



दिल्ली कॉलेज ऑफ आर्ट्स एण्ड कॉमर्स  
**Delhi College of Arts & Commerce**  
(दिल्ली विश्वविद्यालय)  
(University of Delhi)

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संदर्भ सं./Ref. No. ....

दिनांक/Date ..... 26.05.2026

**OFFICE ORDER**

It has been observed that reimbursement applications are being submitted without attaching the relevant Medical Card/WUS Card issued by the College/University, causing difficulties in verification and processing of claims.

Therefore, it is hereby ordered that, with immediate effect, all employees and pensioners shall mandatorily attach a duly self-attested copy of their valid Medical Card/WUS Card issued by the College/University along with their medical reimbursement application/forms.

Applications submitted without the above-mentioned document shall not be considered for processing until the required card is furnished.

All concerned are requested to ensure strict compliance with these instructions.

(Prof. Srikant Pandey)  
Acting Principal

Copy to:-

1. Administration office
2. Accounts office
3. Library
4. Staff room
5. College website