



# टीएचडीसी इंडिया लिमिटेड THDC INDIA LIMITED

(भारत सरकार एवं उ. प्र. सरकार का संयुक्त उपक्रम)  
(A Joint Venture of Govt. of India & Govt. of U.P.)  
CIN : U45203UR1988GOI009822



No:THDC/RKSH/CHR/Policy/111/ 832

Dated: 09.11.2021

## OFFICE ORDER

**Reg: Regarding establishment of Retired Employee Desk in THDCIL**


Competent Authority has accorded approval of establishment of Retired Employee Desk at Corporate Office and Units respectively from where the retired employees are availing the post retirement medical benefit facilities. The brief functions of retired employee desk shall be as under:

The Retired Employee Desk shall compile and handle the daily activities related to medical claims, referrals and other petty issues of retired employees. At Corporate Office, the desk shall operate like a centralized office with its extension counters at all units/projects from where the retired employees are availing the post retirement medical benefits. For any assistance the retired employees shall contact the desk from where they are availing their post retirement medical benefit facility. However, centrally the Corporate Desk shall coordinate with desks at units/projects for any specific issue. The desk shall entertain the issues and make efforts to amicably and expeditiously resolve the issues of retired employees. The aim of the desk shall be to offer better customized service to retired employees.

The officers of HR and Finance Deptt. at different locations nominated as Nodal Officers shall also look into the affairs of retired employee desk together with the officers and other supporting staff who are handling the matters pertaining to retired employee's medical claims and other issues who shall be members of such retired employee desks. The list of such nodal officers is enclosed at Annexure-I.

The retired employee desk shall have a dedicated telephone number and shall also act as custodian of the retired employees web portal soon to be hosted.

This issues with the approval of Competent Authority.

  
(Veer Singh)  
General Manager (HR/Admin.)

Hindi Version to follow

Distribution: Standard

**Post Retirement Medical Benefits Scheme (PRMBS)**  
**Contact Details of HR and F&A Personnel with Address**

Unit	Functional Area	Contact Person	Telephone No./Mob No.	Address
<b>Rishikesh</b>				
1	HR	Ms. Mehak Sharma Sr. Officer(HR)	0135-2473633 Mob. 7018947581	HR(Establishment),Deptt. Bhagirathi Bhawan,Pragatipuram,Bye- PassRoad, Rishikesh-249001(U.K.)
2	F&A	Sh. Suraj Kannoja Sr.Accounts Officer	Mob.9795828182	F&A, Deptt.Bhagirathi Bhawan,Pragatipuram,Bye- PassRoad Rishikesh-249001(U.K.)
<b>Tehri &amp; Koteshwar</b>				
1	HR	Sh. Chittranjan Behera Dy.Manager(HR)	Mob. 9634692497	HR(Establishment),Deptt. Bhagirathi Bhawan,Bhagirathipuram, Tehri,Tehri Garhwal- 249001(U.K.)
2	F&A	Sh. B. P. Panuely Dy.Manager(F&A)	Mob. 9411572620	F&A, Bhagirathi Bhawan, Bhagirathipuram, Tehri, Tehri Garhwal-249001(U.K.)
<b>NCR Office, Kaushambi</b>				
1	HR	Sh. Rohit Joshi Sr. Officer(HR)	Mob. 9971859859	HR Department, NCR Office,Plot No. 20, Sector- 14,Kaushambi-201010 Ghaziabad(U.P.)
2	F&A	Sh. Vinod Kumar Dy.Manager(F&A)	Mob. 9818965045	Finance Department, NCR Office,Plot No. 20, Sector-14, Kaushambi- 201010 Ghaziabad(UP.)
<b>VPHEP, Pipalkoti</b>				
1	HR	Sh. K.RamaReddy Manager(HR)	Mob. 9012035500, 7906891880	HR Department,VPHEP, Alaknandapuram, Siyasain,Pipalkoti, Distt. Chamoli (U.K.)
2	F&A	Sh. Ramesh Singh Chauhan Dy. Manager(F&A)	Mob. 9412026404	F&A,VPHEP, Alaknandapuram, Siyasain,Pipalkoti, Distt. Chamoli (U.K.)