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No.D.12015/1/2025-FEA
GOVERNMENT OF MIZORAM
FINANCE DEPARTMENT
(Economic Affairs)

MINECO, Aizawl,
June 10, 2025

OFFICE MEMORANDUM

Subject : Revised family declaration forms under Mizoram Universal Healthcare Scheme in respect of CSS Employees/GIA Employees – reg.

In continuation to this Department's Office Memorandum No.D.12015/1/2025-FEA/CSS dated 04/06/2025 and No.D.12015/1/2025-FEA/GIA dated 04/06/2025, **the Forms** for making family declaration under Mizoram Universal Healthcare Scheme by CSS Employees/GIA Employees have been revised as attached herewith.

Sd/- RAMCHUANA

Secretary to the Govt. of Mizoram,
Finance Department

Memo No.D.12015/1/2025-FEA

Dated Aizawl, the 10th June, 2025

Copy to:

- 1) Secretary to Governor, Government of Mizoram.
- 2) PS to Hon'ble Chief Minister, Government of Mizoram.
- 3) PS to Speaker/Dy. Speaker/Ministers/Ministers of State, Government of Mizoram.
- 4) Sr. PPS to Chief Secretary, Government of Mizoram.
- 5) Sr. PS to Finance Commissioner, Government of Mizoram.
- 6) All Administrative Departments, Government of Mizoram.
- 7) All Heads of Departments, Government of Mizoram.
- 8) Chief Controller of Accounts, Government of Mizoram.
- 9) Joint Director Finance & Accounts/ Deputy Director, Finance & Accounts/FAO of all Departments
- 10) CEO, Mizoram State Health Care Society (MSHCS) for information and necessary action.
- 11) All Officers under Finance Department.
- 12) All Treasury Officers.
- 13) Website Manager.
- 14) Guard File.



(CHRISTINA LALMUANZUALI)

Under Secretary to the Govt. of Mizoram,
Finance Department (EA)

DETAILS OF FAMILY
(For CSS Employees)
(To be used in MUHCS)

Name of CSS Employee : _____ Name of CSS : _____

Designation : _____ Date of Appointment : _____

Employee No.(as generated by IFMIS, if available) : _____

Aadhaar No.(if available): _____

Date of Birth : _____

Ration Card No.* : _____

Salary Category (tick one):

Below ₹30,000/-	☐	₹30,000/- to ₹50,000/-	☐
₹50,001/- to ₹60,000/-	☐	Above ₹60,000/-	☐

Lump sum contribution per year : _____

The details of my family members as on _/ _/ _ as per Ration Card is as below:-
(CSS Employee details to be filled in Sl. No. 1 and Relationship may be written as SELF)

Sl.No.	Name of the family members	Relationship with the CSS Employee	Aadhaar No. (if available)
1			
2			
3			
4			
5			
6			
...			

* Attested photo copy of family Ration Card to be enclosed.

I certify that the above declaration made by me is fully as per my family Ration Card.

Date.....

Signature of the CSS Employee

Mobile No.: _____

DECLARATION OF THE CONTROLLING AUTHORITY

After careful checking of the documents submitted by the CSS Employee, I satisfy myself that the above _____ (number of the members) persons are truly the family members as per the family Ration Card of _____ for the purpose of medical treatments under MUHCS.

Date.....

Signature of the Controlling Officer
 (with seal)

(Revised Version)

DETAILS OF FAMILY

Form-A : For GIA Employees currently enjoying Medical Reimbursement
(See Section - 4(I) of CS(MA) Rules, 1944)
(For use in MUHCS)

Name of Government Servant : _____

Designation : _____ Pay Matrix Level : _____

Employee No. (as generated by IFMIS, if available) : _____

Date of Birth : _____ Date of Appointment : _____

Lump sum contribution per year : _____

Ceiling fixed for one year : _____

Details of the family members as on : _____

Sl. No.	Names of the family members	Date of Birth	Relationship with the Govt. Servant	Document submitted	Remarks of the Controlling Officer
1	2	3	4	5	6
1					
2					
3					
4					
5					
6					
...					

I certify that the above declaration made by me is fully updated and correct.

Date.....

Signature of Govt. Servant
Mobile No.: _____

DECLARATION OF THE CONTROLLING AUTHORITY

After careful checking of the documents submitted by the Government Servant. I satisfy myself that the above _____ (number of the members) persons are truly the family members of _____ for the purpose of CS(MA) Rules, 1944

Date.....

Signature of the Controlling Officer
(with seal)

See over leaf for eligibility conditions for Family Members for the purpose of CS(MA) Rules, 1944 and documents to be submitted in support of the declaration.

