



*What After Me?*



# CHECKOFF LIST FOR NOK ON DEMISE OF A VETERAN

Prepared by Directorate of Naval Veterans

**INDIAN NAVY – COMBAT READY, CREDIBLE, COHESIVE AND FUTURE PROOF**

## FOREWORD

1. The demise of a naval veteran leaves behind an enduring legacy of dedication, service and sacrifice. It is a situation of immense stress for the bereaved family. In these moments of grief, the path forward can often be challenging, particularly when it comes to navigating the processes required to secure benefits and various actions required by the NoK. A 'Check Off List' for NoK of Veterans - '*What after Me?*' has been prepared to ensure that families have a clear, organised pathway to progress post-demise formalities, without undue stress.
2. The 'Check Off List' brings out information on key areas, such as the procedure to claim the Demise Grant, Post Retirement Death Insurance Extension Scheme (where applicable), processing of Family Pension, guidance on accessing the Ex-Servicemen Contributory Health Scheme (ECHS), Canteen and other miscellaneous aspects. The contact details of concerned offices dealing with veteran affairs have also been included. Each section is presented in a clear, sequential format to help make these essential tasks, as manageable as possible.
3. We hope that this check list provides the requisite guidance and support, and helps to ease the burden that follows this profound loss.
4. The details provided in the 'Check Off List' have been collated from various publications and are subject to change from time to time. Therefore, this document is **to be used for guidance purpose only, and not be quoted as authority.**

# INDEX

<u>Ser</u>	<u>Description</u>	<u>Page No</u>
1	Family Pension	4
2	Annual Life Certification - SPARSH	7
3	<i>IN</i> Resolution Mechanism - SPARSH	9
4	Demise Grant	10
5	ECHS Smart Card	11
6	PRIDES	12
7	Miscellaneous Aspects	13
8	Important Documents	14
9	Important Address and Contact Details	15
10	Address and Contact Details of CRSOs	16
11	Appendices 'A' – 'K'	17 - 27

## **FAMILY PENSION**

1. **Migration to Sparsh.** As part of the Digital India initiative of the GoI, online pension processing of all Naval Sailors released wef **01 Jun 21** and Naval Officers retired wef **01 Jul 21** are being processed through SPARSH. The existing Pensioners are being migrated progressively. It is managed and administered by PCDA (Pension), Prayagraj. Contact details of PCDA (Pension), Prayagraj is as follows: -

