

University of Mumbai

No. SW/08/of 2017

Dr. Sunil Patil
Director



Department of Students' Development
Vidyapeeth Vidyarthi Bhavan,
'B' Road, Churchgate,
Mumbai - 400 020.
Tel. No. 2204 28 59

To,
The Directors/Heads of the University Departments and the Principals of the Constituent and
Affiliated Colleges of the University of Mumbai

Sub: Yuva Raksha - Group Insurance Scheme

Sir/Madam,

Your goodself is aware that the Group Insurance Scheme "YUVA RAKSHA", was introduced by the University of Mumbai from the academic year 2002-2003 for the benefit of the students studying in the affiliated colleges and departments of University of Mumbai.

As per directions given by the competent authorities of the University of Mumbai it was decided to continue "YUVA RAKSHA" i.e. Group Insurance Scheme with The National Insurance Company Ltd. (Malad Branch) and The Oriental Insurance Company Ltd. (Thane Divisional Office and Andheri Divisional Office) for the academic year 2017-18. The said companies are the approved companies for the University Scheme of "Yuva Raksha."


I am enclosing herewith the details of the Insurance Scheme (YUVA RAKSHA) alongwith forms, modalities of the schemes and addresses of the Insurance Company for your information and necessary action.

It is mandatory to insure each of the student from your college/institution/department under the 'Yuva Raksha' a Group Insurance Scheme for the academic year 2017-18 and copy of the Insurance Scheme and following mentioned company and their Officers will be submitted to Director, DSD on above address within 15 days.

This scheme is introduced by University of Mumbai for the benefit of students. The Principal, Management and Trustee are requested to follow the insurance procedure as per circular. No other private agent or person is allowed to take the premium for the students of the University of Mumbai.

Further, the compliance report of the action taken regarding implementation of the said Scheme in your college/institution/department be submitted to this office on or before 30th September, 2017.

Place: Mumbai - 400 020
Date: 13th June, 2017


Dr. Sunil Patil
Director, DSD

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MODALITIES OF GROUP INSURANCE SCHEME

1. Scheme will be called as "YUVA RAKSHA" STUDENTS GROUP INSURANCE SCHEME.
2. University of Mumbai has authorized "The National Insurance Company Ltd. (Malad Branch) and The Oriental Insurance Company Ltd." (Thane and Andheri) as official agencies (The addresses are mentioned below for your ease of reference) for implementation of the scheme.
3. The Scheme is Mandatory. All Principals/Heads/Directors are requested to take the fees for Insurance from students at the time of admission only. (vide Circular No. Concol/Fee/292/of 2008). Every admitted student must covered under the scheme.
4. The Scheme is applicable to all students admitted in the Affiliated Colleges/Institutions/Departments of the University of Mumbai, vide Circular No. CONCOL/Fee/292/of 2008 dated 7th July, 2008)
5. Principals/Directors of Colleges/Institutes will implement the scheme at their level and He/She will sign the M.O.U. (Memorandum of Understanding) with the company that He/She seems fit. Insurance Policy will be in the name of the Department/College. Every year Director/Heads/Principals of the Department/College pay their premium to company directly. (The company addresses and person are mentioned below for your ease of reference.)
6. For all Departments of University of Mumbai, the Head of the Departments will sign and implement the scheme.
7. The Scheme will be implemented year wise (12 months) and is to be renewed every year. The Principals/Heads/Directors will collect the amount of premium at the time of admissions of the students and the same will be sent to the Insurance Company for the academic year 2017-18.
8. The Registration Form will be issued at the time of admission to cover the students under the Scheme.
9. **Designated College will collect the premium amount from students at the time of admission. In case a Department/Institute/College wants to pay premium in advance the same will be accepted in the beginning of the academic year only, by handing over a letter and cheque to the concerned company for the same. Also once the admission process is completed the final list alongwith the students list be sent to the concern company for the procedure at their end to cover the students under the Insurance Policy.**
10. **The premium will be sent to the given address and mentioned person (The Oriental Insurance Company Ltd. - Mr. Rohan Ghodgekar and Mr. V.P. Tawde and The National Insurance Company Ltd. - Mrs. Priya Hegde). Do not entertain to any other person in this matter.**

A DETAIL OF THE POLICIES ARE AS FOLLOWS:

Premium rates are mentioned below:

Sr. No.	Scheme	Sum Insured Per Student Per Annum	Premium Paid by Student as Per Fee Receipt	Administrative Charges will Remain with the College Only	Premium Paid to Insurance Company Per Student Per Annum
1	A	Rs.1,00,000/-	Rs.20/-	NIL	Rs.20/-
2	B	Rs.2,00,000/-	Rs.40/-	Rs.2/-	Rs.38/-
3	C	Rs.3,00,000/-	Rs.55/-	Rs.3/-	Rs.52/-
4	D	Rs.4,00,000/-	Rs.68/-	Rs.5/-	Rs.63/-
5	E	Rs.5,00,000/-	Rs.81/-	Rs.5/-	Rs.76/-

Important Note : If earlier college had insured sum of Rs.50,000/- Scheme; can insure sum of Rs.1,00,000/- Scheme; for their students. This is now mandatory for all affiliated colleges and University Departments for the academic year 2017-2018.

