



## **FOREWORD**

1. The Ex-Servicemen Contributory Health Scheme (ECHS) has grown both in size and stature over the last decade, since its inception in Apr 2003. All the 28 Regional Centres and 386 of the 426 Polyclinics sanctioned by the Govt are operational and its beneficiary base has crossed the 44.5 lakh mark.

2. The scheme is dependent on a large number of agencies for its day-to-day functioning, which includes the command structure of the three Services, facilities of the Armed Forces Medical Services, ECHS Polyclinics, Regional Centres and Central Organisation ECHS, apart from the PsCDA, DG Defence Estates and Empanelled Medical facilities. It is therefore, imperative that all the functionaries concerned are kept updated at all times of the policies that regulate the functioning of ECHS.

3. It is with the above aim in mind that the revised and updated edition of 'Compendium of Govt Letters on ECHS' is being issued. I am sanguine that this will facilitate functionaries at all levels to understand the nuances of ECHS in a more lucid yet comprehensive manner. Endeavours have been made to include all the policy guidelines issued by the Govt with regard to ECHS ever since its inception, as also incorporate various amendments issued to the same from time to time.

Station : New Delhi

Date : 06 Apr 2014

(J George)  
Maj Gen  
MD ECHS

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# PART -I GENESIS & GROWTH OF THE SCHEME

## **BRIEF : EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME**

### **General**

1. **Historical Background.** Ex-servicemen Contributory Health Scheme (ECHS) was launched on 01 April 2003. The Scheme aims to provide quality healthcare to Ex-servicemen pensioners and their dependents through a network of ECHS Polyclinics, Service medical facilities and civil empanelled/ Govt hospitals spread across the Country. The Scheme has been structured to provide cashless treatment for its beneficiaries. Treatment provided under ECHS is as per the allopathic medical system and it is a Govt funded Scheme.
2. **Policy Guidelines.** Policy framework for the Scheme is laid down by the Govt and executive control is exercised by the Department of Ex-servicemen Welfare. The Scheme is managed through the existing infrastructure of the Armed Forces so as to minimize administrative expenditure. The existing infrastructure includes command and control structure, spare capacity of Service Medical facilities (Hospitals and Medical Inspection Rooms), procurement organization for medical and non-medical equipment, Defence land and buildings etc. Station Commanders assisted by Senior Executive Medical Officer (SEMO) exercise direct control over the ECHS Polyclinics.
3. **Central Organisation, ECHS.** Central Organisation, ECHS is located at Delhi and functions under the Chiefs of Staff Committee through the Adjutant General in the Integrated Headquarters of Ministry of Defence (Army). The Central Organisation is headed by the Managing Director, a serving Major General.
4. **Regional Centres and Polyclinics.** A total of 28 Regional Centres have been sanctioned by the Govt. Each Regional Centre on an average has 15 to 17 Polyclinics under it and the Regional Centre is responsible for overseeing the functioning of Polyclinics under its jurisdiction. All 28 Regional Centres sanctioned by the Govt are functional.
5. ECHS Polyclinics are designed to provide ‘**Out Patient Care**’ which includes consultation, essential investigation and provision of medicines. Specialized consultations, investigations and ‘**In Patient Care**’ (Hospitalization) is provided through spare capacity available in Service hospitals and through civil hospitals empanelled with ECHS.

6. Polyclinics are categorized as Type A to E based on the number of Ex-servicemen residing in the area. They are further sub categorized as Military/ Non-Military Polyclinics based on whether or not a Service Hospital is located in its close proximity. Categorisation of Polyclinics into various types is as under:-

<u>Type</u>	<u>No of Ex-servicemen</u>
(a) Type A	- Above 20,000
(b) Type B	- Above 10,000
(c) Type C	- Above 5,000
(d) Type D	- Above 1,500
(e) Type E (Mobile)	- Above 800 (for remote areas)

7. Break down of Polyclinics into Military/ Non-Military and Mobile clinics is as under:-

<u>Type</u>	<u>Initial</u> (Sanctioned In 2002)	<u>Additional</u> (Sanctioned in 2010)	<u>Total</u>
(a) Military	106	06	112
(b) Non Military	121	176	297
(c) Mobile Clinics	-	17	17
	<u>227</u>	<u>199</u>	<u>426</u>

8. **Growth of ECHS.** ECHS has made phenomenal progress over the last 10 years. The Govt had initially sanctioned Central Organisation ECHS, 13 Regional Centres and 227 Polyclinics. This was expanded in Oct 2010 with 15 more Regional Centres and 199 additional Polyclinics being added to it, thus having a total of 426 Polyclinics.

9. **Growth of ECHS Membership.** Year wise enrolment of ECHS members and the corresponding increase in beneficiary base over the years is as under:-

	<u>Date as on</u>	<u>Members</u>	<u>Dependents</u>	<u>Total</u>	<u>Increase</u>
(a)	31 Mar 05	78,999	2,84,262	3,63,261	-
(b)	31 Mar 06	2,60,876	7,21,778	9,82,654	6,19,393
(c)	31 Mar 07	4,24,823	10,82,589	15,07,412	5,24,758
(d)	31 Mar 08	6,33,596	14,69,295	21,02,891	5,95,479
(e)	31 Mar 09	9,51,763	20,70,157	30,21,920	9,19,029
(f)	31 Mar 10	10,64,225	23,03,185	33,67,410	3,45,490
(g)	31 Mar 11	11,58,559	25,00,704	36,59,263	2,91,853
(h)	31 Mar 12	12,41,700	27,31,732	39,73,432	3,14,169
(j)	31 Mar 13	13,33,984	29,69,862	43,03,846	3,30,414
(k)	31 Mar 14	13,41,300	31,35,468	44,76,768	1,72,922



### **Eligibility Criteria**

10. **Eligibility for ECHS Membership.** The Scheme caters for medical care to all ESM pensioners including those getting Disability and Family Pensions and their dependents, which includes wife/ husband, legitimate children and wholly dependent parents, brothers and sisters. To be eligible for membership of ECHS, a person must meet the following twin conditions:-

- (a) Should have ESM status.
- (b) Should be drawing normal Service /Disability/ Family Pension.

11. **ECHS Facilities to Nepal Domiciled Gorkhas (NDG).** The proposal to extend ECHS facilities to NDG Ex-servicemen was approved by the Govt in Sep 2010. Previously, NDG veterans had to visit polyclinics and empanelled medical facilities located in India to avail treatment. To make the Scheme practical for NDGs, a case was taken up with the Govt for establishment of ECHS Polyclinics in Nepal and have empanelled hospitals co-located, so that NDG veterans could avail quality healthcare without having to come to India. The Govt sanctioned three Polyclinics, one each at Kathmandu, Pokhara and Dharan, with a mobile clinic along with each of them. Govt orders for Delegation of Financial Powers to ECHS Functionaries in Nepal have also been issued. As on date the process to empanel medical facilities in Nepal is in progress and the staff required in Polyclinics is being hired. With this, ECHS facilities will be available to NDG veterans in Nepal in due course of time.

12. **Membership to Special Frontier Force (SFF), Coast Guard & TA.** SFF, Coast Guard & TA pensioners and their dependents are eligible for ECHS membership.

13. **Membership to DSC Personnel.** The Scheme is compulsory for all retired personnel of Defence Security Corps who have been transferred to pension establishment on or after 22 Jan 2008. Those persons who retired prior to 22 Jan 2008 may join ECHS as per their discretion.

### **Scales of Contribution and Staff**

14. **Contribution for ECHS Membership.** All ESM pensioners are required to make a one time contribution based on their Grade Pay, at the time of retirement :-

	<b><u>Grade Pay</u></b>	<b><u>Contribution</u></b>
(a)	Upto Rs 2800/-	Rs 15000/-
(b)	Upto Rs 4200/-	Rs 27000/-
(c)	Upto Rs 6600/-	Rs 39000/-
(d)	Above Rs 6600/-	Rs 60000/-

15. **Staff Authorised to Polyclinics.** Contractual staff authorized to various types of ECHS Polyclinics is as under:-

	Contractual Posts	Type of Polyclinic					Total
		A(19)	B(42)	C(78)	D(270)	E(17)	
(a)	Medical Officer	6	3	2	2	1	953
(b)	Medical Specialist	2	2	1	-	-	200
(c)	Dental Officer	2	2	1	1	-	470
(d)	Gyneacologist	1	1	-	-	-	61
(e)	Radiologist	1	1	-	-	-	61
(f)	Officer-in-Charge	1	1	1	1	-	409
(g)	Radiographer	1	1	-	-	-	61
(h)	Lab Technician	1	1	1	1	-	409
(j)	Lab Assistant	1	1	1	1	-	409
(k)	Physiotherapist	1	1	1	-	-	139
(l)	Pharmacist	1	1	1	1	-	409
(m)	Nursing Asst	3	3	2	1	1	626
(n)	Dental Asst/ Tech/ Hygienist	2	2	1	1	-	470
(o)	Driver	2	2	1	1	1	487
(p)	Chowkidar	1	1	1	1	-	409
(q)	Female Attendant	1	1	1	1	-	409
(r)	Peon	1	1	1	1	-	409
(s)	Safaiwala	1	1	1	1	-	409
	<b>Total</b>	<b>29</b>	<b>26</b>	<b>17</b>	<b>14</b>	<b>3</b>	<b>6800</b>

16. **Details of ECHS Polyclinics.**

Ser No	Polyclinics	Type	Mil/ Non Mil	Stn HQ	State	Remarks
<b><u>Regional Centre Ahmedabad (16)</u></b>						
(a)	Ajmer	D	Mil	Ajmer	Rajasthan	Functional
(b)	Barmer (Jalipa)	D	Mil	Jalipa	Rajasthan	-do-
(c)	Jodhpur	B	Mil	Jodhpur	Rajasthan	-do-
(d)	Udaipur	D	Mil	Udaipur	Rajasthan	-do-
(e)	Ahmedabad	C	Mil	Ahmedabad	Gujarat	-do-
(f)	Jamnagar	D	Mil	Jamnagar	Gujarat	-do-
(g)	Vadodra	D	Mil	Vadodara	Gujarat	-do-
(h)	Jaisalmer	D	Mil	AF Stn Jaisalmer	Rajasthan	-do-
(j)	Shergarh	D	Non Mil	Jodhpur	Rajasthan	-do-

Ser No	Polyclinics	Type	Mil/ Non Mil	Stn HQ	State	Remarks
(k)	Rajsamand	D	Non Mil	Udaipur	Rajasthan	Functional
(l)	Rajkot	D	Non Mil	Jamnagar	Gujarat	-do-
(m)	Pali	D	Non Mil	Jodhpur	Rajasthan	-do-
(n)	Dungarpur	D	Non Mil	Udaipur	Rajasthan	-do-
(o)	Bhuj	D	Non Mil	Bhuj	Gujarat	-do-
(p)	Bhilwara	D	Non Mil	Ajmer	Rajasthan	-do-
(q)	Surat	D	Non Mil	Vadodara	Gujarat	Not Functional
<b><u>Regional Centre Allahabad (16)</u></b>						
(a)	Gorakhpur	D	Mil	AF Stn Gorakhpur	UP	Functional
(b)	Allahabad	D	Mil	Allahabad	UP	-do-
(c)	Faizabad	D	Mil	Faizabad	UP	-do-
(d)	Varanasi	D	Mil	Varanasi	UP	-do-
(e)	Sultanpur	C	Non Mil	Faizabad	UP	-do-
(f)	Pratapgarh	D	Non Mil	Allahabad	UP	-do-
(g)	Mirzapur	D	Non Mil	Varanasi	UP	-do-
(h)	Gonda	D	Non Mil	Faizabad	UP	-do-
(j)	Ghazipur	B	Non Mil	Varanasi	UP	-do-
(k)	Fatehpur	D	Non Mil	Allahabad	UP	-do-
(l)	Deoria	C	Non Mil	Kunraghat	UP	-do-
(m)	Basti	D	Non Mil	Kunraghat	UP	-do-
(n)	Banda	D	Non Mil	Allahabad	UP	-do-
(o)	Ballia	C	Non Mil	Varanasi	UP	-do-
(p)	Azamgarh	D	Non Mil	Faizabad	UP	-do-

Ser No	Polyclinics	Type	Mil/ Non Mil	Stn HQ	State	Remarks
(q)	Jaunpur	D	Non Mil	Varanasi	UP	Not Functional
<b><u>Regional Centre Ambala (11)</u></b>						
(a)	Ambala	C	Mil	Ambala	Haryana	Functional
(b)	Nahan	D	Mil	Nahan	HP	-do-
(c)	Karnal	C	Non Mil	Ambala	Haryana	-do-
(d)	Yamunanagar	C	Non Mil	Ambala	Haryana	-do-
(e)	Kaithal	D	Non Mil	Ambala	Haryana	-do-
(f)	Kurukshetra	D	Non Mil	Ambala	Haryana	-do-
(g)	Sonepat	B	Non Mil	Ambala	Haryana	-do-
(h)	Panipat	C	Non Mil	Ambala	Haryana	-do-
(j)	Naraingarh	D	Non Mil	Ambala	Haryana	-do-
(k)	Kharkhoda	D	Non Mil	Ambala	Haryana	-do-
(l)	Gohana	D	Non Mil	Ambala	Haryana	-do-
<b><u>Regional Centre Bangalore (16)</u></b>						
(a)	Bangalore (Urban)	A	Mil	CHAF Bangalore	Karnataka	Functional
(b)	Yelahanka (Bangalore)	D	Mil	AF Stn Yelahanka (Bangalore)	Karnataka	-do-
(c)	Bidar	E	Mil	406 AF Stn Bidar	Karnataka	-do-
(d)	Belgaum	B	Mil	Belgaum	Karnataka	-do-
(e)	Virarajendrapet	D	Non Mil	Stn HQ ECHS K & K Sub Area	Karnataka	-do-
(f)	Tumkur	D	Non Mil	AF Stn, Jalahali	Karnataka	-do-
(g)	Shimoga	D	Non Mil	Bangalore	Karnataka	-do-
(h)	Mangalore	D	Non Mil	Stn HQ ECHS K & K Sub Area	Karnataka	-do-
(j)	Mysore	D	Non Mil	2 AFSB Mysore	Karnataka	-do-

Ser No	Polyclinics	Type	Mil/Non Mil	Stn HQ	State	Remarks
(k)	Madikeri	C	Non Mil	Stn HQ ECHS K & K Sub Area	Karnataka	Functional
(l)	MEG Centre Bangalore	D	Non Mil	Stn HQ ECHS K & K Sub Area	Karnataka	-do-
(m)	Kolar	D	Non Mil	AF Stn Yelahanka (Bangalore)	Karnataka	-do-
(n)	Hassan	D	Non Mil	CHAF Bangalore	Karnataka	-do-
(o)	Gulbarga	D	Non Mil	Belgaum	Karnataka	-do-
(p)	Dharwad	D	Non Mil	Belgaum	Karnataka	-do-
(q)	Bijapur	D	Non Mil	Belgaum	Karnataka	-do-
<b><u>Regional Centre Bareilly (18)</u></b>						
(a)	Agra	C	Mil	Agra	UP	Functional
(b)	Bareilly	C	Mil	Bareilly	UP	-do-
(c)	Meerut	B	Mil	Meerut	UP	-do-
(d)	Shahjahanpur	D	Mil	Shahjahanpur	UP	-do-
(e)	Mathura	D	Mil	Mathura	UP	-do-
(f)	Mainpuri	C	Non Mil	Agra	UP	-do-
(g)	Etah	D	Non Mil	Agra	UP	-do-
(h)	Saharanpur (Sarsawa)	D	Mil	AF Stn Sarsawa	UP	-do-
(j)	Aligarh	D	Non Mil	Mathura	UP	-do-
(k)	Rampur	D	Non Mil	Bareilly	UP	-do-
(l)	Muzaffarnagar	D	Non Mil	Meerut	UP	-do-
(m)	Moradabad	D	Non Mil	Bareilly	UP	-do-
(n)	Hathras	D	Non Mil	Mathura	UP	-do-
(o)	Firozabad	D	Non Mil	Agra	UP	-do-
(p)	Bulandshahar	B	Non Mil	Adhoc Stn HQ Babugarh	UP	-do-
(q)	Bijnore	D	Non Mil	Meerut	UP	-do-

Ser No	Polyclinics	Type	Mil/ Non Mil	Stn HQ	State	Remarks
(r)	Baghpat	D	Non Mil	Meerut	UP	Functional
(s)	Badaun	D	Non Mil	Bareilly	UP	-do-
<b><u>Regional Centre Chandimandir (18)</u></b>						
(a)	Chandimandir	C	Mil	Chandimandir	Haryana	Functional
(b)	Solan	D	Mil	Kasauli	HP	-do-
(c)	Shimla	C	Mil	Shimla	HP	-do-
(d)	Sangrur	B	Mil	Patiala	Punjab	-do-
(e)	Patiala	B	Mil	Patiala	Punjab	-do-
(f)	Chandigarh	B	Non Mil	Chandimandir	Chandigarh	-do-
(g)	Ropar	B	Non Mil	Chandimandir	Punjab	-do-
(h)	Ludhiana	A	Non Mil	Ludhiana	Punjab	-do-
(j)	Fatehgarh Sahib	C	Non Mil	Patiala	Punjab	-do-
(k)	Sarakaghat	D	Non Mil	Chandimandir	HP	-do-
(l)	Samana	D	Non Mil	Patiala	Punjab	-do-
(m)	Nabha	D	Mil	Patiala	Punjab	-do-
(n)	Mohali	C	Non Mil	Chandimandir	Punjab	-do-
(o)	Doraha	D	Non Mil	Ludhiana	Punjab	-do-
(p)	Barnala	D	Non Mil	501 SU, AF	Punjab	-do-
(q)	Rampur	E	Mil	Averi Patti	HP	Not Functional
(r)	Samarala	D	Non Mil	Ludhiana	Punjab	-do-
(s)	Jagraon	D	Non Mil	Ludhiana	Punjab	-do-
<b><u>Regional Centre Chennai (15)</u></b>						
(a)	Chennai	B	Mil	Chennai	Tamilnadu	Functional
(b)	Avadi	C	Mil	Chennai	Tamilnadu	-do-
(c)	Port Blair	D	Mil	INS Jarawa	Andaman & Nikobar	-do-
(d)	Villupuram	D	Non Mil	Chennai	Tamilnadu	-do-
(e)	Vellore	A	Non Mil	Chennai	Tamilnadu	-do-

Ser No	Polyclinics	Type	Mil/Non Mil	Stn HQ	State	Remarks
(f)	Thiruvannamalai	C	Non Mil	Chennai	Tamilnadu	Functional
(g)	Tambram	D	Non Mil	413 AF Stn Tambram	Tamilnadu	-do-
(h)	Krishnagiri	C	Non Mil	Coimbatore	Tamilnadu	-do-
(j)	Thanjavur	D	Non Mil	Tiruchirapalli	Tamilnadu	-do-
(k)	Nagapattinam	D	Non Mil	Tiruchirapalli	Tamilnadu	-do-
(l)	Puducherry	D	Non Mil	Chennai	Puducherry	-do-
(m)	Kumbakonum	D	Non Mil	Tiruchirapalli	Tamilnadu	-do-
(n)	Kanchipuram	C	Non Mil	Chennai	Tamilnadu	-do-
(o)	Cuddalore	D	Non Mil	Chennai	Tamilnadu	-do-
(p)	Chennai (Island Ground)	D	Non Mil	Chennai	Tamilnadu	-do-
<b><u>Regional Centre Coimbatore (10)</u></b>						
(a)	Wellington	D	Mil	Wellington	Tamilnadu	Functional
(b)	Coimbatore	C	Mil	AF Stn Coimbatore	Tamilnadu	-do-
(c)	Sivagangai	D	Non Mil	AF Stn, Thanjavur	Tamilnadu	-do-
(d)	Srivilliputtur	C	Non Mil	Tiruchirapalli	Tamilnadu	-do-
(e)	Tiruchirapalli	C	Non Mil	Tiruchirapalli	Tamilnadu	-do-
(f)	Theni	D	Non Mil	Tiruchirapalli	Tamilnadu	-do-
(g)	Salem	C	Non Mil	Coimbatore	Tamilnadu	-do-
(h)	Madurai	C	Non Mil	Tiruchirapalli	Tamilnadu	-do-
(j)	Dindigul	D	Non Mil	Tiruchirapalli	Tamilnadu	-do-
(k)	Erode	D	Non Mil	AF Stn, Sullur	Tamilnadu	Not Functional

<b><u>Regional Centre Dehradun (21)</u></b>						
<b>Ser No</b>	<b>Polyclinics</b>	<b>Type</b>	<b>Mil/ Non Mil</b>	<b>Stn HQ</b>	<b>State</b>	<b>Remarks</b>
(a)	Dehradun	A	Mil	Dehradun	UK	Functional
(b)	Kotdwara	B	Mil	Landsdowne	UK	-do-
(c)	Haldwani	B	Mil	Haldwani	UK	-do-
(d)	Pithoragarh	A	Mil	Pithoragarh	UK	-do-
(e)	Roorkee	D	Mil	Roorkee	UK	-do-
(f)	Joshimath	E	Mil	Joshimath	UK	-do-
(g)	Dharchula	E	Mil	Dharchula	UK	-do-
(h)	Ranikhet	E	Mil	Ranikhet	UK	-do-
(j)	Landsdowne	E	Mil	Landsdowne	UK	-do-
(k)	Vikasnagar	D	Non Mil	Dehradun	UK	-do-
(l)	Uttarkashi	D	Non Mil	Dehradun	UK	-do-
(m)	Almora	B	Non Mil	Ranikhet	UK	-do-
(n)	Rudrapur	D	Non Mil	Haldwani	UK	-do-
(o)	Rudraprayag	D	Non Mil	Joshimath	UK	-do-
(p)	Raiwala	C	Non Mil	Raiwala	UK	-do-
(q)	Pauri Garhwal	C	Non Mil	Landsdowne	UK	-do-
(r)	Karanprayag (Gopeshwar)	B	Non Mil	Joshimath	UK	-do-
(s)	Hempur	D	Non Mil	ASHQ Hempur	UK	-do-
(t)	Banbasa	D	Non Mil	Banbasa	UK	-do-
(u)	Bageshwar	B	Non Mil	Ranikhet	UK	Not Functional
(v)	Tehri	D	Non Mil	Raiwala	UK	-do-
<b><u>Regional Centre Guwahati (23)</u></b>						
(a)	Agartala	D	Mil	Agartala	Tripura	Functional
(b)	Guwahati	D	Mil	Guwahati	Assam	-do-
(c)	Dimapur	D	Mil	Dimapur	Nagaland	-do-
(d)	Masimpur	D	Mil	Masimpur	Assam	-do-



Ser No	Polyclinics	Type	Mil/ Non Mil	Stn HQ	State	Remarks
(e)	Shillong	D	Mil	Shillong	Meghalaya	Functional
(f)	Jorhat	D	Mil	AF Stn Jorhat	Assam	-do-
(g)	Misamari	E	Mil	Misamari	Assam	-do-
(h)	Dhubri	D	Non Mil	Rangiya	Assam	-do-
(j)	Tinsukia	D	Non Mil	Dinjan	Assam	-do-
(k)	Tezpur	D	Non Mil	Tezpur	Assam	-do-
(l)	Mokokchung	D	Non Mil	Jorhat	Nagaland	-do-
(m)	Imphal (Leimakhong)	D	Non Mil	Leimakhong	Manipur	-do-
(n)	Dibrugarh	D	Non Mil	Dinjan	Assam	-do-
(o)	Churachandpur	D	Non Mil	Leimakhong	Manipur	-do-
(p)	Bongaigaon	D	Non Mil	Rangiya	Assam	-do-
(q)	Aizwal	D	Non Mil	Aizwal	Mizoram	-do-
(r)	Zakhama (Kohima)	D	Non Mil	Zakhama	Nagaland	-do-
(s)	Goalpara	D	Non Mil	Guwahati	Assam	Not Functional
(t)	Lunglei	D	Non Mil	Aizwal	Mizoram	-do-
(u)	Lanka	D	Non Mil	Misacamp ASHQ	Assam	-do-
(v)	Lakhimpur	D	Non Mil	Likabali	Assam	-do-
(w).	Tezu	E	Mil	Dinjan	Arunachal	-do-
(x)	Along	E	Mil	Along	Arunachal	-do-
<b><u>Regional Centre Hisar (24)</u></b>						
(a)	Bikaner	D	Mil	Bikaner	Rajasthan	Functional
(b)	Bathinda	C	Mil	Bathinda	Punjab	-do-
(c)	Sri Ganganagar	D	Mil	Sri Ganganagar	Rajasthan	-do-
(d)	Hissar	B	Mil	Hissar	Haryana	-do-
(e)	Sirsa	D	Mil	45 Wing AF	Haryana	-do-
(f)	Abohar	E	Mil	Abohar	Punjab	-do-

Ser No	Polyclinics	Type	Mil/ Non Mil	Stn HQ	State	Remarks
(g)	Mansa	D	Non Mil	Bathinda	Punjab	Functional
(h)	Churu	C	Non Mil	Bikaner	Rajasthan	-do-
(j)	Nagaur	C	Non Mil	Bikaner	Rajasthan	-do-
(k)	Jhajjar	B	Non Mil	Hissar	Haryana	-do-
(l)	Rohtak	B	Non Mil	Hissar	Haryana	-do-
(m)	Jind	C	Non Mil	Hissar	Haryana	-do-
(n)	Rajgarh	D	Non Mil	Bikaner	Rajasthan	-do-
(o)	Didwana	D	Non Mil	Bikaner	Rajasthan	-do-
(p)	Charki Dadri	D	Non Mil	Hissar	Haryana	-do-
(q)	Bhiwani	A	Non Mil	Hissar	Haryana	-do-
(r)	Loharu	D	Non Mil	Hissar	Haryana	-do-
(s)	Kosli	D	Non Mil	Hissar	Haryana	-do-
(t)	Fatehabad	D	Non Mil	Hissar	Haryana	-do-
(u)	Suratgarh	D	Non Mil	Suratgarh	Rajasthan	Not Functional
(v)	Sampla	D	Non Mil	Hissar	Haryana	-do-
(w).	Narwana	D	Non Mil	Hissar	Haryana	-do-
(x)	Meham	D	Non Mil	Hissar	Haryana	-do-
(y)	Bahadurgarh	D	Non Mil	Hissar	Haryana	-do-
<b><u>Regional Centre Hyderabad (15)</u></b>						
(a)	Secunderabad	B	Mil	Secunderabad	AP	Functional
(b)	Golconda	C	Mil	Secunderabad	AP	-do-
(c)	Vijayawada	D	Non Mil	Secunderabad	AP	-do-
(d)	Secunderabad (2nd)	D	Non Mil	Secunderabad	AP	-do-
(e)	Guntur	C	Non Mil	Secunderabad	AP	-do-

Ser No	Polyclinics	Type	Mil/Non Mil	Stn HQ	State	Remarks
(f)	Nellore	D	Non Mil	Secunderabad	AP	Functional
(g)	Mehbubnagar	D	Non Mil	Secunderabad	AP	-do-
(h)	Kurnool	D	Non Mil	Secunderabad	AP	-do-
(j)	Khammam	D	Non Mil	Secunderabad	AP	-do-
(k)	Karimnagar	D	Non Mil	Secunderabad	AP	-do-
(l)	Giddalur	C	Non Mil	Secunderabad	AP	-do-
(m)	Eluru	D	Non Mil	Secunderabad	AP	-do-
(n)	Cuddapah	D	Non Mil	Secunderabad	AP	-do-
(o)	Chittoor	C	Non Mil	Secunderabad	AP	-do-
(p)	Ananthapur	D	Non Mil	Secunderabad	AP	-do-
<b><u>Regional Centre Jabalpur (15)</u></b>						
(a)	Jabalpur	D	Mil	Jabalpur	MP	Functional
(b)	Mhow	D	Mil	Mhow	MP	-do-
(c)	Bhopal	D	Mil	Bhopal	MP	-do-
(d)	Gwalior	D	Mil	Gwalior	MP	-do-
(e)	Saugor	D	Mil	Saugar	MP	-do-
(f)	Pachmarhi	E	Mil	Pachmarhi ASHQ	MP	-do-
(g)	Raipur	D	Non Mil	Jabalpur	Chhatishgarh	-do-
(h)	Rewa	D	Non Mil	Jabalpur	MP	-do-
(j)	Bhind	D	Non Mil	Gwalior	MP	-do-
(k)	Satna	D	Non Mil	Jabalpur	MP	-do-
(l)	Morena	D	Non Mil	Gwalior	MP	-do-
(m)	Bilaspur	D	Non Mil	Raipur	Chhatishgarh	-do-
(n)	Ujjain	D	Non Mil	Mhow	MP	Not Functional

Ser No	Polyclinics	Type	Mil/ Non Mil	Stn HQ	State	Remarks
(o)	Raigarh	D	Non Mil	Raipur	Chhatishgarh	Not Functional
(p)	Jagdalpur	D	Non Mil	Raipur	Chhatishgarh	-do-
<b><u>Regional Centre Jaipur (17)</u></b>						
(a)	Alwar	B	Mil	Alwar	Rajasthan	Functional
(b)	Bharatpur	C	Mil	Bharatpur	Rajasthan	-do-
(c)	Jaipur	B	Mil	Jaipur	Rajasthan	-do-
(d)	Kota	D	Mil	Kota	Rajasthan	-do-
(e)	Jhunjhunu	A	Non Mil	Jaipur	Rajasthan	-do-
(f)	Sikar	B	Non Mil	Jaipur	Rajasthan	-do-
(g)	Hindaun City (Karauli)	D	Non Mil	Alwar	Rajasthan	-do-
(h)	Rewari	B	Non Mil	Alwar	Haryana	-do-
(j)	Narnaul	B	Non Mil	Alwar	Haryana	-do-
(k)	Vidhyadhar Nagar (Sanganer)	D	Non Mil	Jaipur	Rajasthan	-do-
(l)	Neem Ka Thana	D	Non Mil	Jaipur	Rajasthan	-do-
(m)	Mahendragarh	D	Non Mil	Alwar	Haryana	-do-
(n)	Dharuhera	D	Non Mil	Alwar	Haryana	-do-
(o)	Dausa	D	Non Mil	Jaipur	Rajasthan	-do-
(p)	Chirawa	D	Non Mil	Jaipur	Rajasthan	-do-
(q)	Bhuwana	D	Non Mil	Jaipur	Rajasthan	-do-
(r)	Behror	D	Non Mil	Alwar	Rajasthan	-do-
<b><u>Regional Centre Jalandhar (25)</u></b>						
(a)	Amritsar	A	Mil	Amritsar	Punjab	Functional
(b)	Faridkot	C	Mil	Faridkot	Punjab	-do-
(c)	Ferozpur	C	Mil	Ferozpur	Punjab	-do-
(d)	Moga	C	Mil	Ferozpur	Punjab	-do-

Ser No	Polyclinics	Type	Mil/Non Mil	Stn HQ	State	Remarks
(e)	Gurdaspur	A	Mil	Gurdaspur	Punjab	Functional
(f)	Jalandhar	A	Mil	Jalandhar	Punjab	-do-
(g)	Kapurthala	C	Mil	Kapurthala	Punjab	-do-
(h)	Hamirpur	B	Non Mil	Jalandhar	HP	-do-
(j)	Bilaspur	C	Non Mil	Jalandhar	HP	-do-
(k)	Una	C	Non Mil	Jalandhar	HP	-do-
(l)	Hoshiarpur	A	Non Mil	Jalandhar	Punjab	-do-
(m)	Tarantaran/Patti	D	Non Mil	Amritsar	Punjab	-do-
(n)	Suranassi	D	Non Mil	Jalandhar	Punjab	-do-
(o)	Sultanpur Lodhi	D	Non Mil	Kapurthala	Punjab	-do-
(p)	Sri Hargobindpur	D	Non Mil	Gurdaspur	Punjab	-do-
(q)	Phagwara	D	Non Mil	Jalandhar	Punjab	-do-
(r)	Nawansahar	D	Non Mil	Jalandhar	Punjab	-do-
(s)	Muktsar	C	Non Mil	Ferozpur	Punjab	-do-
(t)	Jogindernagar	D	Non Mil	Palampur	HP	-do-
(u)	Garhshankar (Mahalpur)	D	Non Mil	Jalandhar	Punjab	-do-
(v)	Beas	D	Non Mil	Beas	Punjab	-do-
(w)	Batala	D	Non Mil	Gurdaspur	Punjab	-do-
(x)	Barsar	D	Non Mil	Jalandhar	HP	-do-
(y)	Ajnala	D	Non Mil	Amritsar	Punjab	-do-
(z)	Ghumarvin	D	Non Mil	Jalandhar	HP	Not Functional
<b>Regional Centre Jammu (25)</b>						
(a)	Akhnoor	D	Mil	Akhnoor	J&K	Functional
(b)	Leh	D	Mil	Leh	J&K	-do-

Ser No	Polyclinics	Type	Mil/ Non Mil	Stn HQ	State	Remarks
(c)	Udhampur	C	Mil	Udhampur	J&K	Functional
(d)	Rajouri	D	Mil	Rajouri	J&K	-do-
(e)	Srinagar	D	Mil	Srinagar	J&K	-do-
(f)	Pathankot	D	Mil	Pathankot	Punjab	-do-
(g)	Samba	C	Mil	Samba	J&K	-do-
(h)	Bakloh	D	Mil	Dalhousie	HP	-do-
(j)	Jammu	A	Mil	Jammu	J&K	-do-
(k)	Junglot (Kathua)	C	Mil	Basoli	J&K	-do-
(l)	Yol	A	Mil	Yol	HP	-do-
(m)	Palampur	D	Mil	Palampur	HP	-do-
(n)	Khanabal	E	Mil	Khanabal	J&K	-do-
(o)	Poonch	E	Mil	Poonch	J&K	-do-
(p)	Chamba	E	Mil	Dalhousie	HP	-do-
(q)	Baramulla	D	Mil	Baramulla	J&K	-do-
(r)	Nagrota (Gujroo)	D	Non Mil	Udhampur	J&K	-do-
(s)	Doda	D	Non Mil	Doda	J&K	-do-
(t)	Kullu	D	Non Mil	Palchan	HP	-do-
(u)	Dehragopipur	D	Non Mil	Yol	HP	-do-
(v)	Baribrahmna	C	Non Mil	BD Bari (Baribrahmna)	J&K	-do-
(w)	Mandi	C	Non Mil	Palampur	HP	-do-
(x)	Uchi Bassi	C	Non Mil	Uchi Bassi	Punjab	-do-
(y)	Talwara	D	Non Mil	Uchi Bassi	Punjab	-do-
(z)	Shahpur	C	Non Mil	Dharamshala	HP	-do-
<b><u>Regional Centre Kochi (14)</u></b>						
(a)	Kochi	B	Mil	INS Vendurithy	Kerala	Functional
(b)	Kannur	B	Mil	Kannur	Kerala	-do-
(c)	Palakkad	B	Non Mil	Cannanore	Kerala	-do-