**Tele** 18001805325  
0532-2421877  
0532-2421879

**Email** - sparshnavy.dad@gov.in

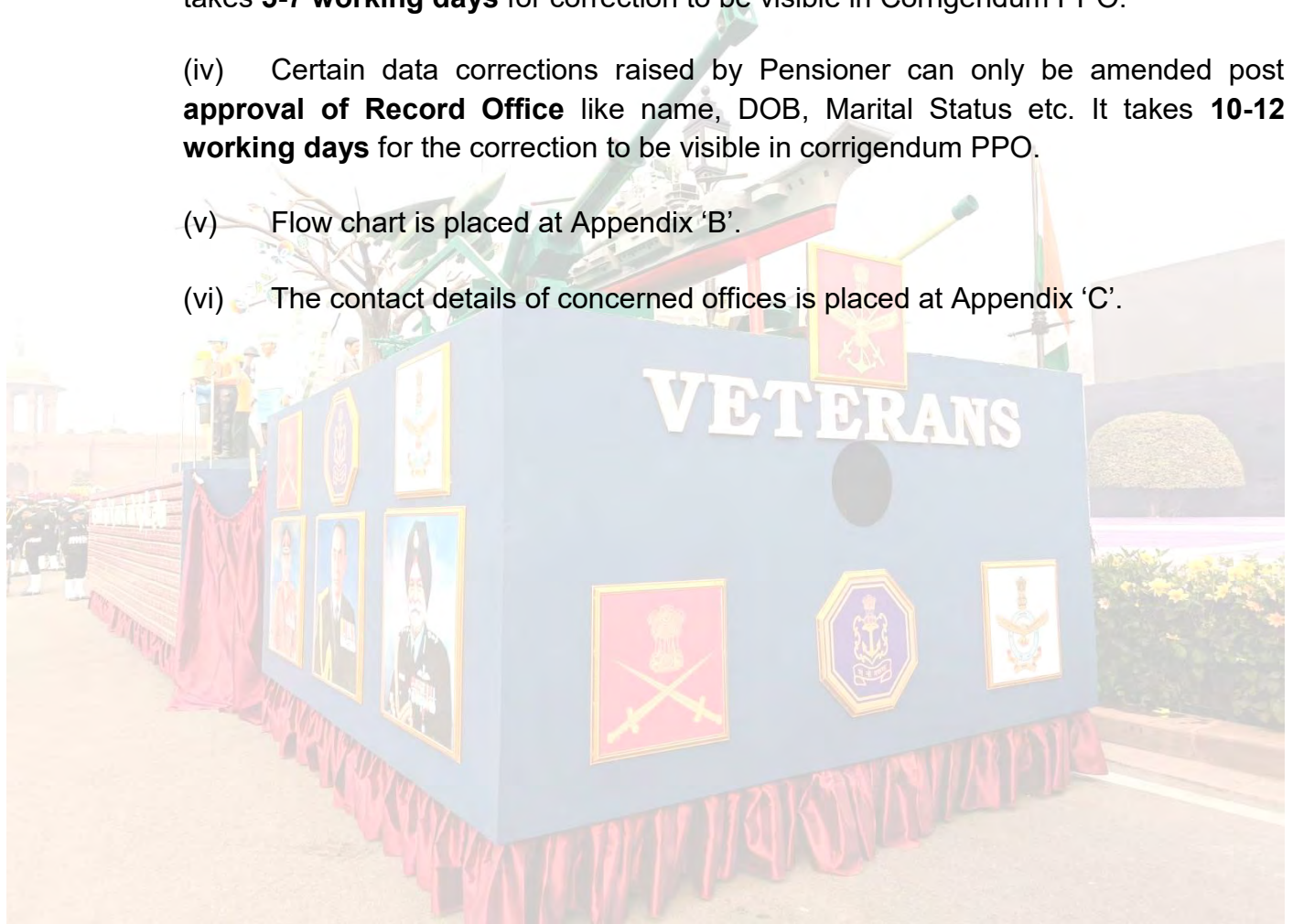
2. **If Pensioner Migrated on SPARSH.**

(a) **SPARSH Account Creation.**

- (i) Visit [www.sparsh.defencepension.gov.in](http://www.sparsh.defencepension.gov.in)
- (ii) Login with your SPARSH PPO No. with **Suffix 01**
- (iii) Initiate the process of Death intimation of Veteran.
- (iv) Post approval of the death intimation request on SPARSH Portal by PCDA (Allahabad), a confirmation SMS will be sent on registered mobile no. After that, beneficiary has to login with SPARSH PPO No. with **Suffix 02** (for Family Pensioner) as **Username**.
- (v) Click on "**Forgot Password**" to reset **password**.
- (vi) Flow chart is placed at Appendix 'A'.

(b) **Post Login Activities.**

- (i) Login on your SPARSH account to verify all data.
- (ii) If any discrepancy is observed raise **Profile Service Request (PSR)** for data correction under Manage Profile.
- (iii) Pensioners are authorised to make certain changes like Address, E-mail ID, Bank details etc. on SPARSH by uploading supporting documents (as applicable). It takes **5-7 working days** for correction to be visible in Corrigendum PPO.
- (iv) Certain data corrections raised by Pensioner can only be amended post **approval of Record Office** like name, DOB, Marital Status etc. It takes **10-12 working days** for the correction to be visible in corrigendum PPO.
- (v) Flow chart is placed at Appendix 'B'.
- (vi) The contact details of concerned offices is placed at Appendix 'C'.



3. **If Pensioner not migrated on SPARSH.** Please approach Pension Disbursing Bank with following documents: -

- (a) Copy of first PPO indicating your name as spouse.
- (b) Copy of Death Certificate.
- (c) Ex-Servicemen Identity Card issued from concerned Zila Sainik Board (ZSB).
- (d) Address proof (preferable as some banks ask for it).
- (e) Please seek assistance of NAVPEN or DPA in ascertaining the amount of entitled pension.
- (f) Once Family Pension is revised, please seek Annexure - IV (Application for deceased claim - to be used for cases other than nomination/ joint account with survivor clause) from your Pension Disbursing Bank to this effect.



## **ANNUAL LIFE CERTIFICATION - SPARSH**

### 4. (a) **Digital Life Certificate through Jeevan Pramaan Portal.**

- (i) Open Jeevan Pramaan portal and enter **Aadhar No. and Mobile No.** of the Pensioner.
- (ii) Click **Generate OTP** button and OTP will be sent to the Registered Mobile Number.
- (iii) Click **OK** button. Then new window will be opened to fill the pensioner details.
- (iv) Select **Registered PPO number** already showing in drop down list or select **Add New Pension PPO not in list** for yourself. Fill pensioner name as in the PPO.
- (v) Select type of pension as **Service** and organisation type as **Central Government**.
- (vi) Select Sanctioning authority as **Defence PCDA (P) Allahabad**.
- (vii) Select PDA as **SPARSH PCDA (Pensions), Allahabad**.
- (viii) Enter the 12-digit SPARSH PPO number (**Pensioners ID**).
- (ix) Provide Pension **Bank Account No.** Click **next** Option in the bottom corner.
- (x) Select **No Option** for the Questions.
- (xi) Select **Next** Button. Please **Click two tick Box** for declaration and submit.
- (xii) Click the **Biometric Scan Button** and complete authentication.
- (xiii) On successful authentication, **SPARSH DLC (Digital Life Certificate) will be generated** and updated.
- (xiv) Intimation will be sent to Registered Mobile Number and email id with auto generated link. Go to the link, generate OTP by giving Pension ID received in the registered mobile number and download digital certificate for personal record

(b) **Manual Life Certificate.**

- (i) Open the website **sparsh.defencepension.gov.in**.
- (ii) Log into the portal account using your credentials. Click on the “**Identification**” menu available in the left panel of the page.
- (iii) Click on “**Generate MLC Number**” to download a black MLC form. A PDF file of ‘Life Certificate’ will get generated.
- (iv) Click on “**Initiate Request**” to initiate the Identification request-One grid will be displayed with the status of the request as “**Saved**”. Take the print out the PDF file, fill the requisite details and get it signed by a Competent Authority (**Class-1 Gazetted Officer**) along with the official Seal.
- (v) Access the “**Identification Service Request**” and upload the signed Life Certificate.
- (vi) Complete all other declarations and finally ‘**submit the request**’.

(c) **Digital Life Certificate Through Sparsh Portal.** Pensioner can submit Digital Life Certificate with SPARSH PPO No. through **CSCs** (Common Service Centres), **Major Banks** (SBI, PNB, HDFC), **IPPB** (India Post Payment Bank), **Post Office and Aadhaar Face Registered Devices** with Jeevan Pramaan App.

(d) **Utilisation of Common Service Centres (CSCs).** All CSCs, popularly known as ‘Jan Suvidha Kendra’ or ‘eMitra’, have been nominated as SPARSH Service Centres to handhold defence pensioners, through MoU between CGDA and MeITY. The website to locate CSC is **<https://locator.csccloud.in>**.



## **IN RESOLUTION MECHANISM - SPARSH**

5. In order to expedite and have a smooth transition, **Defence Secretary, Min of Defence** has empowered Record Offices (DOP for Officers and NAVPEN for Sailors) to facilitate and verify discrepant records on SPARSH. The Indian Navy has instituted following resolution mechanism to enable seamless migration of existing Pensioners onto SPARSH: -

(a) **SMART Cell.** **SPARSH Migration Assistance and Response Team (SMART) Cells** have been set up at NHQ/ DOP and NAVPEN, Mumbai to enable smooth transition of naval pensioners onto SPARSH. They have been operationalised from Mar 22 at NAVPEN and May 23 at DOP with dedicated helpline numbers and E-mail ID for both Officers and sailors. These are manned on all working days from **0900-1730 hrs** at NHQ/ DOP and all days except Sunday from **0800-2000 hrs** at NAVPEN.

