

Tele 21410482
E-mail: desa@navy.gov.in

IHQ MoD (Navy)
Directorate of ESM Affairs
Room No. 004
Talkatora Stadium Annexe
New Delhi 110004

PP-01/2023/PB/DX/MEMBERSHIP

28 Jul 23

The Flag Officer Commanding-in-Chief
Eastern Naval Command
{for CSO (P&A)}
Headquarters, Eastern Naval Command
Vishakhapatnam 530014

The Flag Officer Commanding-in-Chief
Southern Naval Command
{for CSO (P&A)}
Headquarters, Southern Naval Command
Kochi 682004

The Flag Officer Commanding-in-Chief
Western Naval Command
{for CSO (P&A)}
Headquarters, Western Naval Command
Mumbai 400023

The Commander-in-Chief
Andaman and Nicobar Command
{for CSO (LA&P)}
Headquarters, Andaman and Nicobar Command
Port Blair 744102

MEMBERSHIP - NAVY FOUNDATION AND VETERAN SAILORS' FORUM

1. Refer to IHQ MoD(N)/ DESA letter DX/VSF/331/17 dated 27 Jul 17 (not addressed to all).
2. **Introduction.** Navy Foundation (NF) and Veteran Sailors' Forum (VSF) are registered organisations of the *IN* for retired officers and sailors respectively, registered with the Registrar of Societies under the Societies Registration Act, XXI of 1960. These organisations serve as vital links between the retired fraternity and the *IN*.
3. **Membership.** Membership to these organisations is on voluntary basis and requires a one-time membership fee. It has been observed that not all retired naval

personnel are presently members of either of the organisations. The issue has been deliberated in detail, and in order to simplify obtaining membership of NF and VSF, the Competent Authority has approved the following:-

- (a) With immediate effect, membership fees for NF and VSF in respect of all naval personnel is to be paid by the *IN* and no individual contribution is required.
- (b) Transfer of Membership fees between Chapters/ Charters in case of a member seeking transfer of Chapter/ Charter is to be dispensed with.

4. **Membership Form.** Membership form for NF has been uploaded on e-Vigam for retiring officers. Membership form for VSF is being provided by NAVPEN to retiring sailors. New members are required to fill up the application form and indicate their preference for Chapter/ Charter. Sample membership forms are placed at **Appendix 'A'** and **'B'** respectively.

5. **Membership Fee and Funds.** Membership fee is the main source of income for both NF and VSF. Keeping in line with the above, one-time membership fee for all naval personnel would be paid from INBA through DESA as follows: -

- (a) ₹ 2000 for officers.
- (b) ₹ 300 for CPOs & above and ₹ 200 for POs & below.
- (c) Nil for widows.

6. **Procedure.** In order to streamline the process, the following procedure is to be followed: -

- (a) **Officers.** Duly filled application form (by officer individually/ through NF Chapter) is to be sent to DESA through e-mail/ hard copy. DESA will despatch the membership form along with membership fees to the respective NF Chapter. Membership numbers are to be allocated by the respective Chapters.
- (b) **Sailors.** Duly filled application form is to be sent to DESA through e-mail/ hard copy by NAVPEN/ Unit/ VSF Charter. DESA will allocate a membership number and despatch the membership form along with membership fees to the concerned VSF Charter.

7. All NF and VSF Chapters/ Charters are required to update their 'Database of Members' and forward the updated membership status to DESA through e-mail every six months, commencing 31 Aug 23.

8. It is requested that contents of this letter be widely circulated. IHQ MoD(N)/DESA letter DX/VSF/331/17 dated 27 Jul 17 stands cancelled.



(Alok Ananda)
Commodore
Cmde (ESM Affairs)

Internal.

SO/ COP

SO/ CPS

For Info.

NA/ CNS

Copy to.

The Logistic Officer-in-Charge
Naval Pension Office
INS Tanaji
Sion -Trombay Road, Mankhurd
Mumbai 400088

All NF Chapters

All VSF Charters

Appendix 'A'
(Refers to Para 4)

NAVY FOUNDATION MEMBERSHIP FORM

1. Full Name:
2. Rank:
3. Personal Number:
4. Branch:
5. Last Unit:
6. Date & Type of Commission:
7. Type of Retirement:
8. Date of Retirement:
9. Marital Status:
10. Name of Spouse/ Next of Kin:
11. DoB including Year: **Self:** **Spouse/ NoK:**
12. Present Home Address Permanent Home Address
13. Residence Landline No(s):
14. Office Landline No(s):
15. Mobile No(s). Self:
16. Mobile No(s). Spouse/ NoK:
17. E-mail Id:
18. Adhaar No:
19. Choice of NF Chapter:
20. Present Occupation:
21. I hereby declare that I will abide by the Constitution of the Foundation.



Signature_____

Instructions

(a) Please fill details in **CAPITAL LETTERS** only.

(b) Duly filled application form is to be forwarded to DESA by post/ clear scanned copy by email to desa@navy.gov.in

For office use only (NF Chapter)

Membership type:

Membership Card No.

Signature

Receipt No.

Date -

Hony. Secretary

Navy Foundation _____ Chapter

Chapters. Bangalore, Bhopal, Chandigarh, Chennai, Coimbatore, Dehradun, Delhi, Goa, Hyderabad, Jaipur, Kerala, Kolkata, Lucknow, Mumbai, Nagpur, Odisha, Pune, Visakhapatnam

Appendix 'B'
(Refers to Para 4)

VETERANS SAILORS' FORUM MEMBERSHIP FORM

Please
Affix latest
PP Size
Photo

Rank			
Service No			
Date of Birth			
Date of Joining			
Date of Retirement			
ZSB Reg no (if registered)			
Aadhar No & PPO No			
Wife's Name/ Name of Widow & DoB			
Pmt Residential Address			
Present Residential Address			
Name of Children with DOB			
Tele (Res)/ Mobile/ E-mail ID			
Choice of VSF Charter			
Membership No (will be allocated by DESA)			

Date:

(Signature of Applicant)

Charters. Chennai, Chilka, Delhi, Dehradun, Ezhimala, Goa, Jabalpur, Karwar, Kochi, Kolkata, Mumbai, Porbandar, Visakhapatnam