Ser No	Polyclinics	Type	Mil/ Non Mil	Stn HQ	State	Remarks
(d)	Kozhikode (Calicut)	C	Non Mil	Kannur	Kerala	Functional
(e)	Thrissur	B	Non Mil	Kochi	Kerala	-do-
(f)	Perintalman	C	Non Mil	Kannur	Kerala	-do-
(g)	Painavu (Thodupuzha)	D	Non Mil	INS Vendurithy	Kerala	-do-
(h)	Moovattupuzha	D	Non Mil	INS Vendurithy	Kerala	-do-
(j)	Kunnamkulam	D	Non Mil	Kochi	Kerala	-do-
(k)	Kottayam	C	Non Mil	Kochi	Kerala	-do-
(l)	Kanhagad	D	Non Mil	Kannur	Kerala	-do-
(m)	Kalpetta	D	Non Mil	Kannur	Kerala	-do-
(n)	Iritti	D	Non Mil	Kannur	Kerala	-do-
(o)	Alleppey (Alapuzha)	B	Non Mil	Kochi	Kerala	-do-
<b><u>Regional Centre Kolkata (18)</u></b>						
(a)	Barrackpore	C	Mil	Barrackpore	WB	Functional
(b)	Bengdubi	D	Mil	Bengdubi	WB	-do-
(c)	Lebong (Darjeeling)	C	Mil	Darjeeling	WB	-do-
(d)	Gangtok	D	Mil	Gangtok	Sikkim	-do-
(e)	Kolkata	B	Mil	Kolkata	WB	-do-
(f)	Salt Lake	D	Mil	Kolkata	WB	-do-
(g)	Binaguri	E	Mil	Binaguri	WB	-do-
(h)	Kalimpong	E	Mil	Kalimpong	WB	-do-
(j)	Midnapur	D	Non Mil	Kolkata	WB	-do-
(k)	Raiganj	D	Non Mil	Bengdubi	WB	-do-
(l)	Krishnanagar	C	Non Mil	Barrackpore	WB	-do-

Ser No	Polyclinics	Type	Mil/Non Mil	Stn HQ	State	Remarks
(m)	Katihar	D	Non Mil	Katihar	Bihar	Functional
(n)	Cooch Behar	D	Non Mil	Cooch Behar ASHQ	WB	-do-
(o)	Burdwan	D	Non Mil	Panagarh	WB	-do-
(p)	Behrampur	D	Non Mil	Barrackpore	WB	-do-
(q)	Baruipur	D	Non Mil	Kolkata	WB	-do-
(r)	Howrah	D	Non Mil	Kolkata	WB	-do-
(s)	Bankura	D	Non Mil	Panagarh	WB	Not Functional
<b><u>Regional Centre Lucknow (12)</u></b>						
(a)	Fatehgarh	C	Mil	Fatehgarh	UP	Functional
(b)	Lucknow	C	Mil	Lucknow	UP	-do-
(c)	Jhansi	D	Mil	Jhansi	UP	-do-
(d)	Kanpur	C	Mil	AF Stn Kanpur	UP	-do-
(e)	Unnao	D	Non Mil	Kanpur	UP	-do-
(f)	Raebareli	D	Non Mil	Lucknow	UP	-do-
(g)	Orai	D	Non Mil	Jhansi	UP	-do-
(h)	Lakhimpur Kheri	D	Non Mil	Lucknow	UP	-do-
(j)	Hardoi	D	Non Mil	Lucknow	UP	-do-
(k)	Etawah	C	Non Mil	Kanpur	UP	-do-
(l)	Barabanki	D	Non Mil	Lucknow	UP	-do-
(m)	Akbarpur Matti (Kanpur Dehat)	D	Non Mil	Kanpur	UP	-do-
<b><u>Regional Centre Mumbai (08)</u></b>						
(a)	Vasco-da-gama	D	Mil	INS Gomantak	Goa	Functional



Ser No	Polyclinics	Type	Mil/ Non Mil	Stn HQ	State	Remarks
(b)	Thane (Nerul)	C	Non Mil	CABS, Mankhurd, Mumbai	Maharashtra	Functional
(c)	Mumbai (Navy)	B	Mil	INS Angre, Mumbai	Maharashtra	-do-
(d)	Mumbai (Upnagar)	D	Mil	CABS, Mankhurd, Mumbai	Maharashtra	-do-
(e)	Karwar	D	Mil	INS Kadamba	Karnataka	-do-
(f)	Mahad	D	Non Mil	Mumbai	Maharashtra	-do-
(g)	Chiplun	C	Non Mil	Mumbai	Maharashtra	-do-
(h)	Mumbai (COD Kandivali)	C	Non Mil	INS Hamla	Maharashtra	Not Functional
<b><u>Regional Centre Nagpur (06)</u></b>						
(a)	Nagpur	C	Mil	AF Stn Nagpur	Maharashtra	Functional
(b)	Amla	E	Mil	28 ED	MP	-do-
(c)	Wardha	D	Non Mil	AF Stn, MC (U)	Maharashtra	-do-
(d)	Akola	D	Non Mil	Pulgaon	Maharashtra	-do-
(e)	Amaravati	D	Non Mil	Pulgaon	Maharashtra	-do-
(f)	Yavatmal	D	Non Mil	AF Stn, MC (U)	Maharashtra	Not Functional
<b><u>Regional Centre New Delhi (14)</u></b>						
(a)	Delhi Cantt (BHDC)	A	Mil	Delhi Cantt	Delhi	Functional
(b)	Ghaziabad (Hindon)	D	Mil	AF Stn Hindon	UP	-do-
(c)	Gurgaon	A	Non Mil	Delhi Cantt	Haryana	-do-
(d)	Lodhi Road (New Delhi)	A	Non Mil	Delhi Cantt	Delhi	-do-
(e)	Timarpur	C	Non Mil	Delhi Cantt	Delhi	-do-
(f)	Shakurbasti	B	Non Mil	Delhi Cantt	Delhi	-do-
(g)	Palwal	D	Non Mil	56 ASP, AF	Haryana	-do-
(h)	Noida	A	Non Mil	Delhi Cantt	UP	-do-
(j)	Khanpur	D	Non Mil	7 BRD	Delhi	-do-

Ser No	Polyclinics	Type	Mil/Non Mil	Stn HQ	State	Remarks
(k)	Gurgaon (Sohana Road)	B	Non Mil	Delhi Cantt	Haryana	Functional
(l)	Greater Noida	A	Non Mil	Delhi Cantt	UP	-do-
(m)	Faridabad	C	Non Mil	AF Stn Faridabad	Haryana	-do-
(n)	East Delhi Area	B	Non Mil	INS India	Delhi	Not Functional
(o)	Nuh	D	Non Mil	Delhi Cantt	Haryana	-do-
<b><u>Regional Centre Patna (17)</u></b>						
(a)	Danapur (Patna)	C	Mil	Danapur	Bihar	Functional
(b)	Gaya	D	Mil	Gaya	Bihar	-do-
(c)	Vaishali	D	Non Mil	Danapur	Bihar	-do-
(d)	Ara	B	Non Mil	Danapur	Bihar	-do-
(e)	Muzaffarpur	C	Non Mil	Danapur	Bihar	-do-
(f)	Darbhanga	D	Non Mil	Danapur	Bihar	-do-
(g)	Motihari	D	Non Mil	Danapur	Bihar	-do-
(h)	Chhapra	C	Non Mil	Danapur	Bihar	-do-
(j)	Buxar	D	Non Mil	Gaya	Bihar	-do-
(k)	Siwan	D	Non Mil	Danapur	Bihar	Not Functional
(l)	Sitamarhi	D	Non Mil	Danapur	Bihar	-do-
(m)	Sasaram	D	Non Mil	Gaya	Bihar	-do-
(n)	Samastipur	D	Non Mil	Danapur	Bihar	-do-
(o)	Munger	D	Non Mil	Danapur	Bihar	-do-

Ser No	Polyclinics	Type	Mil/ Non Mil	Stn HQ	State	Remarks
(p)	Madhubani	D	Non Mil	Danapur	Bihar	Not Functional
(q)	Khagaria	D	Non Mil	Danapur	Bihar	-do-
(r)	Bhagalpur	D	Non Mil	Danapur	Bihar	-do-
<b><u>Regional Centre Pune (20)</u></b>						
(a)	Ahmednagar	C	Mil	Ahmednagar	Maharashtra	Functional
(b)	Aurangabad	D	Mil	Aurangabad	Maharashtra	-do-
(c)	Devlali	D	Mil	Devlali	Maharashtra	-do-
(d)	Panaji	D	Mil	Panaji	Goa	-do-
(e)	Pune	B	Mil	Pune	Maharashtra	-do-
(f)	Dhule	D	Mil	Devlali	Maharashtra	-do-
(g)	Solapur	C	Non Mil	Ahmednagar	Maharashtra	-do-
(h)	Latur	D	Non Mil	Ahmednagar	Maharashtra	-do-
(j)	South Pune (Lohegaon)	D	Non Mil	AF Stn Lohegaon	Maharashtra	-do-
(k)	Satara	C	Non Mil	Kolhapur	Maharashtra	-do-
(l)	Kolhapur	B	Non Mil	Kolhapur	Maharashtra	-do-
(m)	Sindhudurg	C	Non Mil	Panaji	Maharashtra	-do-
(n)	Osmanabad	D	Non Mil	Ahmednagar	Maharashtra	-do-
(o)	Nanded	D	Non Mil	Aurangabad	Maharashtra	-do-
(p)	Miraj (Sangli)	B	Non Mil	Kolhapur	Maharashtra	-do-
(q)	Kirkee (Pune)	D	Non Mil	Kirkee	Maharashtra	-do-
(r)	Karad	D	Non Mil	Kolhapur	Maharashtra	-do-
(s)	Jalgaon	D	Non Mil	Bhusawal	Maharashtra	-do-
(t)	Buldana	D	Non Mil	Bhusawal	Maharashtra	-do-
(u)	Beed	D	Non Mil	Ahmednagar	Maharashtra	-do-

Ser No	Polyclinics	Type	Mil/ Non Mil	Stn HQ	State	Remarks
<b><u>Regional Centre Ranchi (11)</u></b>						
(a)	Brahmapur	D	Non Mil	Gopalpur	Odisha	Functional
(b)	Ranchi	C	Mil	Ranchi	Jharkhand	-do-
(c)	Jamshedpur	D	Non Mil	Jamshedpur (CL II)	Jharkhand	-do-
(d)	Sambalpur	D	Non Mil	Sambalpur	Odisha	-do-
(e)	Deoghar	D	Non Mil	Ramgarh ASHQ	Jharkhand	-do-
(f)	Daltonganj	D	Non Mil	Ranchi	Jharkhand	-do-
(g)	Koraput	D	Non Mil	Gopalpur	Odisha	Not Functional
(h)	Gumla	D	Non Mil	Ranchi	Jharkhand	-do-
(j)	Dhanbad	D	Non Mil	Ramgarh ASHQ	Jharkhand	-do-
(k)	Chaibasa	D	Non Mil	Ranchi	Jharkhand	-do-
(l)	Bhawanipatna	D	Non Mil	Gopalpur	Odisha	-do-
<b><u>Regional Centre Trivandrum (12)</u></b>						
(a)	Trivandrum	A	Mil	Trivandrum	Kerala	Functional
(b)	Tuticorin	D	Non Mil	Trivandrum	Tamilnadu	-do-
(c)	Trivandrum (Med College)	D	Non Mil	Trivandrum	Kerala	-do-
(d)	Tirunelveli	C	Non Mil	INS Kattaboman	Tamilnadu	-do-
(e)	Ranni	D	Non Mil	Trivandrum	Kerala	-do-
(f)	Quilon (Kollam)	B	Non Mil	Trivandrum	Kerala	-do-
(g)	Pathanamthitta	B	Non Mil	Trivandrum	Kerala	-do-
(h)	Nagarcoil	D	Non Mil	Trivandrum	Tamilnadu	-do-
(j)	Mavelikara	D	Non Mil	Trivandrum	Kerala	-do-
(k)	Kottarakara	D	Non Mil	Trivandrum	Kerala	-do-
(l)	Kilimanur	D	Non Mil	Trivandrum	Kerala	-do-
(m)	Changana -cherry	D	Non Mil	Trivandrum	Kerala	-do-

Ser No	Polyclinics	Type	Mil/ Non Mil	Stn HQ	State	Remarks
<b><u>Regional Centre Vizag (09)</u></b>						
(a)	Balasore	D	Mil	INS Chilka	Odisha	Functional
(b)	Vishakapatnam	C	Mil	INS Circars	AP	-do-
(c)	Bhubneswar	C	Non Mil	Bhubaneswar	Odisha	-do-
(d)	Srikakulam	D	Non Mil	INS Circars	AP	-do-
(e)	Puri	D	Non Mil	INS Chilka	Odisha	-do-
(f)	Kakinada	D	Non Mil	INS Circars	AP	-do-
(g)	Dhenkanal	C	Non Mil	INS Chilka	Odisha	-do-
(h)	Angul	D	Non Mil	INS Chilka	Odisha	-do-
(j)	Ramanatha-puram	D	Non Mil	INS Purandu	Tamilnadu	-do-

17. **Imp Functionaries.** Details of key functionaries at Central Org ECHS are as under:-

	<b><u>Appt</u></b>	<b><u>Tele No</u></b>	<b><u>E-Mail ID</u></b>
(a)	MD ECHS	Civ-25684846 Mil-36830	mdechs-mod@nic.in
(b)	Dy MD ECHS	Civ-25683719 Mil-36831	dymdechs-mod@nic.in
(c)	Dir (Ops& Coord)	Civ-25684847 Mil-36832	diropsechs-mod@nic.in
(d)	Dir (C&L)	Civ-011-25682870 (Toll Free 1800114115)	dircomplaints-mod@nic.in
(e)	Dir (Med)	Civ-25684945 Mil-36833	dirmedechs-mod@nic.in
(f)	Dir (P&FC)	Civ-25682392 Mil-36834	dirproc@echs.gov.in
(g)	Dir (Stats & Auto)	Civ-25684645 Mil-36735	diritechs-mod@nic.in



## PART -II

# GENESIS & GROWTH OF THE SCHEME

No. 22(1)/01/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 New Delhi, dated the 30 Dec, 2002

To

The Chief of the Army Staff  
 The Chief of the Navy Staff  
 The Chief of the Air Staff

**Subject: EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME (ECHS)**

1. I am directed to convey the sanction of the Government for a health care Scheme for Ex-Servicemen namely 'Ex-Servicemen Contributory Health Scheme (ECHS)'.
2. The scheme would cater for medicare for all Ex-servicemen in receipt of pension including disability pension and family pensioners, as also dependents as applicable in CGHS. The scheme will comprise as follows:-

**(\* Para 2 amended vide 18(17)/2011/US(WE) dated 31 Oct 2012)**

(a) ECHS would be a contributory scheme. On retirement, every service personnel will compulsorily become a member of ECHS by contributing his/her share and the scheme would be applicable for life time. Similarly, ex-servicemen who have already retired as on 1 Jan'2003 can become members either by making a one time contribution or in three consecutive yearly instalments. There would be no restriction on age or medical condition. The contribution will be according to the rates prescribed for CGHS pensioners as per revised Appendix A attached.

**(\* Para 2(a) amended vide 22(1)/01/US(WE)/D(Res) dated 01 Apr 03 and 29 May 03)**

(b) Retired personnel joining the scheme will forfeit the medical allowance of Rs. 100/- presently admissible to them and those who do not join the Scheme would continue getting Medical Allowance as hithertofore. Such persons would not be entitled to any medical facility from Armed Forces Clinics/Hospitals or Polyclinics set up under the Scheme.

(c) The Scheme would cater for medicare to the Ex-Servicemen by establishing new Polyclinics and Augmented Armed Forces Clinics at 227 stations spread across the country as per following details:-

	<u>No of Stations</u>	<u>Remarks</u>
(i) Augmented Armed Forces Clinics at Military Stations	106	List attached at Appendix-B
(ii) New Armed Forces Polyclinics to be established at Non Military stations.	121	List attached at Appendix-C

(d) The new Armed Forces Polyclinics and Augmented Armed Forces Clinics are proposed to be configured based on concentration of Ex-Servicemen population and facilities desired thereto. Various stations are configured into Type A,B,C and D as per details indicated at Appendices B & C.

(e) The stations where Ex-Servicemen population is less than 2,500, dependency on the new Armed Forces Polyclinics or Augmented Armed Forces Clinics will be provided. List of such Station/Districts is listed at Appendix-D.

(f) The infrastructure, medical facilities and manpower to be provided at each type of Augmented Armed Forces Clinic and new Armed Forces Polyclinic would be as given at Appendices E & F attached respectively.

(g) **Augmented Armed Forces Clinics**

(i) Subject to load of authorised personnel, all facilities in Military/Naval/Air Force Hospitals in the same station or nearest or any other station to be utilised.

(ii) Subject to existing facilities and load, reference is permitted to be made for consultation, diagnostic tests and treatment to empanelled Medical Centres/Polyclinics/Hospitals/Nursing homes.

(iii) Additional requirement of medicines/drugs/expendables will be provided to Armed Forces Clinics/Hospitals through the Scheme. Facilities of Specialist Doctors will be contracted on as required basis.

(iv) A sum of Rs 4,900/- lakhs will be utilised for creation of infrastructure, as given in Appendix-E.

(v) A sum of Rs 5,200/- lakhs for the scheme to be fully implemented will be available annually for meeting expenses for the following :-

(aa) Water and electricity charges.

(ab) Installation of telephone and payment of monthly/bi-monthly bills.

(ac) Maintenance of building.

(ad) Running expenses and maintenance of ambulances and vehicles procured as augmentation.

(ae) Maintenance of medical equipment including annual maintenance service contracts.

(af) Purchase of new and replacement medical equipment, ambulances and vehicles.

(ag) Medicines, drugs and consumables.

(ah) Salaries and allowances to staff employed to augment/create new facilities in Military stations.

(ai) Any other expenditure required to run the establishment.

(aj) Expenditure on account of contingencies, etc.



(h) **Armed Forces Polyclinics to be Established at Non-Military Stations**

- (i) A sum of Rs. 6,900/- lakhs will be utilised for creation of infrastructure, as given in Appendix-F. This includes the cost of land and cost of construction of buildings for the polyclinics at 121 non-military stations. Till such time the new buildings of the polyclinics are constructed, suitable accommodation for establishing these polyclinics will be rented.
- ii) The infrastructure will be created at the earliest but not later than 31<sup>st</sup> March, 2008.
- (iii) Facilities of Specialist Doctors will be contracted on as required basis.
- (iv) A sum of Rs. 9,775/- lakhs would be available annually for meeting expenses for the following:-
- (aa) Property tax, where applicable, Water and electricity charges.
  - (ab) Installation of telephones and payment of monthly/bi-monthly bills.
  - (ac) Maintenance of buildings.
  - (ad) Running expenses and maintenance of ambulances and vehicles.
  - (ae) Maintenance of medical equipment including payments for annual maintenance contract.
  - (af) Purchase of new and replacement medical equipment, ambulances and vehicles.
  - (ag) Medicines, drugs and all allowances.
  - (ai) Expenditure on account of contingencies, etc.
  - (aj) Any other expenditure required to run the establishment.

(i) **Estimated Expenditure Per Unit** : Details of estimated expenditure per Augmented Armed Forces Clinic/Polyclinic are as under :-

	<b><u>Number of Clinics</u></b>	<b><u>Cost per Clinic</u></b>	<b><u>Total (Rs in Lakhs)</u></b>
(i) <b><u>Augmented Armed Forces Clinics</u></b>			
<b><u>(aa) Capital Outlay</u></b>			
Type A	10	131.00	1441.00
Type B	17	80.00	1040.00
Type C	28	34.00	952.00
Type D	51	28.00	1456.00
<b>Total</b>	<b>106</b>		<b>4889.00</b>

Or **Rs 49.00 Crores**

**(ab) Revenue Outlay**

Type A	10	113.56	1249.16
Type B	17	81.56	1060.28
Type C	28	46.24	1249.72
Type D	51	29.74	1546.48
<b>Total</b>	<b>106</b>		<b>5150.64</b>

Or **Rs 52.00 Crores****(ii) New Polyclinics****(aa) Capital Outlay**

Type A	08	166.48	998.88
Type B	20	105.06	2416.38
Type C	42	40.57	1744.51
Type D	51	34.21	1744.71
<b>Total</b>	<b>121</b>		<b>6904.48</b>

Or **Rs 69.00 Crores****(ab) Revenue Outlay**

Type A	08	189.00	1134.00
Type B	20	132.00	3036.00
Type C	42	74.00	3182.00
Type D	51	47.5	2422.50
<b>Total</b>	<b>121</b>		<b>9774.50</b>

Or **Rs 97.75 Crores****(j) Reimbursement**

Free out-patient treatment will be provided to the members at Augmented Armed Forces Clinics and Armed Forces Polyclinics. Reimbursement will be provided to the patients or paid directly from where services are obtained from the empanelled Diagnostic Centres / Nursing Homes/Hospitals for the following :-

- (i) Cost of medicines/drugs/consumables.
- (ii) Diagnostic tests.
- (iii) Consultation.
- (iv) Hospitalisation.

(k) Details of the scheme and the modalities by which the reimbursement towards medical expenses incurred by ex-servicemen and their dependants will be operated and worked out separately.

(l) In case of emergency, the beneficiary may report to the nearest Government hospital or nursing home/private hospital empanelled under the Scheme. The bill for expenditure incurred in such cases or dire life threatening medical emergency would be fully reimbursed by the Government. In case of accidents and trauma cases where time for rendering medical aid is crucial for life saving, an Ex-serviceman may go to any Nursing Home/Hospital. Ex-post facto sanction for reimbursement for such cases will be accorded by the Central Organisation Headquarters at Delhi.

(m) The Scheme will be implemented by a project organisation. This would comprise a Headquarters located at Delhi and Thirteen Regional Centres. Detailed organisation, infrastructure required and manpower required to man the Headquarters and Regional Centres would be as per revised Appendix G attached. Army, Navy and Air Force will provide manpower for these administrative organisations from within their existing resources.

(\* **Para 2(m) amended vide 22(1)/01/US(WE)/D(Res) dated 29 May 03**)

**3. Financial Outlay :** Total financial outlay of the Scheme will be as under :- (Rs in Crores)

	<u>Capital</u>	<u>Revenue</u>
(a) Setting up of New Armed Forces Polyclinics	69.00	97.75
(b) Augmentation of Military Hospitals	49.00	52.00
(c) Reimbursement	200.85	
(d) Cost of Administration	4.00	3.90
<b>Total</b>	<b>122.00</b>	<b>354.50</b>
	(One time)	(Per annum)

4. **Year wise Break up of Expenditure** Service Hqrs should ensure that allocations made for Revenue expenditure and Reimbursement is fully utilised on yearly basis. As regards Capital expenditure, infrastructure for 106 Augmented Armed Forces Clinics will be created within four years after the Scheme is launched. In case of 121 Polyclinics, the infrastructure should be completed in five years as it involves procurement of land and construction of buildings ab-initio. Broad parameters for Capital expenditure are as under :-

	<u>1stYr</u>	<u>2ndYear</u>	<u>3rdYear</u>	<u>4<sup>th</sup> Year</u>	<u>5<sup>th</sup> Year</u>
(a) Augmented Armed Forces Clinics	19.60 (40%)	19.60 (40%)	4.90 (10%)	4.90 (10%)	
(b) New Armed Forces Polyclinics	13.80 (20%)	20.70 (30%)	20.70 (30%)	6.90 (10%)	6.90 (10%)

5. The revenue allocations would be reviewed periodically to cater for increase in Ex-Servicemen population and accommodate inflationary trends.

6. The estimated expenditure of the Scheme as mentioned above will be debited to under-mentioned heads :-

(a)	Capital Outlay	-	Major Head	-	4076
			Sub Major Head	-	01
			Minor Head	-	107
(b)	Revenue Outlay	-	Major Head	-	2076
			Minor Head	-	107

7. Contributions received from members will be credited to Major Head 0076, Minor Head 107. **(Para 6(a), 6 (b) and 7 amended vide 22(1)/01/US(WE)/D(Res) dated 07 Jul 03, 24(4)/03/US(WE)/ D(Res) dated 28 Jul 03 and 24(10)/04/US(WE)/D(Res) dated 29 Mar 04).**

8. This issues with concurrence of Ministry of Defence (Finance) (AG/PD) Vide their Diary No.1310/PD/2002 dated 30.12.2002.

Yours faithfully,

(VK Jain)

Under Secretary to the Government of India

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12. CDA (Army), Lucknow
13. CDA (Army), Chennai
14. CDA (Navy), Kolkata
15. CDA (A F), Dehli

**REVISED APPENDIX 'A' \*****Rates of Subscription of ECHS  
(w.e.f 01 Apr 2004)**

New Slab Contribution (in Rupees)

Revised Pension/Family Pension (Uncommuted Basic Pension + Dearness Pension) (Rupees per month) Upto

Rs.	3000				1800/-
Rs.	3001	To		6000	4800/-
Rs.	6001	to	Rs.	10000	8400/-
Rs.	10001	To	Rs.	15000	12000/-
Rs.	15001	and above		18000/-	

**(New Slabs for subscription of ECHS amended vide GOI, Min of Health and Family Welfare, Department of Health OM No. S-11011/6/98 CGHS (P) dated 20 Sep 04 and Central Organisation ECHS letter No. B/49784/AG/ECHS dated 15 Jan 05)**

**Note:**

1. The ECHS subscription may be charged from the pensioners/dependents on the basis of their pension as per the option given by the pensioners/dependents.
2. As and when the rates of subscription for CGHS beneficiaries are revised by the Ministry of Health and Family Welfare, the rate of subscription of ECHS would deemed to have been revised from the same date.
3. The pensioners would be making similar one time payment towards ECHS contribution as the civilian pensioners making payment for availing CGHS facilities by contributing 10 times the annual contribution payable at the time of retirement.
4. The ex-servicemen who would be making payment in three consecutive yearly instalments will be issued a ECHS Membership card initially with validity for one year only. The validity of the card to the second and third year would be extended only after the ex-servicemen has paid and given proof of the second and third instalments.

**\* (Appendix A Revised vide 22(1)/01/US(WE)/D(Res) dated 01 Apr 03 and 22(1)/01/US(WE)/D(Res) dated 29 May 03).**

**EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME (ECHS)****LIST OF 106 AUGMENTED ARMED FORCES CLINICS AT EXISTING MILITARY STATIONS**

Augmented Armed Forces Clinics will be established at 106 Stations. These will comprise of 10 Type A, 17 Type B, 28 Type C and 51 Type D Clinics. Adjustments in locations may be done depending on the current deployment profile of the formations of the Army.

Sl No	State	Station	Linkage of Type E Station with Population of Less than 2500
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**Type A (Ex-Servicemen Population Above 20000)**

1. Himachal Pradesh Yol  
(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)
2. J&K Jammu
3. Karnataka Bangalore (Urban)
4. Kerala Trivandrum detached
5. Punjab Amritsar
6. Punjab Gurdaspur
7. Punjab Jalandhar
8. Punjab Ludhiana
- (Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)
9. Uttaranchal Dehradun
10. Uttaranchal Pithoragarh
11. Delhi Delhi Cantt

(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)

**Type B (Ex-Servicemen Population between 10000 and 20000)**

1. Haryana Gurgaon  
(Deleted vide 24(1)/01/US(WE)/D(Res) dated 20 Apr 04)
2. Haryana Hissar
3. Karnataka Belgaum
4. Kerala Cochin
5. Maharashtra Mumbai
6. Maharashtra Pune
7. Punjab Sangrur
8. Rajasthan Ajmer
- (Deleted vide 24(1)/01/US(WE)/D(Res) dated 20 Apr 04)
9. Rajasthan Alwar
10. Rajasthan Jodhpur
11. Tamilnadu Chennai

12. Uttranchal Lansdowne Tehri, Uttarkashi, Bijnour  
**Deleted vide 22(28)/05/US/(WE)/D(Res) dated 02 Jun 2006**
13. UP Meerut Bijnour
14. Kerala Kannur Wayanad  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
15. Uttaranchal Haldwani Udham Singh Nagar  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
16. Andhra Pradesh Secunderabad Warrangal, Adilabad,  
Karimnagar, Mehboobnagar  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**  
Nalgonda, Karnool  
Nizamabad, Medak

**(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)**

17. Punjab Patiala  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
18. West Bengal Kolkata  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
19. Rajasthan Jaipur  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
20. Uttranchal Kotdwara Tehri, Uttarkashi, Bijnour  
**(Added vide 22(28)/05/US/(WE)/D(Res) dated 02 Jun 2006)**

**Type C (Ex-Servicemen Population Between 5000 and 10000)**

1. Andhra Pradesh Hyderabad  
**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
2. Andhra Pradesh Vishakapatnam Sirkakulam, Vijaynagar
3. Bihar Danapur(Patna)
4. Jharkhand Ranchi Dumka, Hazaribagh
5. Gujarat Ahmedabad
6. Haryana Ambala
7. J&K Junglot(Kathua)
8. J&K Samba
9. J&K Udhampur
10. Maharashtra Ahmednagar
11. Maharashtra Nagpur Wardha, Gadghiroti,  
Bhandara, Chandrapur
12. Orissa Cuttack  
**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
13. Punjab Bhatinda
14. Punjab Faridkot
15. Punjab Firozpur

16. Punjab Kapurthala

17. Punjab Patiala

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

18. Punjab Moga

19. Rajasthan Bharatpur

20. Rajasthan Jaipur

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

21. Tamilnadu Coimbatore Erode

22. UP Agra

23. UP Bareilly Hardoi, Moradabad, Rampur,  
Pilibhit

24. UP Fatehgarh Khiri

25. UP Kanpur Hamirpir, Banda,

26. UP Lucknow Barabanki

27. West Bengal Darjeeling Ambedkarnagar

28. Chandigarh Chandigarh

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

29. Haryana Chandimandir

**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

30. Tamilnadu Avadi

**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

31. West Bengal Barrackpore

**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

32. Andhra Pradesh Golconda

**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug  
05)**

33. Himachal Pradesh Shimla Kinnaur, Kalka, Lahaul Spiti

**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

**Type D (Ex-Servicemen Population Between 2500 and 5000)**

1. Andaman Port Blair

2. Assam Masimpur Diphu, Sonitpur

**(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)**

3. Assam Jorhat Dibrugarh, Lakhimpur

4. Bihar Gaya Bhagalpur

5. Gujarat Vadodra Surat

6. Gujarat Jamnagar Rajkot

7. Goa Panjim

8. Haryana Sirsa



9. Himachal Pradesh Shimla

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

10. Himachal Pradesh Solan Sirmour

11. J&K Doda

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

12. J&K Poonch

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

13. J&K Srinagar

14. J&K Baramulla

15. J&K Leh

16. J&K Rajaouri

17. Karnataka Yelhanka (Bangalore)

**(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)**

18. Karnataka Karwar

19. MP Gwalior Shivpuri

20. MP Mhow Ujjain, Dewas, Dhar,  
Mandsaur, Ratlam

**(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)**

21. MP Jabalpur Shahdoli, Seoni, Chhindwara, Bilaspur  
Durg, Raipur, Raigarh, Rajnandgaon

22. MP Bhopal Narsingpur, Hoshangabad Betul

23. MP Sagar Tikamgarh, Damoh

24. Maharashtra Aurangabad Parbhani, Beed, Jaln

25. Maharashtra Mumbai (Upnagar)

26. Manipur Imphal

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

27. Meghalaya Shillong

28. Mizoram Aizwal

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

29. Nagaland Zakhama (Kohima) **(Deleted  
vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

30. Nagaland Mokokchung

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

31. Orissa Balasore

32. Rajasthan Bikaner

33. Rajasthan Kota

34. Rajasthan Sriganaganagar

35. Rajasthan Udaipur

36. Rajasthan Jaisalmer

37. Rajasthan Barmer

38.	Sikkim	Gangtok	Namchi, Gyalshing
39.	Tamilnadu	Dindigul-	

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

40.	Tamilnadu	Wellington	
41.	Tripura	Agartala	
42.	UP	Allahabad	Kaushambi
43.	UP	Faizabad	
44.	UP	Gorakhpur	Baharaich, Balrampur, Bastar, Chitrakoot, Gonda, Kushinagar, Maharajganj
45.	UP	Mathura	Hathras
46.	UP	Varanasi	Mirzapur
47.	UP	Jhansi	Mahoba
48.	UP	Saharanpur	
49.	UP	Shajhanpur	
50.	UP	Ghaziabad(Hindon)	Jyotibaphule Nagar
51.	West Bengal	Kolkata	

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

52.	West Bengal	Bengdubi	
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**(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)**

53.	Rajasthan	Ajmer	
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**(Added vide 24(1)/01/US(WE)/D(Res) dated 20 Apr 04)**

54.	Maharashtra	Deolali - Dhule	
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**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

55.	Assam	Guwahati	Dhubri, Kokrajhar, Nagaum
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**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

**(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)**

56.	Himachal Pradesh	Bakhloh	
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**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

57.	West Bengal	Salt Lake	
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**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

58.            Uttranchal                            Roorkee  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
59.            Punjab    Pathankot  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
60.            Nagaland                                        Dimapur    Itangar, Wokha, Zunhehoto  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

Appendix 'C'EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME (ECHS)LIST OF 121 NEW ARMED FORCES POLYCLINICS AT NON MILITARY STATIONS

New Polyclinics will be established at 121 Non-Military Stations. These will comprise of 08 Type A, 20 Type B, 42 Type C and 51 Type D Polyclinics as under :-

Sl No	State	Station	Linkage of Type E Station with Population of Less than 2500
<u>Type A(Ex-Servicemen Population Above 20000)</u>			
1.	Haryana	Bhiwani	
2.	Haryana	Jhajjar	
<b>(Deleted vide 24(1)/01/US(WE)/D(Res) dated 20 Apr 04)</b>			
3.	Maharashtra	Satara	
<b>(Deleted vide 24(1)/01/US(WE)/D(Res) dated 20 Apr 04)</b>			
4.	Punjab	Hoshiarpur	
5.	Rajasthan	Jhunjhunu	
6.	Tamilnadu	Vellore	
7.	Haryana	Gurgaon	
<b>(Added vide 24(1)/01/US(WE)/D(Res) dated 20 Apr 04)</b>			
8.	UP	NOIDA	
<b>(Added vide 24(1)/01/US(WE)/D(Res) dated 20 Apr 04)</b>			
9.	Delhi	New Delhi (Lodhi Road)	
<b>(Added vide 24(1)/01/US(WE)/D(Res) dated 20 Apr 04)</b>			
<b>(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)</b>			
10.	Punjab	Ludhiana	
<b>(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)</b>			
<u>Type B(Ex-Servicemen Population between 10000 and 20000)</u>			
1.	Bihar	Ara	Munger
<b>(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)</b>			
2.	Himachal Pradesh	Hamirpur	
3.	Haryana	Narnaul	
4.	Haryana	Rewari	
5.	Haryana	Rohtak	
6.	Haryana	Sonipat	
7.	Kerala	Alleppy	