(b) **Naval Liaison Cell (NLC) at PCDA (Pension), Prayagraj.** NLC has been setup at **PCDA (P), Prayagraj** to take up migration related issues being forwarded by NAVPEN, DPA and SMART Cells directly with PCDA (P) for speedy resolution. NLC is the Single Point of contact for any emergent issue pertaining to naval veterans/ NoK under the purview of PCDA (P).



## **DEMISE GRANT**

6. (a) Intimate to Directorate of Naval Veterans by sending mail on [desa@navy.gov.in](mailto:desa@navy.gov.in).
- (b) Kindly forward following documents to NHQ/ DNPf (for Secy INBA) or through concerned ZSB/ nearest CRSO or DNV for processing the Demise Grant (Rs. 40,000/-): -
- (i) Duly filed Demise Grant application (copy placed at **Appendix 'D'**)
  - (ii) Legible copy of Death Certificate.
  - (iii) Legible copy of PPO.
  - (iv) Legible copy of Service Book/ Discharge Book.
  - (v) Legible copy of cancelled cheque or first page photo of Bank Pass Book of the bank account of Spouse/ NoK.
  - (vi) In case, where, Spouse/ NoK not alive and Demise Grant is being claimed by ward then 'No Objection Certificate (NOC)' (copy placed at **Appendix 'E'**) from other wards is to be submitted alongwith Demise Grant application.
  - (vii) Contact details of DFPF is as follows:-  
Directorate of Non Public Fund (DNPf)  
(for Secy INBA)  
Naval Headquarters  
Ministry of Defence  
7<sup>th</sup> Floor, Chanakya Bhawan,  
Chanakya Puri,  
New Delhi 110021  
  
**Tele-** 011-24676044  
**Email-** [dnpf@navy.gov.in](mailto:dnpf@navy.gov.in)

## **ECHS SMART CARD**

7. (a) Upload the Death Certificate of the veteran on the ECHS portal ([www.echs.sourceinfosys.com](http://www.echs.sourceinfosys.com)). After intimating death of veteran on the portal, spouse will be updated as 'Primary Beneficiary' and can continue to use the 64 KB ECHS Smart Card. The flow chart of the procedure is placed at Appendix 'F'.

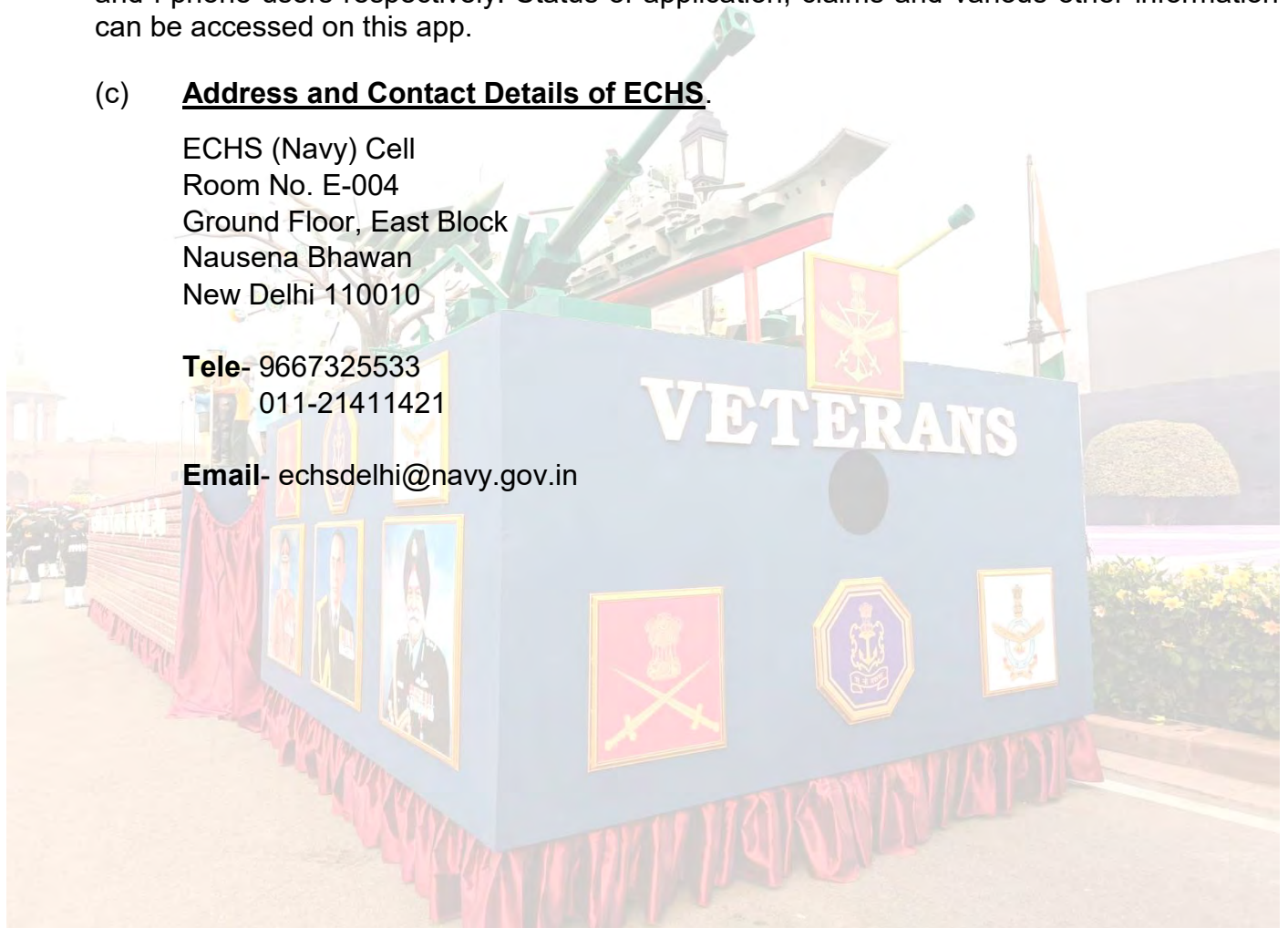
(b) **ECHS Application for Smartphones**. ECHS has launched an application for beneficiaries and is available both on the Google Play Store as well as Apple Store for android and i-phone users respectively. Status of application, claims and various other information can be accessed on this app.