OR

The College can insure with more amount as mentioned in Point No. B,C,D and E.

Contd ...3/-

The Scheme will cover the following three contingencies in case of Accidents.

This Scheme can be covered 24 hours hospitalisation, due to accident cause only, no natural death and sickness covered.

- 100% coverage in case of sad demise of the insured
- 100% coverage for permanent disability (Disability means loss of limbs, loss of eye sight or sense of hearing or paralysis).
- 100% coverage for hospitalization expenses arising out of accidents which includes cost of Medicines as well as expenses for Doctors Fees.

Accidents death includes Rail/Road/Air Accidents injury due to any violent collision. Fall injury due to Fire, Explosion, Snakebite, Frostbite Burn Injury, Drowning, Poisoning, Natural Calamity, Riots but it will not include suicide or attempt to suicide. These are only illustrative and not an exhaustive list of types of accidents.

FUNCTIONING AT THE DEPARTMENT AND COLLEGE LEVEL

The Group Insurance Scheme should be monitor by the Committee comprises of

AT COLLEGE LEVEL:

- Principal
- N.S.S. Chief Programme Officer
- N.C.C. Officer
- Gymkhana Committee Chairman
- Secretary, Students' Council

AT UNIVERSITY DEPARTMENT LEVEL:

- Registrar
- Head of the Department
- Director, Students' Development
- N.S.S. Programme Co-ordinator
- Director, Sports
- President, Students' Council

The Directors of the Institutions, Heads of the University Departments and Principals of the Colleges will collect the fees against the premium form the students at the time of admission and it will be sent to the concerned recognized agency with the list of the students covered under the scheme. The cheque should be drawn in the name of the Insurance Company (any one of the above). A Separate list would be prepared for various categories of the Scheme i.e. for Scheme "A", and Scheme "B,C,D and E"

The Directors/Heads of the University Departments are hereby informed that they should deduct an amount as per following table from the premium per student basis on Insurance sum towards administrative charges for the University. The total amount deducted will be sent to the Finance and Accounts Officer, University of Mumbai to the Account/Budget: Group Insurance Scheme for students.

Premium rates are mentioned below:

Sr. No.	Scheme	Sum Insured Per Student Per Annum	Premium Paid by Student as Per Fee Receipt	Total amount deducted will be sent to the Finance and Accounts Officer, University of Mumbai	Premium Paid to Insurance Company Per Student Per Annum
1	A	Rs.1,00,000/-	Rs.20/-	NIL	Rs.20/-
2	B	Rs.2,00,000/-	Rs.40/-	Rs.2/-	Rs.38/-
3	C	Rs.3,00,000/-	Rs.55/-	Rs.3/-	Rs.52/-
4	D	Rs.4,00,000/-	Rs.68/-	Rs.5/-	Rs.63/-
5	E	Rs.5,00,000/-	Rs.81/-	Rs.5/-	Rs.76/-

- If a student is insured in a particular College/Department/Institution and later if he/she takes admission in another College/Institution anywhere in India the premium will not be refunded and the insurance claim of the student will be settled through the authorities where He/She has paid the premium.

2. Directors/Heads/Principals and Registrars of the respective Departments/Colleges would obtain a Certificate of Registrations from the Insurance Company issued by the Insurance Regulatory and Development Authority under the Ministry of Finance, Govt. of India (IRDA).
3. The name of the persons should be clearly mentioned in the MOU with whom all the claims will be made by the Directors/Heads/Principals and Registrars of the respective Department/College.
4. Insurance company will submit a scheme of administration by giving the list of the items.
5. The Directors/Heads/Principals and Registrars of the respective Department/College will get the consent from the parents of the students.
6. Directors/Heads/Principals and Registrars of the respective Departments should open a separate account for students Group Insurance Scheme.

Insurance Scheme will be in the name of the Department/College. Every year Director/Heads/Principals of the Department/college pay their premium to agencies directly.

The Scheme will be issued by the Insurance Company on the day on which the cheque is received by them.

Principals may send their premium amount in one/two lots after completion of admission process of each course.

The list of the students who are insured will be acknowledged by the Insurance Company.

Insurance cover will be inforce for one full year from the date of issue of Scheme.

