**People Manual: Reimbursement for medical expenses of national artists, cultural experts and**

 **persons with excellent cultural works**

**Service agency:**  Cultural Promotion FundDivision**,** Ministry of Culture

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**Rules, procedures, conditions (if any) of application and consideration for permssion**

Rules of reimbursement for medical expenses of national artists, cultural experts and persons with excellent cultural works

1. Ministerial regulations on determination of the fields, qualifications, criteria and methods of selection as well as rewards of national artists, B.E. 2555 (A,D. 2012) and (No. 2) B.E. 2559 (A,D. 2016)

The details are as follows.

 1.1 In the case of entitlement to reimbursement for medical expenses from other agencies, reimbursement must be requested from such agencies before.

 1.2 In the case of no other agencies to support, reimbursement shall be withdrawn from the Cultural Promotion Fund Division according to government rules. For non-reimbursable part, the receipt can be used to withdraw reimbursement from the Fund of not exceeding 100,000 baht per budgetary year.

2. Rule of the Cultural Promotion Fund Committee on the provision of welfare benefits for artists and persons with cultural works B.E. 2552 (A,D. 2009) with the details, as follows:

 2.1 In the case of entitlement to reimbursement for medical expenses from other agencies, reimbursement must prior be withdrawn from such agencies.

 2.2 In the case of no other agencies to support, reimbursement shall be withdrawn from the Cultural Promotion Fund Division according to government rules. For non-reimbursable part, the receipt can be used in withdrawing reimbursement from the Fund not exceeding 30,000 baht per budgetary year.

Conditions: Operational procedure of the Manual starts from the officer’s receipt of documents completely as stated in a public guide. The result of consideration shall have been reported within a period of 7 days from the completion date.

**Service channel**

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| ***Service point****(Note: -)*Cultural Promotion Fund *Division, Department of Cultural Promotion, No. 14 , Thiam Ruam Mit Road, Huai Kkwang District, Bangkok 10310 Tel. 0 2247 0013 Ext. 1404. Please contact in person at the office.**(Note: -)* | ***Service hours*** *Open from Monday to Friday (except official holidays) between 08:30 - 16:30 hrs. (with lunch break)* |
| ***Service point****(Note: -)*Cultural Promotion Fund *Division, Department of Cultural Promotion, No. 14 , Thiam Ruam Mit Road,* *Huai Kkwang District, Bangkok 10310/Post* | ***Service hours*** *Open from Monday to Friday (except official holidays) from 08:30 - 16:30 hrs. (with lunch break)* |

**Procedure, Period and Responsible Section**

**Total operational duration:** 32 Hours

| **No.** | **Procedure**  | **Duration** | **Responsible Section** |
| --- | --- | --- | --- |
| 1) | **Document Examination**The officer checks document and prepares the matter to seek approval for reimbursing medical expenses.*(Note:(Artists' Welfare Group,* Cultural Promotion Fund *Division, Department of Cultural Promotion, Ministry of Culture ))* | 2 Hours | - |
| 2) | **Consideration**Presentation to the authority to approve and sign financial document.*(Note: :(*Cultural Promotion Fund *Division, Department of Cultural Promotion, Ministry of Culture))* | 30 Hours | - |

**List of supporting documents**

| **No.** | **Document title, number and additional information (if any)** | **Government authorities issuing document**  |
| --- | --- | --- |
| 1) | **Receipt voucher for medical expenses**1 **Original**0 **Copy****Note** - |  |

**Fee**

| **No.** | **Fee details** | **Fee (Baht /Percent)** |
| --- | --- | --- |
| 1) | **No fees***(Note: -)* | **Fee** 0 Baht |

**Channels for complaint, service suggestions**

| **No.** |  **Channels for complaint, service suggestions** |
| --- | --- |
| 1) | Cultural Hotline 1765*(Note: -)* |
| 2) | Anti-Corruption Operation Center, Office of the Permanent Secretary, Ministry of Culture No. 666 Thanalongkorn Building, Boromarajonani Road, Bang Bamru Sub-district, Bang Phlat District, Bangkok 10700*(Note: -)* |
| 3) | Cultural Promotion Fund Division, Department of Cultural Promotion, No. 14 , Thiam Ruam Mit Road, Huai Khwang District, Bangkok 10310 Tel. 0 2247 0013 Ext. 1404*(Note: -)* |
| 4) | Public Service Center, Office of the Permanent Secretary, Prime Minister’s Office*(Note: (No.1, Phitsanulok Road, Dusit District, Bangkok, 10300/ Hotline 1111 / www.1111.go.th/* *PO Box 1111, No. 1 Phitsanulok Road, Dusit District, Bangkok, 10300))* |

**Sample forms and manual to fill in**

| **No.** | **Form Title** |
| --- | --- |
| 1) | *No sample forms and manual to fill in*  |

**Note**

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Effective Date of the Manual: 21/07/201

OFFICIAL EMBLEM

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Ministerial Regulation

Re: Determination of Branches, Qualifications, Criteria, Section Methods, and Remuneration of National Artists (No. 2), B.E.2559 (A.D.2016)

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 By virtue of paragraph one of Section 5 and paragraph one of Section 29 of the National Culture Act, B.E.2553 (A.D.2010), the Minister of Culture issues this Ministerial Regulation, as follows:

 Clause 1 This Ministerial Regulation shall come into full force and effect as from May 30, 2012.

 Clause 2 The provisions contained in (2) of Clause 13 of Ministerial Regulation Re: Determination of Branches, Qualifications, Criteria, Section Methods, and Remuneration of National Artists, B.E.2555 (A.D.2012) shall be repealed and replaced by

 “(2) Personal medical treatment shall apply to those being entitled to the medical treatment under the Royal Decree Re: Monetary Welfare in Respect of Medical Treatment, *mutatis mutandis,* except for being entitled to reimburse from other agencies, which can be prior reimbursed from such work agencies. If the amount so reimbursed is lower than the right under the Royal Decree Re: Monetary Welfare in Respect of Medical Treatment, the remainder can be reimbursed.

 In the case where the personal medical treatment under paragraph one cannot be reimbursed or can be reimbursed but is not in full amount, the right to receive the reimbursable part or the remaining amount shall be exercised in the amount not exceeding one hundred thousand baht per budgetary year.”

 Clause 3 The National Artists who have not yet reimbursed the medical treatment under Clause 13 (2) of the Ministerial Regulation Re: Determination of Branches, Qualifications, Criteria, Section Methods, and Remuneration of National Artists, B.E.2555 (A.D.2012) prior to the date on which this Ministerial Regulation is promulgated in the Government Gazette shall file an application for personal medical treatment reimbursement under Clause 13 (2) of the Ministerial Regulation Re: Determination of Branches, Qualifications, Criteria, Section Methods, and Remuneration of National Artists, B.E.2555 (A.D.2012) as amended hereby to the Department of Cultural Promotion within a period of one hundred and twenty days as from the date on which this Ministerial Regulation has been promulgated in the Government Gazette.

Given on June 16, 2016

Mr. Veera Rojpojanarat

Minister of Culture

Remark: The reasons for promulgating this Ministerial Regulation are due to the fact that the National Artists creating the valuable artistic work pieces and presenting national dignity, such persons have benefactions for the country who are appropriated to be respected and glorified which is entitled to appropriate remuneration. However, the remuneration of the National Artists in the event that personal medical treatment as currently determined has not yet been in accordance with the spirit in providing welfares to the National Artists. It is appropriate for adjusting the remuneration of the National Artists in the case of personal medical treatment to be more reasonable; therefore, it is necessary to issue this Ministerial Regulation.

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