

## **FINANCIAL ASSISTANCE TO ORPHAN CHILDREN OF ESM**

1. **Background.** The Armed Forces personnel by virtue of isolation imposed by service conditions generally remain cut off from society. Some of them get married after their release from service, and consequently have children at a late stage in life. In the unfortunate event of the demise of both ESM and his spouse in an accident or due to natural causes/disease, the young offspring is left orphaned. Most of time, orphaned child is neglected by his/her relatives and is financially handicapped. The problem is more pronounced in the case of orphans of non pensioner ESM. In such a case, it is responsibility of the organisation to support such orphans and ensure their education-cum-settlement. This scheme to provide financial assistance to the orphaned children of ESM was started in May 2007 with an amount of Rs 500/- per month for girls and revised in Oct 2011 with Rs 1,000/-pm irrespective of child's gender.
2. **Aim.** The aim of this aid gratis is to provide a small measure of relief from total penury to an orphaned child of an ESM.
3. **Financial Assistance.** For the eligible Orphan out of AFFDF is provided at a rate of Rs.1000/- per month during the financial year.
4. **Eligibility Conditions.** The following criteria must be fulfilled:-
  - (a) Applicant must be a legitimate offspring of an ESM.
  - (b) Orphan should be aged below 21 years for son or unmarried daughter.
  - (c) Should be recommended by respective Zila Sainik Board (ZSB).
5. **Application.** Application should be made to the KSB Sectt with recommendation of the concerned Zila Sainik Welfare Officer (ZSWO) on it. *A specimen application format is placed at Annexure 1 to this scheme-document.* Copies of following documents duly attested by ZSWO must accompany the application:-
  - (a) Service Discharge Book/Document (must have entry regarding child).
  - (b) Death certificate of both parents.
  - (c) Dependent I Card issued by concerned ZSB.
  - (d) Birth Certificate of each orphan.
  - (e) Certificate from competent authority (for girl) certifying that the girl is not married.
  - (f) Details of Bank A/c No (in PNB/SBI only) and IFS Code
6. **Channel of Application.** The application must be submitted by an eligible orphan or legal / natural guardian at his or respective ZSB. ZSWO will scrutinize the application and If found correct, will forward it (hard copy as well as in digital format) through respective RSB to the KSB Sectt for payment.
7. **Processing at KSB Sectt.** On receipt in the Welfare Section at KSB Sectt, the AFFDF applications will be processed for payment. The Section-in-Charge will assign these applications to a particular clerk who will enter the desired data from

the applications onto computer. Another clerk will be designated to check correctness of the entries. The Section-in-Charge will verify the same and put it up for approval to JD(Welfare). Such applications along with other cases in lot of 3,000 cases pertaining to AFFDF will be moved for sanction of the competent authority in one lot, preferably on quarterly basis.

8. **Payment Procedure.** After approval of the applications, the same will be processed by Welfare Section for payments. After verifying service particulars of the deceased ESM, name of orphan, bankers IFS Code and account number, the Welfare Section will forward the list to Accounts Section. The payment will be made directly via ECS on a monthly basis.

9. **Subsequent Grants.** The Orphan Grant, once approved by the competent authority, stands for entire duration of the eligibility. But a certificate from the concerned ZSWO that the orphan girl is not married, is required to reach the **KSB Sectt by 15 Jan each year so as to continue the grant** in the following financial year. In case of orphaned boys, the grant will cease automatically from the month following attainment of 21 years of age.

10. Website [www.desw.gov.in](http://www.desw.gov.in).

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**Annexure 1**

**APPLICATION FOR FINANCIAL ASSISTANCE FROM KSB: ORPHAN OF ESM**  
**(for Orphan Daughter/Son of ESM)**

1. Name of applicant: \_\_\_\_\_ Rank \_\_\_\_\_  
Service No: \_\_\_\_\_ Adhar Card No \_\_\_\_\_  
\_\_\_\_\_
2. Present Address of applicant \_\_\_\_\_  
\_\_\_\_\_
3. Dates: (dd/mm/yy) Enrolment: \_\_\_/\_\_\_/\_\_\_ Discharge: \_\_\_/\_\_\_/\_\_\_ Birth: \_\_\_/\_\_\_/\_\_\_ Death: \_\_\_/\_\_\_/\_\_\_
4. Reasons for discharge: (As in Discharge Certificate): \_\_\_\_\_
5. Character at the time of discharge: Exemplary / Very Good / Good / Fair / Bad.
6. Name(s) of orphan - \_\_\_\_\_  
\_\_\_\_\_ Date of Birth(dd/mm/yy) \_\_\_\_\_ Marital Status : \_\_\_\_\_
7. Mobile No: \_\_\_\_\_ Residence Landline No: \_\_\_\_\_
8. (a) Pension (Basic pm for pensioners) Rs. \_\_\_\_\_
- (b) Monthly income for non-pensioners (from other sources) Rs. \_\_\_\_\_
9. Details of Financial Assistance received in past from KSB/RSB/ZSB(mention each type of grant):  
Name of grant \_\_\_\_\_ Amount \_\_\_\_\_, year :
10. **Name and address** of Bank: \_\_\_\_\_
11. IFSC/ NEFT Code of Bank: \_\_\_\_\_ 13. Account No. \_\_\_\_\_
12. Additional Information if any \_\_\_\_\_

**DECLARATION**

13. I understand that this is a financial assistance only and I have no legal right on the amounts requested for.
14. I hereby declare that the information furnished in personal application cum financial condition report is correct to the best of my knowledge

applicant)

(Signature of the

**RECOMMENDATIONS BY ZSW OFFICER**

15. Following original documents of ESM/Widow./Orphan have been personally checked by ZSW Officer (Photocopies attested by ZSWO are attached): -
- a) Dependent Certificate/I-Card.
  - b) Complete Discharge Certificate/book showing details of ESM and children.
  - c) Date of Birth Certificate.
  - d) Certificate from competent authority certifying that the applicant is not married.
  - e) Death certificate of parents.
16. It is certified that the applicant has not been provided any financial assistance from the State Govt or any other source.
17. I hereby confirm that the information furnished above is correct as per the original documents of the applicant.  
Hence, case is **recommended**.

**Date :**

**Office Seal :  
Dir/ZSWO**

**Signature :**

**Rank & Name:**

**Designation : Dy Dir/Asst**