**(Deleted vide 24(1)/01/US(WE)/D(Res) dated 20 Apr 04)**

8. Kerala Kannur

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

9. Kerala Quilon

10. Kerala Palakkad

11. Kerala Pathanamthitta

12. Kerala Trissur

13. Maharashtra Kolhapur

14. Maharashtra Sangli

15. Punjab Ropar

16. Rajasthan Nagaur

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

17. Rajasthan Sikar

18. Uttranchal Almora

19. Uttranchal Chamoli

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

20. Uttranchal Nainital

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

21. UP Bulandshahr

22. UP Ghazipur Chandauli, Jaunpur

23. West Bengal 24 Parganas

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

24. Haryana Jhajjar

**(Added vide 24(1)/01/US(WE)/D(Res) dated 20 Apr 04)**

25. Chandigarh(UT) Chandigarh

**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

26. Uttranchal Gopeswar

**(Deleted vide 22D(7)/07/US(WE)/D(Res) dated 31 Dec 07)**

27. Uttrakhand Karanpryag

**(Added vide 22D(7)/07/US(WE)/D(Res) dated 31 Dec 07)**

**Type C (Ex-Servicemen Population Between 5000 and 10000)**

1. Andhra Pradesh Chittoor Anantpur, Cuddapah, Nellore

2. Andhra Pradesh Guntur Kambham

3. Andhra Pradesh Ongole  
**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
4. Andhra Pradesh Rangareddy  
**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
5. Bihar Chhapra
6. Bihar Muzaffarpur Motihari
7. Himachal Pradesh Bilaspur Kullu
8. Himachal Pradesh Mandi
9. Himachal Pradesh Una
10. Haryana Faridabad
11. Haryana Jind
12. Haryana Karnal
13. Haryana Chandimandir (Panchkula)  
**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
14. Haryana Panipat
15. Haryana Yamunanagar
16. Karnataka Madekeri Kasargod  
**(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)**
17. Kerala Kottayam
18. Kerala Kozikode
19. Kerala Malappuram  
**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
20. Maharashtra Ratnagiri  
**(Deleted vide 22(28)/05/US(WE)/D(Res) dated 02 Jun 06)**
21. Maharashtra Sholapur
22. Maharashtra Sindudurg
23. Maharashtra Thane
24. Punjab Fatehgarh Sahib  
**(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)**
25. Punjab Muktsar
26. Rajasthan Churu
27. Tamilnadu Dharamapuri  
**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
28. Tamilnadu Kanchipuram
29. Tamilnadu Madurai Pudukkottai, Sivaganga,

## Ramanathapuram

30. Tamilnadu Salem
31. Tamilnadu Tiruchi
32. Tamilnadu Tirunalveli
33. Tamilnadu Thiruvannamalai
34. Tamilnadu Thiruvallur
- (Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
35. Tamilnadu Virudhnagar
- (Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
36. Uttranchal Pauri Garhwal
37. UP Balia
38. UP Deoria
39. UP Etawah
40. UP Noida
- (Deleted vide 24(1)/01/US(WE)/D(Res) dated 20 Apr 04)**
41. UP Mainpuri
42. UP Sultanpur
43. West Bengal Krishnanagar
44. Maharashtra Satara
- (Added vide 24(1)/01/US(WE)/D(Res) dated 20 Apr 04)**
45. Orissa Bhubaneswar Kalahandi, Sambalpur
- (Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)** Dhenkanal
46. Tamilnadu Srivilliputtur
- (Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
47. Tamilnadu Krishnagiri
- (Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
48. Andhra Pradesh Giddalur
- (Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
49. Kerala Perintalmanna
- (Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
50. Rajasthan Nagaur
- (Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
51. Maharashtra Chiplun
- (Added vide 22(28)/05/US(WE)/D(Res) dated 02 Jun 06)**

**Type D (Ex-Servicemen Population Between 2500 and 5000)**

1. Andhra Pradesh Kakinada  
(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)
2. Andhra Pradesh Vijayawada  
(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)
3. Andhra Pradesh West Godavari - Deleted
4. Assam Kamrup  
(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)
5. Bihar Dharbhanga
6. Jharkhand Jamshedpur  
(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)
7. Himachal Pradesh Chamba  
(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)
8. Haryana Fatehabad
9. Haryana Kaithal
10. Haryana Kurukshetra
11. Karnataka Bijapur Gulbarga
12. Karnataka Dharwad
13. Karnataka Mangalore Shimoga
14. Karnataka Mysore
15. MP Bhind Datia
16. MP Morena
17. MP Rewa Sidhi, Satna, Panna  
Chhatarpur
18. Maharashtra Akola
19. Maharashtra Amravati
20. Maharashtra Buldhana
21. Maharashtra Jalgaon
22. Maharashtra Nasik (Deolali)  
(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)
23. Maharashtra Osmanabad Nanded
24. Maharashtra Alibagh  
(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)
25. Maharashtra Latur
26. Orissa Berhampur



**(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)**

- |     |           |                |
|-----|-----------|----------------|
| 27. | Punjab    | Mansa          |
| 28. | Rajasthan | Pali           |
| 29. | Rajasthan | Sawai Madhopur |

**(Deleted vide 22(28)/05/US(WE)/D(Res) dated 02 Jun 06)**

- |     |           |             |             |
|-----|-----------|-------------|-------------|
| 30. | Tamilnadu | Cuddalore   | Pondicherry |
| 31. | Tamilnadu | Kanyakumari |             |

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

- |     |            |                    |
|-----|------------|--------------------|
| 32. | Tamilnadu  | Nagapattinam       |
| 33. | Tamilnadu  | Tanjavur           |
| 34. | Tamilnadu  | Theni              |
| 35. | Tamilnadu  | Tuticorin          |
| 36. | Tamilnadu  | Villupuram         |
| 37. | Uttranchal | Raiwala (Haridwar) |

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

- |     |    |           |
|-----|----|-----------|
| 38. | UP | Aligarh   |
| 39. | UP | Azamgarh  |
| 40. | UP | Badaun    |
| 41. | UP | Etah      |
| 42. | UP | Fatehpur  |
| 43. | UP | Firozabad |
| 44. | UP | Jalaun    |

**(Deleted vide 22(28)/05/US(WE)/D(Res) dated 02 Jun 06)**

- |     |    |                          |
|-----|----|--------------------------|
| 45. | UP | Akbarpur Matti (Kanpur ) |
|-----|----|--------------------------|

**(Name Changed vide No. 22(28)/05/US(WE)/D(Res) dated 23 Sep 05)**

- |     |             |               |
|-----|-------------|---------------|
| 46. | UP          | Muzaffarnagar |
| 47. | UP          | Pratapgarh    |
| 48. | UP          | Rae Bareilly  |
| 49. | West Bengal | Bardwan       |
| 50. | West Bengal | Hawrah        |

**(Deleted vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

- |     |             |          |        |
|-----|-------------|----------|--------|
| 51. | West Bengal | Midnapur |        |
| 52. | Kerala      | Alleppey | Idukki |

**(Added vide 24(1)/01/US(WE)/D(Res) dated 20 Apr 04)**

- |     |         |        |         |
|-----|---------|--------|---------|
| 53. | Mizoram | Aizwal | Lunglei |
|-----|---------|--------|---------|

**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**

54. Tamilnadu Dindigul  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
55. Tamilnadu Nagarkoil  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
56. Nagaland Kohima  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
57. Manipur Imphal Churachandpur  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
58. Chhatisgarh Raipur  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
59. Maharashtra Mahad  
**(Added vide 22(4)/05/US(WE)/D(Res) dated 10 Aug 05)**
60. Rajasthan Hindon City  
**(Added vide 22(28)/05/US(WE)/D(Res) dated 02 Jun 06)**
61. UP Orai  
**(Added vide 22(28)/05/US(WE)/D(Res) dated 02 Jun 06)**

**LIST OF 121 TYPE 'E' STATIONS**

<b><u>SL NO.</u></b>	<b><u>STATE</u></b>		<b><u>LOCATION</u></b>
1.	ANDHRA PRADESH	-	ADILABAD
2.	"	-	ANANTPUR
3.	"	-	CUDDAPAH
4.	"	-	KARIMNAGAR
5.	"	-	KURNOOL
6.	"	-	KHAMMAM
7.	"	-	MAHBOOBNAGAR
8.	"	-	NALGONDA
9.	"	-	NELLORE
10.	"	-	NIZAMABAD
11.	"	-	SANGAREDDY/MEDAK
12.	"	-	SRIKAKULAM
13.	"	-	VIJAYANAGARAM
14.	"	-	WARANGAL
15.	ARUNCHAL PRADESH	-	ITANAGAR
16.	ASSAM	-	DHUBRI
17.	"	-	DIBRUGARH
18.	"	-	KARBI ANGLONG/DIPHU
19.	"	-	KOKRAJHAR
20.	"	-	LAKHIMPUR
21.	"	-	NAGAON
22.	"	-	SONITPUR
23.	BIHAR	-	BHAGALPUR
24.	"	-	MUNGER
25.	"	-	MOTIHARI
26.	JHARKHAND	-	DUMKA
27.	"	-	HAZARIBAGH
28.	GUJARAT	-	RAJKOT
29.	"	-	SURAT
30.	HIMACHAL PRADESH	-	KINNAUR/ KA.LPA
31.	"	-	KULLU

32.	“	-	LAHOUL & SPITI
33.	“	-	SIRMAUR
34.	KARNATAKA	-	GULBARGA
35.	“	-	SHIMOGA
36.	KERALA	-	IDUKKI
37.	“	-	KASARAGOD
38.	“	-	WAYANAD
39.	CHHATISGARH	-	BILASPUR
40.	“	-	DURG
41.	“	-	RAIGARH
42.	“	-	RAIPUR
43.	“	-	RAJNANDGAON
44.	MADHYA PRADESH	-	BETUL
45.	“	-	CHATARPUR
46.	“	-	CHHINDWARA
47.	“	-	DAMOH
48.	“	-	DATIA
49.	“	-	DEWAS
50.	“	-	DHAR
51.	“	-	HOSHANGABAD
52.	“	-	MANDSAUR
53.	“	-	NARSINGPUR
54.	“	-	PANNA
55.	“	-	RATLAM
56.	“	-	SATNA
57.	“	-	SEONI
58.	“	-	SHAHDOL
59.	“	-	SHIVPURI
60.	“	-	SIDHI
61.	“	-	TIKAMGARH
62.	“	-	UJJAIN
63.	MAHARASHTRA	-	BEED
64.	“	-	BHANDARA
65.	“	-	CHANDRAPUR
66.	“	-	DHULE

67.	“	-	GADGHIROLI
68.	“	-	JALNA
69.	“	-	NANDED
70.	“	-	PRABHANI
71.	“	-	WARDHA
72.	“	-	YEOTMAL
73.	MANIPUR	-	CHURACHANDPUR
74.	MIZORAM	-	LUNGLEI
75.	NAGALAND	-	WOKHA
76.	“	-	ZUNHEHOTO
77.	ORISSA	-	DHENKANAL
78.	“	-	KALAHANDI
79.	“	-	SAMBALPUR
80.	SIKKIM	-	NAMCHI (S)
81.	SIKKIM	-	GYALSIHING
82.	TAMIL NADU	-	ERODE
83.	“	-	PUDUKOTTAI
84.	“	-	RAMANATHAPURAM
85.	“	-	SIVAGANGA
86.	UTTARANCHAL	-	TEHRI GARHWAL
87.	“	-	UDHAMSINGH NAGAR
88.	“	-	UTTARKASHI
89.	UTTAR PRADESH	-	AMBEDKAR NAGAR
90.	“	-	BAHARAICH
91.	“	-	BALRAMPUR
92.	“	-	BANDA
93.	“	-	BARABANKI
94.	“	-	BASTI
95.	“	-	BIJNORE
96.	“	-	CHANDAULI
97.	“	-	CHITRAKUT
98.	“	-	GONDA
99.	“	-	HAMIRPUR
100.	“	-	HARDOI
101.	“	-	HATHRAS

102.	“	-	JAUNPUR
103.	“	-	JYOTIBAPHULE NAGAR
104.	“	-	KAUSHAMBI
105.	“	-	KUSHI NAGAR
106.	“	-	KHIRI
107.	“	-	MAHARAJGANJ
108.	“	-	MAHOBA
109.	“	-	MAU
110.	“	-	MIRZAPUR
111.	“	-	MORADABAD
112.	“	-	PILIBHIT
113.	“	-	RAMPUR
114.	“	-	SANT RAVIDAS NAGAR
115.	“	-	SHRAVASTI
116.	“	-	SIDDHARTHANAGAR
117.	“	-	SITAPUR
118.	“	-	SONBHADRA
119.	“	-	UNNAO
120.	WEST BENGAL	-	DAKSHIN DINAJPUR
121.	PONDICHERRY	-	PONDICHERRY

**Appendix 'E'****DETAILS OF INFRASTRUCTURE, MEDICAL FACILITIES AND MANPOWER AT AUGMENTED ARMED FORCES CLINICS**

	<b><u>Type A</u></b>	<b><u>Type B</u></b>	<b><u>Type C</u></b>	<b><u>Type D</u></b>
<b>1. <u>Infrastructure</u></b>				
(a) Land	Existing A1 land held with Armed Forces to be utilised.			
(b) Built up Area (in Sq ft)	5000	4000	2500	2000
(c) <u>Medical Equipment</u>				
(i) X-Ray Machine	1	1	1	1
(ii) Ultra Sound	1	1	1	1
(iii) Lab Auto Analyzer	1	1	1	1
(iv) Dental Equipment set (including chair)	1	1	1	1
(v) Physio therapy (Standard Set)	1	1	1	1
(vi) ECG Machine	1	1	1	1
(vii) Monitor Defibrillator	1	1	-	-
(viii) Other Small Eqpt/ furniture items	As required	As required	As required	As required
(d) Other Equipment				
(i) Generator	1	1	1*	1*
(ii) Air Conditioner	3	3	1	1
(iii) Ambulances	1	1	1	1
(* Amended vide 24(16)/03/US(WE) dated 26 Mar 04 - This is subject to the condition that the cost on account of provision of generators for Type C and D Polyclinics will be absorbed within the overall Capital Cost of the ECHS Scheme as approved by CCS and as mentioned in MOD's original sanction letter dated 30.12.02)				
<b>2. <u>Medical Facilities &amp; Manpower</u></b>				
(a) Medical Officers	2	2	1	1
(b) Medical Specialists	1	1	-	-
(c) Dental Officers	1	1	1	1
(d) Officer-in-charge (Non-medical)	1	1	1	1

(e) Nursing Assistant/Nurse	3	3*	1	1
(f) Lab Assistant	2	2*	1	1
(g) Dental Hygienist	1	1	-	-
(h) Driver	1	1	1	1
(j) Peon	1	1	1	1
(k) Safaiwala	1	1	1	1
(l) Female Attendant	1	1	1	1

**\* (Amended vide corr 22(1)/01/US(WE)/D(Res) dated 04 Sep 03).**

**Note:** Recruitment of the manpower for the proposed Augmented Armed Forces Clinics would be done on contractual basis.



**DETAILS OF INFRASTRUCTURE, MEDICAL FACILITIES AND MANPOWER AT NEW ARMED FORCES POLYCLINICS**

	<b><u>Type A</u></b>	<b><u>Type B</u></b>	<b><u>Type C</u></b>	<b><u>Type D</u></b>
<b>1. <u>Infrastructure</u></b>				
(a) Land (in Sq yards)	1200	1200	700	700
(b) Built up Area (in Sq ft)	5000	4000	2500	2000
(c) <u>MedicalEquipment</u>				
(i) X-Ray Machine	1	1	1	1
(ii) Ultra Sound	1	1	1	1
(iii) Lab Auto Analyzer	1	1	1	1
(iv) Dental Equipment (including chair)	2	2	1	1
(v) Physio therapy (Standard Set)	1	1	1	1
(vi) ECG Machine	1	1	1	1
(vii) Monitor Defibrillator	1	1	-	-
(viii) Other Small Eqpt/ furniture	As required	As required	As required	As required
(ix) All other Laboratory and other equipment	As required	As required	As required	As required
(d) <u>OtherEquipment</u>				
(i) Generator	1	1	1*	1*
(ii) Air Conditioner	3	3	1	1
(iii) Ambulances	1	1	1	1
(iv) Light Vehicle		1	1	

\*(This is subject to the condition that the cost on account of provision of generators for Type C and D Polyclinics will be absorbed within the overall Capital Cost of the ECHS Scheme as approved by CCS and as mentioned in MOD's original sanction letter dated 30.12.02 – **Amended vide Corr 24(16/03/US(WE)/D(Res) dated 26 Mar 04.**

## 2. Medical Facilities & Manpower

(a) Medical Officers	2	2	2	2
(b) Medical Specialists	2	2	1	1
(c) Gynecologist	1	1	-	-
(d) Dental Officers	2	2	1	1
(e) Officer-in-charge	1	1	1	1
(f) Nursing Assistant/Nurse	3	3	2	2
(g) Lab Assistant	2	2	1	1
(h) Dental Hygienist	1	1	-	-
(j) Receptionist/Care taker	1	1	-	-
(k) Driver	3	3	1	1
(l) Peon	1	1	1	1
(m) Safaiwala	1	1	1	1
(n) Female Attendant	1	1	1	1

**Note:** Recruitment of the manpower for the proposed Polyclinics would be done on contractual basis.

**REVISED APPENDIX 'G'****ORGANISATION, MANPOWER AND INFRASTRUCTURE OF CENTRAL HEADQUARTER  
AND REGIONAL ORGANISATION**

\*(Appendix 'G' revised vide 22(1)/01/US(WE)/D(Res)d/d 29 May 03)

**Central Organisation****1. Organisation & Manpower**

(a) Managing Director (Maj Gen)	1
(b) Deputy Managing Director (Brig)	1
(c) Directors (Cols)	3
(i) Director (Coord)	1
(ii) Director (Procurement & Fund Control)	1
(iii) Director (Medical)	1
(d) Dy Directors	4
(i) Dy. Director (Personnel)	1
(ii) Dy Director (Procurement & Fund Control)	1
(iii) Dy Director (Operations)	1
(iv) Dy Director (Medical)	1
(e) Sub/Clerks	4
(f) Clerks	15
(g) Private Secretaries	4
(h) Group D Staff	5

**2. Infrastructure**

- (a) As far as possible, existing facilities in terms of land and building with suitable modifications will be utilized for Central Organisation.
- (b) Additions/modifications to buildings with furniture, computer hardware, computer software and other office equipment and equipping of offices and purchase of vehicles for Central and Regional Organisations would be done at a cost not exceeding Rs. 400 lakhs.
- (c) Annual expenditure on travel, running and maintenance of vehicles, maintenance of Central and Regional organisations shall not exceed Rs. 390 lakhs.
- (d) Manpower will be met from within existing resources of Service Headquarters.

## **REGIONAL ORGANISATION**

### **Organisation & Manpower**

(a) Director	1
(b) Deputy Directors	3
(i) Dy.Director Accounts & Asset	1
(ii) Dy.Director Establishment	1
(iii) Dy.Director Hospital Services	1
(c) Superintendent	1
(d) Clerks	10
(e) Private Secretaries	1
(f) Group D Staff	5

### 2. **Infrastructure**

Infrastructure of the existing Service Headquarters with suitable modifications will be utilized.

No.22D(44)07/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare

New Delhi, the 18<sup>th</sup> October, 2010

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**Subject : EXPANSION OF EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME (ECHS)**

1. Further to GOI MoD letter No 22(1)/01/US(WE)/D(Res) date 30th December 2002, I am directed to convey the sanction of the Government for expansion of the Ex-Servicemen Contributory Health Scheme (ECHS) as follow:-

- (a) Establish 199 New Polyclinics, list attached at Appendix 'A'
- (b) Establish 15 New Regional Centres, list attached at Appendix 'B'
- (c) Re-organise Central Organisation ECHS by increase of 07 Officers and 15 Personnel Below Officers Rank.
- (d) Authorise 67 officers and 270 Personnel Below officers Rank at 15 New Regional Centres, Central Organisation ECHS and 2263 additional contractual Employees for 199 New Polyclinics as per details attached at Appendix 'C'

2. This issues with concurrence of MoD (Fin) vide Dy No. 3361/F/P dated 13.10.10

Yours faithfully,

Sd/-xxx  
 (H.K. Mallick)  
 Under Secretary to the Govt. of India

Copy to:-

1. PS to RM/PS to RR/PS to RRUM, CGDA, New Delhi
2. SO to Defence Secretary
3. SO to Secretary (ESW)
4. PPS to JS (ESW)
5. PPS to FA (DS)
6. PPS to AS (Acquisition)
7. DFA (Pen)
8. Defence (Fin/Pen)
9. CGDA

Appendix 'A' to Government of India  
Ministry of Defence letter No.  
No.22D(44)07/US(WE)/D(Res) dt. 18.10.10

**LIST OF 199 ADDITIONAL POLYCLINICS TO BE ESTABLISHED**

Ser No	Location of Polyclinics	State	Distt	Type
1	Baramulla	J&K	Baramulla	D Military
2	Doda	J&K	Doda	D Non Military
3	Poonch	J&K	Poonch	E Military
4	Baribrahmna	J&K	Jammu	C Non Military
5	Kargil	J&K	kargil	E Military
6	Nagrola (Gujroo)	J&K	Kathua	D Non Military
7	Rampur	HP	Shimla	E Military
8	Nahan	HP	Sirmaur	D Military
9	Shahpur	HP	Kangra	C Non Military
10	Palampur	HP	Kangra	D Military
11	Kullu	HP	Kullu	D Non Military
12	Dera Goppipur	HP	Kangra	D Non Military
13	Joginder Nagar	HP	Mandi	D Non Military
14	Chamba	HP	Chamba	E Military
15	Ghumarwin	HP	Bilaspur	D Non Military
16	Sarakaghat	HP	Mandi	D Non Military
17	Barsar	HP	Hamirpur	D Non Military
18	Mohali	Punjab	Mohali	C Non Military
19	Ajnala	Punjab	Amritsar	D Non Military
20	Tarantaran/Patti	Punjab	Amritsar	D Non Military
21	Beas	Punjab	Amritsar	D Non Military
22	Nawansahar	Punjab	Nawansahar	D Non Military
23	Suranassi	Punjab	Jalandhar	D Non Military
24	Uchi Bassi	Punjab	Hoshiarpur	C Non Military
25	Abohar	Punjab	Firozpur	E Military
26	Jagraon	Punjab	Ludhiana	D Non Military
27	Batala	Punjab	Gurdaspur	D Non Military
28	Sri Hargovindpur	Punjab	Gurdaspur	D Non Military
29	Sultanpur Lodhi	Punjab	Kapurthala	D Non Military
30	Phagwara	Punjab	Kapurthala	D Non Military

31	Samana	Punjab	Patiala	D Non Military
32	Barnala	Punjab	Sangrur	D Non Military
33	Nabha	Punjab	Patiala	D Military
34	Doraha	Punjab	Ludhiana	D Non Military
35	Samarala	Punjab	Ludhiana	D Non Military
36	Mahalpur	Punjab	Hoshiarpur	D Non Military
37	Talwara	Punjab	Hoshiarpur	D Non Military
38	Gohana	Haryana	Sonipat	D Non Military
39	Meham	Haryana	Rohtak	D Non Military
40	Sampla	Haryana	Rohtak	D Non Military
41	Loharu	Haryana	Bhiwani	D Non Military
42	Kosli	Haryana	Jhajjar	D Non Military
43	Bahadurgarh	Haryana	Jhajjar	D Non Military
44	Gurgaon (Sohana Road)	Haryana	Gurgaon	B Non Military
45	Nuh	Haryana	Gurgaon	D Non Military
46	Charki Dadri	Haryana	Bhiwani	D Non Military
47	Mahendragarh	Haryana	Mahendragarh	D Non Military
48	Narwana	Haryana	Jind	D Non Military
49	Palwal	Haryana	Faridabad	D Non Military
50	Hansi	Haryana	Hissar	D Non Military
51	Dharuhera	Haryana	Rewari	D Non Military
52	Narayangarh	Haryana	Ambala	D Non Military
53	Kharkhauda	Haryana	Sonipat	D Non Military
54	Shakurbasti	Delhi	West Delhi	B Non Military
55	Timarpur	Delhi	North Delhi	C Non Military
56	Khanpur	Delhi	South Delhi	D Non Military
57	East Delhi (Preet Vihar)	Delhi	East Delhi	B Non Military
58	Nim Ka Thana	Rajasthan	Sikar	D Non Military
59	Sergarh	Rajasthan	Jodhpur	D Non Military
60	Dausa	Rajasthan	Dausa	D Non Military
61	Sanganer	Rajasthan	Jaipur	D Non Military
62	Bhuwana	Rajasthan	Jhunjhunu	D Non Military
63	Bhilwara	Rajasthan	Bhilwara	D Non Military
64	Suratgarh	Rajasthan	Hanumangarh	D Non Military
65	Dungarpur	Rajasthan	Dungarpur	D Non Military
66	Rajsamand	Rajasthan	Rajsamand	D Non Military
67	Rajgarh	Rajasthan	Churu	D Non Military

68	Chirawa	Rajasthan	Jhunjhunu	D Non Military
69	Behror	Rajasthan	Alwar	D Non Military
70	Bagpat	UP	Bagpat	D Non Military
71	Gonda	UP	Gonda	D Non Military
72	Basti	UP	Basti	D Non Military
73	Jaunpur	UP	Jaunpur	D Non Military
74	Greater Noida	UP	GB Nagar	A Non Military
75	Lakhimpur	UP	Lakhimpur	D Non Military
76	Moradabad	UP	Moradabad	D Non Military
77	Bijnore	UP	Bijnore	D Non Military
78	Rampur	UP	Rampur	D Non Military
79	Hardoi	UP	Hardoi	D Non Military
80	Banda	UP	Banda	D Non Military
81	Mizapur/Roberts Ganj	UP	Mirzapur	D Non Military
82	Barabanki	UP	Barabanki	D Non Military
83	Unnao	UP	Unnao	D Non Military
84	Hathras	UP	Hathras	D Non Military
85	Joshimath	Uttarakhand	Chamoli	E Military
86	Dehradun (On Haridwar Road)	Uttarakhand	Dehradun	C Non Military
87	Vikas Nagar	Uttarakhand	Dehradun	D Non Military
88	Tehri	Uttarakhand	Tehri	D Non Military
89	Pudraprayag	Uttarakhand	Rudraprayag	D Non Military
90	Ranikhet	Uttarakhand	Almora	E Military
91	Bageshwar	Uttarakhand	Bageshwar	B Non Military
92	Bandasa	Uttarakhand	Champawat	D Non Military
93	Rudrapur	Uttarakhand	Udham Singh Nagar	D Non Military
94	Dharchula	Uttarakhand	Pithoragarh	E Military
95	Landsdown	Uttarakhand	Pauri Garhwal	E Military
96	Uttarkashi	Uttarakhand	Uttarkashi	D Non Military
97	Ramnagar	Uttarakhand	Nainital	D Non Military
98	Bhagalpur	Bihar	Bhagalpur	D Non Military
99	Katihar	Bihar	Katihar	D Non Military
100	Motihari	Bihar	Motihari	D Non Military
101	Siwan	Bihar	Siwan	D Non Military
102	Samastipur	Bihar	Samastipur	D Non Military



103	Madhubani	Bihar	Madhubani	D Non Military
104	Buxar	Bihar	Buxar	D Non Military
105	Vaishali	Bihar	Vaishali	D Non Military
106	Sasaram	Bihar	Rohtas	D Non Military
107	Khagaria	Bihar	Khanaria	D Non Military
108	Munger	Bihar	Munger	D Non Military
109	Sitamarhi	Bihar	Sitamarhi	D Non Military
110	Deoghar	Jharkhand	Deoghar	D Non Military
111	Gumla	Jharkhand	Gumla	D Non Military
112	Chaibasa	Jharkhand	Paschimsinghbhum	D Non Military
113	Dalatganj	Jharkhand	Palamu	D Non Military
114	Dhanbad	Jharkhand	Dhanbad	D Non Military
115	Satna	MP	Satna	D Non Military
116	Ujjain	MP	Ujjain	D Non Military
117	Amla	MP	East Nimar	E Military
118	Pachmarni	MP	Hoshangabad	E Military
119	Jagdalpur	Chhattishgarh	Bastar	D Non Military
120	Bilaspur	Chhattishgarh	Bilaspur	D Non Military
121	Raigarh	Chhattishgarh	Raigarh	D Non Military
122	Bahrapur	WB	Murshidabad	D Non Military
123	Baruipur	WB	South 24 Pargana	D Non Military
124	Bankura	WB	Bankura	D Non Military
125	Howrah	WB	Hawrah	D Non Military
126	Raiganj	WB	Utter Dinajpur	D Non Military
127	Cooch Behar	WB	Coochbehar	D Non Military
128	Kalimpong	WB	Darjeeling	E Military
129	Binaguri	WB	Jalpaiguri	E Military
130	Lanka	Assam	Nagaon	D Non Military
131	Bongaigaon	Assam	Bongaigaon	D Non Military
132	Tinsukia	Assam	Tinsukia	D Non Military
133	Tezpur	Assam	Sonitpur	D Non Military
134	Misamari	Assam	Darrang	E Military
135	Dibrugarh	Assam	Dibrugarh	D Non Military
136	Goalpara	Assam	Goalpara	D Non Military
137	Dhubri	Assam	Dhubri	D Non Military
138	Lakhimpur	Assam	Lakhimpur	D Non Military

139	Chura Chandpur	NE (Manipur)	Chura Chandpur	D Non Military
140	Mokokchung	NE (Nagaland)	Mokokchung	D Non Military
141	Lunglei	NE (Mizoram)	Lunglei	D Non Military
142	Tezu	NE (Arunachal Pradesh)	Lohit	E Military
143	Along	NE (Arunachal Pradesh)	West Siang	E Military
144	Puri	Orissa	Puri	D Non Military
145	Sambalpur	Orissa	Sambalpur	D Non Military
146	Koraput	Orissa	Koraput	D Non Military
147	Angul	Orissa	Angul	D Non Military
148	Bawanipatna	Orissa	Kalahandi	D Non Military
149	Dhenkanal	Orissa	Dhenkanal	C Non Military
150	Srikakulam	AP	Srikakulam	D Non Military
151	Anantapur	AP	Anantapur	D Non Military
152	Karnool	AP	Karnool	D Non Military
153	Cuddapah	AP	Cuddapah	D Non Military
154	Nellore	AP	Nellore	D Non Military
155	Karimnagar	AP	Karimnagar	D Non Military
156	Eluru	AP	West Godavari	D Non Military
157	Secunderabad	AP	Rangareddy	D Non Military
158	Khammam	AP	Khammam	D Non Military
159	Mehbubnagar	AP	Mehbubnagar	D Non Military
160	Erode	Tamil Nadu	Erode	D Non Military
161	Sivagangai	Tamil Nadu	Sivaganga	D Non Military
162	Kumbhkonum	Tamil Nadu	Tiruvallur	D Non Military
163	Chennai (Island Ground)	Tamil Nadu	Chennai	D Non Military
164	Ramanathapuram	Tamil Nadu	Ramanathapuram	D Non Military
165	Tambram	Tamil Nadu	Kanchipuram	D Non Military
166	Mavelikara	Kerala	Alleppey	D Non Military
167	Kanhangad	Kerala	Kasargod	D Non Military
168	Kalpetta	Kerala	Wayanad	D Non Military
169	Thodupuzha	Kerala	Idukki	D Non Military
170	Trivendrum (Med College)	Kerala	Thiruvananthapuram	D Non Military
171	Changanacherry	Kerala	Kottayam	D Non Military
172	Moovattupuzha	Kerala	Ernakulam	D Non Military
173	Iritti	Kerala	Kannur	D Non Military

174	Kunnamkulam	Kerala	Trichur	D Non Military
175	Kottarakara	Kerala	Kollam	D Non Military
176	Ranni	Kerala	Pattanamthitta	D Non Military
177	Kilimanur	Kerala	Thiruvananthapuram	D Non Military
178	Kolar	Karnataka	Kolar	D Non Military
179	Tumkur	Karnataka	Tumkur	D Non Military
180	Hassan	Karnataka	Hassan	D Non Military
181	Shimoga	Karnataka	Shimoga	D Non Military
182	MEG & Centre, Bangalore	Karnataka	Bangalore	D Non Military
183	Gulbarga	Karnataka	Gulbarga	D Non Military
184	Bidar	Karnataka	Bidar	E Military
185	Virarajendrapet	Karnataka	Kodagu	D Non Military
186	Beed	Maharashtra	Beed	D Non Military
187	Nanded	Maharashtra	Nanded	D Non Military
188	Karad	Maharashtra	Satara	D Non Military
189	Wardha	Maharashtra	Wardha	D Non Military
190	Navi Mumbai	Maharashtra	Mumbai	C Non Military
191	South Pune	Maharashtra	Pune	D Non Military
192	Pune/Khadki	Maharashtra	Pune	D Non Military
193	Yavatmal	Maharashtra	Yavatmal	D Non Military
194	Dhule	Maharashtra	Dhule	D Military
195	Vasco-Da-Gama	Goa	Vascodagama	D Military
196	Gandhi Dham	Gujarat	Gandhidham	D Non Military
197	Surat	Gujarat	Surat	D Non Military
198	Rajkot	Gujarat	Rajkot	D Non Military
199	Puducherry	Puducherry	Puducherry	D Non Military

Appendix 'B' to Government of India  
Ministry of Defence letter No.  
No.22D(44)/07/US(WE)/D(Res)  
dt. 18.10.10

**LIST OF ADDITIONAL 15 REGIONAL CENTRES**

Ser No.	Regional Centres
1	Delhi (To be shifted to Yol once additional Regional Centre for Delhi is sanctioned)
2.	Jalandhar
3	Ambala
4	Hissar
5	Dehradun
6	Bareilly
7	Allahabad
8	Ahmedabad
9	Nagpur
10	Ranchi
11	Mumbai
12	Visakhapatnam
13	Bangalore
14	Coimbatore
15	Trivandrum

(As Amended vide GoI, Min of Def letter No 22D(44)/2007/US(WE)/D(Res) dt 25 Feb 2013)

Appendix 'C' to Government of India  
Ministry of Defence letter No.  
No.22D(44)/07/US(WE)/D(Res) dt. 18.10.10

**ADDITIONAL REQUIREMENT OF SERVICE PERSONNEL-CENTRAL ORG ECHS  
AND REGIONAL CENTRE ECHS**

Sl No.	Category	Central Organisation ECHS	15 Regional Centre ECHS	Total
1	Officers	7	60*	67
2	PBOR	15	255**	270

\* One Director (Col Rank) and three Deputy Director (Lt Col Rank) for Regional Center ECHS.

\*\* One Superintend, 10 Clerks, 1 Private Secretary and 5 Group 'D' staff for each Regional Centre ECHS.

**REQUIREMENT FOR ADDITIONAL CONTRACTURAL STAFF FOR NEW 199 POLYCLINICS**

Details of Manpower	Type A		Type B		Type C		Type D		Type E (New Type Proposed)		Additional (199 Polyclinics)
	Mil	Non Mil	Mil	Non Mil	Mil	Non Mil	Mil	Non Mil	Mil	Non Mil	
No of Polyclinics	0	1	0	4	0	8	6	163	17	0	
Med Officer		2		2		2	1	2	1		375
Med specialist		2		2		1	0	1	0		181
Dental Officer		2		2		1	1	1	0		187
Officer in Charge		1		1		1	1	1	0		182
Gynecologist		1		1		0	0	0	0		5
Nursing Asst		3		3		2	1	2	1		380
Lab Asst		2		2		1	1	1	0		187
Dental Hygienist		2		1		0	0	0	0		6
Receptionist		1		1		0	0	0	0		5
Driver		3		3		1	1	1	1		209
Peon		1		1		1	1	1	0		182
Safaiwala		1		1		1	1	1	0		182
Female Attended		1		1		1	1	1	0		182
		22x1 =22		21x4 =84		12x8 =96	9x6 =54	12x163 =1956	3x17 =51		2263

\*\*\*the manpower requirement as above are accordingly to the sanctioned manpower for type A, B, C, D Polyclinics in Military and Non Military Stations



## PART -III CONTRIBUTION

No. 22(1)/01/US(WE)/D(Res)  
Government of India  
Ministry of Defence

New Delhi, the 8<sup>th</sup> March 2004

To,

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject: Ex-servicemen Contributory Health Scheme-  
Exemption to war widows from payment of contribution**

Sir,

I am directed to convey the sanction of the President for exemption of war widows from payment of contribution under Ex-servicemen Contributory Health Scheme (ECHS).

