

GURU NANAK COLLEGE

Jhajra, Dehradun

(Approved by AICTE, New Delhi, Affiliated to Sri Dev Suman Uttarakhand University)

Ref. No: GNC/PO.0059

Date: 09.12.2024

NOTICE

In order to ensure the safety and well-being of all employees, the Management of **Guru Nanak College, Jhajra, Dehradun**, has decided to implement a Group Accident Insurance Policy for all permanent and contractual staff members.

Consequently, the college administration has received a quotation for this policy, as attached. It is designed to offer financial assistance to employees or their families in the event of accidents causing injury, disability, or death during the course of their duties.

Key Features of the Group Accident Policy:

Coverage:

- Accidental Death
- Permanent Total Disability
- Permanent Partial Disability
- Temporary Total Disability
- Medical Expenses due to Accident

Policy Benefits:

- Financial compensation in case of injury, disability, or accidental death.
- Reimbursement of medical expenses arising due to the accident.
- Coverage for both on-duty and off-duty accidents.

Eligibility: All permanent and contractual employees of the college will be automatically enrolled under this policy.

Premium Payment: The premium for this policy will be borne by the college, and no contribution from the employees will be required.

Claim Procedure: In the event of an accident, employees or their families should immediately inform the college administration, and the required claim process will be initiated in collaboration with the insurance provider.

Important Notes:

- This policy is applicable to all employees of Guru Nanak College of Dehradun, Jhajra, Dehradun.
- Employees must provide accurate personal and contact information for the enrollment process.
- For more details or clarifications regarding the policy, employees can contact the HR department.

For Queries or Assistance:

Please contact the HR Department at:

Email: hr@gnc.edu.in

Phone: 7300777725

We strongly encourage all employees to familiarize themselves with the benefits of this policy and make use of the coverage in case of any unfortunate event.

Principal

Guru Nanak College

Jhajra, Dehradun, Uttarakhand