

KERALA STATE INSURANCE DEPARTMENT
GROUP INSURANCE SCHEME

FORM GIS – E
(Vide Rule 12)

Register for Watching the Recovery of Subscriptions towards Group Insurance Scheme from Employees on Leave Without Allowances, Suspension, Deputation, Foreign Service, etc.

Sl. No.	Name of the Employee with Designation and Account Number	Group and Rate of Subscription	Month upto which Recovery has been Effected	Details of Leave Without Allowances, Deputation, Foreign Service, Suspension etc.	Details of Remittance		If transferred, whether noted in the LPC	Remarks
					Details of T.R.5 Receipt/Chalan/Cheque with date	Amount Remitted (₹)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

- Note:**
1. Each member on L.W.A/Foreign Service/Deputation/or under suspension should be assigned a separate page.
 2. In respect of Chalans, the number, date, head of account and name of the treasury should be noted. The chalans should be got verified with reference to the receipt schedule of the treasury.