(c) **Address and Contact Details of ECHS**.

ECHS (Navy) Cell  
Room No. E-004  
Ground Floor, East Block  
Nausena Bhawan  
New Delhi 110010

**Tele-** 9667325533  
011-21411421

**Email-** echsdelhi@navy.gov.in



## **POST RETIREMENT DEATH INSURANCE EXTENSION SCHEME (PRDIES)**

8. The Naval Group Insurance Scheme provides extended insurance post retirement on payment of one time premium for officers and sailors. The same is compulsory and the premium is deducted from the survival benefits of NGIS. Presently, the amount of PRDIES is Rs. 60 lakh for Officers and Rs. 30 lakh for sailors and valid upto 30 years from the date of retirement or till attaining age of 75 yrs, whichever is earlier.

9. Following documents are required to be forwarded to the Directorate of Non Public Fund (DNPF)/ for Secy INBA, through concerned ZSB or nearest CRSO: -

- (a) Duly filled application form (copy placed at **Appendix 'G'**)
- (b) Pre-receipt (copy placed at **Appendix 'H'**) duly filled and attested by concerned ZSB/ CRSO/ 1<sup>st</sup> Class Gazetted Officer.
- (c) **Original PRDIES Insurance Certificate**. If not available, an **Indemnity Bond** duly attested by a first class Magistrate/ Notary Public (copy placed at **Appendix 'J'**) with a copy of FIR for loss of original PRDIES Certificate.
- (d) An **Affidavit** on non-judicial stamp paper duly attested by a first class Magistrate/ Notary Public (copy placed at **Appendix 'K'**).
- (e) Copy of Death Certificate {duly attested by ZSB/ First Class Gazetted Officer (Name with Stamp) and issued by Registrar Birth and Death with Bar Code}.
- (f) Cancelled cheque/ Photo copy of Passbook of NoK.
- (g) Self-attested copy of ID proof.

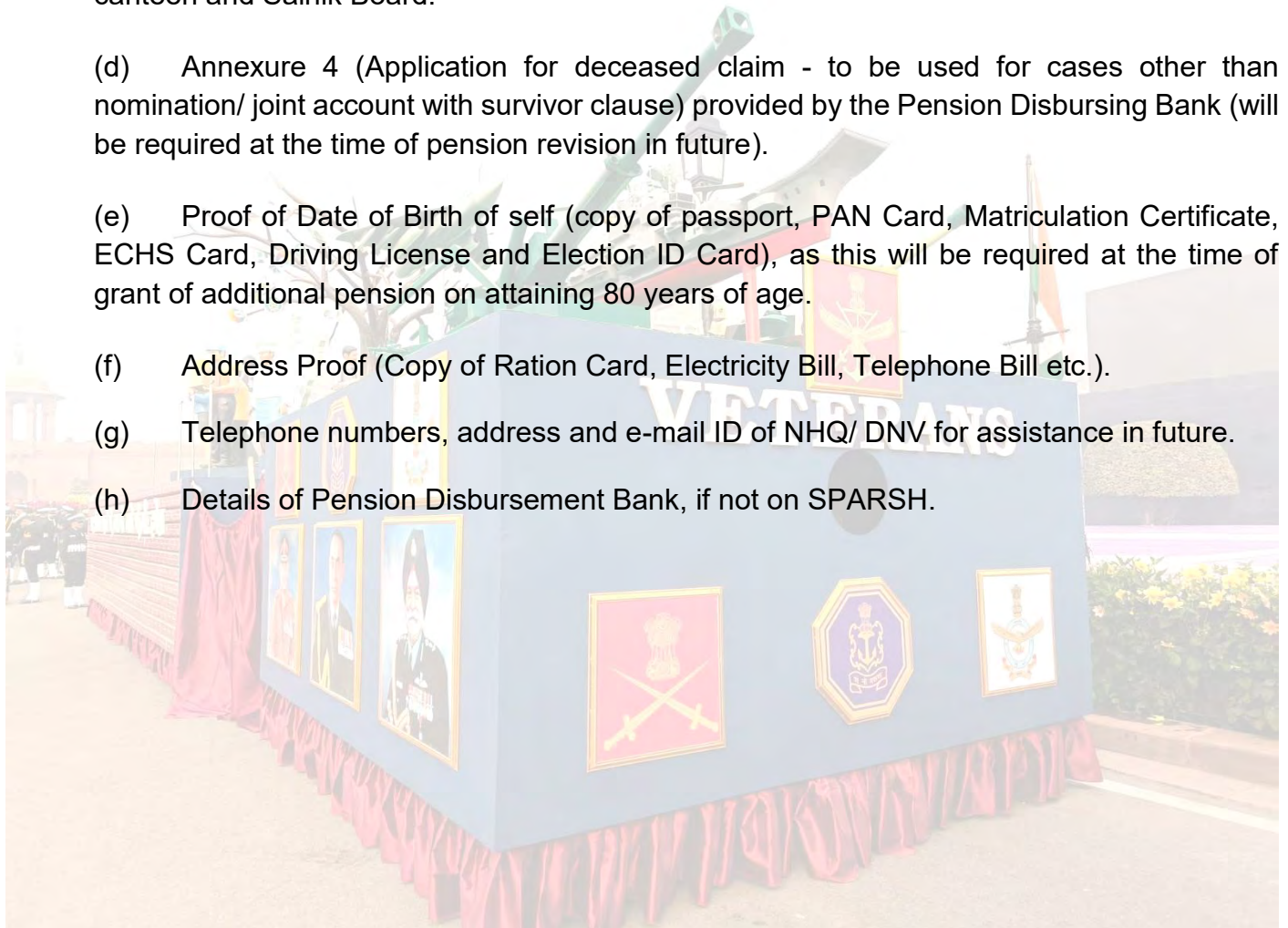
## **MISCELLANEOUS ASPECTS**

10. **Canteen Card.** Please inform the nearest Canteen Office regarding death of veteran and apply for new canteen smart card. Surrender the old canteen card whilst receiving the new card from canteen. The life of smart card is **TEN YEARS** only. Please renew in time to continue availing canteen facilities.
11. **ESM I-Card.** Please surrender the Ex-Servicemen I-Card at concerned ZSB for cancellation.
12. **Widows I-Card.** Approach concerned ZSB with following: -
- Deceased Veteran's ZSB I - Card.
  - Copy of Death Certificate
  - Copy of PPO.
  - Address Proof.
  - Three stamp size photos.
13. **Retired Officers I-Card.** Please surrender the Retired Officers I-Card at nearest naval unit for cancellation.
14. **Dependents I-Card.** Renew the dependents I-Card from nearest naval unit.

