



**CONFED**

# THE NATIONAL CONFEDERATION OF GENERAL INSURANCE OFFICERS' ASSOCIATIONS

C/o National Insurance Company Limited, DO-4, Lucknow-226001

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CONFED/2020/SG/15

Dated: 15.05.2020

To,

Sh. A. V. Girija Kumar  
Chairman – GIPSA,  
New Delhi.

**Re: OPENING OF OFFICES AND COVERAGE FOR COVID 19 TO OUR EMPLOYEES**

Respected Sir,

We thank you for all the support to the working community during this hard time of pandemic Covid-19 by allowing them to work from Home. While we wait for the Lockdown 4.0 guidelines, we understand that the offices may resume w.e.f. 18.05.2020 after the completion of Lockdown 3.0 as the Government is taking gradual steps to open up economic activities and planning to lift the lockdown in a phased manner. Although, as on date also, most of the offices are operational with minimal staff as per the requirement but from 18.05.2020, we may have to work with opening of 100% offices. As per the latest news, some Medical experts have shown serious concern about the coming months for spread of this deadly pandemic.

In this connection, we refer to the MHA guidelines for opening of offices and request you to issue immediate instructions to all the Companies for taking all the precautions as per the MHA guidelines viz. proper sanitization of offices with standard disinfectant, provision of Thermal Scanners, masks, gloves and sanitizers for the officials and visitors before opening of the offices. Here, we may draw your kind attention to the guidelines issued by some enthusiastic incharges advising, rather forcing and threatening the officials to attend the offices (even to the officials who are residing in containment zone, Hot Spots or where offices are lying in such areas) which may please be take care by the higher management.

In addition to the direct customers, our Agents, brokers, vendors shall also be visiting our offices and in the absence of touch less paperless activities, the officials shall be exposed to vulnerable risk while accepting the proposals, exchanging the currency notes, etc. There should be proper guidelines for sanitization of offices and furniture fixtures at regular intervals and adherence of social distancing norms while making sitting arrangement for the officials.

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**NATIONAL INSURANCE COMPANY OFFICERS ASSOCIATION**  
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# **THE NATIONAL CONFEDERATION OF GENERAL INSURANCE OFFICERS' ASSOCIATIONS**

C/o National Insurance Company Limited, DO-4, Lucknow-226001

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Since the offices shall open after a long interval of almost two months and there is every possibility that 100% public transport may not be available for some time, we request you to continue with the concept of running the offices with skeleton staff and allow the officials to work on rotation basis in flexi hours. We may also allow the officials (who have been provided with IT support on their desktops/laptops for the routine work) to continue 'Work from Home' for some more time to avoid unnecessary exposure at the work place and to safeguard the health of our own employees as also to maintain and upload the social responsibility.

Recently, we got the news of sad demise of one of our Oriental Staff from Mumbai due to the pandemic Covid-19. On the initiative of the management, we have already opted for deduction of one day salary to PM Care Fund. Here, we remember the proverb "CHARITY BEGINS FROM HOME". We have been donating for others but our own colleagues may not get any special compensation against such deaths. We are insuring the other Covid -19 Warriors but no such cover is available for our own officials. All PSUs are providing free or subsidized benefits to their own employees in their industry. We have GPA cover for coverage of Accidental death but cover against death due to Covid-19 to any ill fated employee of our PSGICs is not available, therefore, we request you to immediately arrange for similar Coverage for Death due to Covid-19 for Minimum S.I. of Rs. 50 Lacs for all the employees/officers of the PSGI Companies. Additionally, the coverage of a lump sum amount in case any official is diagnosed as Corona Positive and successfully comes back to normal life after the treatment, may also be provided.

Thanking You,

With Warm Regards,

(V K Mishra)  
Secretary General

Copy to: CMDs - NIC, NIA, UII, OIC



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