

**EMPLOYEE'S COMPENSATION INSURANCE CLAIM FORM**

ISSUE OF THIS CLAIM FORM IS NOT TO BE TAKEN AS AN ADMISSION OF LIABILITY

Claim Number: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Period of Insurance: From \_\_\_\_\_ To \_\_\_\_\_

**A. DETAILS OF THE INSURED**

Name of Insured: \_\_\_\_\_

Business: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Pin Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

Email Id: \_\_\_\_\_

**B. DETAILS OF INJURED PERSON**

1. Name: \_\_\_\_\_

2. Age: \_\_\_\_\_ yrs. Date of Birth: \_\_\_\_\_

 3. Sex: ☐ M ☐ F ☐ T

2. Local/Permanent Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Pin Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

3. State occupation/nature of work of the injured person: \_\_\_\_\_

4. Was the injured person engaged in this occupation when the accident occurred? If not, state exactly the nature of the work he was doing at the time of accident. \_\_\_\_\_

5. Is the injured person in your direct employment? If not give name and address of Contractor, under whom employed and nature of work entrusted to contractor. \_\_\_\_\_

6. When did the injured person enter your service? \_\_\_\_\_

7. Has the injured person been medically examined or hospitalised? If so, please send copy of Medical report. \_\_\_\_\_

**C. DETAILS OF THE INCIDENT/ACCIDENT**

1. Date: \_\_\_\_\_ Time: \_\_\_\_\_ hrs.

2. Place: \_\_\_\_\_

3. State how this accident occurred: \_\_\_\_\_

3. Date of notice of accident and by whom? If in writing please attach it to this form. \_\_\_\_\_



- ## DECLARATION

Signature of Insured

## STATEMENT OF WAGES

Requirement as per The Employee's Compensation Act.

Please fill in the table of wages below :

Month and year	Basic pay and Dearness Allowance	Overtime Bonus	Concession in value of foodstuffs and others	All others

Total earnings in the period: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Average monthly wages : \_\_\_\_\_

If the worker's period of service was less than one month, give the average monthly wages of a workman employed on similar work, showing separately Basic Wages, Overtime, Dearness Allowance, Concession in value of food-stuffs, value of free quarters etc.	Basic Wages _____
	Overtime _____
	Dearness Allowance _____
	Concession in value of Food Stuff _____
	Value of Free Quarter (10% of Basic Wages) _____
If the worker was a daily paid employee	Daily rate of wages _____
	Daily Allowances, if any _____
	No. of days on an average that he/she would work in a month _____
	Are free quarters provided? _____

The above statement of earnings etc., is accurate to the best of our knowledge and belief.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

Signature of Employer

## MEDICAL REPORT

(To be filled up by the Attending Doctor)

1. Name of injured person:
2. Age:  3. Sex: M ☐ F ☐ T ☐
4. Cause of accident:
5. Nature and extent of injuries:
6. Is the disablement for work : Yes ☐ No ☐  
 (A) Total or Partial ?   
 (B) Solely the result of the Accident? : Yes ☐ No ☐  
  
 (C) Was the injured person suffering from any disease or previous injury which may have contributed or aggravated his condition ? : Yes ☐ No ☐
7. I certify that he/she has been admitted in the Hospital   
 and in the bed from  to  and discharged with the following advice.
8. I certify that after discharge he/she requires rest/OPD Treatment as part of the treatment given during Hospitalisation and/or he/she has been under my consultation/advice from  to  and he/she is fit to join duties w.e.f.
9. I certify that he/she has suffered disability arising out of the said accident and I certify the percentage of disability resulting therefrom @  (As per WC Act Provisions)
10. Was the injured person :-  
 (a) Addicted to Alcohol or Drugs Yes ☐ No ☐  
 (b) Disposed to Malingering Yes ☐ No ☐
11. Any Other Remarks

Signature \_\_\_\_\_

Name of the Doctor \_\_\_\_\_

Registration No. \_\_\_\_\_

Hospital \_\_\_\_\_

Date: \_\_\_\_\_

SEAL