The addresses of the recognized agencies are mentioned below:

1) **The Oriental Insurance Company Limited**

Office I :

The Oriental Insurance Company Limited

Thane Divisional Office

Saraswati Mandir, 3rd Floor,

(Marathi Granth Sangrhalaya),

Opp. Zilla Parishad Office,

Subhash Road, Thane (W) - 400 601

Tel:022-25402721/022-25401172

Fax.022-25378618

Contact Person Mr. Rohan R.Ghodgekar 9820934701/ 9757282913/ 9029410866

E-mail- rghodgekar04@gmail.com

For Claim:

archanank@orientalinsurance.co.in

vaishali.gaikwad@orientalinsurance.co.in

viji.vishwanath@orientalinsurance.co.in

rr.mundargi@orientalinsurance.co.in

Office II:

The Oriental Insurance Company Limited

MCDO -20, Andheri Divisional Office, 2nd Floor, D.J. House,

Wilson Pen Compound Old Nagardas Road,

Andheri (E), Mumbai -400059

Mr.S.K.Adhav (Divisional. Manager

skadhav@orientalinsurance.co.in

2) **The National Insurance Company Limited**

The National Insurance Company Limited

Branch III, 1st Floor, Satguru Darshan,

Wing 'C', Liberty Garden, Road No.3,

Malad (W), Mumbai - 400 064.

Mrs. Priya Hegde (7506345193)

Mr. Mangesh Palve (9869288168)

The Colleges/Departments are requested to send copy of drawn Scheme and compliance report to the Department of Students' Development within eight days of the signing of MOU.

Contd..5/-

Claim Procedure

At the College/Institute level Principal/Director will Co-ordinate with the insurance Companies in case of any claim on behalf of the students and issue the necessary Documents/Certificates required by the concerned Insurance Company.

The insurance companies should be intimated within seven days in case of any type of accident.

At the University level the same will be Co-ordinated by the Head of the Department/Registrar.

Students should preserve the copy of Receipt of Payment of Fees issued by the College/Department/Institute.

Claims will be considered even if a student meets with an accident anywhere in India or abroad.

Enclosed:

1. A copy of format of MOU to be signed by the Director of the Institution/Head of the Department /Principal or Registrar of the Department and College.
2. Proforma of Student Registration Form to be filled by the Student at the time of admission will be printed by the respective Institute/Department/College.
3. Pro-forma of the list of the students to be sent to Insurance Company will be Below:

Sr. No.	Name of the Student	Class	Roll No.

MEMORANDUM OF UNDERSTANDING

The M.O.U. is made on this 18th June 2009 at Mumbai between _____ (Name of Department /Institute/ having Registered Office at _____ (for example : One of Registered Office: (1) Registered Office at The Oriental Insurance Company Ltd., Thane Divisional Office 'Saraswati Mandir, 3rd Floor, (Marathi Granth Sangrhalaya), Opp. Zilla Parishad Office, Subhash Road, Thane (W) - 400 601. Or (2) The National Insurance Company Ltd., Branch III, 1st Floor, Satguru Darshan, Wing 'C', Liberty Garden, Road No.3, Malad (W), Mumbai - 400 064.

_____(Name of the any Insurance Company) made a finance offer vide letter dated 20th August, 2009 to renew the "YUVA RAKSHA" Insurance Scheme which to cover the College and University Students under a Group Personal Accident Scheme coverage including Death, Permanent Disability and Hospitalization Expenses arising out of accident covered under the Scheme. Participation in any adventurous sports and hazardous activities has to be with prior consent of the Department/Institute/College/24 hours coverage will be within and outside India for 1 year (from the date of shall not expire after the end of the academic year).

The premium date quoted by _____ (Name of the any one Insurance Company) as mentioned in the report of the meeting held on is final and will not undergo any change for a period of three years.

Designated college of the University will collect the premium amount from the students at the time of admission when the fees are collected, in case Department/Institute/College wants to pay premium in advance the same will be accepted as a deposit premium.

Such collected premium will be paid alongwith the list of Students to the following office of _____

(Name of any one Insurance Company) would issue an annual Scheme covering the students from the day the premium cheque is handed over to them. One acknowledged copy should also reach to the Director, Students' Development after the Scheme is drawn.

At the time admission the concerned college would be provided with brochures for students laying down the scope of cover as also the claim procedure and documents to be submitted at the time of claim.

Claim would be entertained only after the Directors/Heads/Principal of the Department/College certifies the occurrence of an event and consequent injury to student. Claim documents would be routed through the respective colleges.

All claim payments will between Directors/Heads/Principal or Registrar of the Department/ College and Divisional Manager of _____

_____(any one of the Insurance Company) will be valid for period of three years from the date of execution.