



# HARRISONS MALAYALAM LIMITED

## EXECUTIVE STAFF MEDICAL SCHEME

### RULES

1. Executives shall be reimbursed their medical expenses for self and dependants as mentioned in their terms of employment.
2. Executives can avail medical treatment either from the Company Doctor or any other Registered Medical Practitioner. However, only the expenses incurred by an executive for allopathic treatment shall be reimbursable.
3. Ayurvedic treatment expenses may be considered for reimbursement only on obtaining prior sanction from the Management.
4. || Cost of dentures can be claimed once in three years and reimbursement will be based on actuals, subject to a maximum of Rs.1,000/-.
5. Cost of spectacles can be claimed once a year and reimbursement will be based on actuals, subject to a maximum of Rs.3,000/-.
6. Cost of tonics and vitamins shall be reimbursed only if these are prescribed by the Doctor as part of the treatment.
7. Reimbursement of medical expenses of dependants shall be restricted to dependant spouse and children up to the age of 23 or date of marriage, whichever is earlier.
8. The claim for reimbursement of medical expenses shall be submitted by the executive to HR Department in the medical reimbursement voucher form, along with the bills and prescriptions, on a monthly basis.

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1<sup>st</sup> July 2004.