## **IMPORTANT DOCUMENTS TO BE KEPT SAFE**

15. **Documentation**. Maintain a personal file with following documents: -

- (a) Original PPO/ ePPO of the veteran.
- (b) Corrigendum PPOs reflecting pension and family pension revision.
- (c) Copy of intimation given to NHQ, Pension Disbursing Bank, ECHS Polyclinic, CSD canteen and Sainik Board.
- (d) Annexure 4 (Application for deceased claim - to be used for cases other than nomination/ joint account with survivor clause) provided by the Pension Disbursing Bank (will be required at the time of pension revision in future).
- (e) Proof of Date of Birth of self (copy of passport, PAN Card, Matriculation Certificate, ECHS Card, Driving License and Election ID Card), as this will be required at the time of grant of additional pension on attaining 80 years of age.
- (f) Address Proof (Copy of Ration Card, Electricity Bill, Telephone Bill etc.).
- (g) Telephone numbers, address and e-mail ID of NHQ/ DNV for assistance in future.
- (h) Details of Pension Disbursement Bank, if not on SPARSH.



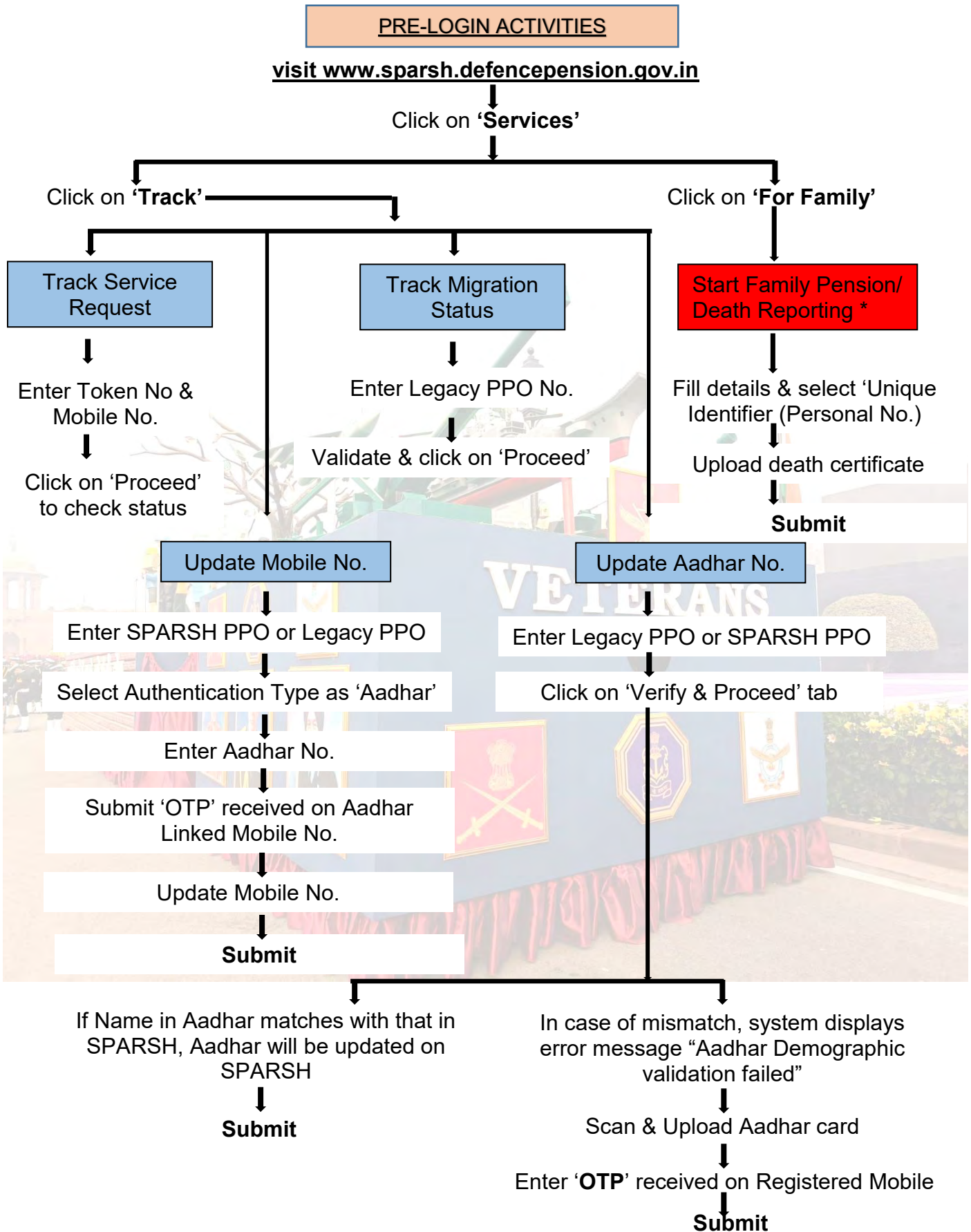
## IMPORTANT ADDRESS AND CONTACT DETAILS