2. This issues with the concurrence of Ministry of Defence (Finance/AG/PD) vide their U.O No. 199/PD/04 dated 5.3.2004.

Yours faithfully,

Sd/-xxx  
(V.K. JAIN)  
Under Secretary to the Govt. of India

Copy to:-

1. Defence (Finance) AG/PD
2. CGDA, New Delhi
3. SO to Defence Secretary
4. PPS to Secretary (Defence/Finance)
5. PPS to AS (Acquisition)
6. PPS to AS (T) / PPS to AS (I)
7. Addl FA (B) / Addl FA (V)
8. JS (ESW)
9. JS (O/N)
10. DFA (B) / DFA (N) / DFA (Air Force)

11. AFA (B-1)
12. D (Works) / D (Mov) / D (Med)
13. O & M Unit

Also to:-

14. DGAFMS
15. DGDE, New Delhi
16. DGD C & W
17. QMG
18. DGMS
19. DGMS (Air)
20. DGMS (Navy)
21. AOA
22. COP
23. MD Central Org ECHS
24. ADG C & W
25. DG (Works). E-in-C Branch
26. ADG (FP)
27. All Command Headquarters
28. AG Branch / CW-3
29. Naval Headquarters (PS Dte)
30. Air Headquarters (PS & R)

copy signed in ink :-

31. CDA (Army), Bangalore
32. CDA (WC), Chandigarh
33. CDA (Army), Patna
34. CDA (SC), Pune
35. CDA (Army), Meerut
36. CDA (NC), Jammu
37. CDA (Officers), Pune
38. CDA (Navy), Bombay
39. CDA (AF), Dehradun
40. CDA (Army), Jabalpur
41. CDA (Army), Secunderabad
42. CDA (Army), Lucknow
43. CDA (Army), Chennai



- 44. CDA (HQ, EC), Kolkata
- 45. CDA (AF), Delhi
- 46. CDA (Army), Guwahati
- 47. CDA (Army), Pune
- 48. CDA (Army), Bombay
- 49. CDA (Army), Dehradaun

No. PC to 24(2)/05/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Deptt. of Ex-Servicemen Welfare

New Delhi, the 24<sup>th</sup> July 2005

To,

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**Subject :- Ex-Servicemen Contributory Health Scheme-Exemption to war disabled pensioners from payment of contribution.**

Sir,

1. I am directed to convey the sanction of the President for exemption to war disabled pensioners from payment of contribution for Ex-Servicemen Contributory Health Scheme (ECHS), who were disabled due to injuries received during proclaimed wars or any other encounters which had been specifically accorded such status.

2. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O.NO. 450/PD/05 dated 21.07.05

Yours faithfully,

Sd/-xxx  
 (V.K.Jain)

Under Secretary to the Govt of India

Copy to:-

1. Defence (Finance) AG/PD
2. SO to Defence Secretary
3. PPS to Secretary (Defence/Finance)
4. PPS to AS (Acquisition)
5. PPS to AS (T) / PPS to AS (I)
6. JS (ESW)
7. JS (O/N)
8. Addl FA (M)

No. PC to 24(2)05/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicement Welfare

New Delhi, dated the 7<sup>th</sup> February, 2006

To

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**Subject : EX- SERVICEMEN CONTRIBUTORY HELATH SCHEME: EXEMPTION TO WAR  
 DISABLED PENSIONERS FROM PAYMENT OF CONTRIBUTION**

Sir,

I am directed to refer to Govt of India, Ministry of Defence letter No. PC to 24(2)/05/US (WE)/D(Res) dated 24th Jul, 2005 and to clarify that the sanction of the Government for grant of exemption from payment of ECHS contribution also covers War Disabled Pensioners who have sustained disability under following circumstances specified under Category 'E' of GOI/MOD letter No. 1(2)97/D(PenC) dated 31st Jan, 2001:-

**Category 'E'**

Disability arising as a result of :-

- (a) enemy action in international war;
- (b) action during deployment with a peace keeping mission abroad;
- (c) border skirmishes;
- (d) during laying or clearance of mines including enemy mines as also minesweeping operation;
- (e) on account of accidental explosions of mines while laying operationally oriented mine-field or lifting or negotiating minefield laid by the enemy or own forces in operational areas near international borders or the line of control;
- (f) war like situations, including cases which are attributable to/aggravated by:-
  - (i) extremist acts, exploding mines etc, while on way to an operational area;
  - (ii) battle inoculation training exercises or demonstration with live ammunition;
  - (ii) kidnapping by extremists while on operational duty
- (g) An act of violence/attack by extremists, anti-social elements, etc. while on operational duty;
- (h) Action against extremists, antisocial elements, etc. Disability while employed in aid of civil power in quelling, agitation, riots or revolt by demonstrations will be covered under this category.
- (i) Operations specially notified by the Government from time to time.

2. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No. 49/PD/06 dated 2.2.06.

Yours faithfully

Sd/-xxx  
 (V.K. Jain)  
 Under Secretary (WE)

## Copy to:-

1. DG, DC&W, Army Headquarters, New Delhi
2. MD, ECHS
3. Director Genral Resettlement, West Block-IV, RK Puram, New Delhi
4. Secretary, Kendriya Sainik Board
5. Dir (Coord)- For including the letter in MOD website under ECHS
6. SO to Defence Secreary
7. PS to AS (B) / PS to AS (I)
8. JS (E)
9. DFA (AG/PD)

## Also to:-

10. CGDA, New Delhi
11. PPS to FA (DS)
12. Addl. FA (V) / Addl FA (K)
13. JS (O.N)
14. Dir (Finance) / AG) / Director (Fin/ Works)
15. Defence Finance (AG/PD)
16. DFA (B) DFA (N) / DFA (Air Force)
17. D (Works)/D(Mov)/D(Med)
18. O & M Unit
19. DGAFMS
20. DGMS
21. DGMS (Air)
22. DGMS (Navy)
23. AOA
24. COP
25. ADG C&W
26. ADG (FP)
27. All Command Headquarters
28. AG Branch/CW-3

No. PC to 24(2)/05/US(WE)/D (Res)/Pt III  
Government of India  
Ministry of Defence  
Deptt of Ex-Servicemen Welfare

New Delhi, dated the 16<sup>th</sup> Feb, 2006

To

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject : EX- SERVICEMEN CONTRIBUTORY HELATH SCHEME: EXEMPTION TO WAR  
DISABLED PENSIONERS FROM PAYMENT OF CONTRIBUTION**

Sir,

I am directed to refer to Govt of India, Ministry of Defence letter No. PC to 24(2)/05/US (WE)/D(Res) dated 24th July. 2005 and 07th February 2006 on the above subject and to clarify that exemption to war disabled pensioners form payment of contribution for ECHS would also be applicable to those who had already contributed for their membership and they will be allowed the refund of the contribution already made by them.

2. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No. 128/PD/06 dated 15-02-2006.

Yours faithfully

Sd/-xxx  
(M.S. CHADHA)  
Under Secretary (WE)

No. 17(10)/06/US(WE)/D(Res)  
Government of India  
Ministry of Defence  
Deptt of Ex-Servicemen Welfare

New Delhi, dated the 13<sup>th</sup> April, 2007

To

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject : Civil Writ Petition No. 210/1999 filed by Confederation of Ex-Servicemen Associations  
V/s Union of India - implementation of the Court Judgement**

Sir,

In pursuance of the directions/orders/judgment dated 22nd Aug. 06 passed by the Hon'ble Supreme Court in the above case, I am directed to convey the sanction of the President to the exemption from payment of contribution under Ex-Servicemen Contributory Health Scheme in respect of those ex-servicemen draw pension from Controller of Defence Accounts and have retired prior to 1st Jan, 1996.

2. This issues with the concurrence of Defence (Finance) vide their UO No. 189/PD/07 dated 2.4.2007.

Yours faithfully

Sd/-xxx  
(V.K. Jain)  
Under Secretary to the Govt. of India

22 D (04)/10/US (WE)/D (Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare

New Delhi, the 2<sup>nd</sup> August, 2011

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

### **CORRIGENDUM**

Sir,

I am directed to convey the sanction of the President to the following amendments being made in Appendix 'A' to GOI MoD letter No. 22(1)/01/US(WE)/D(Res) dated 30 Dec 2002.

2. Appendix 'A' amended to read as follows :-

Grade pay drawn at the time of retirement (in Rupees)	Contribution (in Rupees)
1800/- pm, 1900/- pm, 2000/- pm, 2400/- pm and 2800/- pm and recruits drawing family pension/medical pension	15,000/-
3400/- pm and 4200/- pm	27,000/-
4600/- pm, 4800/- pm, 5400/- pm and 6600/- pm	39,000/-
7600/- pm and above and Officers under HAG Scale	60,000/-

3. This supersedes the GOI MoD letter No. 22(04)/10/US(WE)/D(Res) dated 29 Sep 2010.
4. The reissued order will be effective from 1<sup>st</sup> June, 2009.
5. This has been issued with the concurrence of Ministry of Defence (Finance) vide their UO No. 2469/11/FP dated 25.7.2011.

Yours faithfully,

S/d xxx  
 (.K. Mallick)  
 Under Secretary to the Govt of India

22 D (04)/10/US (WE)/D (Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare

New Delhi, the 8<sup>th</sup> August, 2011

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

### **CORRIGENDUM**

Sir,

Please refer to Corrigendum of even number dated 2<sup>nd</sup> August, 2011. The Para 2 may be read as :-

2. Appendix 'A' amended to read as follows :-

Grade pay drawn at the time of retirement (in Rupees)	Contribution (in Rupees)
1800/- pm, 1900/- pm, 2000/- pm, 2400/- pm and 2800/- pm and recruits drawing family pension/medical pension	15,000/-
3400/- pm and 4200/- pm	27,000/-
4600/- pm, 4800/- pm, 5400/- pm and <b>6100/- pm</b> and 6600/- pm	39,000/-
7500/- pm and above and Officers under HAG Scale	60,000/-

3. All other terms and conditions remain the same.

Yours faithfully,

S/d xxx  
 (H.K. Mallick)  
 Under Secretary to the Govt of India

Copy to :-

1. DFA (Pen)
2. CGDA

Also to :-

3. AG, Army HQ
4. MD, ECHS
5. DG AFMS
6. COP
7. AOA

Copy signed in ink :-  
 All PCsDA/CsDA



**Ministry of Defence**  
**(Deptt of Ex-Servicemen Welfare)**

**Subject : Exemption of ECHS members from payment of ESI contribution-Regarding**

\*\*\*\*\*

As you are aware that no. of representations are being received from ex-servicemen regarding compulsory deduction of subscription towards ESIC who joins service after their re-employment their in Govt. job or in private sectors. Further it is noted that most of the soldiers retired at the age of 38-40 years, some of them get re-employment either in Govt whereas most of them join public sector jobs.

2. In this connection it has been clarified by the Ministry of Health & Family Welfare have clarified that ECHS beneficiaries are exempted from the contribution of CGHS as both the Scheme are public funded schemes. In view of this, CO ECHS is requested to intimate the status of ESM regarding contribution towards Health scheme who re-employed in Banks/PSUs.

3. This may be treated as Most Urgent.

Sd/- x x x x x x x  
(H K Mallick)  
Under Secretary (WE)  
Tele Fax: 2301 4946.

CO, ECHS

---

MOD ID Note No. 22D(20)/2010/US(WE)/D(Res) dated 06.9. 2013

No. 24(6)/03/US(WE)/D(Res)  
Government of India  
Ministry of Defence

New Delhi, the 22<sup>nd</sup> September 2003

To,

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject: Procedure for Contractual Employment of staff for Ex-servicemen Contributory Health Scheme (ECHS) Polyclinics**

Sir,

With reference to Government of India, Ministry of Defence letter No. 22(1)/01/US(WE)/D(Res) dated 30 Dec 2002, I am directed to convey the sanction of the President for the Procedure for Contractual Employment of Staff for ECHS Polyclinics as embodied in the Annexure to this letter in connection with the Ex-servicemen Contributory Health Scheme (ECHS) with immediate effect.

2. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O No.1037/ PD/03 dated 19 Sep 03.

Yours faithfully,

Sd/-xxx

(V.K. JAIN)  
**Under Secretary to the Govt. of India**



# PART - IV

## CONTRACTUAL STAFF : ECHS

### POLYCLINICS

Annexure I to Govt of India  
Ministry of Def letter No  
24(6)/03/US(WE)/D(Res)  
dated 22 Sep 2003

**EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME (ECHS)**

**PROCEDURE FOR CONTRACTUAL EMPLOYMENT OF STAFF  
FOR ECHS POLYCLINICS**

**AUTHORISATION**

1. The manpower to be authorized at the ECHS Polyclinics will be as per the details of contracted staff sanctioned for Types 'A', 'B', 'C' and 'D' Military and Non Military Stations as specified in Appendix 'E' and 'F' to MOD's letter No 22(1)/01/US(WE)/D(Res) dated 30 Dec 2002.

**SANCTION FOR EMPLOYMENT OF STAFF**

2. The sanction for contractual employment of the medical, paramedical and non medical staff for the ECHS Polyclinics will be accorded by a General Officer Commanding of an Area or equivalent.

**RESERVATION**

3. Preference will be given to Ex-Servicemen for all employment in the ECHS. Reservation criterion is as follows:-

S/No	Category	Percentage of vacancies	
		Reserved for Ex-Servicemen	Open vacancies
(a)	Medical Officers/Specialists/Dental Officers	60	40
(b)	Officer-in-charge Polyclinics	100	0
(c)	Paramedical staff to include Nurses, Nursing Assistants(General, Radiographer, Physiotherapist), Dental Hygienist/Assistant & Lab Assistant	70	30
(d)	Non Medical Staff to include Receptionist (Records maintenance & Data entry service)  Drivers (Motor Vehicles operation & maintenance services)  Peons & Female Attendant (Housekeeping services)  Safaiwala (Conservancy services)	70	30
Note:- The total authorisation of the Staff will be as laid down in Appendix 'E' and 'F' MOD letter No 22(1)/01/US(WE)/D (Res) dated 30 Dec 2002.			

4. When requisite percentage of ex-servicemen are not available, specific certificate signed by GOC Area would be placed on record and thereafter the vacancies utilized by employing a suitable civilian. The GOC Area's sanction would be valid for a period of eleven months only. During this period efforts will be made to appoint a suitable Ex-Serviceman.

### **ADVERTISEMENTS**

5. Advertisements inviting applications for employment under the ECHS for medical, dental & specialist officers and officers in charge Polyclinic will be placed in the National newspapers, Local/regional newspapers will be used for placing advertisements for employment of paramedical staff. Application forms will be made available at concerned Station Headquarters (Stn HQ). The employment of categories listed in Para 3 (a) to (c) above will be carried out by the Station Commander through a Station board of Officers. The Conservancy, Housekeeping, Records Maintenance & Data Entry and Motor Vehicles Operation & Maintenance Services will be outsourced through the licensed service provider/agency/contractor, for which advertisements for registration with the Station Headquarters will also be placed in local/regional newspapers.

### **APPLICATIONS**

6. The applications will be submitted by the candidates to the Stn HQ under whose jurisdiction Polyclinics are located. The applications will be processed by a Board of Officers to be set up by the Station Commander.

### **SELECTION PROCEDURE**

7. The procedure for the selection of candidates on contractual basis will be as under:-

(a) Constitution of the Board of Officers. A Board of Officers for employment of medical/para medical/non medical staff for the ECHS Polyclinics will be constituted by the Station Commander. The Board Officers will comprise the following:-

- |       |                             |   |
|-------|-----------------------------|---|
| (i)   | Chairman                    | - Station Commander   |
| (ii)  | Member                      | - Senior Executive Medical Officer(SEMO)/Principal Medical Officer (PMO) /Senior Medical Officer (SMO) of the Station.  |
| (iii) | Member                      | - Any officer from the Station (Non Medical)  |
| (iv)  | Specialist<br>Member(s)     | - Wherespecialist/super specialist doctors are to be employed, Commanding Officer, Service Hospital / Deputy Director Medical Services (DDMS) Area /Command will nominate a specialist of that category on the board. |
| (v)   | In attendance<br>(optional) | - Rep of Regional Centre (ECHS)   |

(b) **Assessment.** The candidates and the Service providers/agencies will be assessed by the Board of Officers as under:-

- (i) Total assessment will include an interview and weightage.

- (ii) **Interview.** Includes general/professional knowledge/boaring attitude etc.
- (iii) **Weightage.** Based on additional qualifications e.g. professional courses, diploma, postgraduate degree, experience in renowned hospitals/health services.  
(Criteria listed in Appx 'A' & 'B').

(c) **Approval of Board Proceedings.** The Board proceedings will be forwarded to the respective Headquarters Area through the normal chain of Command. Approvals will be given by HQ Area. Necessary technical inputs prior to approval will be given by DDsMS Area. An approved copy of the Board proceedings will be sent to the respective HQ Command for information/record.

### **TERMS AND CONDITIONS FOR CONTRACTUAL EMPLOYMENT**

8. The detailed criteria are listed in Appendix 'A' & 'B'. The general terms and conditions for employment of the Medical/para medical/Non medical staff under the ECHS are listed below:-

- (a) **Nationality.** The candidate should be an Indian Citizen.
- (b) **Criterion.** The age educational qualifications and work experience of the candidate should be as per the criteria listed in Appendix 'A' & 'B'.
- (c) **Desirable Attributes.** Additional qualifications e.g. professional courses, diploma, postgraduate degree and experience in renowned hospitals/health services will be preferred.
- (d) **Duration of employment.** The employment of the staff will be entirely contractual in nature and will be normally for a period of two years at the maximum, subject to review of their conduct and performance after eleven months.
- (e) **Working hours.** The working hours for the staff would be 48 hours per week from Monday to Saturday, Sunday being a holiday. The time excludes journey time from residence to clinic and back. The working schedule for the clinic will be decided by the Regional Centres in consultation with the local Stn HQ and SEMO/PMO/SMO of the Station.
- (f) **Holidays.** Sundays and Central Govt Gazetted holidays will be observed as closed holidays.
- (g) **Emergency Duties.** Medical Officers will be detailed by rotation for Emergency duties on call during non-working hours of Polyclinics, including Holidays. Detailment will be done by Officer In-Charge (O I/C) Polyclinic. They should be available on his telephone/mobile during this period.
- (h) **Leave.** The staff will be entitled to 10 days leave (8 days Casual leave and 2 days restricted holiday) in a calendar year (non-accumulative), besides Sundays and gazette holidays. Leave will be sanctioned by the Station Commander.
- (j) **Medical fitness.** The employees of the ECHS Polyclinics should be medically fit to fulfill the duties as assigned.

## **CONTRACTUAL REMUNERATION**

9. The details of Contractual remuneration payable per month to the medical/para medical and non medical staff employees under the ECHS are specified in Appendix 'A' and 'B' respectively. Except the lump sum remuneration, the contractual employees will not in any way, be entitled to any pensionary benefits, allowances or financial benefits/concessions as admissible to regular Govt employees.

## **EMPLOYMENT THROUGH SERVICE PROVIDER/AGENCY**

10. The Services listed in Para 3(d) above will be out sourced to a service provider/agency. A Board of Officers constituted by the Station Commander will approve the agencies for registration. The Board will ensure that the selected service provider/agency is licensed as per the provisions of Contract Labour (Regulation and Abolition) Act of 1970.

11. Thereafter the registered Service providers/agencies will be requisitioned whenever the requirement occurs. Contracted agencies will provide a list of personnel for required services along with their qualifications to Station HQs for verification/approval. While detailing personnel for services at polyclinics, each service provider/agency/contractor should ensure that at least 70% staff detailed are ex-servicemen as per provisions of Para 3(d). When requisite percentage of ex-servicemen are not available with the service provider/agency, specific certificate signed by GOC Area would be placed on record and thereafter the vacancies utilized by employing suitable civilians. The GOC Area's sanction will be valid for a period of eleven months. The service provider will ensure that he provides replacement with an Ex-Serviceman at the earliest.

## **EMPLOYMENT**

12. After the approval of the Board proceedings, the Area Headquarters will direct the Station Headquarters to offer employment to the selected candidates. Contract as per approved format will be signed by the selected candidates and submitted to the Station Headquarters.

13. In case of the provision of services through the contracted service provider/agency, the contract will be signed between the agency and the Station Headquarters.

## **CONTRACT**

14. Contractual agreements in the prescribed format will be signed by the Station headquarters with the individual candidates and the contracting agency as the case may be:-

(a) **Contract with individual employees.** The contractual agreement between the contractual employees and the Station Headquarters will include the following:-

- (i) Designation of Appointment.
- (ii) Place of Appointment.
- (iii) Contractual nature of appointment for period of two years.
- (iv) Review of appointment after 11 months.

(v) Contractual remuneration payable and that he/she will not, in any way, be entitled to pension including disability and family pension, free Ration, Non Practicing Allowance, Transport Allowance, Accommodation or HRA, medical allowances, Kit maintenance allowance or any other allowances/financial benefits or concessions as admissible to regular Govt employees.

(vi) Non entitlement for CSD canteen facilities.

(vii) The working hours and timings

(viii) **Leave.** Entitlement to leave.

(ix) **Conduct.** Professional conduct and warning on disciplinary action in cases of malpractices, unethical practice, financial misappropriation or administrative irresponsibility etc and termination of contract in such cases.

(x) Termination of contract by the employee after giving one month prior notice.

(xi) Non-entitlement to medical benefits under the ECHS.

(b) **Contract with Service Provider/Agency** The contractual agreement to be entered into between the service providing agency and the Station Headquarters will ensure that provisions of Contract Labour (Regulation and Abolition) Act, 1970 and related laws are complied with. The contract will be effected on Non-judicial stamp paper and will include the following:-

(i) Contractor License number.

(ii) Contractor Code No allotted under EPF, ESI Corporation etc.

(iii) Area of work to be given on labour contract- The following services in the Polyclinic will be offered on contract – conservancy, housekeeping, records maintenance & data entry and motor vehicles operations and maintenance.

(iv) A written undertaking from the Contractor to abide by all relevant laws viz: -Contract Labour (Regulation and Abolition) Act 1970, Employees Provident Fund and Miscellaneous Provisions Act 1952, Employees State Insurance Act 1947, Minimum Wages Act and Payment of Wages Act as applicable.

(v) Number of employees detailed in the contract and number of employees under his control.

(vi) Name and address of the parties to the contract stating the rights and obligation of the parties.

(vii) Work site, working hours, rate of payment, scope of work, period of validity of contract, payment terms, consequences of breach of contract on either side and conduct of employees as mentioned in Para 16 (a) (ii) to (xi) above will clearly be outlined in the contract.

(viii) Procedure for termination of contract on either side.

(ix) An amount equivalent to one month contractual remuneration per employee will be kept as a security deposit with the ECHS till successful completion of the contract to the satisfaction of the ECHS. In case there is any breach of contract the ECHS is at a liberty to utilize this amount to pay for employing suitable candidates on daily wages till a fresh outsourcing service provider/agency is selected as per laid down procedures.



**PROCEDURE FOR DISCIPLINARY ACTION**

15. In case arr ECHS contractual employee is involved in any act of professional misconduct, unethical practices, medical negligence or administrative negligence, disciplinary action will be initiated against the employee and his contract may be terminated after giving a show cause notice, without prejudice to any further action that may be deemed fit and initiated considering the nature of the offence committed.

16. The Station Commander will initiate the action for termination of contract on recommendations of the concerned O I/C Polyclinic. A show cause notice will be given to the employee detailing the nature of offences. An inquiry ordered by the Stn Cdr will go into details of the case including the replies to the show cause notice of the employee. The Station Commander may also take legal action under the existing laws of the land for any act listed in Para 15 above.

17. The Appointing authority will be the authority for termination of contract.

18. When the employee involved (in any act as listed in Para 15 above) has been provided by the Contracting agency, his/her duties will cease immediately and the service provider/agency will provide a replacement within 24 hours.

**REVISED QRS FOR EMPLOYMENT OF MEDICAL/PARA-MEDICAL STAFF FOR EX-SERVICEMEN  
CONTRIBUTORY HEALTH SCHEME**

SR No	Category	For employment	For contractual	Basic Qualification	Work experience	Desirable Attributes	Reservation for Ex-Servicemen	Contractual fees (Per month)
1.	Medical Officer	63	65	MBBS	Min 03 years after internship Preferable addl Qualification in medicine/surgery	Merit in MBBS PG /Other Additional qualification. Experience of more than 05 years	60%	Rs. 25000/-
2.	Specialist (Medical Specialist & Gynaecologist)	63	65	MD/MS in Specialty concerned /DNB	Minimum 03 years in the Specialty after Post Graduation	Merit in MBBS, Merit in PG. Additional qualification.	60%	Rs. 35000/-
3.	Dental Officer	63	65	BDS	Minimum 03 years work experience	Merit in BDS. PG /Other Additional qualification. Experience more than 5 years	60%	Rs. 25000/-
4.	Officer In Charge Polyclinic	63	65	Graduate	Minimum 5years work experience in Health care institutions or Managerial Positions	Additional managerial qualifications. Experience of more than 10 years. Computer qualifications	100%	Ra. 25000/-
5.	Nursing Assistant (Nurse)	53	55	BSc Nursing	Minimum 5years experience	Degree in Nursing/ any diploma/ Specialty nursing. Experience of more than 10 years.	70%	Rs. 10000/-
6.	Nursing Assistant (General)	53	55	GNM Diploma/ Class INursing Assistants Course (Armed Forces)	Minimum 5 years experience	Any diploma/ course in Specialty nursing Experience of more than 10 years.	70%	Rs. 9500/-
7.	Nursing Assistant (X Ray Assistant/ Radiographer)	53	55	Diploma/ Class 1Radiographer Course (Armed Forces)	Minimum 5 years experience.	Any course in Ultrasound/Med technology. Experience of more than 10 years.	70%	Rs. 10000/-

8.	Nursing Assistant (Physiotherapist)	53	55	Diploma/ Class 1 Physiotherapy Course (Armed Forces)	Minimum 5 years experience	Experience of more than 10 years	70%	Rs. 10000/-
9.	Laboratory Assistant	53	55	DMLT/ Class I Laboratory Tech Course (Armed Forces)	Minimum 5 years work experience in Laboratory	Experience of more than 10 years	70%	Rs. 10000/-
10.	Dental Hygienist Dental Assistant	53	55	Diploma Holder in Dental Hyg/ Class-1 DH/DORA Course (Armed Forces)	Minimum 5 years experience in Dental Laboratory	Experience of more than 10 years	70%	Rs. 10000/-

(Contractual fees amended vide GOI MoD 22D(50)2007/US(WE)/D(Res) dated 30 Jul 09)

(Ser No. 1 to 3 amended vide GOI MoD 24(6)/03/US(WE)/D(Res)/Part I dated 22 Mar 05)

**Appendix 'B'****QRs FOR EMPLOYMENT OF NON MEDICAL STAFF FOR  
EX SERVICEMEN CONTRIBUTORY HEALTH SCHEME**

SR No	Category	Age Limit		Basic Qualifications	Work experience	Desirable	Reservation Ex-Servicemen	Contractual fees (Per month)
		For employment	For contractual					
1.	Receptionist/ Clerk/ Data Entry Operator	53	55	Graduate/ Class I Clerical trade (Armed Forces)	Minimum 5 years experience.	Computer qualifications Experience of more than 10 years	70%	Rs. 7500/-
2.	Female Attendant	53	55	Literate	Minimum 5 years experience in Civil / Army Health institutions	Experience of more than 10 years. First Aid Course	70%	Rs. 3500/-
3.	Driver	53	55	Education – 8 Class Class I MT driver (Armed Forces) Posses a civil driving licence	Minimum 5 years experience as Driver	Heavy vehicle driving licence. Experience of more than 10 years. First Aid Course.	70%	Rs. 4500/-
4.	Peon	53	55	Education – Class 8 GD trade (Armed Forces)	Minimum 5 years service.	Experience of more than 10 years	70%	Rs. 3500/-
5.	Safai Wala	53	55	Literate	Minimum 5 years service	Experience of more than 10 years	70%	Rs. 3500/-

No. 24(6)/03/US (WE)/D (Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-servicemen Welfare  
 New Delhi, the 29<sup>th</sup> June, 2005

To,

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**Subject:** Revision of terms and conditions for contractual employment of medical specialists and gynaecologist

Sir,

1. With reference to Govt. of India, Ministry of Defence letter No. 24(06)/03/US(WE)/D(Res) dated 22<sup>th</sup> Sep'03, I am directed to convey the sanction of the 'President for following corrigendum to the procedure for Contractual Employment of Staff for ECHS Ployclinics:-

**Para 8 (e)**

**For Working hours.** The working hours for Staff would be 48 hours per week from Monday to Saturday, Sunday being a holiday. The time excludes journey time from residence to clinic and back. The working schedule for the clinic will be decided by the Regional Centres in consultations with the local Station HQ and SEMO/PMO/SMO of the Station.

**Read Working hours.** The working hours for Staff (less Specialists) would be 48 hours per week from Monday to Saturday, Sunday being a holiday. For specialists (Medical Specialists & Gynecologists') the working hours would be 30 hours per week (5 hours x 06 days) from Monday to Saturday, Sunday being a holiday. The time excludes journey time from residence to clinic and back. The working schedule for the clinic will be decided by the Regional Centres in consultation with the local Station HQ and SEMO/PMO/SMO of the Station.

**Appendix A**

Ser No. 2. Category (Medical Specialists & Gynecologist) under head Contractual Fees (per month)

**For** - Rs, 20,000/-

**Read** - Rs, 25,000/-

2. This issues with the concurrence of Ministry of Defence (Finance/AG/PD) vide their UO No. 660/PD/05 dated 28.06.05.

Yours faithfully

Sd/-xxx  
**Under Secretary to the Govt. of India**

## Copy to:-

1. DG, DC&W, Army Headquarters, New Delhi
2. MD, ECHS
3. Director General Resettlement, West Block-IV, RK Puram, New Delhi
4. Secretary, Kendriya Sainik Board
5. Dir (Coord)- For including the letter in MOD website under ECHS section.
6. SO to Defence Secretary
7. PS to AS (B)
8. PS to JS (ESW)
9. Defence Finance (AG/PD)

## Copy Also to:-

1. CGDA, New Delhi
2. PPS to FA/ (DS)
3. PPS to AS (I)
4. Addl FA (M) / Addl FA (K)
5. JS (O/N)/JS (E)
6. Dir (Finance)/(AG) / Director (Fin/Works)
7. DFA (B) /DFA (N) DFA (Air Force)
8. D (Works)/D(Mov)/D(Med)
9. O&M Unit

No. 24(6)/03/US (WE)/D (Res) Pt. III  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-servicemen Welfare

New Delhi the 15<sup>th</sup> December, 2005

To,

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**Subject: Revision of terms and conditions of leave entitlement of contractual employees at ECHS polyclinics.**

Sir,

1. With reference to Govt. of India, MOD letter No. 24(06)/03/US(WE)/D(Res) dated 22<sup>nd</sup> Sep'03, I am directed to convey the sanction of the 'President for the following corrigendum to the procedure for contractual employment of Staff for ECHS Polyclinics.

**Para 8 (h)**

**For Leave** The Staff will be entitled to ten days leave (8 days casual leave and 2 days restricted holidays) in a calendar year (Non accumulative), beside Sundays and Gazetted holidays. Leave will be sanctioned by the Station Commander.

**Read Leave** The Staff will be entitled to ten days leave (8 days casual leave and 2 days restricted holidays) in a calendar year (Non accumulative), beside Sundays and Gazetted holidays. Leave will be sanctioned by the Station Cdr. In the eventuality of a staff requiring additional leave beyond 10 days, the same may be sanctioned by the Station Cdr subject to the following conditions:-

- i) Leave beyond 10 days will be without pay
  - ii) The Polyclinic can employ a relief if the leave exceeds 20 days. The leave relief will be entitled for the same remuneration that were entitled to the staff he/she is substituting for. The relief should have been interviewed by the Station Board of Officers and empanelled for appointment.
  - iii) Services of the contractual employ may be terminated by the appointing authority, in case the leave period exceeds 60 days.
2. This issues with the concurrence of Min of Def (Fin) vide their UO No. 1188/PD/05 dated 30.11.05

Yours faithfully

Sd/-xxx  
 (V.K. JAIN)

**Under Secretary to the Govt. of India**

## Copy to:-

1. CGDA, New Delhi
2. SO to Defence Secretary
3. PPS to Secretary (Defence/Finance)
4. PPS to AS (B) (Acquisition)
5. PPS to AS (T) / PPS to AS (I)
6. Addl FA (M) / Addl FA (K)
7. JS (ESW)
8. JS (O/N)
9. Defence (Finance/AG/PD)
10. DFA (B) / DFA (N) / DFA (Air Force)
11. AFA (B-1)
12. D (Works) / D (Mov) / D (Med)
13. O & M Unit

## Also to:-

14. DGAFMS
15. DGR
16. DGD C & W
17. DGMS
18. DGMS (Air)
19. DGMS (Navy)
20. AOA
21. COP
22. MD Central Org ECHS
23. Secretary, KSB
24. ADG C & W
25. DG (Works), E-in-c Branch
26. ADG (FP)
27. All Command Headquarters
28. AG Branch / CW-3
29. Naval Headquarters (PS Dte)
30. Air Headquarters (PS Dte)



24(06)03/US(WE)/D(Res) Pt III  
Government of India  
Ministry of Defence  
Deptt of Ex-Servicemen Welfare

New Delhi, the 15<sup>th</sup> June, 2006

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject : Agreement between contractually Engaged Person and Station Commander for rendering services in ECHS Polyclinics**

Sir,

I am directed to refer to Government of India, Ministry of Defence letter No. 24 (6)03/US(WE)/D(Res) dated 22<sup>nd</sup> September, 2003 and to convey the sanction of the Government to the adoption of a standard agreement form to be followed/executed while appointing ECHS Polyclinic staff. The copy of the standard agreement form is placed as appendix to this letter.

2. This issues with the approval of Ministry of Law & Justice vide their Dy No. 1868/ALA dated 03.05.2006 and defence (Finance) vide their U.O. No. 552/PD/06 dated 30.05.2006.

Yours faithfully

Sd/-xxx  
(V.K. Jain)

**Under Secretary to the Govt. of India**

## AGREEMENT

### BETWEEN CONTRACTUALLY ENGAGED PERSON AND STATION COMMANDER FOR RENDERING SERVICES TO ECHS POLYCLINICS

THIS AGREEMENT made at \_\_\_\_\_ (Place) on this \_\_\_\_\_ (date) day of \_\_\_\_\_ (Month) \_\_\_\_\_ (year) Between the President of India acting through Station Commander \_\_\_\_\_ (Place with full address if no security risk) for the Ex-Servicemen Contributory Health Scheme (ECHS), Adjutant General's Branch, Army Headquarters, Maude Lines, Delhi Cantt-110010, hereinafter called the ECHS, of the ONE P ART and Dr/Shri/Smt \_\_\_\_\_ (Name of the Engaged Person) son/daughter/wife of \_\_\_\_\_ resident of \_\_\_\_\_ (give address), hereinafter called the "Engaged person" of the OTHER PART. When the Engaged Person is a female the Expression he, him and his shall be read as she and her.

