

**ODISHA BUILDING & OTHER CONSTRUCTION WORKERS' WELFARE BOARD.**  
(OFFICE OF THE LABOUR COMMISSIONER: ODISHA: BHUBANESWAR)

No. 138(32) /Dated, Bhubaneswar, the 28-01-2017.

From

**Roopa Mishra, I.A.S.,  
Labour Commissioner, Odisha-cum-  
Member Secretary, OB&OCWWB.**

To

**All District Labour Officers.**

**Sub.: Disposal of accidental benefit cases.**

**Madam/ Sir,**

On the above subject, I am to inform that a number of applications for sanction of benefits of the beneficiaries on accidental cases are pending at Board Office due to want of relevant documents. As most of the applicants have not furnished the minimum pre-requisite documents, all pending applications are hereby returned back to the concerned districts, for necessary compliance and disposal of the cases.

For disposal of these applications, I am to request you to take following measures:-

1. Committee headed by CDMO of the district would be constituted by the District Collector alongwith one Surgery Specialist, one Medicine Specialist and the DLO for verifying the applications and the appended documents with the original documents available with the applicant.
2. Procedure for filing applications/documents & verification thereof
  - The concerned construction worker is to apply in form- XXXIV to the authority under administrative control of DLO where he/she is residing for reimbursement of medical expenses. For indoor admission, the claim is to be preferred within 3 months from the date of discharge from the hospital. The application shall accompany with following documents for necessary verification.
  - Xerox copy of Registration Certificate of the beneficiary duly attested by DLO/ALO/RLI of the concerned district.
  - Xerox copy of updated annual contribution receipt to be verified by the DLO/ALO/RLI of concerned district.
  - Essentiality Certificate to be filled completely and to be signed not below the rank of Assistant Surgeon of Government Hospital.
  - All original Bills should be verified by the treating doctor and it should be signed on the face of the bills with seal.
  - Original OPD Report /Discharge Certificate from the hospital duly signed by the Doctor.
  - The detailed list of medicines, laboratory test, investigation, no of doctor's visit etc.
  - On loss of original documents, photocopies duly signed by Medical Authority would be entertained subject to submission of the affidavit.
  - Whether the construction workers has covered under RSBY.
  - Referral form for admission/OPD treatment from nearby Govt. Hospital for treatment/admission.
  - Non availability certificate for treatment /admission in nearby Govt. Hospital, if applicable.
  - Copy of first page of Bank pass book indicating Bank name, IFSC Code and applicant's account number clearly visible and verified by concerned DLO/ALO/RLI.
  - Tampering of documents in any nature is not permitted and leads to rejection of claim.

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