

**STANDARD OPERATING PROCEDURE (SOP)**  
**ARMY CENTRAL WELFARE FUND (KARGIL)**

**INTRODUCTION**

1. In the aftermath of the Kargil war various funds were received from public, NGOs and Ministry of Defence to be disbursed as monetary grants to Next of Kins of Physical Casualties/Battle Casualties (fatal) and Battle Casualties (disabled). As a matter of policy all contributions received in the ACWF (K) will be utilised only for welfare activities. Hence, the ACWF (K) is being utilized for welfare of NOKs of fatal cas (both battle and physical) and disabled soldiers who acquire disablement being a battle cas.

2. **Merger of Funds.** As desired by MoD, a proposal was fwd by DIAV to reduce the No of funds by means of merger, making them more manageable. Based on the directions of MoD, funds have been merged with ACWF (K), being the mother Fund. Hence, all grants will now be released out of ACWF (K) fund.

3. **Suppression of SOPs.** This SOP on ACWF (K) supersedes all previous SOPs on ACWF (K), NDF (BC) & NDF (K).

**AIM**

4. The aim of this SOP is to issue a comprehensive SOP to lay down the modalities for the release of Ex-Gratia/implementation of various welfare schemes payable to the NOK's.

**PARTS**

5. The SOP will be covered in two parts : -

- (a) **Part I.** Ex-Gratia/ Welfare grants for BC, PC, RIS, IMB etc.
- (b) **Part II.** Kargil Package.

**PART – I**

**Ex-Gratia**

6. Fwg grants are applicable out of ACWF (K) on merger of funds: -

Ser	Category	Amount	Remarks
<b><u>ACWF (K)</u></b>			
(a)	<b><u>Fatal Battle Cas.</u></b>		
	(i) 15 Aug 1947 to 30 Apr 1999	Rs 1,00,000/-	
	(ii) 01 May 1999 to 31 Dec 2015	Rs 30,000/-	
(iii)	01 Jan 2016 onwards	Rs 2,00,000/-	1 <sup>st</sup> Tranche – 50,000/- (Initially on occurrence of cas) 2 <sup>nd</sup> Tranche – 1,50,000/- (On receipt of final documents)

Ser No	Category	Amount	Remarks
(b)	<b>Fatal Physical Cas</b> where death is attributable to/ not attributable to mil service incl those missing & presumed killed, <b>where Central Govt Ex gratia is not paid to the NOK</b>		
	(i) 01 Apr 2001 - 14 Jan 2009	Rs 30,000/-	
	(ii) 15 Jan 2009 - 31 Mar 2013	Rs 1,00,000/-	(1 <sup>st</sup> Tranche – 30,000/- 2 <sup>nd</sup> Tranche – 70,000/-)
	(iii) 01 Apr 2013 - 31 Mar 2016	Rs 2,00,000/-	(1 <sup>st</sup> Tranche – 30,000/- 2 <sup>nd</sup> Tranche – 1,70,000/-)
	(iv) 01 Apr 2016 onwards	Rs 2,50,000/-	(1 <sup>st</sup> Tranche – 50,000/- 2 <sup>nd</sup> Tranche – 2,00,000/-)
(c)	<b>Fatal Physical Cas</b> in respect of Re-emp Offrs during their re-employment period wef:-		
	(i) 21 Apr 2015 – 31 Mar 2016	Rs 30,000/-	
	(ii) 01 Apr 2016 onwards	Rs 50,000/-	
(d)	<b>Fatal Rect cas (PC)</b> wef:-		
	(i) 15 Jan 2012 - 31 Mar 2016	Rs 30,000/-	
	(ii) 01 Apr 2016 onwards	Rs 50,000/-	
(e)	<b>Disabled soldiers (BC)</b> of all Ops excl OP VIJAY (Kargil) invalidated/boarded out/ prematurely released from service in Low Med Cat before fulfilling terms of engagement wef :-		
	(i) 15 Aug 47 to 31 Dec 15	Rs 1,00,000/-	
	(ii) 01 Jan 2016 onwards	Rs 2,00,000/-	
(f)	<b>Disabled soldiers (BC)</b> of all Operations retained in service (based on % of disability)		
	(i) Below 50%	Rs 10,000/-	wef 01 May 99 to 14 Jan 09
	(ii) 50 - 74%	Rs 20,000/-	
	(iii) 75% & above	Rs 30,000/-	
	(i) Below 50%	Rs 20,000/-	wef 15 Jan 09 to 31 Dec 2015
	(ii) 50 - 74%	Rs 40,000/-	
	(iii) 75% & above	Rs 60,000/-	
	(i) Less than 60%	Rs 1,00,000/-	wef 01 Jan 2016 onwards
	(ii) 60% and above	Rs 2,00,000/-	

