TAMIL NADU POWER DISTRIBUTION CORPORATION LIMITED

SECRETARIAT BRANCH,
144, ANNA SALAI,
CHENNAI - 2.

Letter No.24543/A13/A131/2026-7, dated 12.11.2026.

From
Thiru.E.S.Dhamodharan, B.Sc.,
Deputy Secretary/Miscellaneous.

To
To
All Chief Engineers, TNPDCL, TNPGCL, TNGECL & TANTRANSCO, (w.e.)
All Chief Financial Controllers, TNPDCL, TNPGCL, TNGECL
& TANTRANSCO, (w.e.).
The Chief Engineer/Personnel/Administrative Branch, Chennai-2 (w.e)
The Deputy Secretary/Personnel/Secretariat Branch, Chennai-2 (w.e)
The Chief Internal Audit Officer/Audit Branch/Chennai – 2. (w.e.).
All Superintending Engineers/ TNPDCL, TNPGCL, TNGECL
& TANTRANSCO (w.e.)

Sir,

Sub: TNPDCL – Secretariat Branch - New Health Insurance Scheme 2026 – Registration of Employee and their family / nominee details through HRMS Portal – Instructions to all employees to complete registration on or before 30.11.2026 – Regarding.

Ref: 1. G.O.Ms.No.122 Finance (Health Insurance) department dated 04.06.2026.
2. (Per.) CMD TNPDCL Proceedings No.134 (SB) dated 02.07.2026.

I am to state that based on the Government orders first cited, orders have been issued implementing New Health Insurance Scheme 2026 for the employees of TNPDCL, TNPGCL, TNGECL and TANTRANSCO and their eligible family members through United India Insurance Company Limited.

2. In order to enable the employees to avail the benefits under the New Health Insurance Scheme 2026, the details of employees and their eligible family members / nominees are required and the same has to be submitted to the United India Insurance Company Limited for generation of new Health Insurance ID Cards.

3. I am, therefore to request you to give suitable instructions to the Administrative officials working under your control to ensure that every employee under your control completes the following Employee Health Insurance Scheme (HIS) Registration process through the HRMS Portal (https://hrms.tnebltd.org/) using their

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authorised credentials and select the **HIS Registration** option and the provision for which will be made by the ERP Wing:-

1. Verify their bank account details, including Bank Name, IFSC Code and Account Number.
2. Verify their personal particulars available in the HRMS Portal.
3. Fill in the applicable spouse and children details or nominee details, as required.
4. Complete the declaration and upload their own signature in the prescribed format.
5. Save and submit the registration and verify the submitted details under the "View Records" option.

3. Further, I am also to request you to bring these instructions to the notice of every employee working under your control and ensure that the registration process will be completed by all employees on or before 30.11.2026, without fail and to furnish an action taken report in this regard.

Yours faithfully

13/11/2026

SECTION OFFICER
for DEPUTY SECRETARY/MISCELLANEOUS