

F.No. Z.15025/1/2016/DIR/CGHS
Govt. of India
Ministry of Health and Family Welfare
Directorate General of CGHS

Nirman Bhawan, New Delhi-110011.
Dated: 31st March, 2016.

OFFICE MEMORANDUM

Subject: Self-printing of CGHS Card

This is with reference to the above subject.

2. CGHS is pleased to announce a new initiative by which its beneficiaries can now print their own cards at their convenience. This facility for self-printing is applicable for those beneficiaries whose CGHS membership has already been approved by the concerned Additional Director.

3. The steps involved in printing of the card are given below:

- Visit CGHS portal cghs.nic.in
- Click 'Beneficiary Login'
- Enter Ben ID and Password, and sign in.
In case the beneficiary does not have a password or has forgotten it, then click on 'Generate Password' and follow the instructions.
- Click 'Print Card' for the beneficiary whose card needs to be printed.
- Enter the One Time Password (OTP) sent on registered mobile.
- Click 'Print CGHS Card'
- A message will appear on the screen requesting to take a coloured printout and get the card laminated. Click 'OK'
- Download or open the CGHS card in PDF format.
- Print the CGHS card using Print command.

4. The introduction of this facility may kindly be given due publicity.



(Dr. D.C. Joshi)
Director, CGHS

To

1. All Ministries/Departments, Government of India
2. Rajya Sabha/Lok Sabha Secretariat, New Delhi
3. Registrar, Supreme Court of India, New Delhi
4. U.P.S.C. Dholpur House, New Delhi
5. Office of the Comptroller & Auditor General of India, Bahadur Shah Zafar Marg, New Delhi
6. Director, Department of Pension & Pensioners Welfare, Lok Nayak Bhawan, Khan Market, New Delhi
7. PPS to Secretary (H&FW)/Secretary (AYUSH)/Secretary (HR)/Secretary (AIDS Control), Ministry of Health & Family Welfare
8. PPS to DGHS/AS&DG (CGHS)/AS&FA/AS&MD, NRHM/AS(H), MoHFW, New Delhi
9. MS Section, MoHFW, Nirman Bhawan, New Delhi
10. MG-II Section, Dte.GHS, Nirman Bhawan, New Delhi
11. Hospital Empanelment Cell, CGHS, MoHFW, Nirman Bhawan, New Delhi
12. CGHS-I/II/III/IV, Dte. Gen of CGHS, MoHFW, Nirman Bhawan, New Delhi

git
Pl upload
CGHS web

30/6/16