(A) The ECHS is engaged in providing comprehensive medical care to Ex-Servicemen Pensioners and their authorised dependents and is having its Polyclinic at \_\_\_\_\_ (place).

(B) The ECHS intends to hire services of a \_\_\_\_\_ (designation or nature of work) for its Polyclinic at \_\_\_\_\_ (place) on contractual basis for a period of 12 months and for that purpose had advertised the requirement in the leading \_\_\_\_\_ (National/Local) newspapers and after interviewing all the eligible and/or short listed applicants, has found Dr/Shri/Smt \_\_\_\_\_, Engaged Person suitable for performing duties of \_\_\_\_\_ (designation or nature of work).

#### NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:-

1. The ECHS hires the professional services of Dr/Shri/Smt \_\_\_\_\_, the Engaged Person, as the \_\_\_\_\_ (designation or nature of work) for its Polyclinic at \_\_\_\_\_ (Place and Dr/Shri/Smt \_\_\_\_\_ (Name of Engaged Person) has agreed to provide his professional services in that capacity at the above mentioned Polyclinic for a period of 12 months from the date he/she joins duties.
2. The engagement of the Engaged Person for rendering his/her professional services shall be entirely contractual in nature and will be for a period of 12 months initially and thereafter renewable for 12 months at a time upto and subject to attaining the maximum age prescribed/indicated in Appendix A to Government of India, Ministry of Defence letter No. 24(6)/03/US(WE)/D(Res) dated 22 Sep 2003 or as amended from time to time. The renewal of contract will be subject to continued good conduct and performance of the Engaged person during the preceding 12 months and existence of the requirement for services of the Engaged Person at the ECHS Polyclinic. A fresh contract will be executed for each renewal.
3. The Engaged Person will be paid the total consideration for his services in the form of a consolidated (compensation) of Rs \_\_\_\_\_ (amount) per month and no other financial gain, assistance, facilities, perks, allowances, non practicing allowance etc. will be admissible to him/her. The said Engaged Person hired on contractual basis will not be entitled for any gratuity or terminal benefits whatsoever.
4. The payment of consideration shall be made by ECHS to the Engaged Person upto the \_\_\_\_th day each succeeding month.

5. The Engaged Person will devote full time of tenure of his/her duty , skill and attention to promote the interests of the ECHS. He/She shall be bound to work for 48/30 hours a week and adhere to the timings, working hours and other discipline of the Polyclinic as laid down by the Station Commander. In addition, the Engaged Person shall promptly attend to any emergency duty outside ordinary working hours when 'on call' at his/her residence.
6. During his/her tenure of contractual engagement with the ECHS Polyclinic the Engaged Person shall NOT have any association or dealing, direct or indirect, in any manner with any ECHS empanelled hospitals/ Nursing Homes/Diagnostic Centres and supplies of goods or services or facilities etc.
7. During the period of contract, the Engaged Person shall not engage in any private (Medical) practice or professional consultation during working hours on working days.
8. The Engaged Person will be eligible for a leave of absence upto 10 days with full consideration as per clause 3 above on completion of his/her tenure of contractual engagement for services of 12 months with prior written sanction of the same by the Station Commander for ECHS. Pro-rata deduction in total monthly consideration shall be made for any excessive absence with prior notice/approval. Services of the Engaged Person may be terminated by the appointing authority, in case the leave period exceeds 60 days.
9. If the Engaged Person shall at any time be in-capacitated by illness or accident arising out of any act, default, negligence, on the part of Engaged Person or other unavoidable causes from efficiently performing his/her duties pursuant to this Agreement, his/her monthly consideration on pro rata basis shall not be payable during the time of such incapacity or absence from duty.
10. The Engaged Person shall always perform duties under the directions and supervision of the Station Commander acting through the Officer-in-Charge polyclinic and he/she will carry out the assignments and duties as detailed in the charter of duties issued with this agreement and any other duties associated with his/her profession as may be entrusted to him/her by the Station Commander or by the other Officer-in-Charge Polyclinic from time to time.
11. The ECHS shall have the right to terminate this agreement by giving one month's notice to the Engaged Person or one month's consideration as compensation in lieu thereof without prejudice to the generality of the right of termination may be on any of the following grounds for which an opportunity to show cause will be afforded to him/her:-
  - (a) Professional incompetence or misconduct or an act of moral turpitude.
  - (b) Unsatisfactory performance of duty.
  - (c) Arrest or conviction by a court of law for any offence.
  - (d) Any act prejudicial to security or interest of the Organisation (ECHS).
  - (e) Absence of leave beyond 60 days.
  - (f) Prolonged or habitual absence from duty prior permission of the competent authority including prolonged absence due to medical illness.
  - (g) Inadequate work load.
  - (h) Breach/violation of any provision of this agreement by the Engaged person.
  - (j) Any other ground warranting his/her removal from the contractual arrangement.
12. The Engaged Person will also have the right to terminate this agreement before the expiry of tenure of contractual appointment by giving one month's notice or by foregoing one month's contractual amount as consideration for engagement of services.

13. The Engaged Person will conduct himself/herself in a professional manner with highest ethical, moral and financial standards. The Engaged Person shall handle all equipment, instruments, machinery, tools and other assets with adequate professional care and condition and shall be responsible for any loss caused by lack of care, negligence or recklessness on his part and will not indulge in any malpractices, unethical practice, and financial misappropriation, misuse of organisation's property or administrative irresponsibility

14. The Engaged Person declares and acknowledges that this agreement does not amount to employment with the ECHS or the Army, Air Force or Govt of India nor confer any right on the Engaged Person nor any representation or obligation on ECHS or the Army, Navy, Air Force or Govt of India as to possibility or Performance in employment or any further engagement in ECHS or elsewhere at any time in future.

15. The Engaged Person shall indemnify ECHS against all third party claims or proceedings in respect of his professional negligence, misconduct or deficiency in service.

IN WITNESS whereof the parties aforementioned have executed this agreement on this day and year first above mentioned.

#### WITNESSES

1. \_\_\_\_\_

(Signature)

\_\_\_\_\_

\_\_\_\_\_

Signed by Station Commander

As authorised official for ECHS

For and on behalf of

The President of India

2. \_\_\_\_\_

\_\_\_\_\_

(Name and Address of Witness No. 1&2)

Address \_\_\_\_\_

\_\_\_\_\_

1. \_\_\_\_\_

\_\_\_\_\_

(Signature)

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Name and address of witness No. 1&2)

Signed by the within named

Engaged Person

Shri/Smt \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

WHEREAS the ECHS entered into an Agreement dated.....with the Engaged Person (hereinafter called the Principal Agreement) for availing the services of the Engaged Person as .....from .....to.....with a provision of renewal.

AND WHEREAS the Parties are desirous to renew the Principal Agreement for another period of 12 months.

Now, this Agreement witnesses:-

That the parties hereby renew the Principal Agreement for a period of 12 month with effect from .....to.....with the same terms and conditions as mentioned therein except the following:-

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Provided that any services actually provided from the date of expiry of the Principal Agreement to the date of signing of this agreement shall be deemed to have been rendered under this Agreement.

#### WITNESSES

1. \_\_\_\_\_

(Signature)

\_\_\_\_\_

\_\_\_\_\_

Signed by Station Commander

As authorised official for ECHS

For and on behalf of

The President of India

2. \_\_\_\_\_

\_\_\_\_\_

(Name and Address of Witness No. 1&2)

Address\_\_\_\_\_

\_\_\_\_\_

1. \_\_\_\_\_

\_\_\_\_\_

(Signature)

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Name and address of witness No. 1&2)

\_\_\_\_\_

\_\_\_\_\_

Signed by the within named

Engaged Person

Shri/Smt\_\_\_\_\_

Address\_\_\_\_\_

\_\_\_\_\_

No.22(84)06/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare

New Delhi, the 27<sup>th</sup> June, 2007

To

Managing Director  
 E.C.H.S  
 New Delhi

**Subject : Shifting of vacancies of Doctors and Para-medical staff from the Polyclinic having low daily sick report to the Polyclinics with large number of daily sick report.**

Sir,

I am directed to say that the proposal made by CO ECHS for allowing them to shift the vacancies of Doctors and Para-medical staff sanctioned vide Ministry's letter No. 22(1)/01/US(WE)/D(Res) dated 30.12.2002 From the Polyclinics having low daily sick report to the Polyclinics with large number of daily sick report, on temporary basis has been considered and approved subject to the following conditions:-

- (i) The temporary transfer of vacancies will be limited to a maximum of one year only
- (ii) It will be ensured by CO, ECHS that the transfer of vacancies does not result in closure of a polyclinic form where the vacancies are shifted.
- (iii) A speaking order will be passed by MD ECHS in each such case indicating the average daily sick report of the last one year in respect of the polyclinic from where the vacancies are to be shifted and polyclinic to which the vacancies are shifted. A copy of the said order will be sent to MoD.
- (iv) As far as possible vacancies will be transferred within the same regional centre and transfer of vacancies from J&K and North-East will be avoided.

3. This has the approval of Special Secretary.

Yours faithfully

Sd/-xxx  
 (V.K. Jain)  
 Under Secretary (WE)

Copy to:

All concerned

24(06)03/US(WE)/D(Res)  
Government of India  
Ministry of Defence  
Deptt of Ex-Servicemen Welfare

New Delhi, the 14<sup>th</sup> Feb, 2008

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

### **CORRIGENDUM**

**Subject : Procedure for contractual employment of staff for ex- servicemen  
Contributory Health Scheme (ECHS) Polyclinics**

Sir,

With reference to Government of India, Ministry of Defence letter No. 24(06)03/US(WE)/D(Res) dated 22 Sep, 2003 and amendments thereto, I am directed to convey the sanction of the President for adding new Sub Para 8 (k) under heading “Terms and Conditions for Contractual Employment” to the procedure for Contractual Employment of Staff for ECHS Polyclinics as embodied in Annexure I to Govt of India, Ministry of Defence letter No. 24(06)03/US(WE)/D(Res) dated 22 Sep, 2003 with immediate effect:-

8(k) “Part Time Employment” The GOC-in-C/FOC-in-C/AOC-in-C (Headquarters Commands) as applicable may sanction part time employment of Medical Specialists and Gynaecologists on a part time basis in stations where it has not been possible to employ full time specialists as mentioned in Para 8 (b) above subject to the condition that the remuneration so paid will be proportionately reduced from the sanctioned amount, as per the model placed below:-

Procedure for monthly remuneration for those engaged for			
Category of Medical Specialists	Full Time (5 hours a day i.e. 30 hours a week)	Part Time (3 hours)	Part Time (2 hours)
Medical Specialists	Rs. 25,000/-	Rs. 15,000/-	Rs. 10,000/-
Gynaecologist	Rs. 25,000/-	Rs. 15,000/-	Rs. 10,000/-

2. This issues with the ex-post facto concurrence of Ministry of Defence (Finance) vide their UO No. 56/ PD/08 dated 21.1.08.

Yours faithfully

Sd/-xxx

(V.K. Jain)

Under Secretary to the Govt. of India

## Copy to:-

1. CGDA, New Delhi
2. SO to Defence Secretary
3. PPS to Secretary (ESW)
4. PPS to Secretary Def (Fin)
5. PPS to AS (N)
6. Addl FA (D)
7. JS (ESW)
8. JS (O/N)
9. Dir (Finance/AG)
10. Defence (Finance/AG/PD)
11. DFA (B) / DFA (N) / DFA (Air Force)
12. AFA (B-1)
13. D (Works) / D (Mov) / D (Med)
14. O&M Unit

## Also to:-

15. DGAFMS
16. DGDE, New Delhi
17. DG DC&W
18. QMG
19. DGMS
20. DGMS (Air Force)
21. DGMS (Navy)
22. AOA



No 22D(50)2007 /US (WE)/D(Res )  
Government of India  
Ministry of Defence

New New Delhi, the 30<sup>th</sup> July, 2009

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

Sir  
,

**CORRIGENDUM**

I am directed to convey the sanction of the president to the following amendments being made in Appendix 'A' & 'B' to GOI MoD letter No. 24(6)/03/US(WE)/D (Res) dated 22 Sep 2003.

2. Appendix '~ amended to read as follows:-

Sr. No	Category	FOR Contractual Fees (Per Month)	READ * Contractual Fees (Per Month)
1.	Medical Officer	Rs.25,000/-	Rs.46,000/-
2.	Specialist (Medical Specialist & Gynaecologist)	Rs.35,000/-	Rs.55,000/-
3.	Dental Officer	Rs.25,000/-	Rs.46,000/-
4.	Officer-in- Charge Polyclinic	Rs.25,000/-	Rs.46,000/-
5.	Nursing Assistant (Nurse)	Rs. 10,000/-	Rs. 15,000/-
6.	Nursing Assistant(General)	Rs.9,500/-	Rs.15,000/-
7.	Nursing Assistant (X Ray Assistant/Radiographer)	Rs. 10,000/-	Rs. 15,000/-
8.	Nursing Assistant (Physiotherapist)	Rs. 10,000/-	Rs. 15,000/-
9.	Laboratory Assistant	Rs. 10,000/-	Rs. 15,000/-
10.	Dental Hygienist / Dental Assistant	Rs. 10,000/-	Rs. 15,000/-

\* as amended vide GOI MOD 22D(50)/07/US((WE)/D(Res) dated 05 Feb 2013

3. Appendix 'B' amended to read as follow :-

Sr No	Category	FOR	READ
		Contractual Fees (Per Month)	Contractual Fees (Per Month)
1.	Receptionist/Clerk/Data Entry Operator	Rs.8,000/-	Rs.12000/-
2.	Driver	Rs.7000/-	Rs.10,500/-
3.	Female Attendant	Rs.6,500/-	Contractual remuneration will be as per nerrick rates for these categories as applicable to the nearest military station or Rs. 6,500/- whichever is higher.
4.	Peon	Rs.6,500/-	
5.	Safai Wala	Rs.6,500/-	

4. The revised order will be effective from 01 Apr 2013.

5. This has been issued with the concurrence of Ministry of Defence (Finance) vide their ID No. 33(5)/09/Fin/Pen dated 05 Feb 2013.

\* As amended vide GOI, MOD letter No 22D(50)/07/US((WE)/D(Res) dated 05 Feb 2013 & 28 May 2013)

Yours faithfully

Sd/- x x x  
(MM Singh)  
Deputy Secretary to the Govt. of India

Copyto:-

1. PS to RM/PS to RR/PS to RRUM, CGDA
2. SO to Defence
3. Secretary SO to
4. Secretary (ESW)
5. PPS to JS (ESW)
6. PPS to FA (DS)
7. PPS to AS (Acquisition) DFA (Pen)
8. Defence (Fin/Pen) CGDA
- 9.

Also tor-

10. MD, ECHS
11. DGAFMS
12. MGO
13. COP
14. AOA
- 15.DFA(B)DFA(N)/DFA(Air Force)

Copy Signed in ink :-

All PCsDA/CsDA

No 22D(19)09/US(WE)/D(Res)  
Govt of India, Min of Defence

New Delhi, dated the 22<sup>nd</sup> September, 2010

To

The Managing Director  
Central Organisation ECHS  
Maude Line, Delhi Cantt

**Subject :   APPLICABILITY OF MATERNITY BENEFIT ACT 1961 TO CONTRACTUAL  
EMPLOYEES OF ECHS**

With ref to your letter No. B/49760/R/AG/ECHS dated 14 Sep 2010. I am directed to say that as per Maternity Benefit Act 1961 and terms and condition of agreement between contractually engaged person and Station Commander, there is no provision of entitlement of maternity benefit in respect of contractual staff engaged in ECHS Polyclinics. Hence contractual staff of ECHS Polyclinics are not entitle for maternity leave under Maternity Benefits Act 1961. A copy of the advice received from M/O Law & Justice/Deptt. of legal Affairs, LA(Def.) is enclosed.

Sd/-xxx  
(H.K. Mallick)  
Under Secretary to the Govt. of India

No.22(72)/06//US(WE)/D(Res).Vol.IV  
 Government of India  
 Ministry of Defence  
 Department of Ex-Servicemen Welfare  
 Sena Bhavan, New Delhi  
 Dated 25 February, 2014

To,

The Chief of the Army Staff  
 The Chief of the Naval Staff  
 The Chief of the Air Staff

**Subject :- Contractual Fees of person contractually employed at Ex-servicemen Contributory Health scheme (ECHS) Polyclinics**

Sir,

1. With reference to Government of India, Ministry of Defence letters No 24(06)/03/US(WE)/D(Res) dated 22<sup>nd</sup> Sept. 2003 its Corrigendum No. 22D(50)/2007/US(WE)/D(Res) dated 30<sup>th</sup> July. 2009, even No. dated 5<sup>th</sup> February 2013, 28<sup>th</sup> May 2013 and 22(72)/06/D(Res)/US(WE) (Vol.-IV) dated 12<sup>th</sup> November 2013, I am directed to convey the sanction of the President for the Contractual Fees per month of the person employed at ECHS Polyclinics in respect of the following categories:

Ser No	Category	Contractual Fees per month
(a)	Radiologist	Rs. 55,000/-
(b)	Laboratory Technician	Rs. 15,000/-
(c)	Pharmacist	Rs. 15,000/-
(d)	Dental Technician	Rs. 15,000/-
(e)	Chowkidar	Contractual remuneration will be as per nerrick rates as applicable to the nearest Military Station or Rs. 6,500/- whichever is higher.

2. This order will be effective from the date of issue of this letter

3. This issues with concurrence of MoD (Finance) vide their No 3(7)/05/PD dated 31-1-2014.

Yours faithfully,

Sd/- x x x x

(HK Mallick)

Under Secretary to the Govt of India

Copy to:-

1. PS to RM
2. PS to RRM
3. CGDA, New Delhi
4. AG,IHQ of MoD (Army)
5. COP,IHQ of MoD (Navy)
6. AOP,Air HQ (VB)
7. MD(ECHS)

**Copy for information to:-**

1. PPS to Secretary, ESW
2. PS to JS(ESW)
3. DFA (Fin/Pen)

**Copy signed in ink to**

All PCsDA/CsDA

No.22(72)/06//US(WE)/D(Res).Vol.IV  
 Government of India  
 Ministry of Defence  
 Department of Ex-Servicemen Welfare  
 `Sena Bhavan, New Delhi

Dated 25 February, 2014

To,

The Chief of the Army Staff  
 The Chief of the Naval Staff  
 The Chief of the Air Staff

**Subject :- Qualitative Requirements for Contractual Employed of Staff for Ex-servicemen  
 Contributory Health Scheme (ECHS) Polyclinics**

Sir,

1. With reference to Government of India, Ministry of Defence letter No 22(01)/01/US(WE)/D(Res) dated 30<sup>th</sup> December 2002 & 22D(44)/2007/US(WE)/D(Res) dated 18<sup>th</sup> October. 2010 and 22(72)/06/D(Res)US(WE) (Vol-IV) dated 12<sup>th</sup> November 2013. I am directed to convey the sanction of the President for the Procedure to be followed for Contractual Employment of Staff for ECHS Polyclinics as embodied in the Annexure to this letter in connection with the Ex-Servicemen Contributory Health Scheme (ECHS), with immediate effect.

2. This issues with concurrence of MoD (Finance) vide their No 3(7)/05/PD dated 17.02.2014

Yours faithfully,

Sd/- x x x x  
 (HK Mallick)

Under Secretary to the Govt of India

Copy to:-

1. PS to RM
2. PS to RRM
3. CGDA, New Delhi
4. AG,IHQ of MoD (Army)
5. COP,IHQ of MoD (Navy)
6. AOA,Air HQ (VB)
7. MD(ECHS)

**Copy for information to:-**

1. PPS to Secretary, ESW
2. PS to JS(ESW)
3. DFA (Fin/Pen)

**Copy signed in ink to**

All PCsDA/CsDA

**Appendix**

(Refer GoI MoD letter  
No.22(72)/06/US(WE)/D(Res)/Vol.IV

Dated 25 February 2014

**QUALITATIVE REQUIREMENTS FOR EMPLOYMENT OF MEDICAL/PARA MEDICAL STAFF FOR  
EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME**

Ser No	Category	For Empl- oyment	For Contr- actual	Basic Qualification	Work Experience	Desirable Attributes	Reserv ation For Ex- Servicem n
1	Radiologist	63	65	<p>A recognized medical qualification included in the first or second schedule of Part II of the third schedule (other than licentiate qualifications) of the Indian Medical Council Act 1956. Holders of educational qualifications included in Part II of the third schedule should also fulfill the conditions stipulated in sub section (3) of section 13 of the Indian Medical Council Act 1956.</p> <p>(ii) Post Graduate degree in the concerned Specialty mentioned in section A or section B of schedule VI of Central Health Service Regulation 1996.</p>	At least three years experience in the concerned specialty after obtaining the Post Graduate Degree or five years experience after obtaining Post Graduate Diploma. DMC Registration is a must	Merit in MBBS, Merit in PG additional qualification if any	60%
2	Laboratory Technician	53	55	<p>(i) B.Sc.(Medical Lab Technology) Or (i) Matriculation/Higher Secondary/Senior Secondary(10+2) with Science from Recognized institution/Board (ii) Diploma in Medical Lab Technology from a Recognized institution.</p>	Minimum three year experience as a Lab Assistant in Medical Lab	-	70%

Ser No	Category	For Empl-oyment	For Contr-actual	Basic Qualification	Work Experience	Desirable Attributes	Reservation For Ex-Serviceman
3	Pharmacist	53	55	<p>(i) B Pharmacy from a recognized Institute</p> <p>Or</p> <p>(i) 10+2 with Science stream (Physics Chemistry, Biology) from a recognized Board.</p> <p>And</p> <p>(ii) Approved Diploma in Pharmacy from an Institute recognized by the Pharmacy Council of India and registered as Pharmacist under the Pharmacy Act 1948.</p>	Minimum three year experience	Any Diploma/  Course in Specially Pharmacy	70%
4	Dental Technician	53	55	<p>(i) Should have passed 10+2 with Science or equivalent from a recognized Board or Institution.</p> <p>And</p> <p>(ii) Should have two years Diploma in Dental Hygienist/ Dental Mechanic Course Registered with Central/State Govt. or Dental Council of India</p>	Minimum three year experience in Dental Laboratory	Experience of more than ten years	70%
5	Chowkidar	53	55	Education – Class 8 <sup>th</sup> or GD trade for Armed Forces personnel	-	-	70%



# PART - V

## MEMBERSHIP



No.12/I/2005/D(Res)  
Government of India  
Ministry of Defence  
(Deptt of Ex-Servicemen Welfare)

New Delhi, dated the 01<sup>st</sup> February, 2006

**OFFICE MEMORANDUM**

**Subject : Grant of Ex-servicemen status to recruits boarded out on Medical grounds with disability pension.**

The undersigned is directed to say that requests are being received from various sources to issue a clarification as to whether the recruits who are boarded out during the course of the training on medical grounds and granted medical/disability pension should be given the status of an ex-serviceman.

2. The matter has been carefully examined while keeping in view the following facts:-
  - (i) A recruit is an enrolled person under Section 11 of the Army Act.
  - (ii) His training period is treated as physical service and counted for pensionary purposes,
  - (iii) He can be deployed in aid to civil authorities during the course of his training.
  - (iv) After completion of the training he gets the pay of a soldier with arrears for the entire training Period.
  - (v) Recruits getting injured and released/boarded out from service are granted medical/disability pension.
3. It has accordingly been decided with the approval of Raksha Mantri that such recruits who were boarded out/released on medical grounds and granted medical/disability pension will also be covered under the category of ex-serviceman for all practical purposes.

Sd/-xxx  
(A.K. Upadhyay)  
Joint Secretary to the Govt. of India  
Tele: 23011804

No.22 (20)05/US(WE)/D(Res)  
Government of India  
Ministry of Defence  
Deptt of Ex-Servicemen Welfare

New Delhi, the 10<sup>th</sup> February, 2006

To

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject : Clarification on ECHS membership when husband and wife are defence personnel.**

Sir,

I am directed to refer to the Ministry of Defence's letter No. No.22(1)01/US(WE)/D(Res) dated 30<sup>th</sup> December 2002 and to say that certain doubts have been raised by the defence pensioners with regard to payment of ECHS contribution when both husband and wife are defence personnel and to clarify the position as below:-

S.No.	Point of doubt	Clarification
1.	When both husband and wife are defence Pensioners, who is to pay the contribution?	Only one contribution has to be taken on the pattern of CGHS
2.	In case one of the spouse happens to be a defence personnel and the other is a Central Govt employee or an employee of any other Organisation, where medical facilities are provided, will it be compulsory for the defence employee to become member at the time of retirement?	Yes. The civilian spouse, if he/she is a member of CGHS would have the option to withdraw from CGHS.
3.	In case, the spouse retiring earlier wishes to cover his/her dependent parents under ECHS can he/she do so?	Yes, He / She can do by paying laid down contribution at the time of retirement. The second spouse also while retiring can opt to cover his/her dependent parents by making another contribution as applicable.

2. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No. 9/PD/06 dated 5.1.2006.

Yours faithfully,

Sd/-xxx  
(V.K.Jain)

Under Secretary to the Govt. of India

Copy to:-

1. DG, DC&W, Army Headquarters, New Delhi
2. MD, ECHS
3. Director General Resettlement, West Block-IV, RK Puram, New Delhi

4. Secretary, Kendriya Sainik Board
5. Dir (Coord) - For including the letter in MOD website under ECHS section.
6. SO to Defence Secretary
7. PS to As (B) / PS to AS (I)
8. JS (ESW)
9. JS (E)
10. DFA (Ag/PD)

Copy Also to:-

11. CGDA, New Delhi
12. PS to FA (DS)
13. Addl FA (V) / Addl FA (K)
14. JS (O/N)
15. Dir (Finance) /AG) / Director (Fin/Works)
16. Defence Finance (AG/PD)
17. DFA (B) / DFA (N) / DFA (Air Force)
18. D (Works) / D (Mov) / D (Med)
19. O&M Unit
20. DGAFMS
21. DGMS
22. DGMS (Air)
23. DGMS (Navy)
24. AOA
25. COP
26. ADG C&W
27. ADG (FP)
28. All Command Headquarters
29. AG Branch / CW-3
30. Naval Headquarters (PS Dte)
31. Air Headquarters (PS & R)

No.22 (68)2006/US(WE)/D(Res)  
Government of India  
Ministry of Defence  
Deptt of Ex-Servicemen Welfare

New Delhi, the 22<sup>nd</sup> January 2008

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**CORRIGENDUM**

Sir,

1. With reference to Government of India, Ministry of Defence letter No. No.22(1)01/US(WE)/D(Res) dated 30 Dec 2002 as amended from time to time, I am directed to convey the sanction of the Government for extending the Ex-Servicemen Contributory Health Scheme (ECHS) coverage to the uniformed Coast Guard pensioner and retired personnel of Defence Security Corps.
2. All the facilities of ECHS as applicable to the ex-Servicemen will be applicable mutatis-mutandis to the uniformed Coast Guard pensioners and retired personnel of Defence Security Corps.
3. This letter issues with the concurrence of Ministry of Defence (Finance) vide their UO No. 68/PD/08 Dated 22.01.08.

Yours faithfully,

Sd/-xxx  
(V.K. Jain)  
Under Secretary to the Govt. of India

Copy to:-

1. Director General Indian Coast Guard
2. Director General, Defence Security Corps
3. Defence (Finance) (AG/PD)
4. SO to Defence Secretary
5. PPS to Secretary (Defence/Finance)

No.22D(42)/2006/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare

New Delhi, 14<sup>th</sup> September, 2010

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**Subject : Extension of ECHS facilities to Nepal Domiciled Gorkhas (NDG) ESM**

Sir,

1. With reference to Government of India, Ministry of Defence letter No. 22 (1)01/US(WE)/D(Res) dated 30 Dec 2002 as amended from time to time, I am directed to convey the sanction of the Government for extending the Ex-Servicemen Contributory Health Scheme (ECHS) coverage to the Ex-Servicemen Nepal Domicile Gorkhas (NDGs) pensioner on the same pattern as applicable to ex-servicemen in India.

2. Facilities of ECHS will be applicable to NDGs pensioner as per the succeeding paras.

3. **Eligibility.** Only NDG Ex-Servicemen pensioners (from Defence Estimates) are eligible for ECHS membership on the same pattern as Indian ESM. Retired pensioners from Coast Guard will also be eligible.

4. **Medical Treatment**

(a) Medical treatment will be available at Polyclinics in Nepal at upgraded existing MI rooms located at following places :-

- |       |           |   |                   |
|-------|-----------|---|-------------------|
| (i)   | Kathmandu | - | Type A to Non Mil |
| (ii)  | Pokhara   | - | Type A to Non Mil |
| (iii) | Dharan    | - | Type B Non Mil    |

(b) In addition, one Type E Mobile Clinic will be attached to each of the above polyclinics to provide medical facilities during seasonal Pension Paying Camps.

(c) The hospitals empanelled by the Embassy of India would be deemed empanelled i.e. their application for empanelment will be processed directly without any assessment by NABH. For future empanelment of hospitals, the existing procedure as followed in India will be followed.

(d) The existing medical infrastructure including manpower at MI Rooms will continue to work in ECHS Polyclinics and will be augmented to the existing scales. However periodic visits by Medical team of Directorate General, Armed Forces Medical Service (DGAFMS) from Indian will be discontinued when ECHS become fully operational in Nepal.

(As Amended vide GoI, MoD letter No 22D(48)/2006/US(WE)/D(Res) dt 07 Feb 2012)

## **Procedure to Join ECHS**

### **5. Application Forms**

- (a) Application forms can be collected from the nearest Station HQs of Army/Navy/Air Force in India or from Military Wing, Indian Embassy at Kathmandu.
- (b) Forms can also be downloaded from internet website [www.echs.gov.in](http://www.echs.gov.in)

6. **Contribution.** War widows, battle casualties and pre 1996 retirees are exempted from one time ECHS contribution, for others, contribution will be as applicable in India in Indian Rupees. All NDG ESM retired prior to 01 June, 2009 will pay the pre-revised rates of contribution as was applicable for the Indian ESM. However, post 01 Jun, 2009 retirees will pay the contribution at the revised rates.

(Added vide GoI, Min of Def letter No 22D(48)/2006/US(WE)/D(Res) dt 07 Feb 2012)

7. **Payment of Contribution** NDGs staying in India will follow the same procedure as ESM Pensioners in India. For NDGs staying in Nepal the procedure will be as follows:-

- (a) **Persons already retired or retiring before the date of issue these order.** Personnel already retired or retiring before issue of these orders, contribution can be deposited in India through the MRO under the existing procedure in India. The NDGs desirous to deposit the contribution in Nepal can deposit the contribution by means of Bank Draft drawn in favour of ECHS Branch, Kathmandu, Nepal. Once the applications are processed, the consolidated amount toward ECHS contribution will be remitted to Regional. Centre, Lucknow by means of Bank Draft, alongwith the list of ESM. The Regional Centre will make an MRO of the amount and forward it to PCDA (CC), Lucknow along with the list of ESM.

(As Amended vide GoI, Min of Def letter No 22(D)(48)/2006/US(WE)/D(Res) dt 07 Nov 2012 )

- (b) **Persons retiring on or after date of issue of these orders.** The contribution amount in respect of such pensioners will be deducted by the pension payment authority as per option exercised by the individual at the time of retirement.

8. **Submission of Completed Application Form.** NDGs will follow the same procedure as ESM pensioners in India. For NDGs staying in Nepal the procedure will be as follows:-

- (a) **Persons Already Retired or Retiring before the date of issue of these orders**

The applications duly filled, are to be submitted alongwith copies of under mentioned documents to Assistant Military Attache (AMA) (Records) at the Embassy of India and Nepal.

- (i) Pension Payment Order (PPO) duly attested by Bank/Treasury from where pension is being drawn.
- (ii) Discharge Certificate/Retired/Dependent I-Card.
- (iii) Bank Draft for the amount of contribution in favour of ECHS Branch, Embassy of India , Kathmandu, Nepal.

(iv) Affidavit. The affidavit will be sworn as per existing practice in Nepal before the Chief District Officer (CDO) for Nepal Domiciled Indian Ex-servicemen to confirm dependency of parents/children.

(v) Bank draft for smart card in favour of ECHS Branch, Embassy of India, Kathmandu, Nepal.

(Amended vide GoI, Min of Def letter No 22(D)(48)/2006/US(WE)/D(Res) dated 07 Nov 2012 )

(b) Persons retiring on or after the date of issue of these orders.

The blank ECHS application form for the retiring personnel along with the retirement order and other primary pension documents will be forwarded by the concerned Record Office. Individual/Unit will forward duly filled in ECHS Application form (Less PPO details) to record Office concerned, minimum 06 months before due date of retirement along with other primary pension documents.

9. Receipt and Vetting of ECHS Application Forms. NDGs will follow the same procedure as ESM Pensioners in India. For NDGs residing in Nepal the procedure will be as follows:-

(a) Persons Already Retired or Retiring before the date of issue of these orders.

On receipt of filled ECHS application from individuals, Assistance Military Attache (AMA) (Records) will carry out vetting for its correctness. An acknowledgement/receipt of the application form will be handed over to the individual duly signed by AMA Records. The ESM will be authorised ECHS benefits from the day the receipt is signed. ECHS application form after due vetting will be sent to the Regional Centre Lucknow.

(b) Persons retiring on or after the date of issue these orders.

On receipt of filled ECHS application from individual/unit, respective Record Office, will carry out vetting for correctness. An acknowledgement/receipt of the application form will be despatched to the individual by concerned Record office duly mentioning date of retirement (ECHS facilities will be available only after date of retirement) and the ECHS application form after due vetting will be sent to the concerned Regional Centre ECHS.

10. Command and Control of ECHS Polyclinics

(a) Manpower at Embassy of India

(i) Military Attache/Defence Attache Kathmandu will act as Station Commander and deal with all matters related to ECHS except policy issues.

(aa) AMA (ECHS) – One officer with at least two years experience at Central Org, ECHS dealing with financial matters and of the rank of Wing Commander (or equivalent) for one year to ensure smooth initiation and implementation of the scheme in Nepal. The subsequent manpower will be posted as per the routine procedure of Defence personnel to Nepal.

(ab) 02 Clerks

(ii) The following categories of Service personnel will be posted to Embassy of India at Nepal to assist Military/Defence attaché in matters related to ECHS.

(aa) AMA (ECHS) – One officer with at least 2 years experience at Central Organisation, ECHS dealing with financial matters and of the rank of Wg Cdr (or equivalent) for one year to ensure smooth initiation and implementation of the scheme in Nepal. The subsequent manpower will be posted as per the routine procedure of defence personnel to Nepal.

(As amended GOI, MOD letter No 22D(48)/2006/US(WE)/D(Res) dt 29 Mar 2012)

(ab) 02 Multi Tasking Staff

(ac) 02 Drivers

(b) **Vehicles** – For ECHS Cell, Military Wing, Embassy of India

(i) One Light Vehicle

(ii) One Motor Cycle

(c) **Fund Management** – Separate orders will be issued in due course.

(Amended vide GoI, Min of Def letter No 22D(48)/2006/US(WE)/D(Res) dt 01 Mar 2012 & 07 Feb 2012)

11. **Regional Centres ECHS.** For NDGs in India concerned Regional Centres ECHS will be responsible for processing of applications received from Stn HQ/Records Officers as per existing procedure and process them as is being done now in respect of other pensioners. The Regional Centres ECHS will ensure preparation of smart cards by card vendor and fwd them to Stn HQ/Concerned Record Offices.