<b>Ser</b>	<b>Office</b>	<b>Address</b>	<b>Contact Details</b>
(a)	DNV	Directorate of Naval Veterans Naval Headquarters Ministry of Defence Room No. W015, Ground Floor, West Wing, Nausena Bhawan, Delhi Cantt, New Delhi 110010	Tele - 011-28702701 IVRS - 1800113999 Email - <a href="mailto:desa@navy.gov.in">desa@navy.gov.in</a> WhatsApp - 7428464442  <b>Web Site</b> - <a href="https://www.indiannavy.nic.in/navy/desa/">https://www.indiannavy.nic.in/navy/desa/</a>
(b)	DPA	Directorate of Pay and Allowances Naval Headquarters Ministry of Defence Room No. W104, First Floor, West Wing, Nausena Bhawan, Delhi Cantt, New Delhi 110010	Tele - 011-28702439  Email - <a href="mailto:dpa@navy.gov.in">dpa@navy.gov.in</a>
(c)	DOP	Directorate of Personnel Naval Headquarters Ministry of Defence 2 <sup>nd</sup> Floor, 'C' Wing Sena Bhawan, New Delhi 110011	Tele - 011-21412245 011-23010397 9205567342 9205567821 9205539093 Email - <a href="mailto:dop@navy.gov.in">dop@navy.gov.in</a>
(d)	DNPF	Directorate of Non Public Fund (DNPF) Naval Headquarters Ministry of Defence 7 <sup>th</sup> Floor, Chanakya Bhawan, Chanakya Puri, New Delhi 110021	Tele – DNPF 011-24674063 INBA 011-24676044 NGIF 011-24678535 DNPF (Admin) 24678404 Email - <a href="mailto:dnpf@navy.gov.in">dnpf@navy.gov.in</a>
(e)	ECHS	ECHS (Navy) Cell Room No. - E-004 Ground Floor, East Block Nau Sena Bhawan New Delhi 110010	Tele – 9667325533 011-21411421  Email - <a href="mailto:echsdelhi@navy.gov.in">echsdelhi@navy.gov.in</a>
(f)	NAVPEN	The Logistics Officer-in-Charge Naval Pension Office c/o INS Tanaji Sion Trombey Road Mankhurd, Mumbai 400088	Tele - 022-25075608 (Officer) 022-25075455 (Sailor)  Email - <a href="mailto:navpen-navy@nic.in">navpen-navy@nic.in</a>

## ADDRESS AND CONTACT DETAILS OF CRSOs

<u>Ser</u>	<u>Geographical Area</u>	<u>Address</u>	<u>Contact Details</u>
(a)	Delhi, NCR, Haryana, Himachal Pradesh, Punjab and J&K	The Commanding Officer {for CRSO(North)} INS India, 'C' Block, Defence Offices Complex, Africa Venue, New Delhi - 110023	011-26135268/ 69 011-24121430 (Fax) <a href="mailto:crsonorth.navy@gmail.com">crsonorth.navy@gmail.com</a>
(b)	Madhya Pradesh, Rajasthan, Uttar Pradesh & Utrakhand	The Commanding Officer {for CRSO(Central)} INS India, 'C' Block, Defence Offices Complex, Africa Venue, New Delhi - 110023	011-26135268/ 69 011-24121430 (Fax) <a href="mailto:crsonorth.navy@gmail.com">crsonorth.navy@gmail.com</a>
(c)	Andhra Pradesh, Chhattisgarh, Orissa, Tamil Nadu & Pondicherry	The Flag Officer Commanding-in-Chief {for CRSO (East)} Headquarters Eastern Naval Command Visakhapatnam 530 014	0891-2813067 0891-2752771 0891-2813257 0891-2510275 (Fax) <a href="mailto:crsoeast.navy@gmail.com">crsoeast.navy@gmail.com</a>
(d)	Bihar, Jharkhand, West Bengal & NE States	The Naval Officer-in-Charge {for CRSO (NE)} C/o Navy Office 20, Napier Road, Hastings, Kolkata 700022	033-22314965 (Direct Telefax) 033-22221436/59 033-22221465 <a href="mailto:crsonortheast.navy@gmail.com">crsonortheast.navy@gmail.com</a>
(e)	Dadar & Nagar Haveli, Daman & Diu, Goa, Gujrat, Karnataka, & Maharashtra	The Flag Officer Commanding-in-Chief {for CRSO (West)} Headquarters Western Naval Command Mumbai 400 023	022-22751869 02222698393 (Fax) <a href="mailto:crsowest.navy@gmail.com">crsowest.navy@gmail.com</a>
(f)	Kerala & Lakshadweep	The Flag Officer Commanding-in-Chief {for CRSO (South)} Headquarter Southern Naval Command Kochi 682 004	0484-2873333 0484-2873334 0484-2667398 (Fax) <a href="mailto:snccrso@navy.gov.in">snccrso@navy.gov.in</a>
(g)	Andaman & Nicobar Island and Kardip	Commander-in-Chief {for CRSO (A&N)} Headquarters Andaman & Nicobar Command Port Blair 782 014	03192-248294 03192-232829 (Fax) <a href="mailto:crso.an@gmail.com">crso.an@gmail.com</a> <a href="mailto:navccpb-navy@nic.in">navccpb-navy@nic.in</a>