(g)	Rs 400/- per month per child (max two children) studying in classes I to XII towards education grant to NOK/ legal guardian of dependent children/ major child of all <b>fatal Physical Casualties (Not attributable to Military Service)</b> who die during service wef 15 Jan 2011	-	The grant is payable wef actual date of death of the deceased
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### **Eligibility**

7. **Fatal Cas (BC & PC both) (Para 6 (a) to (d))**. Beneficiaries should meet the following eligibility criteria: -

- (a) Should be NOK of deceased soldier.
- (b) In past cases i.e. ops prior to 01 May 99, NOKs who are alive are only eligible. Legal heirs of such cases are not eligible.
- (c) No other member of the deceased soldier or legal heir other than the nominated NOK, as recorded, is eligible.
- (d) In case where pension is divided between widow and parents, the NOK i.e the widow will be paid the entire amt of grant.
- (e) In case where the widow has remarried, she is still entitled to be paid the grant.
- (f) In case of unmarried deceased soldiers, the nominated NOK parent is eligible for the grant. Where one of the parents nominated as NOK is no longer alive, the other parent automatically becomes eligible for the grant. This cannot be passed down further.
- (g) In case of death of both the soldier and his wife in the same accident/ incident, the grant may be paid to their dependent children, as recorded only. In case, the deceased soldier has no children, the grant will be paid to the nominated parents as recorded.
- (h) In case of death of NOK (wife only) within a period of six months from the date of death of the deceased, the grant may be paid to the dependent children, as recorded only. In case the deceased soldier has no children, the grant will be paid to the nominated parents as recorded.
- (j) In case the dependent children are minor, the Regt Centres will invest the amt in a Fixed Deposit on a long term basis. The FD will be held jointly in the name of the child/ children and the Regt Centre. The interest earned from such deposits will be made available to the legal guardians, which will be utilised for the purpose of maint of the child/ children on yearly basis. The principal amt will be paid to the child/ children on attaining the age of maturity (18 yrs for girls and 21 yrs for boys).
- (k) This policy also covers all Army pers incl TA, DSC and those pers on deputation with AR, GREF, MES, CG, SFC, DRDO etc.

8. **Disabled Soldiers (BC) Boarded/Invalided Out/Prematurely Released from Service (Para 6 (e) and (f))**. Beneficiaries should meet the following eligibility criteria:-

- (a) Should be a battle cas with permanent disability.
- (b) Battle cas boarded out of service exclusively due to their disability are eligible for the grant irrespective of the percentage of disability.

- (c) NOK of disabled pers are not eligible for disability grant. In cases, where the claim is being processed and the indl expires, the grant will be paid to the NOK as nominated.
- (d) Battle cas, who were retained in service and had completed their terms of engagement of service and thereafter proceeded on retirement are NOT eligible.
- (e) Battle cas who proceed on pre-mature retirement at their own request without completing their terms of engagement of service are NOT entitled for the grant.
- (f) The grant as mentioned at Para 6 (f) above will be claimed before the indl proceeds on retirement.
- (g) Once grants indicated at Para 6 (f) has been disbursed to a BC (Retained in Service), the indl will not be eligible for another ex gratia in case rendered 'Deemed Invalided' at a later stage.

9. **Education Grant (Para 6 (g))**. The education grant of Rs 400/- pm per child for a max of two children studying in classes I to XII for fatal Physical Casualties (Not attributable cases) is payable to the NOK/legal guardian of dependent children/major child of all ranks who die during service wef 15 Jan 2011. The beneficiaries should be the legal dependents of the deceased as recorded in the Nomination/Will as per the personal records of the individual held with respective records office or MP Dte at Integrated HQs of MoD (Army) in case of officers.

