

राइट्स लि./RITES LTD.

प्रधान कार्यालय, गुडगांव/ CORPORATE OFFICE, GURGAON
मानव संसाधन विभाग (कल्याण अनुभाग)
HUMAN RESOURCE DIVISION (WELFARE SECTION)

No. RITES/PERS/40/MEDICLAIM/2021-22

Dated: 31.08.2021

OFFICE ORDER No. PP/93/2021

Sub: Life certificate for retired RITES employees covered under PRMS.

All eligible retired employees covered under Post Retirement Medical Scheme are requested to fill in Life Certificate uploaded at RITES.COM [Ex-employee corner] for the purpose of updating records in connection with Medi-Claim policy for Calendar Year 2022. Life Certificate (enclosed) may please be sent by post OR scanned copy of the same by E-Mail / Whatsapp at the following address on or before 30.09.2021:

**RAJEEV SETHI / P.K. ARORA
RETIREMENT CELL
ROOM NO. R-2-69
RITES BHAWAN,
PLOT NO.1, SECTOR-29
GURGAON-122001**

Email ID: rajeev.sethi2@rites.com

WhatsApp No. 9953241425



(Surjit Singh Rana)

Sr. Dy. General Manager (HR)/Welfare

rites LTD.

rites BHAWAN, PLOT NO. 1, SECTOR-29, GURGAON-122001

LIFE CERTIFICATE

**Sr. DGM (HR)/ Welfare
rites Ltd.
Gurgaon**

Employee No. _____

It is hereby certified that following are alive as on date:

1. Employee Name: _____
2. Spouse Name: _____
3. Differently Abled Child Name: _____

*In case employee is not alive, signature of spouse is required.

*Signature of employee

Address:

Tel No.

TB