Sl. no.	Relationship with the employee	Documents ¹ to be enclosed along with the declaration
1	Spouse	Attested copy of Certificate of Marriage issued by concerned Registrar of Marriage or EPIC/ADHAAR of the employee or his/her spouse that shows their relationship.
2	Parents	Attested copy of EPIC/ID/ADHAAR of the employee or of the parents that shows the relationship between the parents and the employee
3	Parents-in-law (for female employees only)	Attested copy of EPIC/ID/ADHAAR that shows their relationship with the husband of employee supported by the option exercised by the employee that she chose her parents-in-law over her natural parents to be included in the family members.
4	Children (son/ daughter) below 25 years of age	Attested copy of Birth Certificate
5	Minor brother below 18 years of age	Attested copy of Birth Certificate
6	Dependent unmarried daughter/ sister above 25 years of age	Attested copy of – 1) ID cards showing the relationship directly or indirectly. 2) Non-marriage Certificate/ Testimonial issued by concerned Registrar of Marriages. 3) Income certificate to show the dependency.
7	Dependent divorced or widowed daughter/ sister	Attested copy of – 1) ID cards showing the relationship directly or indirectly. 2) Divorced Certificate/ Testimonial issued by concerned Registrar of Marriages. 3) Income certificate to show the dependency.
8	Adopted children	Attested copy of order of adoption issued by District Magistrate
9	Disabled son/brother	Attested copy of permanent disability certificate issued by Social Welfare Department.

¹**Note:** Documents can be authenticated by the Controlling Officer as follows –

- (i) EPIC – by scanning the bar code on the ID or by searching the EPIC No. from the voter's service portal <https://electoralsearch.eci.gov.in/>
- (ii) Aadhaar – by scanning the QR code on the Aadhaar.

(Revised Version)

DETAILS OF FAMILY

Form-B : For GIA Employees who have not enjoyed Medical Reimbursement

{See Section – 4(l) of CS(MA) Rules, 1944}

(For use in MUHCS)

Name of Government Servant : _____

Designation : _____ Pay Matrix Level : _____

Employee No. (as generated by IFMIS, if available) : _____

Date of Birth : _____ Date of Appointment : _____

Lump sum contribution per year : _____

Ceiling fixed for one year : _____

Details of the family members as on : _____

Sl. No.	Names of the family members	Date of Birth	Relationship with the Govt. Servant	Document submitted	Remarks of the Controlling Officer
1	2	3	4	5	6
1					
2					
3					
4					
5					
6					
...					

I certify that the above declaration made by me is fully updated and correct.

Date.....

Signature of Govt. Servant

Mobile No.:_____

DECLARATION OF THE CONTROLLING AUTHORITY

After careful checking of the documents submitted by the Government Servant. I satisfy myself that the above _____ (number of the members) persons are truly the family members of _____ for the purpose of CS(MA) Rules, 1944

Date.....

Signature of the Controlling Officer
(with seal)

See over leaf for eligibility conditions for Family Members for the purpose of CS(MA) Rules, 1944 and documents to be submitted in support of the declaration.

Sl. no.	Relationship with the employee	Documents ¹ to be enclosed along with the declaration
1	Spouse	Attested copy of Certificate of Marriage issued by concerned Registrar of Marriage or EPIC/ADHAAR of the employee or his/her spouse that shows their relationship.
2	Parents	Attested copy of EPIC/ID/ADHAAR of the employee or of the parents that shows the relationship between the parents and the employee
3	Parents-in-law (for female employees only)	Attested copy of EPIC/ID/ADHAAR that shows their relationship with the husband of employee supported by the option exercised by the employee that she chose her parents-in-law over her natural parents to be included in the family members.
4	Children (son/ daughter) below 25 years of age	Attested copy of Birth Certificate
5	Minor brother below 18 years of age	Attested copy of Birth Certificate
6	Dependent unmarried daughter/ sister above 25 years of age	Attested copy of – 4) ID cards showing the relationship directly or indirectly. 5) Non-marriage Certificate/ Testimonial issued by concerned Registrar of Marriages. 6) Income certificate to show the dependency.
7	Dependent divorced or widowed daughter/ sister	Attested copy of – 4) ID cards showing the relationship directly or indirectly. 5) Divorced Certificate/ Testimonial issued by concerned Registrar of Marriages. 6) Income certificate to show the dependency.
8	Adopted children	Attested copy of order of adoption issued by District Magistrate
9	Disabled son/brother	Attested copy of permanent disability certificate issued by Social Welfare Department.