#### **Documents Required**

10. **Fatal Cas**. Rs 50,000/- shall be released to the NOK on receipt of detailed report as per AO 01/2003/MP from the Unit/ MP-5/ MPRS(O) to provide imdt relief to the family. The detailed report is reqd to be signed by CO/ OC Unit and not by any Staff Offr. In case of missing presumed killed cases, detailed report along with copy of Part II order under which cas was declared as presumed dead is also reqd.

11. The bal amt of Rs 2,00,000/- entitled to NOK of **physical casualties** wef 01 Apr 2016 **(Rs 70,000/- for cases prior to 01 Apr 2013 and Rs 1,70,000/- for cases wef 01 Apr 2013 to 31 Mar 2016 )** shall be claimed by the concerned Record Office/MP-5/MPRS (O) on confirmation that the case is not entitled for Central Govt Ex- gratia compensation. Also the Record Offices/MP-5 need to satisfy that the NOK of the cas has not appealed for review of attributability. In case of an appeal, the Record Offices/ MP-5 are requested to wait till the time the decision is finalised. A cert to this effect duly signed by OIC records in case of JCOs/OR, MP-5 and DGMS/MPRS(O) in case of offr and AMC offr respectively will be fwd for claiming the bal amt. The same is att at **Appendix 'A'**.

12. **Disabled Soldiers (BC) Invalided/ Boarded Out/ Prematurely Released from Service in Low Med Cat**. Disabled soldiers (BC) of all ops excl OP VIJAY (KARGIL) who were boarded/ invalided out/ prematurely released from service in low med cat due to injuries sustained in various ops after 15 Aug 1947 **without completing their terms of engagement** due to such disability are eligible for one time grant of Rs 1,00,000/- (between 15 Aug 47 - 31 Mar 16 cases). The grant has been **revised to Rs 2,00,000/- for cases occurring wef 01 Apr 2016 onwards**. Documents required are :-

(a) **Docus Reqd for Offrs**.

- (i) Copy of letter issued by MS Br, Integrated Headquarters of MoD (Army) regarding invalidment/ boarded out, showing the cause of release/ retirement.
- (ii) Copy of PPO issued by CDA (P) Allahabad in connection with War Injury Pay.
- (iii) Latest home address and photocopy of Ex-Servicemen Identity Card.
- (iv) Copy of MP-5(d) letter classifying the injury as a battle cas.

- (v) Cert for non receipt of grant earlier.
- (vi) Every page of the photocopy of docu to be attested and name of attesting offr be written in **bold capitals beneath the official stamp**.

(b) **Docus Reqd for JCOs/ OR.**

- (i) Attested photocopy of extracts from sheet roll wherein personal particulars and date of enrolment are recorded.
- (ii) Attested photocopy of discharge Part-II Order/ extract from sheet roll wherein date and clause of discharge is recorded.
- (iii) Attested photocopy of BC Part II Order/ extract from sheet roll wherein entry of BC Part II order is recorded or MP 5(d) letter under which cas of the indl has been declared as Battle Cas.
- (iv) Attested photocopy of AFMSF-16 (Medical Board Proceedings).
- (v) Attested photocopy of PPO notifying War Injury Pay to the indl.
- (vi) No payment cert of one time grant from ACWF duly signed by CRO.
- (vii) All photocopies of docu are to be authenticated by OIC Records.

13. **Disabled Soldier (BC) Retained in Service.** Disabled soldiers (BC) injured in various mil ops wef 01 May 99 and retained in service are eligible for one time grant **based on percentage of disability** as mentioned in Para 6 (f) above.

(a) **Docus Reqd for Offrs.**

- (i) Copy of MP-5 (d) letter under which injury has been cl as battle cas be encl.
- (ii) Latest copy of AFMSF-15 duly endorsed with percentage of disability to be encl. In case the percentage of disability is not endorsed in the AFMSF-15, obtain fresh disability certificate as per Appx 'A' to IHQ of MoD (Army) letter No 76759/DGMS/5B/WIP dt 22 Jun 2001.
- (iii) Certificate for non receipt of grant earlier be encl.
- (iv) Photocopies of the docu (all pages) to be attested and name of attesting offr to be written in bold capitals beneath the official stamp.