12. **LegalMatters.** All legal matters will be subject to the jurisdiction of courts in India and cases will be tried as per Indian law.

13. All other procedures and policies of ECHS will also apply to Nepal Domicile Gorkhas (NDGs) ESMs in India as well as NDG in Nepal in letter and spirit.

14. The scheme will cover all the ex-servicemen of Indian Armed Forces/Dependents domiciled in Nepal and also settled in India.

15. This letter issues with the concurrence of Ministry of Defence (finance) vide their UO No. 2936/10/F/P dated 8.9.2010.

Yours faithfully.

Sd/-xxx

(H.K. Millick)

Under Secretary to the Govt of India

Copy to:-

1. PS to RM
2. PS to RRM
3. Defence (Finance) (AG/PD)
4. SO to Defence Secretary
5. PPS to Secretary (ESW)



6. PPS to Secretary (Defence/Finance)
7. JS (ESW)
8. DFA (B) / DFA (N) / DFA (Air Force)
9. D (Med)
10. O&M Unit
11. CGDA New Delhi
12. Defence Attaché Kathmandu (Nepal)

**Ministry of Defence  
Department of Ex-Servicemen Welfare**

**Subject : Eligibility for joining ECHS-Ex-recruits with disability pension**

**Ref: AFT, Delhi Order dated 9th March, 2010 on the WP @ No. 1486/2008 filed by Ex-Rct Anil Kumar and WP (C) No. 5323/2008 filed by Ex-Rct Ashok Ahlawat.**

Please refer to your order No. B/49708/RECT/AG/ECHS dated 1st January, 2005 and 22nd May, 2006 on the subject of eligibility condition for joining ECHS in respects of recruits earning disability pension.

In this regard I am directed to convey the concurrence of the competent authority to withdraw the two letters mentioned above. Necessary clarifications to all concerned may also be issued indicating that the recruits and their dependents are also covered under ECHS. Further action to apprise AFT appropriately may also be taken under intimation to the department of Ex-servicemen Welfare.

Sd/-xxx  
(M.M. Singh)  
Deputy Secretary (Res-I)  
23015772

MDECHS

MoD ID No. 22D (12)/US(WE)/D(Res) / 2010 dated 4<sup>th</sup> March, 2011

No.22D(10)10/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare

New Delhi, dated the 21<sup>st</sup> March, 2011

To,

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

### **CORRIGENDUM**

Sir,

With reference to Government of India, Ministry of Defence letter No.22 (1)01/US(WE)/D(Res) dated 30<sup>th</sup> December, 2002 as amended from time to time, I am directed to convey the sanction of the Govt for extending the Ex-Servicemen Contributory Health Scheme (ECHS) coverage to retired Special Frontier Force Personnel Below Officer Ranks, and their dependents, who have rendered 15 years of service on the same pattern as applicable to their counter parts in the Indian Army.

2. All the facilities to ECHS as applicable to the Ex-Servicemen will be applicable mutatis-mutandis to the retired Special Frontier Force Personnel Below Officer Ranks, and their dependents who have rendered 15 years of service.

3. This letter issues with the concurrence of Ministry of Defence (Fin) vide their UO No 749/FP/11 dated 4.3.2011.

Yours faithfully,

Sd/-xxx

(H.K. Mallick)

Under Secretary (WE)

Copy to:-

1. Director General, SFF
2. CGDA, New Delhi
3. MD ECHS
4. PPS to Secretary Def (Fin)
5. JS (ESW)
6. JS & Addl FA, MoD
7. SO to Defence Secretary
8. SO to Defence Secretary
9. Defence (Finance)
10. DFA (Fin Pen)

Copy Signed in ink:-

All PCsDA/CsDA

Ministry of Defence  
(Department of Ex-Servicemen Welfare )

Subject : ECHS facilities to non-pensioners

I have been directed to say that extension of ECHS facilities to non-pensioners including Short Service Commissioned Officers (SSCOs) has been examined and it has been decided not to extend ECHS facilities to non-pensioners including SSCO.

2. This issue with the approval of the Competent Authority.

Sd/- x x x x  
(HK Mallick)  
Under Secretary (WE)

MD (ECHS)

MoD ID No. 18(6)/2009/US(WE)

Dated 12<sup>th</sup> April, 2013.

Copy to:-

1. AG, IHQ of MoD (Army)
2. COP, IHQ of MoD (Navy)
3. AOA, Air HQ (VB)
4. Director (AG)/MoD

Copy for information to:-

1. SO to Defence Secretary
2. PPS to Secretary, ESW
3. PPS to FA (DS)
4. PS to JS (ESW)
5. PS to JS (Est)
6. PS to JS & Addl. FA (RS)



# PART - VI

## ECHS POLYCLINICS

No. 24(4)/03/US(WE)/D(Res)  
Government of India  
Ministry of Defence

New Delhi, the 1st August, 2003

To,

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject: Design of Polyclinic for ECHS**

Sir,

With reference to Govt. of India, Ministry of Defence letter No. 22(1)/01/US(WE)/D(Res) dated 30<sup>th</sup> Dec 2002 I am directed to convey the sanction of the Government for the design of polyclinics for ECHS, as per detail of size of rooms and utilization in respect of each type of polyclinic as per details attached at appendices 1 to 4 to this letter.

2. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O No. 11/Dir(Pen)/W/03 dated 10.7.2003.

Yours faithfully,

Sd/-xxx  
(V.K. JAIN)

**Under Secretary to the Govt. of India**

Copy to:-

1. Ministry of Defence (Fin/AG/PD)
2. The CGDA, New Delhi
3. DGADS, New Delhi.
4. All Command Headquarters

**TYPE A POLYCLINIC – DESIGN**  
**DETAILS OF SIZE OF ROOMS AND THE UTILISATION**

## Appendix 1

S No	R	Size		Utilisation
		Length (m) X Breadth(m)	Area (m2)	
1	Medical Officer No 1	3.0 X 4.5	13.50	Consultation room.
2	Medical Officer No 2	3.0 X 4.5	13.50	Consultation room.
3	Medical Specialist No 1	3.0 X 4.5	13.50	Consultation room.
4	Medical Specialist No 2	4.0 X 3.070	12.28	1. Consultation room in Non Military Stations. 2. Consultation room for visiting Specialist from Service Hospital in Mil Stations.
5	Gynaecologist	3.0 X 4.5	13.50	Do
6	Dental Officers	3.0 X 6.230	18.69	1. Consultation room in Non Military Stations. 2. Consultation room for visiting Dentist from Dental Centre in Mil Stations.
7	OIC Polyclinic	3.0 X 3.0	9.00	Administration of Polyclinic.
8	Duty Nursing Assistant	2.085 X 3.070	6.40	Off duty hours manning for Primary Medical care & security of Polyclinic.
9	Registration and Lobby	6.230 X 6.230	38.81	Data entry operations and record keeping, registration & Circulation.
10	Dispensary 3.0 X 3.0	9.00		OPD Dispensing of drugs and consumables.
11	Treatment & Injection	3.0 X 4.5	13.50	Dressings, Emergency handling & Injections.
12	Physiotherapy	3.0 X 4.5	13.50	Physiotherapy including Laser therapy, Short wave diathermy, Wax bath, Infra red and Ultrasound therapy.
13	Laboratory	3.0 X 4.5	13.50	Basic Lab investigations including haematology, basic Biochemistry through Semi auto analyser.
14	X Ray	4.0 X 4.5	18.00	Radiological investigations.
15	Dark room	1.7 X 3.07	5.22	Developing Films for Radiology.
16	ECG and Ultrasound	3.5 X 3.07	10.75	ECG and Ultrasound investigations.
17	Medical Stores	4.915 X 2.185	10.74	Store for Bulk Medical Stores.
18	Toilet			
	A	1.8 X 2.185	3.93	Clinical Areas.
	B	3.0 X 1.85	5.55	Service Areas- Male.
	C	3.0 X 1.85	5.55	Service Areas- Female.
19	Waiting Areas			
	Clinical			Waiting for consultation
	Services			Waiting for Diagnostics & Services

**PLINTH AREA**

Authorised

464.68

Provided

462.68

**TYPE B POLYCLINIC – DESIGN**  
**DETAILS OF SIZE OF ROOMS AND THE UTILISATION**

S No	Room	Size		Utilisation
		Length(m) X Breadth(m)	Area (m2)	
1	Medical Officer No 1	3.0 X 3.5	10.50	Consultation room.
2	Medical Officer No 2	3.0 X 3.5	10.50	Consultation room.
3	Medical Specialist No 1	3.0 X 3.5	10.50	Consultation room.
4	Medical Specialist No 2	3.5 X 3.0	10.50	1. Consultation room in Non Military Stations. 2. Consultation room for visiting Specialist from Service Hospital in Mil Stations.
5	Gynaecologist	3.5 X 3.0	10.50	-do-
6	Dental Officer	6.230 X 3.0	18.60	1. Consultation room in Non Military Stations. 2. Consultation room for visiting Dentist
7	O IC Polyclinic	3.0 x3.0	9.00	Administration of Polyclinic.
8	Duty Nursing Assistant	2.4 X 3.0	7.20	Off duty hours manning for Primary Medical care & security of Polyclinic.
9	Registration and Lobby	5.130 X 5.660	29.04	Data entry operations and record keeping.
10	Dispensary	3.00 X 3.00	9.00	OPD Dispensing of drugs and consumables.
11	Treatment & Injection	3.0 X 3.5	10.50	Dressings, Emergency handling & Injections.
12	Physiotherapy	3.0 X 3.5	10.50	Physiotherapy including Laser therapy, Short wave diathermy, Wax bath, Infra red and Ultrasound therapy.
13	Laboratory	3.0 X 3.5	10.50	Basic Lab investigations including haematology, basic Biochemistry through Semi auto analyser.
14	X Ray	4.0 X 4.43	17.72	Radiological investigations.
15	Dark room	2.9 X 1.885	5.47	Developing Films for Radiology.
16	ECG and Ultrasound	3.6 X 2.8	10.08	ECG and Ultrasound investigations.
17	Medical Stores	3.0 X 3.0	9.00	Store for Bulk Medical Stores.
18	Toilet			
	A	1.5 X 1.885	2.83	Male.
	B	1.5 X 1.885	2.83	Female.
19	Waiting Areas			
	Clinical	5.130 X 5.660	29.04	Waiting for Consultation.
	Services	5.130 X 5.660	29.04	Waiting for Diagnostics, Services.

**PLINTH AREA**

Authorised	371.75
Provided	369.15



**TYPE C POLYCLINIC – DESIGN**  
**DETAILS OF SIZE OF ROOMS AND THE UTILISATION**

S No	Room	Size		Utilisation
		Length(m) X Breadth(m)	Area (m2)	
1	Medical Officer No 1	2.8 X 3.5	9.80	Consultation room.
2	Medical Officer No 2	2.8 X 3.5	9.80	Consultation room.
3	Medical Specialist No 1	2.8 X 3.5	9.80	Consultation room.
4	Dental Officer	3.5 X 2.8	9.80	Dentist consultations.
5	Officer in Charge	2.315 X 2.0	4.63	Administration of Polyclinic.
6	Duty Nursing Assistant	2.4 X 1.8	4.32	Off duty hours manning for Primary Medical care & security of Polyclinic.
7	Reception & Lobby	2.4 X 4.8	11.52	Data entry operations and record keeping.
8	Dispensary	2.4 X 1.8	11.52	OPD Dispensing of drugs and consumables.
9	Treatment & Injection	2.8 X 3.5	9.80	Dressings, Emergency handling & Injections.
10	Physiotherapy	2.8 X 3.5	9.80	Physiotherapy including Laser therapy, Short wave diathermy, Wax bath, Infra red and Ultrasound therapy.
11	Laboratory	2.8 X 3.5	9.80	Basic Lab investigations including haematology, basic Biochemistry through Semi auto analyser.
12	X Ray	4.230 X 4.230	17.89	Radiological investigations.
13	Dark room	1.8 X 2	3.60	Developing Films for Radiology.
14	Stores	2.07 X 3.43	7.10	Store for Bulk Medical Stores.
15	Toilet			
	A	1.8 X 2.2	3.96	Male.
	B	1.8 X 2.2	3.96	Female.
16	Waiting Areas			
	Clinical	7.260 X 3.430	24.90	Waiting for Consultation.
	Services	5.830 X 3.430	20.00	Waiting for Diagnostics & Services.

**PLINTH AREA**

Authorised	232.34
Provided	231.33

**TYPE D POLYCLINIC – DESIGN**  
**DETAILS OF SIZE OF ROOMS AND THE UTILISATION**

S No	Room	Size		Utilisation
		Length(m) X Breadth(m)	Area (m2)	
1	Medical Officer No 1	3.5 X 2.8	9.80	Consultation room.
2	Medical Officer No 2	3.5 X 2.8	9.80	Consultation room.
3	Medical Specialist No 1	2.8 X 3.5	9.80	Consultation room.
4	Dental Officer	2.8 X 3.5	9.80	Dentist consultations.
5	Duty Nursing Assistant	2.385 X 2.5	5.96	Off duty hours manning for Primary Medical care & security of Polyclinic.
6	Officer in charge Polyclinic	2.530 X 3.0	7.59	Administration of Polyclinic.
6	Reception & Lobby	2.8 X 6.0	16.80	Data entry operations and record keeping.
7	Dispensary			OPD Dispensing of drugs and consumables.
8	Treatment & Injection	3.13 X 3.0	9.39	Dressings, Emergency handling & Injections.
9	Physiotherapy	2.8 X 3.5	9.80	Physiotherapy including Laser therapy, Short wave diathermy, Wax bath, Infra red and Ultrasound therapy.
10	Laboratory	2.8 X 3.5	9.80	Basic Lab investigations including haematology, basic Biochemistry through Semi auto analyser.
11	X Ray	4.0 X 4.5	18.00	Radiological investigations.
12	Dark room	1.5 X 2.5	3.75	Developing Films for Radiology.
13	Medical Stores			Store for Bulk Medical Stores.
14	Toilet			
	A	2.8 X 1.692	4.74	Male.
	B	2.8 X 1.692	4.74	Female.

**PLINTH AREA**

Authorised	185.87
Provided	185.71

No. 24(5)/03/US(WE)/D(Res)  
Government of India  
Ministry of Defence

New Delhi, the 8<sup>th</sup> September, 2003

To,

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject: Procedure for Hiring of Buildings for ECHS Polyclinics in Non Military stations.**

*Sir,*

1. With reference to Government of India, Ministry of Defence letter No. 22(1)/01/US(WE)/D(Res) dated 30 Dec 2002, I am directed to convey the sanction of the Government for 'Procedure for Hiring of Buildings for ECHS Polyclinics in Non-military stations' for Ex-servicemen Contributory Health Scheme (ECHS) with immediate effect.

2. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O No. 517/Dir(F/Med)/03 dated 6<sup>th</sup> August'2003.

Yours faithfully,

Sd/-xxx  
(V.K. JAIN) Under  
Secretary to the Govt. of India

Copy to:-

1. Min of Def (Fin/AG)
2. The CGDA, New Delhi
3. DGADS, New Delhi.
4. All Command Headquarters
5. CDA (O), Pune
6. CDA (Army), Meerut
7. CDA (Army), Bangalore
8. CDA (Army), Jabalpur
9. CDA (Army), Lucknow
10. CDA (Army), Patna

11. CDA (Army), Gowahati
12. CDA (Army), Pune
13. CDA (Army), Secunderabad
14. CDA (Navy), Mumbai
15. CDA (Air Force), Dehradun
16. AG's Branch/CW-3
17. Naval Headquarters (PS Dte)
18. Air Headquarters (PS&R)
19. Dir (Fin/AG)
20. DFA (B)
21. DFA (N)
22. DFA (Air Force)
23. Central Organisation, ECHS

Copies signed in ink :-

1. CDA (Army), Bangalore
2. CDA (WC), Chandigarh
3. CDA (Army), Patna
4. CDA (CS), Pune
5. CDA (Army), Meerut
6. CDA (NC), Jammu
7. CDA (Officers), Pune
8. CDA (Navy), Bombay
9. CDA (AF), Dehradun
10. CDA (Army), Jabalpur
11. CDA (Army), Secunderabad
12. CDA (Army), Lucknow
13. CDA (Army), Chennai
14. CDA (Navy), Kolkata
15. CDA (A F), Dehli

**PROCEDURE FOR HIRING OF BUILDINGS FOR ECHS POLYCLINICS IN NON  
MILITARY STATIONS**

**Requirement**

1. Hiring of buildings for ECHS polyclinics will be done in locations identified for establishment of ECHS polyclinics in Non-military stations. Hiring of buildings will be undertaken only till such time that the land is purchased and ECHS Polyclinic constructed in that station.

**Procedure**

2. Existing Procedure for Requisitioning and Hiring of Immovable Properties as detailed in MOD letter No. 11011/2/77/D(Lands) dated 12 October 1977 will be observed.

3. The hiring of buildings for ECHS Polyclinics will be carried out by a Board of Officers ordered by the Station Commander in whose jurisdiction the Non-Military station falls.

4. The Board of Officers (BOO) will comprise of the following:

- a) Presiding Officer – Nominated by the Station Commander
- b) Members
  - i Representative of SEMO/SMO/PMO
  - ii Representative of CWE
  - iii Representative of DEO

5. The BOO shall ensure that the floor area to be hired does not exceed the specified floor area for ECHS polyclinic in Non-military stations as laid down in Appendix F para 1(b). The same is given as follows:

Type of Polyclinic	A	B	C	D
Built up Area (in Sq Feet)	5000	4000	2500	2000

6. The BOO will also assess the building for:

- a) Accessibility for ESM
- b) Location within the city/town vis-a vis important hospitals and important health facilities.
- c) Suitability of the building for placement of Medical Equipment eg. Ultrasound, X Ray etc.
- d) Availability of Electricity and Water sources
- e) A Rent Reasonability Certificate for the approved rent would be obtained from the local municipality/revenue authorities.

**Budgetary Allocation**

7. The Central Organisation ECHS will earmark annual budgetary funds from Revenue Head and intimate the same to the HQs Command.

No. 24(7)/03/US(WE)/D(Res)  
Government of India  
Ministry of Defence

New Delhi, the 17<sup>th</sup> September, 2003

To,

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject: Procedure for Construction of ECHS Polyclinics**

Sir,

In continuation of Govt. of India, Ministry of Defence letter No. 22(1)/01/US(WE)/D(Res) dated 30<sup>th</sup> Dec'2002 and No. 24(4)/03/US(WE)/D(Res) dated 1<sup>st</sup> August 2003, I am directed to convey the sanction of the President for the procedure to be followed for 'Construction of ECHS Polyclinics', as detailed in Appendix A to this letter for Ex-servicemen Contributory Health Scheme (ECHS) with immediate effect.

2. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O No. 661/Dir(Fin/Med) dated 15.9.2003.

Yours faithfully,

Sd/-xxx  
(V.K. JAIN)

**Under Secretary to the Govt. of India**

Copy to:-

1. CGDA, New Delhi
2. SO to Defence Secretary
3. PPS to Secretary (Defence/Finance)
4. PPS to AS (B) (Acquisition)
5. PPS to AS (T) / PPS to AS (I)
6. Addl FA (M) / Addl FA (K)
7. JS (ESW)
8. JS (O/N)
9. Dir (Finance/AG)
10. Dir (Fin/AG)
11. Defence (Finance/AG/PD)
12. DFA (B) / DFA (N) / DFA (Air Force)

13. AFA (B-1)
14. D (Works) / D (Mov) / D (Med)
15. O&M Unit

Also to:-

1. DGAFMS
2. DGDE, New Delhi
3. DGD C&W
4. QMG
5. DGMS
6. DGMS (Air)
7. DGMS (Navy)
8. AOA
9. COP
10. MD Central Org ECHS
11. ADG C&W
12. ADG (FP)
13. All Command Headquarters
14. Navy Headquarters (PS Dte)
15. AG Branch / CW-3
16. Naval Headquarters (PS Dte)
17. Air Headquarters (PS&R)

Copy signed in ink :-

1. CDA (Army), Bangalore
2. CDA (WC), Chandigarh
3. CDA (Army), Patna
4. CDA (CS), Pune
5. CDA (Army), Meerut
6. CDA (NC), Jammu
7. CDA (Officers), Pune
8. CDA (Navy), Bombay
9. CDA (AF), Dehradun
10. CDA (Army), Jabalpur
11. CDA (Army), Secunderabad
12. CDA (Army), Lucknow
13. CDA (Army), Chennai

**Appendix A to Govt. of India Ministry of Defence letter  
No. 24(7)/03/US(WE)/D(Res) dated 17<sup>th</sup> Sep, 2003**

1. Govt. of India, MOD letter No. 22(1)/01/US(WE)/D(Res) dated 30<sup>th</sup> Dec 02 accorded approval for Construction of ECHS Polyclinics in Military and Non Military Stations as per Appendix 'B' & 'C' at the scales given in Appendix 'E' and 'F' as follows:

Type of Polyclinic	A	B	C	D
Built up Area (in Sq Feet)	5000	4000	2500	2000

2. The design of polyclinics with scales of accommodation for ECHS has been sanctioned vide GOI letter No. 24(4)/03/US(WE)/D(Res) dated 1<sup>st</sup> August 2003.

3. The construction of ECHS Polyclinics will be done according to Defence Works Procedure 1986 as amended from time to time.

4. Instead of following the MWP route, procedure for the construction of Polyclinics will be as under:

- a) In order to ensure that project is implemented over a period of five years, Central Organisation ECHS will prioritize the military/non military stations where the construction of Polyclinics will commence each year. Based on this priority Central Organisation ECHS will allocate the funds to Command Headquarters as given in Para 6 below. **(Amended vide GOI letter No. 22(26)/06/US(WE)/D(Res) dt 22 Sep 2006)**
- b) Designs and scales for all four types of polyclinics have been approved by the Government vide letter dated 1<sup>st</sup> August 2003 referred to in para 2 above and all construction will conform to these specifications.
- c) For this purpose the approved designs would be disseminated to all HQ Commands and Zonal Chief Engineers.
- d) Construction of buildings for ECHS will require acceptance of necessity and administrative approval by CFA
- e) Zonal Chief Engineers will thereafter follow the normal tender procedures and award construction contracts. Zonal Chief Engineers located nearest to the Non-Military stations, through their CWE/GE/Independence AGE would thereafter supervise the constructions.
- f) A representative of the Station Commander and SEMO/SMO/PMO will be associated at all stages to monitor the progress and advise the MES authorities regarding specific requirements.
- g) Once constructed, the buildings will be taken over by a Board of Officers set up by Station Commander. A representative of the SEMO/SMO/PMO will always be incorporated as a member
- h) The buildings of ECHS Polyclinics will be held on the charge of Station Headquarters.

5. The Central Organisation of ECHS shall monitor the progress of construction and obtain a completion report in App.D of DWP, 1986

**Budgetary Allocation**

6. The Central Organisation of ECHS will earmark annual budgetary funds from Capital Head and allocate the same to the HQ Commands who will further allocate them to the respective Station for ECHS polyclinics.

7. The allocation of funds will be under Major Head 4076 Sub Major Head 01 Army Minor Head 107 Code Head 907/39. Station Headquarters will need to ensure that expenditure is incurred within the funds allocated.

8. The changes will be effective from the date of issue of this letter.

9. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No. 1029/Fin/W -I dated 11 Sep 2006. **(Amended vide GOI letter No. 22(26)/06/US(WE)/D(Res) dt 22 Sep 2006)**



No. 24(15)/03/US (WE)/D (Res)  
Government of India  
Ministry of Defence  
New Delhi, the 20<sup>th</sup> Feb, 2004

To,  
The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject: Limits for powers for hiring of immovable properties for ECHS polyclinics at non military station.**

Sir,

With reference to Govt of India, Ministry of Defence letter No 24(5)/03/US(WE)/D(Res) dated 8<sup>th</sup> Sep 2003, I am directed to convey the sanction of the Government for the limits for powers for hiring of immovable properties for Ex-servicemen Contributory Health Scheme (ECHS) Polyclinics at Non-Military stations with immediate effect:-

**For**

(a)	General Officer Commanding-in-Chief/ Equivalent Naval Commander/AOC-in-C	Rs.2,00,000/- per Property per annum
(b)	Commander of a Corps, division/Area, Independent Sub Area or Independent Bde Gp/equivalent Naval / Air Force Commander	Rs.1,00,000/- per Property per annum
(c)	Commander of a Bde, Bde Area or Sub Area/Equivalent Naval/Air Force Commander	Rs.75,000/- per Property per annum

**Read**

Serial	Competent Financial Authority(CFA)	Financial Powers (per property per annum)
(a)	General Officer Commanding-in-Chief/ Equivalent Naval Commander/Air Force Commander	Rs.5,00,000/-
(b)	Area/Sub Area Commander/Equivalent Naval/Air Force Commander	Rs.3,00,000/-
(c)	Station Commander/Equivalent Naval/Air Force Commander	Rs.2,00,000/-

(As Amended vide GoI, MoD letter No 25(05)/2012/WE/D(Res) dt 21 Aug 2013)

2. These powers will be applicable for a period of 2 years or till the new polyclinic has been constructed in that station (whichever is earlier).

**(GOI MOD sanctioned extension of time limit for utilization of powers for hiring of immovable properties for Ex-Servicemen Contributory Health Scheme (ECHS) Polyclinic at Non-Military Station till 31 Mar 2007 or till the new polyclinics are constructed in that station (whichever is earlier).**

\*GOI MOD Corrigendum No. 22(18)/05/US(WE)/D(Res) Pt-I dated 27 Sep 05.

3. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No.108/ F/W-III/04 dated 19 Feb 2004.

Yours faithfully

Sd/-xxx

(V.K. JAIN)

**Under Secretary to the Govt. of India**

Copy to:-

1. CGDA, New Delhi
2. SO to Defence Secretary
3. PPS to Secretary (Defence/Finance)
4. PPS to AS (Acquisition)
5. PPS to AS (T) / PPS to AS (I)
6. Addl FA (B) / Addl FA (V)

No. 24(14)/03/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare

New Delhi, Dated the 31<sup>st</sup> January, 2005

To,

The Chief of the Army Staff  
 The Chief of the Navy Staff  
 The Chief of the Air Staff

**Subject:- Procedure for procurement of land in Non-military stations for Ex-Servicemen Contributory Health Scheme (ECHS).**

Sir,

1. With reference to Govt. of India, Ministry of Defence letter No. 22(1)/01/US(WE)/D(Res) dated 30<sup>th</sup> Dec 02. I am directed to convey the sanction of the Government for 'Procedure for procurement of land in non military stations, listed in Appendix A to this letter for Ex-Servicemen Contributory Health Scheme (ECHS) with immediate effect.
2. This procedure will be effective for a period of three years from the date of issue of this letter.
3. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No 61/DFA/DS/W/05 dated 28.1.05.

Yours faithfully,

Sd/- x x x x

(V.K. JAIN)

**Under Secretary to the Govt of India**

Copy to:-

1. CGDA, New Delhi
2. SO to Defence Secretary
3. PPS to Secretary
4. PPS to AS (B) (Acquisition)
5. PPS to AS (T) / PPS to AS (I)
6. Addl FA (M) / Addl FA (K)

7. JS (ESW)
8. JS (O/N)
9. Dir (Finance/AG)
10. Dir (Fin/AG)
11. Defence (Finance/AG/PD)
12. DFA (B) / DFA (N) / DFA (Air Force)
13. AFA (B-1)
14. D (Works) / D (Mov) / D (Med)
15. O&M Unit

Also to:-

16. DGAFMS
17. DGDE, New Delhi
18. DGD C&W
19. QMG
20. DGMS
21. DGMS (Air)
22. DGMS (Navy)
23. AOA
24. COP
25. MD Central Org ECHS
26. ADG C&W
27. ADG (FP)
28. All Command Headquarters
29. Navy Headquarters (PS Dte)
30. AG Branch / CW-3
31. Naval Headquarters (PS

Dte) Copies signed in ink :-

32. CDA (Army), Bangalore
33. CDA (WC), Chandigarh
34. CDA (Army), Patna
35. CDA (SC), Pune
36. CDA (Army), Meerut
37. CDA (NC), Jammu
38. CDA (Officers), Pune
39. CDA (Navy), Bombay
40. CDA (AF), Dehradun

41. CDA (Army), Jabalpur
42. CDA (Army), Secunderabad
43. CDA (Army), Lucknow
44. CDA(Army), Chennai
45. CDA (Army), Kolkata
46. CDA (AF), Delhi
47. CDA (Army), Guwahati
48. CDA (Army), Pune
49. CDA(Army), Bombay
50. CDA (Army), Dehradaun

**Appendix A to Government of India, Ministr v of Defence letter No. 24(14)/03/US/(WE)/D(Res) dated 31-01-2005**

**PROCEDURE FOR PROCUREMENT OF LAND FOR ECHS  
POLYCLINICS IN NON MILITARY STATIONS**

**Requirement of Land and Authority**

Govt of India MOD letter No 22(1)/01/US(WE)/D(Res) dated 30 Dec, 02 accorded approval for acquiring land in non-military stations as per Appendix F para 1(a) as follows:-

Type of Polyclinic	A	B	C	D
Area of Land (in sq yards)	1200	1200	700	700

**Procedure to be adopted**

2. Based on the list approved by the Government of India, a list of Polyclinics identified for development in Non Military Stations for a particular year will be made available by the Central Organisation, ECHS to respective Commands.
3. The HQ Commands/Area/Sub Area thereafter will forward a list of such stations to the concerned Defence Estates Officer (DEO). The DEO will identify and forward details of suitable Defence Land, if available, in these stations.
4. The suitability of the land will be assessed by the respective Station HQs on the basis of area, accessibility for ESM, connectivity through road and rail links, location within town etc. If the land is found suitable, the construction of ECHS Polyclinic will be done as per procedure laid down for construction of Polyclinics.
5. If Defence land is not available or found un-suitable than simultaneous efforts will be made to look for land belonging to any other Central Government Department/State Government/Local Housing Body/Development Authority etc.
6. After adequate efforts have been made to identity land as stated in paragraph 5 above and if these efforts fail, action will be taken to purchase land by inviting tenders from the interested sellers through open newspaper advertisements. Tender will be invited in double envelopes. The first envelope will carry the details with regard to the location, description and suitability of land. The second envelope will consist of the financial offer. A purchase committee shall be constituted at Headquarters Command level whose composition will be as follows:-
 

i)	An officer not below the rank of Brig or equivalent	-Chairman
ii)	Commander Works Engineer or his representative	-Member
iii)	Senior Executive Medical Officer or his representative	-Member
iv)	Representative of Regional CDA	-Member
v)	DEO/ADEO	-Member
7. The Purchase Committee will open the first envelope and decide the suitability of offers received. The second envelope consisting of the financial offer will be opened only in those cases where the plot of land offered for sale has been found suitable for the purpose of locating the polyclinic. Based on the offers received, representatives of Command Headquarters will make comparative statement of offers and depending upon the prevailing land value rates, the purchase committee, wherever consider essential, will negotiate the rates with the lowest tender and arrive at a negotiate price of land.

8. The Committee will obtain a certificate of cost reasonability from the competent revenue authority. General Officer Commanding-in-Chief of the Command will have power to approve purchase of land upto a value of Rs. 5.00 lakhs (Rupees Five lakhs). If the land value is more than Rs. 5.00 lakhs, the case will be routed through Central Organisation, ECHS, AG's Branch Army Headquarters to Ministry of Defence.

9. Before submitting the case, the Purchase Committee will ensure the following points:-

- (a) While fixing the land value, rate given by the Revenue authorities shall be kept in view
- (b) In case the price agreed by the Purchase Committee exceeds the rate suggested by the Collector/ Revenue Authorities, reasons for accepting the higher price will have to be recorded in writing by the Committee.
- (c) The Purchase Committee will examine and confirm the right and title of the land owner over the land proposed for purchase.
- (d) Recommendations of the Committee will be submitted to the Central Organisation, ECHS through the Command Headquarters
- (e) The Central Organisation, ECHS will submit the case to MOD who will in consultation with MOD (Fin) issue the Government sanction expeditiously. On the approval having been accorded by the MOD/GOC-in-C all documentation including the transfer/sale deed will be prepared by the concerned DEO.

10. The Central Organisation, ECHS will earmark annual budgetary funds from Capital Head and allocate the same to the QMG's Branch from Major Head - 4076 Sub Major Head - 01 and ECHS Code Head 902/47.

### **ACCEPTANCE OF GIFTED LAND**

#### **Action at Headquarters Command Level**

11. A Station Board of Officers will be constituted by concerned Headquarters Command to examine the offer made by the concerned State Government/Non Government Organisation/Charitable Trust/Organisation/Private Party/Individual and assess suitability of establishing the ECHS polyclinic on the said land. Prior to the Board being ordered, the Headquarters Command will ensure the following:-

- (a) The offer has been made in writing.
- (b) The offer must clearly give details of the land being made available.
- (c) The land will be transferred irrevocably and will be handed over in an unencumbered manner
- (d) If the land is being offered on lease, the lease will not be for less than 30 years and shall be renewable with mutual consent. The terms and conditions shall be spelt out clearly.

The DEO shall carry out the documentation as per procedure already in vogue.

12. The Board of Officers shall comprise the following:-

- a) Presiding Officer - Officer nominated by Station Commander
- b) Member
  - i) -Representative of Senior Executive Medical Officer
  - ii) -Representative of Defence Estate Officer
  - iii) -Representative of Commander Works Engineer

13. The Board shall examine suitability of the site, bearing the following aspects:-

- a) Land is not under illegal occupation and should be free of all encumbrances.
- b) Examine revenue records and enclose relevant extracts
- c) Examine the site from accessibility to Ex-Servicemen
- d) Proximity to other Medical facilities in the city
- e) Proximity to Bus terminus/railway station for conveyance of ECHS members

- f) The area offered is as per the minimum size mentioned in Govt letter *ibid*. However, Board is empowered to consider additional land if offered by Govt/any agency, subject to meeting all above conditions.
- g) The donor will not impose restrictions like name of family members to be mentioned on the polyclinic building to gain popularity.
- h) The donor may not seek any benefits in lieu of the land being gifted to the Government.
- j) There is no dispute over the gifted land which may lead to unnecessary litigation for Union of India.

14. The Board having satisfied itself of the suitability of the site will forward its proceedings with recommendations to Headquarters Command for approval of GOC-in-C through Principal Director of Defence Estate. Once approval of GOC-in-C has been accorded, suitable orders to that effect will be issued and the Defence Estate Department shall take over the land as per existing procedure, execute deeds and record mutation. Said land, thereafter, will be taken over on charge of Military Land Record/Garrison Land Record and subsequently handed over to military authorities as per laid down procedure.

#### **Budgetary Allocation**

15. In case the land in question is gifted, no payment is required to be made except for Registration/Mutation and any other procedure. Amount shall be paid by the DE authorities from Revenue Head of expenditure from ECHS, Budget. Central Organisation, ECHS shall allocate fund for the same on demand from concerned Command Headquarters/DEO.

16. Where the land is obtained on long lease, necessary payment shall be made by DE authority as per existing procedure and amount debited to revenue head of expenditure of ECHS. Command Headquarters will obtain necessary annual allocation from ECHS Central Organisation.

No.22(3)06/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare

New Delhi, Date the 13th Mar 2006

To

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

### **CORRIGENDUM**

Sir,

The following amendments made by made in para 10 of Appendix 'A' to Ministry of Defence letter No.24(4)03/US(WE)/D(Res) dated 31st January 2005.

