



कार्मिक संबंध समूह  
निगमित नीति अनुभाग  
ग्रीन हिल्स, भूतल, 'ए' विंग, तेल भवन, देहरादून-248003  
Employee Relations Group  
Corporate Policy Section  
Green Hills, Ground Floor, 'A' Wing, Tel Bhavan, Dehradun-248003

As on: 28/03/2025

**Subject: ENTITLEMENT OF CLASS OF ACCOMMODATION IN THE EMPANELLED HOSPITALS FOR INDOOR TREATMENT**

The current instructions on the above subject are as under:-

Entitlement of class of accommodation in the empanelled hospitals for indoor treatment by the employees and their dependant family members shall be regulated as under:

Category	Entitlement	
	Centrally A/C Hospital / Nursing Home	Non-Centrally A/C Hospital / Nursing Home
Class IV employees upto W-III level	Twin shared	Twin shared non A/C room or its equivalent
Class IV employees (W-IV & above) Class-III employees except 'S' level	Twin shared	Twin shared non A/C room or its equivalent
E-0 to E-2 & S level employees	Single room	Single A/C room
E-3 to E-5	Single room	Single A/C room or its equivalent
E-6 & above (below Board level)	Single room/Single room upgraded	Single A/C room (upgraded) or its equivalent
Board level	Appropriate class of accommodation available	Appropriate class of accommodation available

2. Since the type of accommodation available vary from hospital to hospital, Work centres may keep above instructions/guidelines in view while deciding the type of accommodation for indoor treatment.

**Team – Corporate Policy**

This document is for information purpose only.

For further clarity, Consolidated O.O. No. ONGC/ER/CP/MED/015 may be referred to.