

TO: All Heads of Departments

FROM: Human Resources Department

DATE: September 4, 2020

With immediate effect, kindly note the following: -

All employees within Grades 1-7T, (under the Junior Level Plan) with the G.T.M Insurance Company, will no longer be entitled to Full Coverage use of their Medical Card. Those employees are required to pay 30% cash of the total cost of their bill when seeking medical attention from any private Hospital.

• Employees are reminded that in an event of a total cash payment, they are required to submit a signed G.T.M Form(s) along with the necessary receipt(s), and a Medical Certificate (NIS) to the Human Resources Department, so that Claims can be made on their behalf.

All for your information and guidance.

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Human Resources Executive

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