2. Para 10 of Appendix 'A' to the above mentioned letter is amended to be read as:

“10. The Central Organisation, ECHS will earmark annual budgetary funds from Capital Head and allocate the same to the DGDE from Major Head 4076, Sub Major Head 01 and ECHS Code Head 907/38”

3. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No. 156/Fin/W-1 dated 2nd March 2006.

Yours faithfully,

Sd/-xxx  
 (VK Jain)  
 Under Secretary to the Govt. of India

Copy to:-

1. DG, DC&W, Army Headquarters, New Delhi
2. DGDE
3. QMG
4. MD, ECHS
5. Dir (Coord)- For including the letter in MOD website under ECHS
6. SO to Defence Secretary
7. PS to AS (B) / PS to AS (I)
8. JS (ESW)
9. JS (E)
10. Defence (Finance/Works)



No.22(99)2006/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare

New Delhi, date the 03<sup>rd</sup> Jan 2007

To

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

### **CORRIGENDUM**

**Subject : Limits for power for hiring of immovable properties for ECHS Polyclinics at Non-Military Stations.**

Sir,

Further to the Government of India, Ministry of Defence letter No.24(15)03/US(WE)/D(Res) dated 20 Feb 2004 and Corrigendum issued vide Government of India, Ministry of Defence letter No.22(18)05/US(WE)/D(Res) Pt-I dated 27 Sep 2005.

2. I am directed to convey the sanction of the Government for extension of time limit for utilisation of powers for hiring of immovable properties for Ex-Servicemen Contributory Health Scheme (ECHS) at Non Military Stations till 31 Mar 2008 or till the new polyclinics are constructed in that station, whichever is earlier.

3. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No. 603/F/W-III/06 dated 27 dec 2006.

Yours faithfully,

Sd/-xxx  
 (VK Jain)

Under Secretary to the Govt. of India

Copy to:-

1. Defence (Finance) (AG/PD)
2. SO to Defence Secretary
3. PPS to Secretary (Defence / Finance)
4. PPS to SS (Acquisition)
5. PS to AS (B) / PPS to AS (I)
6. JS (ESW)
7. JS (O/N)
8. Addl FA (M)
9. DFA (N) / DFA (Air Force)
10. DFA (B)

No.22-D(2)07/US(WE)/D(Res)  
Government of India  
Ministry of Defence  
Deptt of Ex-Servicemen Welfare

New Delhi, date the 29<sup>th</sup> May, 07

To

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**CORRIGENDUM**

Sir,

With reference to Government of India, Min of Defence letter No. GOI/MOD corrigendum No. 24(14)/03/US(WE)/D(Res) dated 31<sup>st</sup> Jan, 2005, I am directed to convey the sanction of the Government for the purchase of 720 sq yard of land from State Government of Haryana District Fatehabad at cost of Rs. 36,00,000 (Rupees Thirty six lakhs) for establishment of ECHS Polyclinic.

2. It is certified that the condition stipulated in GOI/MOD letter under references for procurement of above land have been fulfilled.
3. This issues with the concurrence of MOD(Fin) vide U.O. No. 460/Fin/W-I dated 21.5.2007.

Yours faithfully,

Sd/-xxx  
(VK Jain)  
Under Secretary to the Govt. of India

No.22D(46)07/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare

New Delhi, the 18<sup>th</sup> Mar 2008

To

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**CORRIGENDUM**

**Subject : Limits for power for hiring of immovable properties for ECHS Polyclinics at Non-Military Stations.**

Sir,

1. Further to Government of India, Ministry of Defence letter No.24(15)03/US(WE)/D(Res) dated 20 Feb 2004, and corrigendum issued vide letter No. 22(18)05/US(WE)/D(Res) Pt-I dated 27 Sep 05 and 22(99)/2006/US(WE)/D(Res) dated 03 Jan 07.
2. I am directed to convey the sanction of the Government for extension of time limit for utilization of powers for hiring of immovable properties for Ex-Servicemen Contributory Health Scheme (ECHS) till the new Polyclinics are constructed in Non Military Station or the Polyclinic wise time limit stipulated as per Appendix A, B&C (Which ever is earlier).
3. This issued with the concurrence of Ministry of Defence (Finance) vide their UO No. 197/PD/08 dated 17 Mar 2008.

Yours faithfully,

Sd/-xxx  
 (VK Jain)

Under Secretary to the Govt. of India

Copy :-

1. CGDA, New Delhi
2. SO to Defence Secretary
3. PPS to Secretary (Defence / Finance)
4. PPS to AS (Acquisition)
5. PPS to AS (T) / PPs to AS (I)
6. Addl FA (B) / Addl FA (V)
7. JS (ESW)

Appendix 'A'  
 (GOI MoD Letter No.  
 No.22D(46)07/US(WE)/D(Res)  
 Dated. 18 Mar 2008)

**EXTENSION OF TIME LIMIT SANCTIONED TILL 31 MAR 2011 (THREE YEARS) FOR NON-MILITARY POLYCLINICS FOR WHICH LAND IS YET TO BE ACQUIRED**

Ser No	Polyclinics	Comd	State
1	Bilaspur	WC	HP
2	Fatehgarh Sahib	WC	Punjab
3	Faridabad	AF	Haryana
4	Karnal	WC	Haryana
5	Sonipat	WC	Haryana
6	Panipat	WC	Haryana
7	Kaithal	WC	Haryana
8	Kurukshetra	WC	Haryana
9	Noida	WC	UP
10	Mansa	SWC	Punjab
11	Sikar	SWC	Rajasthan
12	Churu	SWC	Rajasthan
13	Nagaur	SWC	Rajasthan
14	Hindaun City (District Karrauli)	SWC	Rajasthan
15	Jhajjar	SWC	Haryana
16	Rewari	SWC	Haryana
17	Rohtak	SWC	Haryana
18	Jind	SWC	Haryana
19	Narnaul	SWC	Haryana
20	Bhiwani	SWC	Haryana
21	Fatehabad	SWC	Haryana
22	Etawah	CC	UP
23	Mainpuri	CC	UP
24	Firozabad	CC	UP
25	Etah	CC	UP
26	Bulandshahr	CC	UP
27	Badaun	CC	UP
28	Gopeshwar	CC	Uttrakhand
29	Akbarpur Matti (Kanpur)	CC	UP
30	Pauri Garhwal	CC	Uttrakhand
31	Rae Bareilly	CC	UP
32	Muzaffarnagar	CC	UP
33	Fatehpur	CC	UP
34	Azamgarh	CC	UP
35	Sultanpur	CC	UP
36	Raipur	CC	Chhatisgarh
37	Rewa	CC	MP
38	Deoria	CC	UP
39	Balia	CC	UP
40	Ara	CC	Bihar
41	Chhapra	CC	Bihar
42	Behrampur	Navy	Orissa
43	Bhubneswar	Navy	Orissa
44	Jamshedpur	CC	Jharkhand
45	Krishnanagar	EC	WB

Ser No	Polyclinics	Comd	State
46	Midnapur	EC	WB
47	Burdwan	EC	WB
48	Aizwal	EC	Mizoram
49	Imphal (Leimakhong)	EC	Manipur
50	Kohima (Zakhama)	EC	Nagaland
51	Pali	SC	Rajasthan
52	Osmanabad	SC	Maharashtra
53	Latur	SC	Maharashtra
54	Buldana	SC	Maharashtra
55	Jalgaon	SC	Maharashtra
56	Morena	SC	MP
57	Orai	SC	UP
58	Miraj (Sangli)	SC	Maharashtra
59	Chiplun	SC	Maharashtra
60	Sindudurg	SC	Maharashtra
61	Mahad	SC	Maharashtra
62	Akola	SC	Maharashtra
63	Amravati	SC	Maharashtra
64	Cuddalore	SC	Tamilnadu
65	Villupuram	SC	Tamilnadu
66	Salem	SC	Tamilnadu
67	Srivilliputtur	SC	Tamilnadu
68	Dindigul	SC	Tamilnadu
69	Madurai	SC	Tamilnadu
70	Tanjavur	SC	Tamilnadu
71	Theni	SC	Tamilnadu
72	Tirunaveli	SC	Tamilnadu
73	Nagarcoil	SC	Tamilnadu
74	Tuticorin	SC	Tamilnadu
75	Thiruvannamalai	SC	Tamilnadu
76	Madekeri	SC	Karnataka
77	Mangalore	SC	Karnataka
78	Mysore	AF	Karnataka
79	Bijapur	SC	Karnataka
80	Dharwad	SC	Karnataka
81	Giddalur	SC	AP
82	Kakinada	SC	AP
83	Vijayawada	SC	AP
84	Palakkad	SC	Kerala
85	Perintalmanna	SC	Kerala
86	Alleppy	SC	Kerala
87	Thrissur	SC	Kerala
88	Kottayam	SC	Kerala
89	Pathanamthitta	SC	Kerala
90	Quilon	SC	Kerala

Appendix 'B'  
 (GOI MoD Letter No.  
 No.22D(46)07/US(WE)/D(Res)  
 Dated. 18 Mar 2008)

**EXTENSION OF TIME LIMIT SANCTIONED TILL 31 MAR 2010 (TWO YEARS) FOR  
 NON-MILITARY POLYCLINICS WHERE CONSTRUCTION IS YET TO COMMENCE**

Ser No	Polyclinics	Comd	State
1	Mandi	WC	HP
2	Chandigarh	WC	Chandigarh
3	Hamirpur	WC	HP
4	Ropar	WC	Punjab
5	Yamunanagar	WC	Haryana
6	Gurgaon	WC	Haryana
7	New Delhi (Lodhi Road)	WC	Delhi
8	Muktsar	SWC	Punjab
9	Jhunjhunu	SWC	Rajasthan
10	Almora	CC	Uttarakhand
11	Pratapgarh	CC	UP
12	Ghaziपुर	CC	UP
13	Muzaffarpur	CC	Bihar
14	Dharbanga	CC	Bihar
15	Sholapur	SC	Maharashtra
16	Bhind	SC	MP
17	Satara	SC	Maharashtra
18	Thane (Nerul)	SC	Maharashtra
19	Vellore	SC	Tamilnadu
20	Kanchipuram	SC	Tamilnadu
21	Krishnagiri	SC	Tamilnadu
22	Tiruchirapalli	SC	Tamilnadu
23	Nagapattinam	SC	Tamilnadu
24	Chittur	SC	AP
25	Kozikode	SC	Kerala

Appendix 'C'  
(GOI MoD Letter No.  
No.22D(46)07/US(WE)/D(Res)  
Dated. 18 Mar 2008)

**EXTENSION OF TIME LIMIT SANCTIONED TILL 31 MAR 2010 (ONE YEARS) FOR  
NON-MILITARY POLYCLINICS UNDER CONSTRUCTION**

Ser No	Polyclinics	Command	State
1	Aligarh	CC	UP
2	Guntur	SC	AP

24(14)03/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare

New Delhi, dated the 25<sup>th</sup> May, 2009

To

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**Subject : Procedure for procurement of land in Non Military Station for Ex-Servicemen Contributory Health Scheme (ECHS)**

Sir,

With reference to Government of India, Ministry of Defence letter No. 24(14)03/US(WE)/D(Res) dated 31 Jan 2005 on the above mentioned subject, I am directed to convey that a review of operation of ECHS has been carried out and after due deliberation it has been decided with the approval of the competent authority to amend para 12 of Appendix 'A' to ibid Govt. letter and reconstitute Board of Officers for procurement of land in non-military Station for ECHS as under :-

- |     |                   |   |   |
|-----|-------------------|---|---|
| (a) | Presiding Officer | - | Officer nominated by Station Commander  |
| (b) | Members           | - | (i) Representative of Senior Executive Medical Officer<br>(ii) Representative of Defence Estate Officer<br>(iii) Representative of Commander works Engineer.<br>(iv) Director, Deptt. of Sainik Welfare/Secretary, Rajya Sainik Board<br>(v) Director, Regional Centre, ECHS. |

2. The above changes in the Constitution of Board of Officers will ensure better participation of actual stake holders in the implementation of the Scheme. All other procedure to be adapted and defined in Appendix A to ibid Govt letter remain unaltered.

Yours faithfully,

Sd/-xxx

(Malathi Narayanan)  
 Under Secretary to the Govt. of India

No.22 (04)8/US(WE)/D(Res)  
Government of India  
Ministry of Defence  
Deptt of Ex-Servicemen Welfare

New Delhi, dated the 25<sup>th</sup> Aug, 2009

To

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**CORRIGENDUM**

**Subject : Procedure for procurement of land in Non Military Station for Ex-Servicemen Contributory Health Scheme (ECHS)**

Sir,

Further to Government of India, Ministry of Defence letter No.24(14)03/US(WE)/D(Res) dated 31<sup>st</sup> January 2005, I am directed to convey the sanction of the Government for extension of limit beyond 31 Jan 2008 by another 3 years (i.e upto 31.01.2011) for Procedure for procurement of land in Non Military Stations for Ex-Servicemen Contributory Health Scheme (ECHS).

2. This Issues with the concurrence of MoD (Fin) vide their UO No. 2367/Fin/Pen dated 06<sup>th</sup> August 2009.

Yours faithfully,

Sd/-xxx  
(Malathi Narayanan)  
Under Secretary to the Govt. of India



No.22D(16)09/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare

New Delhi, dated the 11<sup>th</sup> Mar, 2010

To

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**CORRIGENDUM**

**Subject : Limits for Power for Hiring of Immovable Properties for ECHS Polyclinics at Non-Military Stations**

Sir,

Further to Government of India, Ministry of Defence letter No.24(15)/03/US(WE)/D(Res) dated 20 Feb 2004 and Corrigendum issued vide letter No.22(18)/05/US(WE)/D(Res)/Pt-I dated 27 Sep 05, 22(99)06/US(WE)/D(Res) dated 03 Jan 2007 and No.22D(46)/07/US(WE)/D(Res) dated 18 Mar2008, I am directed to convey the sanction of the Government for extension of time limit for utilisation of powers for hiring of immovable properties for Ex-servicemen Contributory Health Scheme (ECHS) till the new polyclinic are constructed in Non-Military Stations or the polyclinic wise time limit stipulated as perAppendix A, B and C (Which ever is earlier).

2. This issues with the concurrence of MoD (Fin) vide 63/Fin/Pen dated 10<sup>th</sup> Mar, 2010.

Yours faithfully,

Sd/-xxx  
 (M.M. Singh)  
 Deputy Secretary to the Govt. of India

Appendix 'A'  
(GOI MoD Letter No.  
No.22D(16)09/US(WE)/D(Res)  
Dated. 11 Mar 2010

**EXTENSION OF TIME LIMIT SANCTIONED TILL 31 MAR 2014 (THREE YEARS) FOR NON-MILITARY POLYCLINICS FOR WHICH LAND IS YET TO BE ACQUIRED**

Ser No	Polyclinics	Comd	State
1	Faridabad	Air	Haryana
2	Nodia	WC	UP
3	Churu	SWC	Rajasthan
4	Hindaun City (District Karrauli)	SWC	Rajasthan
5	Jhajjar	SWC	Haryana
6	Bhiwani	SWC	Haryana
7	Etawah	CC	UP
8	Mainpuri	CC	UP
9	Firozabad	CC	UP
10	Etah	CC	UP
11	Bulandshahr	CC	UP
12	Badaun	CC	UP
13	Karanprayag	CC	Uttarakhand
14	Akbarpur Matti (Kanpur Dehat)	CC	UP
15	Pauri Garhwal	CC	Uttarakhand
16	Rae Bareilly	CC	UP
17	Muzaffarnagar	CC	UP
18	Fatehpur	CC	UP
19	Azamgarh	CC	UP
20	Sultanpur	CC	UP
21	Raipur	CC	Chhattisgarh
22	Deoria	CC	UP
23	Balia	CC	UP
24	Ara	CC	Bihar
25	Chhapra	CC	Bihar
26	Krishnanagar	EC	WB
27	Midnapur	EC	WB
28	Burdwan	EC	WB
29	Aizwal	EC	Mizoram
30	Imphal (Leimakhong)	EC	Manipur
31	Zakhama (Kohima)	EC	Nagaland
32	Pali	SC	Rajasthan
33	Osmanabad	SC	Maharashtra
34	Latur	SC	Maharashtra
35	Buldana	SC	Maharashtra
36	Jalgaon	SC	Maharashtra
37	Morena	SC	MP

Ser No	Polyclinics	Comd	State
38	Orai	SC	UP
39	Miraj (Sangli)	SC	Maharashtra
40	Chiplun	SC	Maharashtra
41	Sindudurg	SC	Maharashtra
42	Amravati	SC	Maharashtra
43	Kanchipuram	SC	Tamilnadu
44	Cuddalore	SC	Tamilnadu
45	Villupuram	SC	Tamilnadu
46	Salem	SC	Tamilnadu
47	Dindigul	SC	Tamilnadu
48	Madurai	SC	Tamilnadu
49	Theni	SC	Tamilnadu
50	Nagarcoil	SC	Tamilnadu
51	Tuticorin	SC	Tamilnadu
52	Thiruvannamalai	SC	Tamilnadu
53	Madekeri	SC	Karnataka
54	Mangalore	SC	Karnataka
55	Mysore	Air	Karnataka
56	Bijapur	SC	Karnataka
57	Dharwad	SC	Karnataka
58	Giddalur	SC	AP
59	Kakinada	SC	AP
60	Vijayawada	SC	AP
61	Palakkad	SC	Kerala
62	Perintaimanna	SC	Kerala
63	Alleppey	SC	Kerala
64	Kottayam	SC	Kerala
65	Pathanamthitta	SC	Kerala
66	Quilon	SC	Kerala

Appendix 'B'  
 (GOI MoD Letter No.  
 No.22D(16)09/US(WE)/D(Res)  
 Dated. 11 Mar 2010

**EXTENSION OF TIME LIMIT SANCTIONED TILL 31 MAR 2013 (THREE YEARS) FOR NON-MILITARY POLYCLINICS WHERE CONSTRUCTION IS YET TO COMMENCE**

Ser No	Polyclinics	Comd	State
1	Chandigarh	WC	Chandigarh
2	Muktsar	WC	Punjab
3	Karnal	WC	Haryana
4	Sonepat	WC	Haryana
5	Panipat	WC	Haryana
6	Kaithal	WC	Haryana
7	Kurukshetra	WC	Haryana
8	New Delhi (Lodhi Road)	WC	Delhi
9	Mansa	SWC	Punjab
10	Nagaur	SWC	Rajasthan
11	Rewari	SWC	Haryana
12	Rohtak	SWC	Haryana
13	Jind	SWC	Haryana
14	Narnaul	SWC	Haryana
15	Fatehabad	SWC	Haryana
16	Pratapgarh	CC	UP
17	Rewa	CC	MP
18	Ghazipur	CC	UP
19	Dharbanga	CC	Bihar
20	Sholapur	SC	Maharastra
21	Bhind	SC	MP
22	Satara	SC	Maharastra
23	Thane (Nerul)	SC	Maharastra
24	Mahad	SC	Maharastra
25	Akola	SC	Maharastra
26	Vellore	SC	Tamilnadu
27	Krishnagiri	SC	Tamilnadu
28	Srivilliputtur	SC	Tamilnadu
29	Tiruchirapali	SC	Tamilnadu
30	Nagapattinam	SC	Tamilnadu
31	Thanjavur	SC	Tamilnadu
32	Tirunalveli	SC	Tamilnadu
33	Chittur	SC	AP
34	Kozhikode	SC	Kerala
35	Thrissur	SC	Kerala

Appendix 'C'  
 (GOI MoD Letter No.  
 No.22D(16)09/US(WE)/D(Res)  
 Dated. 11 Mar 2010

**EXTENSION OF TIME LIMIT SANCTIONED TILL 31 MAR 2013**  
**FOR NON-MILITARY POLYCLINICS UNDER CONSTRUCTION**

Ser No	Polyclinics	Comd	State
1	Mandi	WC	HP
2	Bilaspur	WC	HP
3	Gurgaon	WC	Haryana
4	Jhunjhunu	SWC	Rajasthan
5	Sikar	SWC	Rajasthan
6	Aligarh	CC	UP
7	Almora	CC	Uttarakhand
8	Muzaffarpur	CC	Bihar
9	Behrampur	Navy	Orissa
10	Jamshedpur	CC	Jharkhand

No.22C(12)/2011-US(WE)/D(Res)  
Government of India  
Ministry of Defence  
Deptt of Ex-Servicemen Welfare

New Delhi, the 16<sup>th</sup> Feb, 2012

The  
Managing Director  
CO, ECHS, New Delhi

CORRIGENDUM

Subject :- Procedure for Procurement of land in Non-Military Stations for Ex-servicemen  
Contributory Health Scheme (ECHS)

Sir,

Further to the Govt. of India, Ministry of Defence letter No 24(14)/03/US(WE)/D(Res) dated 31 Jan 2005 and 22A(104)/2008/US (WE)/D(Res) dated 25<sup>th</sup> Aug 2009, I am directed to convey the sanction of the Government for extension of time limit beyond 31.01.2011 by another 3 years (ie upto 31.01.2014) for procurement of land & Procedure for procurement of land in Non-Military Stations for Ex-servicemen Contributory Health Scheme (ECHS) as per appendix 'A'.

2. This issue with the concurrence of Ministry of Defence (Finance) vide their UO No.489/F/Pen. Dated 07/02/2012.

Yours faithfully,

Sd/- x x x x  
(HK Mallick)

Under Secretary to the Govt of India

Copy to:-

1. DG, DC&W, Army HQ, New Delhi
2. DGR, West Block-IV, R.K.Puram, New Delhi
3. Secretary, KSB, New Delhi
4. JS(ESW)
5. DFA (Fin/Pen), MoD

Copy also to:-

6. CGDA, New Delhi
7. Dir (Finance/AG/Dir(Fin/Works))
8. Defence Finance (AG/PD)/Def (Fina/Works-I)
9. DGAFMS
10. DGMS (Army)
11. DGMS (Air)
12. DGMS (Navy)
13. DGDE
14. AOA
15. COP
16. ADG C&W
17. ADG (FP)

18. All Command HQs
19. All Regional Center ECHS

Copy Signed in ink :-

20. CDA (South), Bangalore
21. CDA (NC), Jammu
22. CDA (WC), Chandigarh
23. CDA (CC), Lucknow
24. CDA(EC), Patna
25. CDA (SC), Pune
26. CDA (SWC) Jaipur
27. CDA (Army), Meerut
28. CDA (Navy), Bombay
29. CDA (AF), Dehradun
30. CDA (Central), Jabalpur
31. CDA (Army), Secunderabad
32. CDA(Army), Chennai
33. CDA (Army), Guwahati
34. PCDA, Delhi

**LIST OF 232 NON MIL ECHS POLYCLINICS WHERE LAND IS YET TO BE ACQUIRED**

Ser No	State	Comd	Polyclinics	Type	Remarks
1	UP	WC	Noida	A	Existing
2	Haryana	SWC	Bhiwani	A	-do-
3	Haryana	SWC	Fatehabad	D	-do-
4	UP	CC	ETawah	C	-do-
5	UP	CC	Mainpuri	C	-do-
6	UP	CC	Firozabad	D	-do-
7	UP	CC	Etah	D	-do-
8	UP	CC	Bulandshahr	B	-do-
9	UP	CC	Badaun	D	-do-
10	Uttarakhand	CC	Karanprayg(Gopeshwar)	B	-do-
11	UP	CC	Akharpur Matti (Kanpur Dehat)	D	-do-
12	Uttarakhand	CC	Pauri Garhwal	C	-do-
13	UP	CC	Raebareili	D	-do-
14	UP	CC	Muzaffarnagar	D	-do-
15	UP	CC	Fatehpur	D	-do-
16	UP	CC	Azamgarh	D	-do-
17	UP	CC	Sultanpur	C	-do-
18	Chhatisgarh	CC	Raipur	D	-do-
19	UP	CC	Deoria	C	-do-
20	UP	CC	Balia	C	-do-
21	Bihar	CC	Ara	B	-do-
22	Bihar	CC	Chhapra	C	-do-
23	WB	EC	Krishnanagar	C	-do-
24	WB	EC	Burdwan	D	-do-
25	Rajasthan	SC	Pali	D	-do-
26	Maharastra	SC	Osmanabad	D	-do-
27	Maharastra	SC	Buldana	D	-do-
28	Maharastra	SC	Jalgaon	D	-do-
29	MP	SC	Morena	D	-do-
30	UP	SC	Orai	D	-do-
31	Maharastra	SC	Miraj (Sangli)	B	-do-
32	Maharastra	SC	Chiplun	C	-do-
33	Maharastra	SC	Sindhudurg	C	-do-
34	Maharastra	SC	Amravati	D	-do-
35	Tamilnadu	SC	Kanchipuram	C	-do-
36	Tamilnadu	SC	Cuddalore	D	-do-
37	Tamilnadu	SC	Villupuram	D	-do-
38	Tamilnadu	SC	Salem	C	-do-
39	Tamilnadu	SC	Dindigul	D	-do-
40	Tamilnadu	SC	Madurai	C	-do-
41	Tamilnadu	SC	Nagarcoil	D	-do-
42	Tamilnadu	SC	Tuticorin	D	-do-
43	Tamilnadu	SC	Thiruvannamalai	C	-do-
44	Karnataka	SC	Madekeri	C	-do-
45	Karnataka	Air	Mysore	D	-do-
46	Karnataka	SC	Bijapur	D	-do-
47	Karnataka	SC	Dharwad	D	-do-
48	AP	SC	Giddalur	C	-do-

49	AP	SC	Kakinada	D	Existing
50	AP	SC	Viyawada	D	-do-
51	Kerala	SC	Palakkad	B	-do-
52	Kerala	SC	Perintalmanna	C	-do-
53	Kerala	SC	Alleppey (Alapuzha)	B	-do-
54	Kerala	SC	Kottayam	C	-do-
55	Kerala	SC	Pathanamthitta	B	-do-
56	Kerala	SC	Quilon (Kollam)	B	-do-
57	Delhi	Navy	East Delhi (Preet Vihar)	B	Additional
58	Maharashtra	Navy	Navl Mumbai	C	-do-
59	AP	Navy	Srikakulam	D	-do-
60	Orissa	Navy	Sambalpur	D	-do-
61	Orissa	Navy	Angul	D	-do-
62	Orissa	Navy	Dhenkanal	C	-do-
63	Orissa	Navy	Puri	D	-do-
64	Kerala	Navy	Thodupuzha	D	-do-
65	Kerala	Navy	Moovattupuzha	D	-do-
66	TN	Navy	Ramnathapuram	D	-do-
67	Haryana	AF	Palwal	D	-do-
68	TN	AF	Tambram	D	-do-
69	Punjab	AF	Barnala	D	-do-
70	Gujarat	AF	Gandhidham	D	-do-
71	Karnataka	AF	Kolar	D	-do-
72	Karnataka	AF	Tumkur	D	-do-
73	Karnataka	AF	Hassan	D	-do-
74	Maharashtra	AF	Wardha	D	-do-
75	Maharashtra	AF	Yavatmal	D	-do-
76	TN	AF	Erode	D	-do-
77	TN	AF	Sivagangai	D	-do-
78	Delhi	AF	Khanpur	D	-do-
79	Rajasthan	SC	Bhilwara	D	-do-
80	Rajasthan	SC	Shergarh	D	-do-
81	Rajasthan	SC	Dungarpur	D	-do-
82	Rajasthan	SC	Rajsamand	D	-do-
83	Gujarat	SC	Rajkot	D	-do-
84	Gujarat	SC	Surat	D	-do-
85	Maharashtra	SC	Nanded	D	-do-
86	Maharashtra	SC	Pune/Khadki	D	-do-
87	Maharashtra	SC	South Pune	D	-do-
88	Maharashtra	SC	Beed	D	-do-
89	Maharashtra	SC	Karad	D	-do-
90	AP	SC	Eluru	D	-do-
91	AP	SC	Anantapur	D	-do-
92	AP	SC	Karnool	D	-do-
93	AP	SC	Cuddapah	D	-do-
94	AP	SC	Nellore	D	-do-
95	AP	SC	Karimnagar	D	-do-
96	AP	SC	Secunderabad	D	-do-
97	AP	SC	Khammam	D	-do-
98	AP	SC	Mehbubnagar	D	-do-
99	Karnataka	SC	Shimoga	D	-do-



100	Karnataka	SC	Gulbarga	D	Additional
101	Karnataka	SC	Virarajendrapet	D	-do-
102	Karnataka	SC	MEG Bangalore	D	-do-
103	Kerala	SC	Kanhagad	D	-do-
104	Kerala	SC	Iritti	D	-do-
105	Kerala	SC	Kunnamkulam	D	-do-
106	Kerala	SC	Changanachery	D	-do-
107	TN	SC	Chennai (Island Ground)	D	-do-
108	Pondicherry	SC	Pondicherry	D	-do-
109	TN	SC	Kumbhkonum	D	-do-
110	Kerala	SC	Kalpetta	D	-do-
111	Kerala	SC	Mavelikara	D	-do-
112	Kerala	SC	Trivandrum (Med College)	D	-do-
113	Kerala	SC	Kottarakara	D	-do-
114	Kerala	SC	Ranni	D	-do-
115	Kerala	SC	Kilimanur	D	-do-
116	UK	CC	Vikasnagar	D	-do-
117	UK	CC	Tehri	D	-do-
118	UK	CC	Uttarkashi	D	-do-
119	UK	CC	Rudrapur	D	-do-
120	UK	CC	Rudraprayag	D	-do-
121	UK	CC	Bangeshwar	B	-do-
122	UK	CC	Banbasa	D	-do-
123	UK	CC	Dehradun (On Haridwar Road)	C	-do-
124	UK	CC	Ramnagar	D	-do-
125	UP	CC	Gonda	D	-do-
126	UP	CC	Basti	D	-do-
127	UP	CC	Banda	D	-do-
128	UP	CC	Moradabad	D	-do-
129	UP	CC	Rampur	D	-do-
130	UP	CC	Lakhimpur	D	-do-
131	UP	CC	Hardoi	D	-do-
132	UP	CC	Barabanki	D	-do-
133	UP	CC	Unnao	D	-do-
134	UP	CC	Bijnor	D	-do-
135	UP	CC	Bagpat	D	-do-
136	UP	CC	Hathras	D	-do-
137	UP	CC	Jaunpur	D	-do-
138	UP	CC	Mirzapur	D	-do-
139	Jharkhand	CC	Deogarh	D	-do-
140	Jharkhand	CC	Dhanbad	D	-do-
141	Bihar	CC	Bhagalpur	D	-do-
142	Bihar	CC	Motihari	D	-do-
143	Bihar	CC	Siwan	D	-do-
144	Bihar	CC	Samastipur	D	-do-
145	Bihar	CC	Madhubani	D	-do-
146	Bihar	CC	Vaishali	D	-do-
147	Bihar	CC	Khagaria	D	-do-
148	Bihar	CC	Munger	D	-do-
149	Bihar	CC	Sitamarhi	D	-do-
150	Jharkhand	CC	Chaibasa	D	-do-
151	Jharkhand	CC	Gumla	D	-do-

152	Jharkhand	CC	Dalatganj	D	Additional
153	Bihar	CC	Sasaram	D	-do-
154	Bihar	CC	Buxer	D	-do-
155	MP	CC	Satna	D	-do-
156	Chhatishgarh	CC	Jagdarpur	D	-do-
157	Chhatishgarh	CC	Bilashpur	D	-do-
158	Chhatishgarh	CC	Raigarh	D	-do-
159	MP	CC	Ujjain	D	-do-
160	Orissa	CC	Koraput	D	-do-
161	Orissa	CC	Bhawanipatna	D	-do-
162	Haryana	SWC	Narwana	D	-do-
163	Haryana	SWC	Sampla	D	-do-
164	Haryana	SWC	Meham	D	-do-
165	Haryana	SWC	Loharu	D	-do-
166	Haryana	SWC	Kosli	D	-do-
167	Haryana	SWC	Charki Dadri	D	-do-
168	Haryana	SWC	Mahendragarh	D	-do-
169	Haryana	SWC	Hansi	D	-do-
170	Haryana	SWC	Dharuhera	D	-do-
171	Haryana	SWC	Bahadurgarh	D	-do-
172	Rajasthan	SWC	Behror	D	-do-
173	Rajasthan	SWC	Rajgarh	D	-do-
174	Rajasthan	SWC	Chirawa	D	-do-
175	Rajasthan	SWC	Nim Ka Thana	D	-do-
176	Rajasthan	SWC	Dausa	D	-do-
177	Rajasthan	SWC	Sanganer	D	-do-
178	Rajasthan	SWC	Bhuwana	D	-do-
179	Rajasthan	SWC	Suratgarh	D	-do-
180	J&K	NC	Doda	D	-do-
181	J&K	NC	Nagrota (Gujroo)	D	-do-
182	J&K	WC	Baribrahmna	C	-do-
183	HP	WC	Kullu	D	-do-
184	HP	WC	Jogindernagar	D	-do-
185	HP	WC	Sarakaghat	D	-do-
186	HP	WC	Shahpur	C	-do-
187	HP	WC	Deragopipur	D	-do-
188	Haryana	WC	Narayangarh	D	-do-
189	Punjab	WC	Ajnala	D	-do-
190	Punjab	WC	Tarantaran Patti	D	-do-
191	Punjab	WC	Beas	D	-do-
192	Punjab	WC	Sri Hargovindpur	D	-do-
193	Punjab	WC	Batala	D	-do-
194	HP	WC	Ghumarvin	D	-do-
195	HP	WC	Barsar	D	-do-
196	Punjab	WC	Suranassi	D	-do-
197	Punjab	WC	Mahalpur	D	-do-
198	Punjab	WC	Nawansahar	D	-do-
199	Punjab	WC	Sultanpur Lodhi	D	-do-
200	Punjab	WC	Phagwara	D	-do-
201	Punjab	WC	Doraha	D	-do-

202	Punjab	WC	Jagraon	D	Additional
203	Punjab	WC	Samarala	D	-do-
204	Punjab	WC	Samana	D	-do-
205	Punjab	WC	Uchi Bassi	C	-do-
206	Punjab	WC	Talwara	D	-do-
207	Punjab	WC	Mohali	C	-do-
208	Haryana	WC	Gohana	D	-do-
209	Haryana	WC	Gurgaon (Sohana Rd)	B	-do-
210	Haryana	WC	Kharkhoda	D	-do-
211	Delhi	WC	Shakurbasti	B	-do-
212	Delhi	WC	Timarpur	C	-do-
213	UP	WC	Greater Noida	A	-do-
214	Haryana	WC	Nuh	D	-do-
215	Bihar	EC	Katihar	D	-do-
216	WB	EC	Cooch Behar	D	-do-
217	WB	EC	Raiganj	D	-do-
218	WB	EC	Baruipur	D	-do-
219	WB	EC	Howrah	D	-do-
220	WB	EC	Bankura	D	-do-
221	WB	EC	Bahrapur	D	-do-
222	Assam	EC	Lanka	D	-do-
223	Manipur NE	EC	Chura Chandrapur	D	-do-
224	Assam	EC	Goalpara	D	-do-
225	Assam	EC	Dhubri	D	-do-
226	Nagalang NE	EC	Mokokchung	D	-do-
227	Assam	EC	Bongaigoan	D	-do-
228	Assam	EC	Tezpur	D	-do-
229	Assam	EC	Tinsukia	D	-do-
230	Assam	EC	Dibrugarh	D	-do-
231	Assam	EC	Lakhimpur	D	-do-
232	Mizoram NE	EC	Lunglei	D	-do-

No.22D (16)/2009/US(WE)  
Government of India  
Ministry of Defence  
Department of Ex-Servicemen Welfare

Dated 31<sup>st</sup> January, 2014

To,

The Chief of the Army Staff  
The Chief of the Naval Staff  
The Chief of the Air Staff

Subject :- **Limits for Power for Hiring of Immovable Properties for ECHS Polyclinics at Non-Military Stations.**

Sir,

1. In continuation to the Government of India, Ministry of Defence letters No 24(15)/03/US(WE)/D(Res) dated 20<sup>th</sup> Feb 2004 and Corrigendums issued vide letters No 22(18)/05/US(WE)/D(Res)/Pt-I dated 27<sup>th</sup> Sept. 2005, 22(99)/06/US(WE)/D(Res) dated 3<sup>rd</sup> January 2007, 22D(46)/07/US(WE)/D(Res) dated 18 March 2008, 22D(16)/09/US\*WE)/D(Res) dated 11 March 2010 and 22D(16)/09/US(WE)/D(Res) dated 3<sup>rd</sup> Sept. 2012, I am directed to convey the sanction of Government for extension of time limit for utilization of powers for hiring of immovable properties for Ex-Servicemen Contributory Health Scheme (ESHS) till the new polyclinics are constructed in Non-Military Stations or the polyclinic wise time limit stipulated as per Appendices 'A' and 'B' (whichever is earlier).