(b) **Docus Reqd for JCOs/OR.**

- (i) Latest copy of AFMSF-15 showing percentage of disability be encl. In case the percentage of disability is **not endorsed in AFMSF-15, a disability cert** as per Appx 'A' to IHQ of MoD (Army) letter No 76759/DGMS/5B/WIP dt 22 Jun 2001 be obtained and encl with AFMSF-15.
- (ii) Legible copy of Records BC Part-II Order under which injury of the indl has been cl as battle cas be encl.
- (iii) Every page of the photocopy of docu to be attested & name of attesting offr be written in **bold capitals beneath the official stamp**.
- (iv) No payment cert duly signed by CRO to be encl.
- (v) Sanction of competent authority for delay, if any.

14. **Education Grant.**(a) **Docus Reqd for Offrs.**

(i) Education Grant in respect of officer casualty will be processed by the R & W Section after receipt of Not Attributability Certificate from MP Dte, Integrated Headquarters of MoD(Army) along with the details of legally dependent eligible children.

(ii) The NOK/legal guardian/major child should forward the application form separately for each child as per **Appendix 'B'** duly filled to R&W Section after completion of each academic year duly recommended by MP Dte, Integrated Headquarters of MoD(Army).

(iii) The education grant shall be released lump sum on an yearly basis in favour of NOK/legal guardian/major child for a max of two eligible children.

(iv) Receipt as per format at **Appendix 'C'** duly signed by NOK/legal guardian/major children will be forwarded to R&W Section.

(v) Check list for forwarding of Edn grant claim is at **Appendix 'D'**.

(b) **Docus Reqd for JCOs/OR.**

(i) The NOK/legal guardian/major children should forward the application form separately for each child as per **Appendix 'B'** duly filled directly to their respective Regimental Centres duly recommended by school Headmaster/Principal for recommendation of the Centre Commandant/OIC Records.

(ii) The Centre/Record Office will forward a list of eligible legal children of fatal Physical Casualties(Not attributable) cases and Not Attributability Certificate for education grant duly signed by the Centre Commandant/OIC Records after due scrutiny to R & W Section on quarterly basis as per **Appendix 'E'**.

(iii) The funds shall be released on a yearly basis from R & W section in favour of Commandant of the Regimental Centre.

(iv) On receipt of the funds, the Regimental Centre will forward receipt on IAFA-175 within 15 days of receipt of amount.

(v) Centre Commandants will ensure expeditious disbursement of education grant and obtain receipts in duplicate from the NOK/legal guardian/major child as per the attached format as per **Appendix 'C'**.

(vi) Consolidated receipts obtained from NOK/legal guardian/major child duly countersigned by the Centre Commandant/OIC Records will be forwarded to R & W Section for maintenance of records/annual audit.

15. **Time Limit for Processing of Claims.** Sanction of competent auth for delay alongwith delay report will be fwd. The time stipulation for claiming the grants will be as under:-

<b>Ser No</b>	<b>Periodicity</b>	<b>Sanctioning Auth for delay</b>	<b>Remarks</b>
<b><u>Offrs</u></b>			
(a)	Within one year	Not reqd	Docu may be fwd directly to R&W Sec.
(b)	More than 1 yr	Bde Cdr/Equivalent	Docu to be fwd after sanction of Bde Cdr/equivalent alongwith delay report.

<b>JCOs/OR</b>			
(c)	Within 1 yr	Not reqd	Docu may be fwd by units direct to Record Office.
(d)	More than 1 yr	Bde Cdr/ Equivalent	Docu to be fwd through Bde HQ or equivalent with delay report to Records Office for further processing.

### **Modalities For Disbursement/Implementation**

#### 16. **Action by Unit.**

(a) The major/minor unit on occurrence of fatal cas, will imdt release initial grant of Rs 50,000/- as ex gratia to widow/NOK of the deceased soldier, as recorded in the documents.

(b) The unit will fwd ink signed detailed report as per AO 1/2003/MP duly signed by CO/OC to R&W Sec, Dte of Indian Army Veterans (DIAV), AG's Branch, 104 Cavalary Road, Delhi Cantt – 110 010 alongwith other addressees.

(c) After handing over the grant of Rs 50,000/-, a receipt from the NOK/ Widow will be obtained as per format given at **Appendix 'F'** of SOP and a copy of receipt will be fwd to the concerned Regt Centre and R&W Sec.

(d) In case, adequate funds are not available with the unit for disbursal of subject grant, due to various reasons, action as per Para 20 below will be taken.

