

## **POLICY FOR CLAIMING OF EDN GRANT (PC NOT ATTRIBUTABLE CASES)**

1. 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.

### 2. **Documents Required.**

#### (a) **Docus Regd 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 Regd 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.

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



**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 Comdt)

**Appendix 'C'**

(Ref Para 14 (a) (iv) of R&W Sec  
SOP No B/45401/SOP/ACWF(K)/  
AG/R&W-3 dt 18 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 18 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 should be endorsed (For Officer only).
- 6A. Recommendation by OIC Records/Centre Commandant should be endorsed (For JCOs/OR only)
7. Not Attributable Cert should be attached along with the claim duly signed by OIC Records.

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