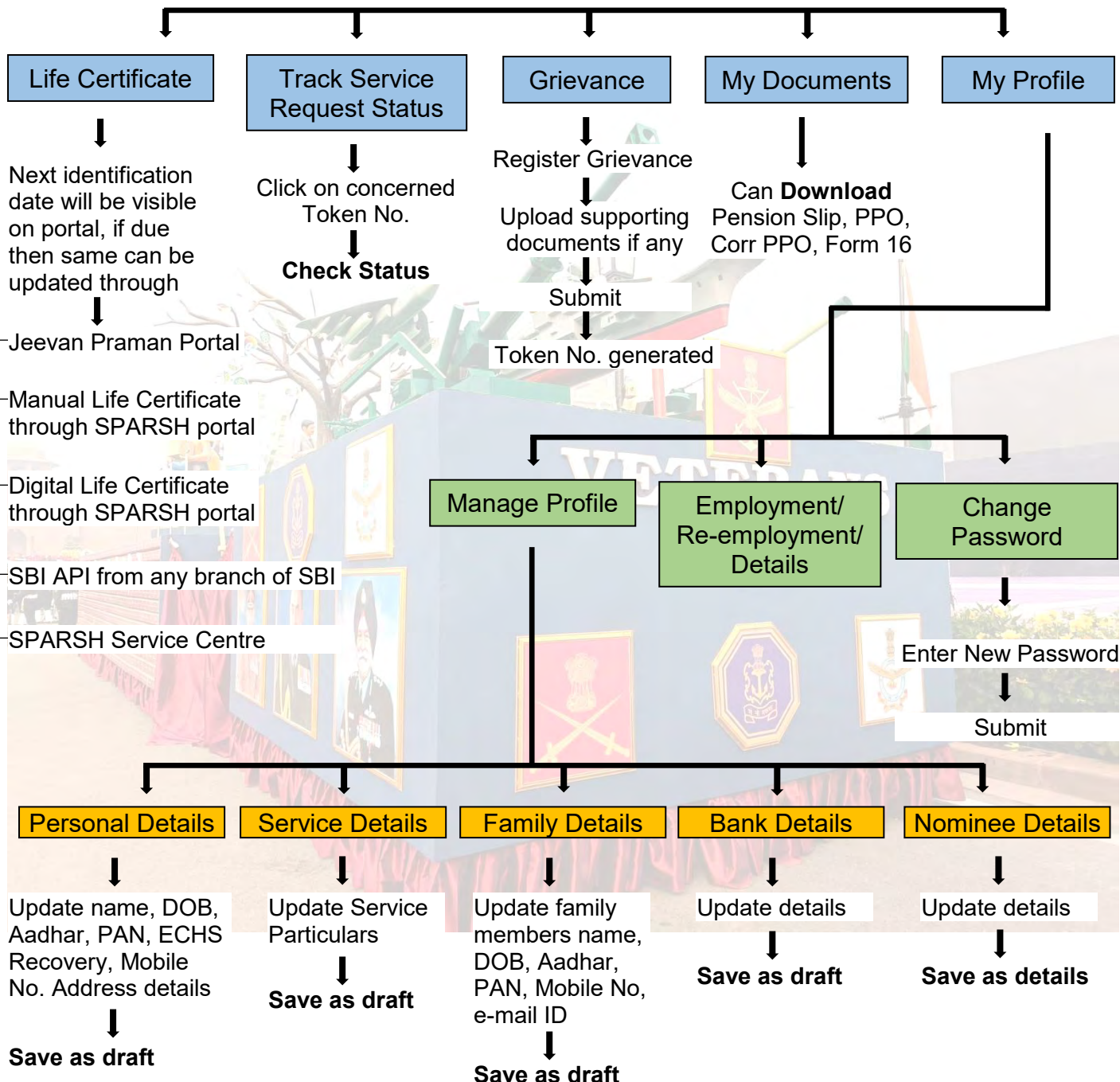


\* Aadhar & PAN Card details of Spouse need to be updated prior initiation of Family pension claim.

**POST-LOGIN ACTIVITIES**

visit [www.spارش.defencepension.gov.in](http://www.spارش.defencepension.gov.in)

Enter Login Credentials



**IMPORTANT CONTACT DETAILS FOR PENSION RELATED QUERIES**

<b>Ser</b>	<b>Organisation</b>	<b>Contact No.</b>	<b>Email ID</b>
1	NHQ/ DPA	011-21410540	dpa@navy.gov.in
2	<u>RECORD OFFICE FOR OFFICERS – DOP</u>  SMART CELL AT DOP  TIMING: 0900-1730 HRS (MON TO FRI)	011-21412245	dop@navy.gov.in
		011-23010397	
		9205567342	
		9205567821	
		9205539093	
3	NAVPEN/ OFFICERS SECTION	022-25075608	navpen-officers@navy.gov.in
4	<u>RECORD OFFICE FOR SAILORS – NAVPEN</u>  SMART CELL AT NAVPEN  TIMING: 0800-2000 HRS (MON TO SAT)	022-25075455	sparshmig-navpen@navy.gov.in
		022-25075622	
		022-20850328	
	NAVPEN/ SAILORS SECTION	1800220559	
	1800220560		
	022-25075600		
	022-25529401		
	1800220560		
	022-25075600		
	022-25529401		
5	PCDA (Pension) Prayagraj	18001805325	sparshnavy.dad@gov.in
		0532-2421877	
		0532-2421879	

**APPLICATION FOR DEMISE GRANT**

1. Name of the Deceased : \_\_\_\_\_
2. Rank : \_\_\_\_\_
3. Personal Number : \_\_\_\_\_
4. Date of Birth : \_\_\_\_\_
5. Date of Commission : \_\_\_\_\_
6. Date of Retirement/ Discharge : \_\_\_\_\_
7. Date of Death : \_\_\_\_\_ (Attach a death certificate)
8. Address for Correspondence : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
9. Contact Details Tel No. \_\_\_\_\_ (M) \_\_\_\_\_  
 Email-id \_\_\_\_\_
10. Name of NOK \_\_\_\_\_
11. Pension Payment Order (PPO) Number \_\_\_\_\_ (Attach a copy of PPO)
12. Particulars of Family Members: -

<u>Ser</u>	<u>Name</u>	<u>Age</u>	<u>Relationship</u>	<u>Occupation</u>	<u>Marital Status</u>	<u>Monthly Income</u>

13. Furnish particulars of Bank Account of NoK: - Attach a copy of cancelled cheque.

Signature of NoK \_\_\_\_\_

Name \_\_\_\_\_

Relation \_\_\_\_\_

Date: - \_\_\_\_\_

**SAMPLE – NO OBJECTION CERTIFICATE (NOC)**

To,

Directorate of Non Public Fund (DNPf)  
(for Secy INBA)  
Naval Headquarters  
Ministry of Defence  
7<sup>th</sup> Floor, Chanakya Bhawan,  
Chanakya Puri,  
New Delhi 110021

**NO OBJECTION CERTIFICATE**

Sir,

1. I have No Objection in claiming the Demise Grant irro  
late ..... by .....

2. Kindly, process the case for Demise Grant and crediting the funds to his/ her bank account  
provided by him/ her.

Your faithfully,

Signature.....

Name: .....

Contact No. ....

Date: .....