#### 17. **Action by R&W Sec.**

(a) R&W Sec will release initial ex gratia grant of Rs 50,000/- to the Regt Centres through RTGS/NEFT for JCOs/OR, imdtly on receipt of detailed report of fatal cas, from the Unit/Regt Centre.

(b) In case of offr, R&W Sec will release the initial grant of Rs 50,000/- as ex gratia, directly to the concerned unit, which has handed over the subject grant (Rs 50,000/-) to the NOK/widows, on receipt of detailed report from MP 5/MPRSO.

#### 18. **Action by MP 5 & 6/Records.**

(a) Concerned Record Office will ensure that detailed report is fwd in time by the unit as per AO 1/2003/MP in case of JCOs/OR.

(b) The MP 5/MPRSO will fwd the detailed report to R&W Sec in case of offr to enable this office to make payment of one time grant of Rs 50,000/-.

#### 19. **Action by Regt Centre.**

(a) Regt Centres will receive the grant from R&W Sec, based on detailed reports submitted by unit, in case of JCOs & OR.

(b) Regt Centres will disburse the amt as applicable to the respective units, who have made the payment of initial grant of Rs 50,000/- as ex gratia to the NOK/widow.

(c) Ensure that amount has been released to correct NOK by the unit.

(d) Forward receipt to R&W Sec for the amount received from R&W Sec giving out RTGS/NEFT No and date.

- (e) Forward certificate to the effect that Central Govt Ex gratia is not paid to the NOK of fatal Physical Cas and the NOK has not petitioned for revision of attributability for claiming balance amount of Rs 2,00,000/-.
- (f) Monitor cases of fatal cas, both Battle Casualty and Physical Casualty (irrespective of attributable/ non attributable) of units, to ensure that NOK/widows of all fatal cas have been paid the subject grant.
20. Units/sub units which due to various reasons are unable to pay the initial grant of Rs 50,000/- to NOK, will notify the same to their respective Regt Centre and R&W Sec. The payment in such exceptional cases, will be made to NOK/widows on receipt of the grant from their Regt Centre. Receipt of the same will be fwd to R&W Sec and Regt Centre giving out RTGS/NEFT No and date.
21. **Short Term Investment & Refund of Interest.** The Regt Centres will make short term deposits if reqd and interest accrued will be remitted to R&W Sec, DIAV **in favour of Army Central Welfare Fund (Kargil)** account at the end of the financial year.

## **PART - II**

### **Ex-Gratia Compensation to the Soldiers Invalidated out of Service due to Battle Injury Sustained in OP VIJAY (KARGIL) and NOK of fatal casualties of OP VIJAY (KARGIL)**

22. **The Ex-Gratia Amount.** Grants entitled to NOK of deceased soldiers killed in OP VIJAY (KARGIL) and soldiers who are invalidated out of service due to battle injury sustained during OP VIJAY (KARGIL) without completing terms and conditions of service and not on own request are as under :-

Ser No	Type of grant	Amount admissible
<b><u>NOK OF DECEASED CASES</u></b>		
(a)	For Acquiring Dwelling Unit	Rs 5 Lacs
(b)	Children Education (Rs 1 Lac per child)	Rs 2 Lacs
(c)	Financial Assistance to Dependent Parents who are not NOK of the deceased soldier	Rs 2 Lacs
<b><u>INVALIDED OUT CASES</u></b>		
(d)	<u>Based on % of Disability.</u>	
	(i) For disability 50% or less	Rs 3 Lacs
	(ii) For disability between 50% to 75%	Rs 4.5 Lacs
	(iii) For disability more than 75%	Rs 6 Lacs
(e)	For Acquiring Dwelling Unit	Rs 5 Lacs
(f)	Children Education (Rs 1 Lac per child)	Rs 2 Lacs

### **Eligibility**

23. **Grant for Acquiring Dwelling Unit.** A sum of Rs 5 Lacs will be paid to all the widows/Next of Kin of the deceased soldiers and to those who are invalidated out of service under the clauses mentioned in Para 22 above. The amount will be used for acquiring a dwelling unit or towards part payment for a dwelling unit or to meet the expenditure for renovating/improving the existing dwelling unit or towards purchase of land for a dwelling unit.



24. **Grant for Children Education.** A grant of Rs 2 lakhs maximum per family @ Rs 1 lakh per child for the soldiers who are invalided out of service under clauses mentioned at para 22 above for the purpose of education.

