



MINISTRY FOR PUBLIC SERVICE, PUBLIC ENTERPRISES AND PUBLIC SECTOR REFORM

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CIRCULAR MEMORANDUM

To: The Permanent Secretaries/ Heads of Departments File: 29/199/65-4

Subject: Public Service Group Health Insurance Program - Date: 03/01/2008
New Arrangement for Weekly Premium Payment under Code 249

Further to PSC Circular No. 48/2007 dated 4/12/2007, addressees are informed that all weekly premium payments under **code 249 for the Public Service Group Health Insurance Program (PSGHIP)** are to be submitted directly to the Insurer - Dominion Insurance Limited (DIL). The weekly premium cheque should either be hand delivered to Dominion Insurance Limited at Level 2, 231 Waimanu Road or posted to:- The Manager Life & Health, Dominion Insurance Limited, P. O. Box 14468, Suva.

However, premium payments under **code 246 for the Public Service Group Life Insurance Program (PSGLIP)** will continue as per existing arrangement. The weekly premium cheque shall be submitted to the Insurance Broker-Marsh Limited as currently practiced.

Consistency and timely premium payments for both the Public Service Group Insurance Health and Life programs should be maintained at all times.

Please ensure that this Circular is brought to the attention of all staff concerned particularly, Accounts Section personnel.

Taina Tagicakibau
Permanent Secretary for the Public Service