## ECHS SAMRT CARD

### **FOR REGISTRATION ON ECHS PORTAL**



visit [www.echs.sourceinfosys.com](http://www.echs.sourceinfosys.com)



Select Category as  
'Ex-Servicemen (Pensioner)'



Fill name of Ex-Servicemen



Select service category as 'Navy'



Fill Service No. of ESM



Fill Mobile no. (in service)



Create password and confirm the same



Answer the both security questions correctly



Enter Captcha



**Register**

**POST REGISTRATION**

visit [www.echs.sourceinfosys.com](http://www.echs.sourceinfosys.com)

Login using registered mobile no.,  
password, OTP

Click on 'More options'

Click 'Block Cards'

Click on check box in front of primary  
beneficiary

Select reason as 'Due to Death of Member'

Fill Date of Death

Upload Death Certificate

**Submit**

**Note:** - After intimating death of Veteran on the portal, spouse will be updated as 'Primary Beneficiary' and can continue to use the 64 KB ECHS Smart Card.

To

The Secretary, NGIF  
Directorate of Non Public Funds  
Talkatora Indoor Stadium  
New Delhi 110001

Sir,

I regret to inform that my ..... (relation with demised veteran) No.....  
Rank.....Name.....  
expired on ..... due to .....  
at.....(Place of death).

2. I enclose the following documents: -

- (a) Post Retirement Death Insurance Extension Scheme Certificate.
- (b) Death Certificate.
- (c) Affidavit on non judicial stamp paper of appropriate value, duly attested by a 1<sup>st</sup> class Magistrate/ Notary Public.
- (d) Pre-receipt.
- (e) Cancelled cheque, self-attested copy of PPO and ID proof.
- (f) Copy of FIR for loss of PRDIES Certificate.

3. It is requested that insurance amount due to me may please be remitted to my bankers (Name and full address of bank) .....

.....  
.....  
.....

Account No.....

IFS Code (11 Digits) .....

Yours faithfully,

Signature of Nominee.....

Name (in block letters) .....

Address.....

.....

..... PIN.....

Contact No. ....

Date: .....



**PRE-RECEIPT**

1. Received from Secretary, Naval Group Insurance Fund, New Delhi a sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) being the death benefits admissible to me under Post Retirement Death Insurance Extension Scheme-82 consequent upon death of my \_\_\_\_\_ (relation with demised veteran) \_\_\_\_\_ as per the details given below.

2. I hereby certify that I have not received any payment earlier.

3. It is requested that the said amount be sent to my bankers: -

Bank Name and Address \_\_\_\_\_

\_\_\_\_\_

Account No \_\_\_\_\_

IFS Code of the bank \_\_\_\_\_  
(Cancelled Cheque enclosed)

Signature of Beneficiary \_\_\_\_\_  
(To be signed over one rupee revenue stamp)

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

Name: \_\_\_\_\_

Tele No. \_\_\_\_\_

/O Late \_\_\_\_\_

E-Mail ID (If any) \_\_\_\_\_

P. No. \_\_\_\_\_

Date: \_\_\_\_\_

Address \_\_\_\_\_

||

Signature and name with stamp attested by  
**Zila Sainik Board/ Gazetted Officer**

**Note:** Please enclose a cancelled cheque leaf of your above account **or** a copy of Bank Passbook duly attested by Bank Manager.

**TO BE SUBMITTED ON NO-JUDICIAL PAPER OF  
APPROPRIATE VALUE DULY EXECUTED IN  
PRESENTCE OF 1<sup>ST</sup> CLASS MAGISTRATE/  
NOTARY PUBLIC**

**INDEMNITY BOND**

This BOND is made on \_\_\_\_\_ between \_\_\_\_\_ resident \_\_\_\_\_ of \_\_\_\_\_ (hereinafter called Principal Party) and the Secretary, Naval Group Insurance Fund, Naval Headquarters, New Delhi (hereinafter called Second Party).

2. Whereas \_\_\_\_\_ has lost his Original Insurance Certificate No. \_\_\_\_\_ issued to him by the Secretary, Naval Group Insurance Fund, Naval Headquarters, New Delhi/ Officer-in-Charge, Release Centre, Mumbai on behalf of Naval Group Insurance Fund, New Delhi. On reporting the loss, the Secretary, Naval Group Insurance Fund, Naval Headquarters, New Delhi vide their letter No. \_\_\_\_\_ dated \_\_\_\_\_ has agreed to issue a duplicate Insurance Certificate to the first party subject to furnishing an Indemnity Bond.

3. Now, this Bond witnesseth that in consideration of the issue duplicate Insurance Certificate by second party, the said first party bind himself to pay the damages etc in case a claim is made on the basis of original Insurance Certificate by anybody else. Further, in consideration of the premises, the said first party undertake for himself, his heirs, executors and administrators to hold the Second Party, its agents, servants etc harmless and indemnity in respect of all claims to the aforesaid claim/ certificate.

4. In witnesseth whereof the First Party hereto has signed this bond.

Signature \_\_\_\_\_  
(Principal Party)

**Witness with Address: -**

- 1.
- 2.

**ATTESTED**

**1<sup>st</sup> CLASS MAGISTRATE/ NOTARY PUBLIC**

**INDIAN NAVY – COMBAT READY, CREDIBLE, COHESIVE AND FUTURE PROOF**

**AFFIDAVIT**

I \_\_\_\_\_, \_\_\_\_\_ (relation with demised veteran) of late \_\_\_\_\_ do hereby take oath and state as under:

1 That \_\_\_\_\_ who  
(Name of the late officer/ sailor)  
was a member of Naval Post Retirement Death Insurance Extension Scheme 1982 expired on \_\_\_\_\_ due to \_\_\_\_\_  
(show cause)

2 That late officer/ sailor was my \_\_\_\_\_  
(Relationship)  
and had nominate me as a nominee to receive the insurance benefits if and when the claim arose.

3 That I am the same person as nominated by the late officer/ sailor and indicated in the insurance certificate.

**VERIFICATION**

I, the above-named deponent do hereby verify that the contents of the above affidavit are true to my knowledge.

Verified at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_

DEPONENT

DEPONENT



## **CONTACT US**

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**INDIAN NAVY – COMBAT READY, CREDIBLE, COHESIVE AND FUTURE PROOF**