

021337

THE HIGH COURT OF KERALA

Kochi : 682031

Dated : 02.03.2019

GIII(2) 78678/2014

OFFICIAL MEMORANDUM

**Sub:- Health Insurance Scheme for Kerala Government Employees and Service Pensioners(MEDISEP) – online verification of data on the MEDISEP portal – reg.**

- Ref:- 1)GO(P) No.54/2017/Fin dated 24.04.2017  
2)Circular No.62/2018/Fin dated 11.07.2018.  
3)High Court OM of even No. Dated 14.08.2018.  
4)Circular No.73/2018/Fin dated 07.08.2018.  
5)High Court OM of even No. dated 28/02/2019.

As part of implementation of the Health Insurance Scheme for the Kerala Government Employees and Service Pensioners (MEDISEP), the Government of Kerala have issued instructions to verify the accuracy of the data provided by the members of the High Court Service, which have been ported to the MEDISEP portal <http://medisep.kerala.gov.in/> by the Finance Department, giving the process TOP PRIORITY.

In the circumstances, in modification of the High Court Official Memorandum cited 5<sup>th</sup>, the Controlling Officers of all the Sections of the High Court are instructed to get the PDF file provided by the G(Accounts-III) Section containing the data of the members of the High Court Service , make sure that it is personally verified by every member of the High Court Service under their control, obtain employee's signature on the same and return it to the G(Accounts-III)Section, High Court, without fail, on or before 12/03/2019.

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For this purpose, a hard copy of the PDF file, downloaded from the MEDISEP portal will be provided to all the Controlling Officers by the G(Accounts-III) Section.

It is also informed that, thereafter, every member of the High Court service shall be personally responsible for the accuracy of their individual data as well as the data of their dependants on the MEDISEP portal.

(By Order)

*K. Haripal*

**K. Haripal**  
Registrar General

*K. Haripal*

To

The Registrar(Judicial), High Court  
The Registrar(Administration), High Court  
The Registrar(Finance), High Court.  
The Registrar(Recruitment and Computerisation), High Court  
The Additional Registrar(General Administration), High Court.  
The Joint Registrars, High Court  
The Deputy Registrars, High Court  
The Deputy Director, Kerala Judicial Academy, Athani  
The Protocol Officer, High Court  
The Public Relations Officer, High Court  
The Finance Officer, High Court  
The Assistant Director, Kerala Judicial Academy, Athani  
The Private Secretary to the Chief Justice, High Court  
The Deputy Registrar, Kerala Judicial Academy, Athani  
The Assistant Registrars and the Chief Librarian, High Court  
The Assistant Registrar [ in charge of 'K' Section and Chauffeurs Wing]  
High Court  
The Librarian, Kerala Judicial Academy, Athani

The Court Officer to the Chief Justice, High Court  
The Additional Public Relations Officer, High Court  
The Accounts Officer, High Court  
The Assistant Engineer, High Court  
The Superintendent of Vehicles, High Court  
The Personal Assistant and Addl. Personal Assistant to  
the Chief Justice, High Court

The Private Secretaries to Honourable Judges, High Court.  
The Personal Assistants to Judges, High Court  
The Confidential Assistants to the Registrars, High Court  
The Confidential Assistant to the Director, Kerala Judicial Academy  
Athanni

The G(Accounts I & II) Sections, High Court  
The IT Section, High Court(for publishing on the High Court  
Website)

The Section Officer, 'K' Section, High Court  
The Section Officer, Kerala Judicial Academy, Athanni  
The Section Heads, High Court  
The Security Officer, High Court  
The Civil Sergeant, High court  
The Administrative Records Section, High Court  
The Notice Board, High Court  
The File/Stock file.

They shall bring  
the matter to  
the notice of  
the staff  
under their  
control.