25. **Financial Assistance.** The dependent parents of soldiers killed in action who have no means of livelihood would be given a lump sum amount of Rs 2 lakhs.

26. **Grant for Invalided Out Soldiers.** Ex-gratia amount for the soldiers, who are invalided out of service due to battle injury without completing terms and conditions of service and not on own request, will be paid under clauses mentioned at para 22 (d) above according to percentage of disability.

### **Docus Required.**

27. The following docus are reqd to be submitted for claiming OP VIJAY (KARGIL) package :-

- (a) Copy of Part II order notifying Battle Casualty in OP VIJAY (KARGIL).
- (b) Copy of Part II order notifying Invaliding Medical Board Out due to injury sustained in OP VIJAY (KARGIL).
- (c) Proof of invalided board out in medical category 'EEE' due to injury sustained in OP VIJAY (KARGIL).

### **Modalities for Implementation.**

28. **Grant for Acquiring Dwelling Unit.**

- (a) The Regimental Centres will submit the details of the deceased soldiers and the disabled soldiers invalided out of service in respect of their arms/service.
- (b) Based on the above inputs, R&W, Sec, DIAV will send a consolidated cheque in favour of the respective Regimental Centres, under intimation to the line directorates.
- (c) The respective Regimental Centres will be responsible to disburse the amount to the individuals. The amount will only be disbursed on acquiring of property or in stages if construction is being executed by individuals. Physical monitoring needs to be done to ensure that the amount is utilised for the specific purpose only. The individual will submit an affidavit that the amount has been spent for the purpose allotted with the complete details of property acquired.
- (d) **Receipts.** Initial receipts of the amount will be forwarded by Regimental Centre to R&W, Sec, DIAV. On utilization of the amount, the Regimental Centre will render a certificate to R&W, Sec, DIAV.

29. **Grant for Children Education.**

- (a) The Regimental Centres will submit the details of children of the deceased and of the disabled soldiers invalided out of service alongwith age and class in which each child is studying.
- (b) Consolidated amount will be released to the concerned Regimental Centre based on the above details. Regimental Centre will account for this money under a separate head.

(c) The Regimental Centres will invest the amount on long term basis. The fixed deposit will be held jointly in the name of widow/Next-of-Kin of the deceased/disabled soldier and the Regimental Centre. The deposit should also indicate that it is Education Fund. The interest earned from such deposits will be made available to the widow/Next-of-Kin of the deceased and to the disabled soldiers for purposes of education of their children on yearly basis as a single transaction.

(d) The principal amount will be paid to the child on attaining the age of 18 years in the case of girls and 21 years in the case of boys.

(e) **Receipts**

(i) On receipt of the amount the Regimental Centre will forward a consolidated receipt.

(ii) After investing the amount in fixed deposit in the joint names, the Regimental Centres will forward Photostat copies of the fixed deposit receipts to R&W Sec, DIAV.

(iii) After handing over the principal amount at the stipulated time, R&W Sec, DIAV will be intimated accordingly.

(f) **Disposal of Principal Amount of Children Education Assistance.** In case of death of the child for whom the children education assistance has been granted and invested in Fixed Deposit by the Centre, the amount may be transferred in the name of third child if any, and this HQ intimated accordingly. Otherwise, the principal amount ie Rs. one lac will be refunded to this HQ. However, the interest earned on the Fixed Deposit amount till withdrawal could be paid to NOK of the deceased soldier.

30. **Financial Assistance to Dependent Parents who are not the Next of Kin of the Deceased Soldiers.**

(a) The Regimental Centres will submit the list of such parents who were totally dependent on the deceased soldiers and who have no means of livelihood.

(b) For being eligible for grant under this head the dependent parent will have to give a certificate that he/she has no other source of livelihood or income. This will be duly countersigned by the Commandant, Regimental Centre.

(c) The parents who are next of kin (NOK) of the deceased will be excluded from this scheme.

(d) Based on the above information, R&W Sec, DIAV will make bulk payment to the respective Regimental Centres.

(e) The Regimental Centres will invest the amount in the name of the parents (mother and father) and the Regimental Centre on a long term basis and disburse the interest earned thereon, on monthly basis to the dependent parents.

(f) The investment and disbursal of the interest amount should cover the life span of both the parents, whichever is later.