¹**Note:** Documents can be authenticated by the Controlling Officer as follows –

- (iii) EPIC – by scanning the bar code on the ID or by searching the EPIC No. from the voter's service portal <https://electoralsearch.eci.gov.in/>
- (iv) Aadhaar – by scanning the QR code on the Aadhaar.

No.D.12015/1/2025-FEA
GOVERNMENT OF MIZORAM
FINANCE DEPARTMENT
(Economic Affairs)

MINECO, Aizawl,
The 23rd June, 2025

OFFICE MEMORANDUM

In partial modification to this Office Memorandum issued vide even No. dated 26th March, 2025, No.D12015/1/2025-FEA/GIA dated 04th June, 2025 and No.D12015/1/2025-FEA/CSS dated 04th June, 2025, the upper ceiling for room entitlements of Government employees, all GIA-funded employees and CSS employees for treatment in **Public Hospitals inside Mizoram** is hereby revised. The Governor of Mizoram is pleased to order the entitlements on accommodation in respect of the different categories of employee of the Government of Mizoram under the Mizoram Universal Healthcare Scheme, 2025 as per the table below or actual cost, whichever is lesser.

1. GOVERNMENT EMPLOYEES:

Sl. No.	Pay level in the Pay Matrix	Room Entitlement	Rate per Night (in ₹)
1	10& above	Private Ward	3500
2	6 to 9	Semi-Private Ward	1000
3	5 & below	General Ward	NA

2. CSS EMPLOYEES:

Sl. No.	Salary Category	Rate of Monthly contribution	Lump sum contribution per year	Room Entitlement	Rate per Night (in ₹)
1	Above ₹60,000	₹ 800	₹9,600	Semi-Private Ward	1000
2	₹50,001- ₹60,000	₹ 700	₹8,400	General Ward	NA
3	₹30,000- ₹50,000	₹ 400	₹4,800	General Ward	NA
4	Below ₹30,000	₹ 300	₹3,600	General Ward	NA

3. GIA-FUNDED EMPLOYEES

i) Employees currently enjoying Medical Reimbursement:

Sl. No.	Pay level in the Pay Matrix	Rate of Monthly contribution	Lump sum contribution per year	Room Entitlement	Rate per Night (in ₹)
1	13 & above	₹1,500	₹18,000	Private Ward	3500.
2	10 to 12	₹1,000	₹12,000	Semi-Private Ward	1000
2	6 to 9	₹700	₹8,400	General Ward	NA
3	3 to 5	₹400	₹4,800	General Ward	NA
4	2 & below	₹300	₹3,600	General Ward	NA

ii) Employees that have not enjoyed Medical Reimbursement:

Sl. No.	Pay level in the Pay Matrix	Rate of Monthly contribution	Lump sum contribution per year	Room Entitlement	Rate per Night (in ₹)
1	10 & above	₹1,000	₹18,000	Semi-Private Ward	1000
2	6 to 9	₹700	₹8,400	General Ward	NA
3	3 to 5	₹400	₹4,800	General Ward	NA
4	2 & below	₹300	₹3,600	General Ward	NA

4. Any charge of accommodations beyond the entitlement shall be paid by the patient from his/her own pocket and shall not be admissible for making claim.

The Government Servants/GIA-Funded Employees/CSS Employees should indicate the level of their pay in the Pay Matrix, Salary Category and their Basic Pay/Rate of Monthly Contribution/Lump sum Contribution at the time of admission to the hospital.

Sd/- RAMCHUANA

Secretary to the Govt. of Mizoram,
Finance Department

Memo No.D.12015/1/2025-FEA :

Dated Aizawl, the 23rd June, 2025

Copy to:

- 1) Secretary to Governor, Government of Mizoram.
- 2) PS to Hon'ble Chief Minister, Government of Mizoram.
- 3) PS to Speaker/Dy. Speaker/Ministers/Ministers of State, Government of Mizoram.
- 4) Sr. PPS to Chief Secretary, Government of Mizoram.
- 5) Sr. PS to Finance Commissioner, Government of Mizoram.
- 6) All Principal Secretaries/Commissioners/Secretaries, Government of Mizoram.
- 7) All Administrative Departments, Government of Mizoram.
- 8) All Heads of Departments, Government of Mizoram.
- 9) Chief Controller of Accounts, Government of Mizoram.
- 10) Joint Director Finance &Accounts/ Deputy Director of Accounts/FAO of all Departments
- 11) CEO, Mizoram State Health Care Society (MSHCS) for information and necessary action.
- 12) All Officers under Finance Department.
- 13) All Treasury Officers.
- 14) Website Manager.
- 15) Guard File.

 22/6/2025
(JENNIFER HL DUHAWMI)

Additional Secretary to the Govt. of Mizoram,
Finance Department (EA)

