

Reliance Industries Limited

Date : 09.04.2022

Dear Ms. Priti Kumari
Spouse Name : Anjan kumar Dhir
Emp No : 55043910
Company: Jio Platforms Limited
CellNo : +916360610419
Location: Bangalore-Centenary

As per group policy, we are happy to extend medical check-up facility to our employees' spouse once in every two years. Your spouse medical check-up is due in this month. The details of the tests required to be done are as follows:

Category A : Below 40 years

1. CBC with ESR
2. Urine Routine
3. Blood Sugar - Fasting & PP
4. Serum Creatinine
5. BUN
6. Uric Acid
7. Lipid Profile
8. Chest X-ray
9. ECG
10. Gynaec Examination with PAP Smear (for females)
11. History / Examination (Reports should contain the following details):
 - (i) History - Past History: HT / DM / IHD Personal History: Alcohol-Y/N Tobacco-Y/N Smoking-Y/N Exercise: Regular Y/N Family History: HT /DM / IHD Any other relevant history
 - (ii) General Examination (Height in cms, Weight in kg, Pulse, Blood Pressure)
 - (iii) Systemic examination - RS. CVS,CNS,PA
12. Eye Check Up by eye specialist.

Your spouse can undergo this medical check-up preferably at our empanelled centers mentioned in **ESS-> Self Service-> Payroll, Reimbursement and Compensation-> Insurance/ PME-> PME Tie -up Centers**, on direct payment basis. However, at places where there is no tie-up center it can be done at any diagnostic center of his/ her choice. Please collect the health check-up reports on your own.

Cost of the Health check-up will be subject to a maximum of **2700.00** for reimbursement.

Kindly submit the health check-up claim in ESS.

Path for reimbursement in ESS : Payroll, Reimbursements and Compensation ->Reimbursement claims-> Create Claim Entry -> Periodical Medical Spouse (Select from Dropdown menu)
Please enter the amount against expenses, upload the scanned copy of bills/ receipt and Local/ family doctor's advice report. **Please do not send the report to Reliance Medical Center.**

Trust you shall make use of this benefit and ensure that your spouse undergoes medical check-up at the earliest. Appreciate your spouse completing the health check-up in the same month.

Sincerely yours,

Dr. R. Rajesh
Group Medical Advisor

"Prevention is not only better but cheaper than cure"
This is a system generated letter.

Instructions

1. Minimum of 12 Hrs. fasting is essential prior to the check-up
2. May drink water during fasting. Refrain from alcohol at least 12 Hrs. prior to the check-up
3. Consult your physician before consuming any medicines on the day of the health check-up
4. Please take/carry your regular medicines along with you
5. For any query please contact your respective HRBP