(g) The principal amount can be taken out and given to the parents only on extreme compassionate conditions with the specific written permission of the Head of Arm/Service. This information will also be given to R&W Sec, DIAV.

(h) **Receipts**

(i) The Regimental Centre will give a receipt for the consolidated amount.

(ii) After investment of the amount in the name of the dependent parents, the Regimental Centres will forward Photostat copies of the fixed deposit receipts to R&W Sec, DIAV.

(j) **Disposal of Principal Amount of Parents Assistance in the event of death of parents.** Regimental Centre will obtain a nomination from the living parents of the martyrs for disposal of Rs 2 lacs after their death. In case of demise of any one of the parents the other surviving parent will be paid the interest earned on the deposit as hither-to-fore. In the event of demise of both the parents, the principal amount in fixed deposit alongwith interest if any will be paid to the beneficiaries, as nominated by the parents. The nomination form should contain two or more nominees for disbursement of the amount in case of death of first nominee. After disbursement of the amount this HQ will be intimated accordingly alongwith copy of receipt obtained from the nominee. The nomination from all the eligible parents will be obtained forthwith, without any delay.

31. **Grant for Invalided Out Soldiers.**

(a) The Regimental Centres will submit the details of soldiers alongwith the percentage of disability, who are invalided out of service.

(b) R&W Sec, DIAV will issue a consolidated cheque in favour of the respective Regimental Centres who will act as the nodal agency for implementation and detailed monitoring of the scheme.

(c) The respective Regimental Centres will distribute the Ex-Gratia to each individual concerned, obtain a receipt in triplicate and forward the same to the R&W Sec, DIAV, AG's Branch, Army HQ.

32. This Fund of ACWF (K) will be subjected to Insp/audit as per laid down instrs.

Case No : B/45401/SOP/ACWF(K)/AG/R&W-3

Dated : 18 Aug 2017

Sd/- x x x x x  
(Sumit Kadian)  
Col  
Director(R&W)  
for DDG (DIAV)

**Distr:** -

All Command Headquarters  
All Regimental Centres  
All Record Offices  
Def Attache, Kathmandu (Nepal)  
All Cols of the Regt  
All DGs Arms and Services  
ADG PS  
ADG MP  
MP-5  
MPRSO  
COAS Sectt  
VCOAS Sectt  
AG's Sectt  
PS to DG MP & PS  
DDG (Wel)  
DDG (DIAV)

**Appendix 'A'**

(Ref Para 11 of R&W Sec SOP No  
B/45401/SOP/ACWF(K)/AG/R&W-3  
dt \_\_\_\_Aug 2017)

**CERTIFICATE**

“It is certified that No \_\_\_\_\_ Rank \_\_\_\_ Name \_\_\_\_\_  
is a Battle/ Physical Cas and is neither entitled nor paid Central Govt Ex-gratia lump sum  
compensation. It is also certified that Shri/Smt \_\_\_\_\_ (Name of  
NOK with relation) has not petitioned the Govt for grant of Central Govt  
Ex-gratia and review of attributability.”

Station :

(OIC Records)

Dated :



**PART II**2. **Particulars of the Child**(a) Name 

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(b) Sex - Male/Female (c) Relationship \_\_\_\_\_

(Attach supporting documents)

(c) Date of birth 

Date		Month		Year	

**PLEASE STRIKE OUT WHICHEVER IS NOT APPLICABLE**

(d) School studying in – Army School/KV/Govt/Others

(e) Has the application of brother/sister also been forwarded- Yes/No.

(f) If 'Yes' specify Name \_\_\_\_\_.

3. It is certified that all the information given by me has been verified and is factually correct.

Date : \_\_\_\_\_ (Sign of NOK/legal guardian/major child)

**CERTIFICATE FROM SCHOOL**Certified that Miss/Master \_\_\_\_\_  
Son/daughter of \_\_\_\_\_ is a bonafide student of class \_\_\_\_\_ in  
this school for the academic year \_\_\_\_\_. Aggregate percentage of  
marks obtained in class \_\_\_\_\_ are \_\_\_\_\_.

