



75
आज़ादी का
अमृत महोत्सव

CIRCULAR FOR NOTICE BOARD

दि न्यू इन्डिया एश्योरन्स कंपनी लिमिटेड, मुंबई (प्र.का.)
THE NEW INDIA ASSURANCE CO. LTD. MUMBAI (H.O.)

12th March 2025

All Regional In-charges/Chief Managers at Head Office

Re: Collection of Mediclaim premium of Retired Employees through Online mode on New India Website (Retirees Corner) for the F.Y. 2025-26.

We are giving navigation for online payment through link that will be displayed on Retirees corner of New India website <https://www.newindia.co.in> from 17th March, 2025. The last date of premium collection is 31st March 2025.

1. Go to <https://www.newindia.co.in>
2. Click on the Retirees Corner link displayed at the bottom of the page.
3. Click on the link "Mediclaim Premium Payment" highlighted in green colour which will display the Retiree Mediclaim Enrolment details.
4. After clicking on the above link, a pop-up will emerge asking for the SR No/Employee ID of the retiree.
5. When the retiree enters his SR No/Employee ID, system will send an OTP to the registered mobile number and email id of the retiree.
6. After the above step is completed, a page will open which will show the coverage details of the retired employee along with premium.
7. If all the details are correct, then the same will be considered as final coverage and retiree may go for payment through the **"PAY NOW"** link.
8. A check box confirming details of coverage will be displayed and the retiree will have to click on the same.
9. Another check box will be there for disclaimer regarding payment. The same has to be ticked.
10. After both the check boxes are ticked, pay now link will get activated and on clicking on it, a **"Proceed for Payment"** window will appear which will be directed to payment gateway where all modes of payment such as UPI, Credit Card, Debit Card, Net Banking, Bharat QR and all wallets will be available to retirees for making the premium payment.
11. On making payment, system will display message of payment confirmation giving details of SR. No., Transaction ID, Payment details, Transaction amount, Transaction Status with message that the "Payment has been successful to New India Assurance Retiree Premium Collection accountfor renewal of Staff CMC Policy. The transaction id is..... Premium receipt and tax certificate can be downloaded shortly".
12. A green tick button will be displayed showing message that the Payment for the following premium has been done.
13. Within 1 or 2 hours of premium payment, on logging again on the retirees portal, retirees will find buttons **"Generate Payment Receipt"** and **"Generate Tax Certificate"** wherefrom both the documents can be downloaded.
14. If there is a discrepancy in the coverage details, please contact your nodal officer/ RO Admin to get it corrected and then only proceed for payment. Once payment is done, the same cannot be modified again.



75
आज़ादी का
अमृत महोत्सव

दि न्यू इन्डिया एश्योरन्स कंपनी लिमिटेड, मुंबई (प्र.का.)
THE NEW INDIA ASSURANCE CO. LTD. MUMBAI (H.O.)

For smooth and hassle free renewal, the RO Mediclaim Nodal Officers and SPOCS are requested to assist the retirees wherever they find any discrepancy in coverage details and difficulty in paying the premium. Further, you are requested to encourage the retirees to go for online payment of premium since this facility has been developed keeping in view the inconvenience faced by the retirees.

As communicated in VC Conducted PAN India, in case of any difficulty faced, the Mediclaim Nodal Officer/ RO Admins may, get in touch with the SPOCS of your Zone. The details of SPOCs are as under:

NORTH ZONE

- Mr. Manish Dhaka, Deputy Manager, Delhi CBO II, Mob. 9599067600
- Ms. Shilpi Bansal, Deputy Manager, Ludhiana RO, Mob. 9566265058

SOUTH ZONE

- Mr. S Hari, Manager, Coimbatore RO, Mob. 9865213010
- Ms. R Rathika, Vizag RO, Assistant Manager, Mob. 9490836515

WEST ZONE

- Mr. Gaurang Dave, Deputy Manager, Ahmedabad R.O. Mob. 7718925576
- Ms. Nikita Pradhan, Assistant Manager, MRO II, Mob. 7021943490
- Mr. Prem Yadav, Assistant Manager, MRO II, Mob. 9818608208

EAST ZONE

- Mr. Sanjay Gandhi, Assistant Manager, Surat R.O. Mob. 9825293228
- Ms. Suchita Kulkarni, Administrative Officer, Nagpur RO, Mob. 8149939556

For any help, the officials to be contacted at Head Office are:

Mrs. Sandhya Murthy, Deputy Manager: Mob. 7387721169

Mr. Harpreet Singh Kalsi, Assistant Manager: Mob. 9877569296, 7347609204

Mr. Shrikant Padole, Admin. Officer: Mob. 7709273132



75
आज़ादी का
अमृत महोत्सव

दि न्यू इन्डिया एश्योरन्स कंपनी लिमिटेड, मुंबई (प.का.)
THE NEW INDIA ASSURANCE CO. LTD. MUMBAI (H.O.)

The above information may please be brought to the notice of all employees/retired/spouse of the deceased employees' by displaying the circular on Notice Board of all offices. It is requested to circulate this notice amongst Pensioners Associations for informing their members accordingly.

This circular is also being displayed on Retirees Corner along with the screen shots of the navigation for their information.

Please ensure compliance

(B B Phonde
Chief Manager

[Signature]