address and relationship of the person, if any, to whom the right of the nominee shall pass in the event of his predeceasing the Government employee
(1)	(2)	(3)	(4)	(5)	(6)
1.					
2.					
3.					

Dated, this      day of      198      at      .

Signature of two witnesses:

1.

2.

Signature of Government Employee

N.B. The employee should draw line across the blank space below his last entry to prevent the insertion of any names after he has signed.

\* This column should be filled in so as to cover the whole amount that may be payable under the Insurance Scheme.







**PROCEEDINGS OF THE DEPOT MANAGER  
PARVATHIPURAM DEPOT  
A.P PUBLIC TRANSPORT DEPARTMENT**

Present :- Sri. D.J.SUNDARAM, DEPOT MANAGER

Case No.P1/756(02)/21-PPM

Dated : 01-07-2021

Sub:- PUBLIC SERVICES - AP Public Transport Department - A.P. State Employees Group Insurance Scheme 1984 - Payment of Insurance amount (Death Claim) of Group Insurance Scheme to Late V.Prasada Rao, Mechanic, of PARVATHIPURAM DEPOT Expired on 24-12-2020 - Orders - Issued - Reg.

Ref:- 1. GO Ms.No.87 of Finance (ADMN.III-DI-DSA) Dept., dt.16.10.2020  
2. GO Ms.No.8 of Finance(ADMN.III-DI-DSA) Dept., dt.22.02.2021

**ORDER**

Sri.V.Prasada Rao, Mechanic of PARVATHIPURAM DEPOT Expired while in service on 24-12-2020. As on the date of death, he was contributing subscription of Rs.120/-p.m i.e, 8 units.

In terms of the GOs under references cited, sanction is hereby accorded to pay an amount of Rs.120000/- to Smt.V.Prabha W/o.Late Sri.V.Prasada Rao,Mechanic who expired on 24-12-2020 while in service, towards Group Insurance amount.

The amount is debitible to Head of Account 8011-00-107-00-01-001-000

**DEPOT MANAGER  
PARVATHIPURAM DEPOT**

To  
Smt.V.Prabha  
W/o.Late Sri.V.Prasada Rao  
Mechanic, PARVATHIPURAM DEPOT

Copy submitted to Director of Insurance, A.P, Amaravathi, Ibrahimpatnam for information please

**PROCEEDINGS OF THE DEPOT MANAGER  
PARVATHIPURAM DEPOT  
A.P PUBLIC TRANSPORT DEPARTMENT**

Present :- Sri. D.J.SUNDARAM, DEPOT MANAGER

Case No.P1/756(02)/21-PPM

Dated : 01-07-2021

Sub:- PUBLIC SERVICES - AP Public Transport Department - A.P. State Employees Group Insurance Scheme 1984 -Refund of Savings Fund with Interest to Smt.V.Prabha W/o.Late Sri.V.Prasada Rao, Mechanic of PARVATHIPURAM DEPOT, Expired on 24-12-2020 - Orders Issue - Reg.

Ref:- 1. GO Ms.No.87 of Finance (ADMN.III-DI-DSA) Dept., dt.16.10.2020  
2. GO Ms.No.8 of Finance(ADMN.III-DI-DSA) Dept., dt.22.02.2021

**ORDER**

Sri.V.Prasada Rao, Mechanic of PARVATHIPURAM DEPOT Expired on 24-12-2020 while in service.

The subscriptions made by him to A.P State Employees Group Insurance Scheme 1984 as per the entries made in his Service Book and the calculation of amount payable to Smt.V.Prabha W/o.Late Sri.V.Prasada Rao, Mechanic are furnished below

Period From	Period To	Year of Start	Group	No.of Units	No.of units added	One Unit Maturity Value	Total Maturity Value
01-11-1995	31-10-2005	1995	D	1	1	11563	11563
01-11-2005	31-10-2010	2005	C	2	1	4567	9134
01-11-2010	31-10-2015	2010	B	4	2	2345	9380
01-11-2015	24-12-2020	2015	A	8	4	1234	9872
<b>GRAND TOTAL PAYABLE</b>							<b>39949.00</b>

Under the provisions of the G.O.s cited above, sanction is hereby accorded for payment of Rs.39949/- towards refund of saving fund with interest for the subscriptions made by him to the A.P.State Employees Group Insurance Scheme 1984.

The Expenditure is debitable to "8011 - INSURANCE & PENSION FUNDS - 107 - OTHER INSURANCE & PENSION FUNDS - 01- A.P.STATE EMPLOYEES GROUP INSURANCE, 1984 - 02 - SAVING FUND".

"Certified that an Entry to this effect has been made in the Service Book of the Employee."

**DEPOT MANAGER  
PARVATHIPURAM DEPOT**

To  
Smt.V.Prabha W/o.Late Sri.V.Prasada Rao, Mechanic

Copy submitted to Director of Insurance, A.P, Amaravathi