Place :

Date : \_\_\_\_\_ (Sign of Headmaster/Principal)

**RECOMMENDATION OF MP DTE/CENTRE COMMANDANT**

Stn :

Date : \_\_\_\_\_ (Sign of MP Dte/Centre Commandant)

**Appendix 'C'**

(Ref Para 14 (a) (iv) of R&W Sec  
SOP No B/45401/SOP/ACWF(K)/  
AG/R&W-3 dt \_\_\_\_Aug 2017)

**RECEIPT**

I Shri/Smt \_\_\_\_\_ NOK/legal guardian/major  
child of No \_\_\_\_\_ Late(Rank) \_\_\_\_\_ Name \_\_\_\_\_  
of \_\_\_\_\_ (Unit/Regt) have received Rs \_\_\_\_\_/-  
(Rupees \_\_\_\_\_) on account of Educational Grant  
vide RTGS No \_\_\_\_\_ dated \_\_\_\_\_ drawn from  
\_\_\_\_\_ (Bank's Name and location).

**Sign on Revenue stamp**

Name \_\_\_\_\_

House No \_\_\_\_\_

Vill \_\_\_\_\_ PO \_\_\_\_\_

Teh \_\_\_\_\_

Dist \_\_\_\_\_

**Appendix 'D'**

(Ref Para 14 (a) (v) of R&W Sec  
SOP No B/45401/SOP/ACWF(K)/  
AG/R&W-3 dt \_\_\_\_Aug 2017)

**CHECK LIST FOR CLAIM OF EDUCATION GRANT FOR WARDS OF PHYSICAL  
CASUALTY (NOT ATTRIBUTABLE CASES)**

1. Education grant will be provided for a maximum of two children.
  2. Separate form to be filled for each child.
  3. Paste passport size photograph of child on the application form duly attested by Head Master / Principal of the School.
  4. Next of Kin/legal guardian/major children should sign the form.
  5. Certificate by the School should be duly completed and signed by the Headmaster/ Principal.
  6. Recommendation by MP Dte/Centre Commandant should be endorsed.
  7. Not Attributable Certificate should be attached along with the claim.
-



**Appendix 'E'**

(Ref Para 14 (b) (ii) of R&W Sec SOP  
No B/45401/SOP/ACWF(K)/AG/R&W-3  
dt \_\_\_\_Aug 2017)

**EDN GRANT FROM ACWF FOR THE YR \_\_\_\_\_ : \_\_\_\_\_ (REGT/CORPS)**

Ser No	Army No, Rank, Name & Unit	Date of casualty	Name of NOK/legal Guardian/ major child	Particulars of children			Academic year 20____		Total months for which amount is being claimed @ Rs 400/-	Total amount	Remarks
				Name	Date of birth	Class	From	To			
									Total amt	Rs _____	

Station :

(Sign of OIC Record/Commandant)

Dated :

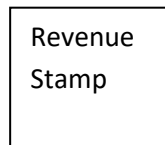
**Appendix 'F'**

(Ref Para 16 (c) of R&W Sec  
SOP No B/45401/SOP/ACWF(K)/  
AG/R&W-3 dt \_\_\_\_Aug 2017)

**ARMY CENTRAL WELFARE FUND (K)**

**RECEIPT (FATAL CAS)**

I, Shri/Smt \_\_\_\_\_ (Name of nominated NOK)  
\_\_\_\_\_ (relation) of No \_\_\_\_\_ Late (Rank) \_\_\_\_\_ Name \_\_\_\_\_  
\_\_\_\_\_ of \_\_\_\_\_ (Unit/Regt) have received Rs \_\_\_\_\_  
(Rupees \_\_\_\_\_) from Army Central Welfare Fund (K) on  
\_\_\_\_\_(Date) vide Cheque/Draft No/RTGS clearance ID No \_\_\_\_\_ dated  
\_\_\_\_\_ drawn from \_\_\_\_\_ (Name of Bank).



Signature on revenue stamp

Name \_\_\_\_\_  
Vill \_\_\_\_\_  
PO \_\_\_\_\_  
Dist \_\_\_\_\_  
State \_\_\_\_\_

**Witness No 1**

Sign \_\_\_\_\_  
Add \_\_\_\_\_  
\_\_\_\_\_

Phone No \_\_\_\_\_

Mobile No \_\_\_\_\_

**Witness No 2**

Sign \_\_\_\_\_  
Add \_\_\_\_\_  
\_\_\_\_\_

**COUNTERSIGNED**

Station :

Dated :