2. This issues with concurrence of MoD (Finance) vide their No 202/F/P dated 24-1-2014.

Yours faithfully,

Sd/- x x x x

(HK Mallick)

Under Secretary to the Govt of India

Copy to:-

1. CGDA, New Delhi
2. PPS to AS (Acquisition)
3. MD, ECHS

Copy for information to:-

1. PPS to Secretary, ESW
2. PS to JS(ESW)
3. DFA (Fin/Pen)

**Appendix 'A'**

(File No 22D(16)/2009-US(WE)

dated 31.1.2014

**LIST OF POLYCLINICS FOR WHICH SANCTION IS REQUIRED****UP TO 31 MAR 2016**

Ser No	State	Comd	Polyclinics	Type	Remarks
1	UP	WC	Noida	A	Existing
2	Haryana	SWC	Bhiwani	A	-do-
3	Haryana	SWC	Fatehabad	D	-do-
4	UP	CC	Etawah	C	-do-
5	UP	CC	Mainpuri	C	-do-
6	UP	CC	Firozabad	D	-do-
7	UP	CC	Etah	D	-do-
8	UP	CC	Bulandshahr	B	-do-
9	UP	CC	Badaun	D	-do-
10	Uttarakhand	CC	Karanprayg(Gopeshwar)	B	-do-
11	UP	CC	Akharpur Matti (Kanpur Dehat)	D	-do-
12	Uttarakhand	CC	Pauri Garhwal	C	-do-
13	UP	CC	Raebareili	D	-do-
14	UP	CC	Muzaffarnagar	D	-do-
15	UP	CC	Fatehpur	D	-do-
16	UP	CC	Azamgarh	D	-do-
17	UP	CC	Sultanpur	C	-do-
18	Chhatisgarh	CC	Raipur	D	-do-
19	UP	CC	Deoria	C	-do-
20	UP	CC	Balia	C	-do-
21	Bihar	CC	Ara	B	-do-
22	Bihar	CC	Chhapra	C	-do-
23	WB	EC	Krishnanagar	C	-do-
24	WB	EC	Burdwan	D	-do-
25	Rajasthan	SC	Pali	D	-do-
26	Maharashtra	SC	Osmanabad	D	-do-
27	Maharashtra	SC	Buldana	D	-do-
28	Maharashtra	SC	Jalgaon	D	-do-
29	MP	SC	Morena	D	-do-
30	UP	SC	Orai	D	-do-
31	Maharashtra	SC	Miraj (Sangli)	B	-do-
32	Maharashtra	SC	Chiplun	C	-do-
33	Maharashtra	SC	Sindhudurg	C	-do-
34	Maharashtra	SC	Amravati	D	-do-
35	Tamilnadu	SC	Kanchipuram	C	-do-
36	Tamilnadu	SC	Cuddalore	D	-do-
37	Tamilnadu	SC	Villupuram	D	-do-
38	Tamilnadu	SC	Salem	C	-do-
39	Tamilnadu	SC	Dindigul	D	-do-
40	Tamilnadu	SC	Madurai	C	-do-
41	Tamilnadu	SC	Nagarcoil	D	-do-
42	Tamilnadu	SC	Tuticorin	D	-do-

43	Tamilnadu	SC	Thiruvannamalai	C	-do-
44	Karnataka	SC	Madekeri	C	-do-
45	Karnataka	Air	Mysore	D	-do-
46	Karnataka	SC	Bijapur	D	-do-
47	Karnataka	SC	Dharwad	D	-do-
48	AP	SC	Giddalur	C	-do-
49	AP	SC	Kakinada	D	-do-
50	AP	SC	Viyawada	D	-do-
51	Kerala	SC	Palakkad	B	-do-
52	Kerala	SC	Perintalmanna	C	-do-
53	Kerala	SC	Alleppey (Alapuzha)	B	-do-
54	Kerala	SC	Kottayam	C	-do-
55	Kerala	SC	Pathanamthitta	B	-do-
56	Kerala	SC	Quilon (Kollam)	B	-do-
57	Delhi	Navy	East Delhi (Preet Vihar)	B	Additional
58	Maharashtra	Navy	Navl Mumbai	C	-do-
59	AP	Navy	Srikakulam	D	-do-
60	Orissa	Navy	Sambalpur	D	-do-
61	Orissa	Navy	Angul	D	-do-
62	Orissa	Navy	Dhenkanal	C	-do-
63	Orissa	Navy	Puri	D	-do-
64	Kerala	Navy	Thodupuzha	D	-do-
65	Kerala	Navy	Moovattupuzha	D	-do-
66	TN	Navy	Ramnathapuram	D	-do-
67	Haryana	AF	Palwal	D	-do-
68	TN	AF	Tambram	D	-do-
69	Punjab	AF	Barnala	D	-do-
70	Gujarat	AF	Gandhidham	D	-do-
71	Karnataka	AF	Kolar	D	-do-
72	Karnataka	AF	Tumkur	D	-do-
73	Karnataka	AF	Hassan	D	-do-
74	Maharashtra	AF	Wardha	D	-do-
75	Maharashtra	AF	Yavatmal	D	-do-
76	TN	AF	Erode	D	-do-
77	TN	AF	Sivagangai	D	-do-
78	Delhi	AF	Khanpur	D	-do-
79	Rajasthan	SC	Bhilwara	D	-do-
80	Rajasthan	SC	Shergarh	D	-do-
81	Rajasthan	SC	Dungarpur	D	-do-
82	Rajasthan	SC	Rajsamand	D	-do-
83	Gujarat	SC	Rajkot	D	-do-
84	Gujarat	SC	Surat	D	-do-
85	Maharashtra	SC	Nanded	D	-do-
86	Maharashtra	SC	Pune/Khadki	D	-do-
87	Maharashtra	SC	South Pune	D	-do-
88	Maharashtra	SC	Beed	D	-do-
89	Maharashtra	SC	Karad	D	-do-
90	AP	SC	Eluru	D	-do-
91	AP	SC	Anantapur	D	-do-
92	AP	SC	Karnool	D	-do-

93	AP	SC	Cuddapah	D	-do-
94	AP	SC	Nellore	D	-do-
95	AP	SC	Karimnagar	D	-do-
96	AP	SC	Secunderabad	D	-do-
97	AP	SC	Khammam	D	-do-
98	AP	SC	Mehbubnagar	D	-do-
99	Karnataka	SC	Shimoga	D	-do-
100	Karnataka	SC	Gulbarga	D	-do-
101	Karnataka	SC	Virarajendrapet	D	-do-
102	Karnataka	SC	MEG Bangalore	D	-do-
103	Kerala	SC	Kanhagad	D	-do-
104	Kerala	SC	Iritti	D	-do-
105	Kerala	SC	Kunnamkulam	D	-do-
106	Kerala	SC	Changanachery	D	-do-
107	TN	SC	Chennai (Island Ground)	D	-do-
108	Pondicherry	SC	Pondicherry	D	-do-
109	TN	SC	Kumbhkunum	D	-do-
110	Kerala	SC	Kalpetta	D	-do-
111	Kerala	SC	Mavelikara	D	-do-
112	Kerala	SC	Trivandrum (Med College)	D	-do-
113	Kerala	SC	Kottarakara	D	-do-
114	Kerala	SC	Ranni	D	-do-
115	Kerala	SC	Kilimanur	D	-do-
116	UK	CC	Vikasnagar	D	-do-
117	UK	CC	Tehri	D	-do-
118	UK	CC	Uttarkashi	D	-do-
119	UK	CC	Rudrapur	D	-do-
120	UK	CC	Rudraprayag	D	-do-
121	UK	CC	Bangeshwar	B	-do-
122	UK	CC	Banbasa	D	-do-
123	UK	CC	Dehradun (On Haridwar Road)	C	-do-
124	UK	CC	Ramnagar	D	-do-
125	UP	CC	Gonda	D	-do-
126	UP	CC	Basti	D	-do-
127	UP	CC	Banda	D	-do-
128	UP	CC	Moradabad	D	-do-
129	UP	CC	Rampur	D	-do-
130	UP	CC	Lakhimpur	D	-do-
131	UP	CC	Hardoi	D	-do-
132	UP	CC	Barabanki	D	-do-
133	UP	CC	Unnao	D	-do-
134	UP	CC	Bijnor	D	-do-
135	UP	CC	Bagpat	D	-do-
136	UP	CC	Hathras	D	-do-
137	UP	CC	Jaunpur	D	-do-
138	UP	CC	Mirzapur	D	-do-
139	Jharkhand	CC	Deogarh	D	-do-
140	Jharkhand	CC	Dhanbad	D	-do-
141	Bihar	CC	Bhagalpur	D	-do-
142	Bihar	CC	Motihari	D	-do-
143	Bihar	CC	Siwan	D	-do-
144	Bihar	CC	Samastipur	D	-do-

145	Bihar	CC	Madhubani	D	-do-
146	Bihar	CC	Vaishali	D	-do-
147	Bihar	CC	Khagaria	D	-do-
148	Bihar	CC	Munger	D	-do-
149	Bihar	CC	Sitamarhi	D	-do-
150	Jharkhand	CC	Chaibasa	D	-do-
151	Jharkhand	CC	Gumla	D	-do-
152	Jharkhand	CC	Dalatganj	D	-do-
153	Bihar	CC	Sasaram	D	-do-
154	Bihar	CC	Buxer	D	-do-
155	MP	CC	Satna	D	-do-
156	Chhatisgarh	CC	Jagdalpur	D	-do-
157	Chhatisgarh	CC	Bilashpur	D	-do-
158	Chhatisgarh	CC	Raigarh	D	-do-
159	MP	CC	Ujjain	D	-do-
160	Orissa	CC	Koraput	D	-do-
161	Orissa	CC	Bhawanipatna	D	-do-
162	Haryana	SWC	Narwana	D	-do-
163	Haryana	SWC	Sampla	D	-do-
164	Haryana	SWC	Meham	D	-do-
165	Haryana	SWC	Loharu	D	-do-
166	Haryana	SWC	Kosli	D	-do-
167	Haryana	SWC	Charki Dadri	D	-do-
168	Haryana	SWC	Mahendragarh	D	-do-
169	Haryana	SWC	Hansi	D	-do-
170	Haryana	SWC	Dharuhera	D	-do-
171	Haryana	SWC	Bahadurgarh	D	-do-
172	Rajasthan	SWC	Behror	D	-do-
173	Rajasthan	SWC	Rajgarh	D	-do-
174	Rajasthan	SWC	Chirawa	D	-do-
175	Rajasthan	SWC	Nim Ka Thana	D	-do-
176	Rajasthan	SWC	Dausa	D	-do-
177	Rajasthan	SWC	Sanganer	D	-do-
178	Rajasthan	SWC	Bhuwana	D	-do-
179	Rajasthan	SWC	Suratgarh	D	-do-
180	J&K	NC	Doda	D	-do-
181	J&K	NC	Nagrota (Gujroo)	D	-do-
182	J&K	WC	Baribrahmna	C	-do-
183	HP	WC	Kullu	D	-do-
184	HP	WC	Jogindernagar	D	-do-
185	HP	WC	Sarakaghat	D	-do-
186	HP	WC	Shahpur	C	-do-
187	HP	WC	Deragopipur	D	-do-
188	Haryana	WC	Narayangarh	D	-do-
189	Punjab	WC	Ajnala	D	-do-
190	Punjab	WC	Tarantaran Patti	D	-do-
191	Punjab	WC	Beas	D	-do-
192	Punjab	WC	Sri Hargovindpur	D	-do-
193	Punjab	WC	Batala	D	-do-
194	HP	WC	Ghumarvin	D	-do-



195	HP	WC	Barsar	D	-do-
196	Punjab	WC	Suranassi	D	-do-
197	Punjab	WC	Mahalpur	D	-do-
198	Punjab	WC	Nawansahar	D	-do-
199	Punjab	WC	Sultanpur Lodhi	D	-do-
200	Punjab	WC	Phagwara	D	-do-
201	Punjab	WC	Doraha	D	-do-
202	Punjab	WC	Jagraon	D	-do-
203	Punjab	WC	Samarala	D	-do-
204	Punjab	WC	Samana	D	-do-
205	Punjab	WC	Uchi Bassi	C	-do-
206	Punjab	WC	Talwara	D	-do-
207	Punjab	WC	Mohali	C	-do-
208	Haryana	WC	Gohana	D	-do-
209	Haryana	WC	Gurgaon (Sohana Rd)	B	-do-
210	Haryana	WC	Kharkhoda	D	-do-
211	Delhi	WC	Shakurbasti	B	-do-
212	Delhi	WC	Timarpur	C	-do-
213	UP	WC	Greater Noida	A	-do-
214	Haryana	WC	Nuh	D	-do-
215	Bihar	EC	Katihar	D	-do-
216	WB	EC	Cooch Behar	D	-do-
217	WB	EC	Raiganj	D	-do-
218	WB	EC	Baruipur	D	-do-
219	WB	EC	Howrah	D	-do-
220	WB	EC	Bankura	D	-do-
221	WB	EC	Bahrampur	D	-do-
222	Assam	EC	Lanka	D	-do-
223	Manipur NE	EC	Chura Chandrapur	D	-do-
224	Assam	EC	Goalpara	D	-do-
225	Assam	EC	Dhubri	D	-do-
226	Nagaland NE	EC	Mokokchung	D	-do-
227	Assam	EC	Bongaigoan	D	-do-
228	Assam	EC	Tezpur	D	-do-
229	Assam	EC	Tinsukia	D	-do-
230	Assam	EC	Dibrugarh	D	-do-
231	Assam	EC	Lakhimpur	D	-do-
232	Mizoram NE	EC	Lunglei	D	-do-



# PART - VII

## PROCESSING AND REIMBURSEMENT OF BILLS

No. 22(14)/05/US(WE)/D(Res) Government of India  
Ministry of Defence  
Deptt of Ex-Servicemen Welfare

New Delhi, the 5<sup>th</sup> July 2005

To

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject : PROVISION OF CIVIL TELEPHONES WITH STD  
FACILITY FOR SMART CARD SERVERS**

Sir,

1. With reference to Government of India, Ministry of Defence letter No 22(1)/01/US(WE)/D(Res) dated 30 Dec 2002, I am directed to convey the sanction of the Government for 'Provisioning of civil telephones with STD facility for Smart Card Servers at a cost not exceeding Rs. 3,19,200/- recurring per annum and Rs. 49,000/- towards security deposit and installation charges as given in the Appendix to this letter.

2. This issues with the concurrence of Ministry of Defence (Finance/AG/PD) vide their U.O No 565/PD/05 dated 28/06/05.

Yours faithfully,

Sd/-xxx  
(VK Jain)

Under Secretary to the Govt. of India

Copy to:-

1. CGDA, New Delhi
2. SO to Defence Secretary
3. PPS to FA (DS)
4. PPS to AS (Acquisition)
5. PPS to AS (T) / PPS to AS (I)
6. JS (ESW)
7. JS (O/N)
8. Dir (Finance/AG)
9. Defence (Finance/AG/PD)
10. DFA (B) / DFA (N) / DFA (Air Force)
11. AFA (B-1)

12. D (Works) / D (Mov) / D (Med)
13. O&M Unit

Also to:-

14. DGDE, New Delhi
15. DGD C&W
16. QMG
17. MD Central Org ECHS
18. ADG C & W
19. DGAFMS
20. DGMS
21. DGMS (Air)
22. DGMS (Navy)
23. AOA
24. COP
25. ADG C&W
26. ADG (FP)
27. All Command Headquarters
28. AG Branch / CW-3
29. Navy Headquarters (PS Dte)

Copies signed in ink :-

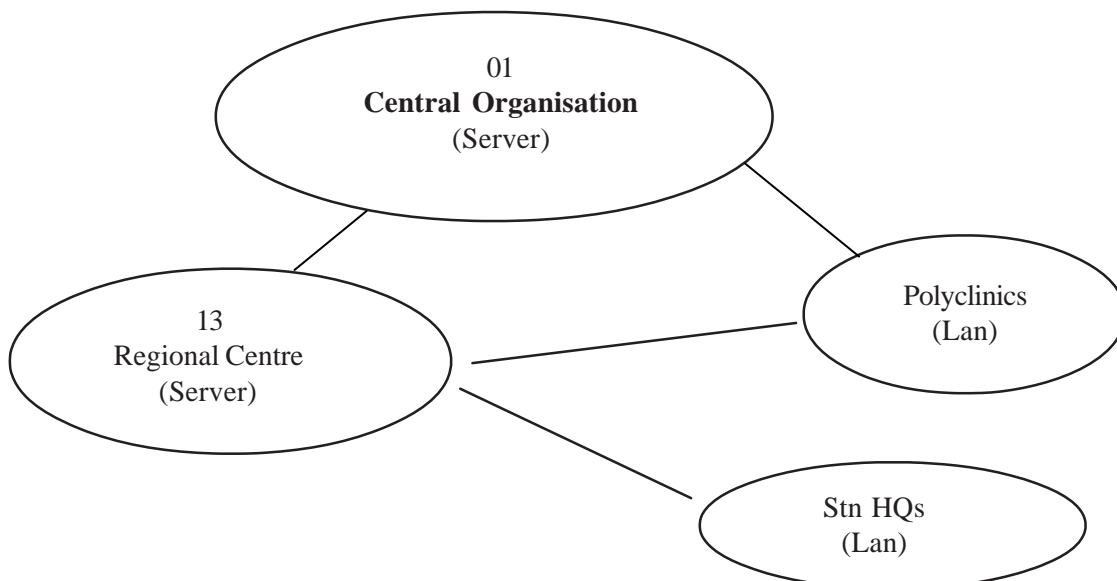
30. CDA (Army), Bangalore
31. CDA (WC), Chandigarh
32. CDA (Army), Patna
33. CDA (SC), Pune
34. CDA (Army), Meerut
35. CDA (NC), Jammu
36. CDA (Officers), Pune
37. CDA (Navy), Bombay
38. CDA (AF), Dehradun
39. CDA (Army), Jabalpur
40. CDA (Army), Secunderabad
41. CDA (Army), Lucknow
42. CDA (Army), Chennai
43. CDA (Army), Kolkata
44. CDA (AF), Delhi
45. CDA (Army), Guwahati
46. CDA (Army), Pune
47. CDA (Army), Bombay
48. CDA (Army), Dehradaun

**Appendix****EX-SERVICEMEN HEALTH SCHEME****PROVISIONING OF CIVIL TELEPHONES WITH STD  
FACILITY FOR SMART CARD SERVERS****ECHS MANAGEMENT SYSTEM**

1. Smart Cards have been introduced for effective monitoring and medical empowerment of ECHS numbering nearly one crore including the dependents.
2. To efficiently manage the ECHS Scheme and ensure adequate safeguards against fraud there is a requirement to have a nation wide connectivity for real time data transfer and accessibility for verification and correction.
3. To provide adequate spread and easy access to members, the ECHS has been divided into Central Organisation, 13 Regional Centres and 227 Polyclinics. Servers (high end computers) have been installed at each of the Regional Centre and Central Organisation will be inter connected to receive and collate data each other automatic.
4. An MIS (Management Information System) has been designed exclusively for the management of ECHS which has already been installed in all the servers.

**CONNECTIVITY**

5. Each of the Servers installed at the Central Organisation and Regional Centres shall be communicating with each other on automatic/manual modes for day to day transfer of data and implementation of various policies and procedures and also with the polyclinics and respective station HQ's. The broad line diagram of the connectivity is as follows :-



6. The flow of information will be two way and is essential for management of the system.

**Telephone Connection**

7. A dedicated telephone with STD connection for the servers at Central Organisation and 13 Regional Centres for linking with each other, the 227 polyclinics and respective Station headquarters is essential.
8. The 227 Polyclinics have already been sanctioned a telephone vide Government of India Ministry of Defence letter 22(1)/01/US(WE)/D(Res) dated 30 Dec 2002.

**Budgetary support for Provisioning of Telephone**

9. The funds will be allotted by Central Organisation to Naval HQs/Air HQ/Army Command HQs /Formations for reallocation to Station Headquarters as per existing procedure. The allocation of funds and booking of expenditures on account of Civil Telephone with STD will be accounted under Major Head 2076 Minor Head 107 Sub Head D code Head 366/00 Miscellaneous code head.
10. Annual expenditure on account of each telephone is not to exceed Rs. 22,800/- per year and a one time expenditure of Rs. 3,500/- being installation and security deposit.

No.24(42)05/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare  
 New Delhi, date the 10th March, 2006

To

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**Subject : Provision of civil telephones with STD facility for ECHS Regional Centres.**

Sir,

1. I am directed to convey the sanction of the President for provisioning of one civil telephone with STD facility for each of the following 13 ECHS Regional Centres:

- i) Regional Centre, Jammu
- ii) Regional Centre, Chandimandir
- iii) Regional Centre, Delhi Cantt
- iv) Regional Centre, Jaipur
- v) Regional Centre, Lucknow
- vi) Regional Centre, Jabalpur
- vii) Regional Centre, Patna
- viii) Regional Centre, Pune
- ix) Regional Centre, Hyderabad
- x) Regional Centre, Chennai
- xi) Regional Centre, Kochi
- xii) Regional Centre, Kolkata
- xiii) Regional Centre, Guwahati

2. This sanction is subject to the condition that the total number of telephone calls per telephone per month will be restricted to the barest minimum and in any case will not exceed 1000 calls including STD calls.

3. The expenditure will be booked under Major Head 2076, Minor Head 107, Sub Head D, Code Head 366/00 and Miscellaneous Head.

4. This issues with concurrence of Ministry of Defence (Finance/AG/PD) vide their U.O. No. 213/PD/06 dated 6th March 2006.

Yours faithfully,

Sd/-xxx  
 (VK Jain)  
 Under Secretary to the Govt. of India

## Copy to:-

1. DG, DC&W, Army Headquarters, New Delhi
2. MD, ECHS
3. Secretary, Kendriya Sainik Board
4. Dir (Coord) - For including the letter in MOD website under ECHS
5. SO to Defence Secretary
6. PS to AS (B) / PS to AS (I)
7. JS (ESW)
8. JS (E)
9. Defence (Finance/AG/PD)

## Copy Also to:-

10. DGDE, New Delhi
11. PPS to FA (DS)
12. Addl FA (V) Addl FA (K)
13. JS (O/N)
14. Dir (Finance)/AG / Director (Fin/Works)
15. Defence Finance (AG/PD)
16. DFA (B) / DFA (N) / DFA (Air Force)
17. D (Works)/D (Mov)/D (Med)
18. O & M Unit
19. DGAFMS
20. DGMS
21. DGMS (Air)
22. DGMS (Navy)
23. AOA
24. COP
25. ADG C & W
26. ADG (FP)
27. All Command Headquarters
28. AG Branch / CW-3
29. Navy Headquarters (PS Dte)
30. Air Headquarters (PS & R)



No.22A(10)/10/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 (Deptt of Ex-Servicemen Welfare)

Dated 23.02.2012

To

Managing Director  
 Central Organisation, ECHS  
 New Delhi

SUBJECT : PROCEDURE FOR PAYMENT AND REIMBURSEMENT OF MEDICAL EXPENSE  
 UNDER ECHS : PROCESSING OF BILLS BY PROCESSING AGENCY (BPA) UTI, ITSL

Sir,

1. With reference to Govt of India, Ministry of Defence letter No 24(8)/03/US(WE)/D(Res) dated 19 Dec 2003. I am directed to convey the sanction of the President to modify Sub-Paragraph 4 (e) of the Appendix to above mentioned Govt letter for Regional Centres specified in para 3. For other Stations, existing procedure shall be applicable without change .

2. Processing of Bills by Bill Processing Agency (BPA)

(a) Bills of hospitals and individuals pertaining to Regional Centres mentioned in para 3 below will be processed by ECHS through BPA.

(b) Within 24 hours of the patient's admission, the hospital concerned will intimate online to BPA the complete details of the patient, proposed line of treatment, cost and duration with clinical history. After the patient is discharged, the hospital will upload the claim related documents on to BPA's web page. The hard copy of the bill will simultaneously be forwarded to the nominated CFA.

(c) BPA will carryout medical scrutiny (check appropriateness of treatment) by a team of Doctors with required qualifications. Based on the eligibility/admissibility, the bills will be sent to the BPA's financial team for scrutiny. The worksheet alongwith recommended amount will thereafter be electronically submitted to the CFA within two working days.

(d) CFA will examine the bill and BPA's worksheet prior to according sanction. The sanction will be accorded within five working days (in case of bills where MoD is the CFA, the restriction of five working days will not be applicable).

(e) The payment to hospitals & individuals will be made within two working days by the nominated CFA.

(f) The hard copy of bill alongwith the worksheet and payment details will be forwarded to respective CsDA for post audit alongwith the monthly cash accounts vouchers.

(g) In case of individual claims, the uploading of bills will be done at parent Polyclinic. The remaining process of bill processing and payment will remain same as that of hospital bills.

3. The above procedure will be implemented on a pilot basis with effect from 01 Apr 2012 at following places :-

- (a) Delhi.
- (b) Chandimandir.
- (c) Pune.
- (d) Trivandrum.
- (e) Secunderabad.

4. Bill Processing Centres will be established at Regional Centres located at above Stations and at Central Organisation ECHS. Financial Powers for sanctioning of payments and reimbursement of medical expenses will be as follows :-

- (a) Director, Regional Centre - Rs 1,00,000/-
- (b) Dy MD, ECHS - Rs 3,00,000/-
- (c) Managing Director, ECHS - Rs 5,00,000/-

5. Following additional infrastructure will be provided to Central Organisation ECHS and Regional Centre ECHS for taking on the additional work load :-

- (a) Manpower for Bill Processing Centres will be managed within the sanctioned manpower resources.
- (b) Computers (Five each).
- (c) One dedicated broadband internet circuit 2 Mbps (1:1) and one standard 2 Mbps broadband connection for CO, ECHS and Regional Centres. Delhi, Chandigarh, Secunderabad and Kochi of MTNL/BSNL. Balance Regional Centres one high speed broadband (Tri Band Combo UL Data 3499/4 Mbps/BBG ULD 6000) and one standard 2 Mbps broadband connection of MTNL/BSNL.

**(As amended vide GoI, MoD letter No 22A(10)/2010/US(WE)/D(Res) dt 05 Nov 2012)**

6. This procedure will be reviewed after one year of its operation.

7. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O.No 198/JS & Addl. FA (R) dated 14<sup>th</sup> February 2012.

Yours faithfully,

Sd/- x x x x  
(HK Mallick)

Under Secretary to the Govt of India

Copy to:-

- 1. PS to RM /PS to RRM
- 2. CGDA, New Delhi
- 3. SO to Defence Secretary
- 4. Sr. PPS to Sec. (ESW)
- 5. PPS to JS (ESW)
- 6. PPS to FA (DS)

Also to:-

- 1. DGAFMNS
- 2. COP
- 3. AOA
- 4. All PCsDA/CsDA

No.22A(10)/2010/US(WE)/D(Res)  
Government of India  
Ministry of Defence  
(Department of Ex-Servicemen Welfare)

Dated The 5<sup>th</sup> November, 2012

To

Managing Director  
Central Organisation, ECHS  
New Delhi-10

**SUBJECT : PROCEDURE FOR PAYMENT AND REIMBURSEMENT OF MEDICAL EXPENSE  
UNDER ECHS : PROCESSING OF BILLS BY PROCESSING AGENCY (BPA) UTI, ITSL**

Sir,

1. With reference to GoI letter No 22A(10/10/US(WE)/D(Res) dated 23<sup>rd</sup> February, 2012, 4(8)/03/US(WE)/D(Res) dated 19 Dec 2003. I am directed to convey the sanction of the Government to extend the Pilot Project for bill processing by Bill Processing Agency (BPA) i.e. UTI-ITSL to following Regional Centres of ECHS :-

- (a) Jalandhar
- (b) Jaipur
- (c) Lucknow
- (d) Kolkata
- (e) Kochi

2. Sub Para 5(c) of GoI letter referred to above is hereby amended as under :-

**For**

5 (c) : Broad band Connections (two each).

**Read**

5(c) : One dedicated broadband internet circuit 2 Mbps (1:1) and one standard 2 Mbps broadband connection for CO, ECHS and Regional Centres. Delhi, Chandigarh, SEcunderabad and Kochi of MTNL/BSNL. Balance Regional Centres one high speed broadband (Tri Band Combo UL Data 3499/4 Mbps/BBG ULD 6000) and one standard 2 Mbps broadband connection of MTNL/BSNL.

3. This procedure will be reviewed after one year of its operation.

4. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O.No 4874/Fin/Pen/2012 dated 30<sup>th</sup> October 2012.

Yours faithfully,

Sd/- x x x x

(HK Mallick)

Under Secretary to the Govt of India

**Copy to:-**

- 1. CGDA
- 2. DGAFMS
- 3. AG
- 4. COP

5. AOA

Copy for information to :-

1. PS to RM
2. PS to RRM
3. PPS to Secretary, ESW
4. PS to JS (ESW)
5. PS to JS & Addl FA (RK)

Copy signed in ink to :-

All PCsDA/CsDA

No.22A(10)/10/US(WE)/D(Res)-Vol-II  
 Government of India  
 Ministry of Defence  
 (Deptt of Ex-Servicemen Welfare  
 Sena Bhawan, New Delhi

Dated 24<sup>th</sup> December, 2013

To

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

Subject : Procedure For Payment and re-imbursement of Medical Expenses under ECHS :  
 Processing Of bills by Processing Agency (BPA)

Sir,

1. With reference to Govt of India, Ministry of Defence letter No No.22A(10)/10/US(WE)/D(Res) dated 23<sup>rd</sup> February 2012.. I am directed to convey the sanction of the President to amend **Para 4** as under:-

**For**

**Para 4.** Bill Processing Centres will be established at Regional Centres located at above stations and at Central Organisation ECHS. Financial Powers for sanctioning of payments and reimbursement of medical expenses will be as follows :-

(a)	Director, Regional Centre	-	Rs 1,00,000/-
(b)	Dy MD, ECHS	-	Rs 3,00,000/-
(c)	Managing Director, ECHS	-	Rs 5,00,000/-

**Read**

**Para 4.** Bill Processing Centres will be established at Regional Centres located at above stations and at Central Organisation ECHS. Financial Powers for sanctioning of payments and reimbursement of medical expenses will be as follows :-

(a)	Director, Regional Centre	- up to	Rs 3,00,000/-
(b)	Managing Director, ECHS	-	Rs 10,00,000/-
(c)	Joint Secretary, ESW	-	Rs 25,00,000/-
(d)	Secretary, ESW	- above	Rs 25,00,000/-

(Note : The powers delegated within the Ministry (Rs.10 to 25 lakhs) are without consultation with MoD(Finance). In case of bills above Rs.25 lakhs, the cases will be examined in consultation with MoD (Finance) and will be sanctioned by the Secretary, ESW.

2. The above delegation will apply for all on-line bills.

3. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No. 33(03)/2011-FP dated 11<sup>th</sup> Dec 2013.

Yours faithfully,

Sd/- x x x x

(HK Mallick)

Under Secretary to the Govt of India

Copy to:-

1. PPS to Secretary, ESW
2. PPS to FA (DS)
3. PS to JS (ESW)
4. CGDA, New Delhi
5. MD ECHS

Ink signed copy to :- All PCsDA/CsDA

No.22A(10)/2010/US(WE)/D(Res)/Vol-VIII  
Government of India  
Ministry of Defence  
(Department of Ex-Servicemen Welfare)

New Delhi, the 14<sup>th</sup> February 2014

To

Managing Director  
Central Organisation, ECHS  
New Delhi-10

**Subject : Procedure for payment and reimbursement of medical expenses under ECHS:  
Processing of bills by Bill Processing Agency (BPA) UTI-ITSL**

Sir,

1. Further to GOI letter No. 24(8)/03/US(WE)/D (Res) dated 19 Dec 2003 and 22A(10)/10/US(WE)/D(Res) dated 23 Feb 2012 and 05 Nov 2012.

2. I am directed to convey the sanction of the Government to extend the On-Line bill processing by the Bill Processing Agency (BPA) to under mentioned Regional Centres w.e.f. 1<sup>st</sup> April 2014.

- (a) Bangalore
- (b) Chennai
- (c) Coimbatore
- (d) Dehradun
- (e) Jabalpur
- (f) Jammu
- (g) Mumbai
- (h) Nagpur
- (i) Patna
- (j) Allahabad
- (k) Ahmedbad
- (l) Ambala
- (m) Bareilly
- (n) Delhi (II)
- (o) Guwahati
- (p) Hisar
- (q) Ranchi
- (r) Visakhapatnam

3. One dedicated broadband internet circuit {2Mbps(1:1)} and one standard 2Mbps broadband connection for each of the Regional Centres processing bills on line is sanctioned.

4. Procedure for Bill Payment as authorised vide Govt letter 22A(10)/10/US(WE)/D(Res) dated 23 Feb 2012 and 05 Nov 2012 will be followed by all Regional Centres and Polyclinic. All other contents of Govt letter mentioned in this para remain unchanged.

5. This issues with concurrence of Ministry of Defence (Finance) vide their U.O. No 33(07)/2011-FP dated 02-12-2013.

Yours faithfully,

Sd/- x x x x  
(HK Mallick)

Under Secretary to the Govt of India

Copy to:-

1. CGDA
2. DGAFMS
3. AG
4. COP
5. AOA

Copy for information to:-

1. PS to RM
2. PS to RRM
3. SO to Defence Secretary
4. Sr. PPS to Secretary, ESW
5. PS to JS (ESW)
6. DFA (Fin./Pen)

Also to:

1. All PCsDA/CsDA.





# PART - VIII

## PROCUREMENT & FUND CONTROL

No.24(3)/03/US(WE)/D(Res)(i)  
Govt of India  
Ministry of Defence,

New Delhi, the 08<sup>th</sup> Sep 2003

To,

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject : Delegation of Financial Powers for Ex-servicemen Contributory Health Scheme (ECHS)**

Sir,

1. With reference to Govt. of India, Min of Defence letter No. 22 (01)/US(WE)/D(Res) dated 30 Dec 2002, I am directed to convey the sanction of the President to the delegation of the Financial Powers as listed in Appendix to this letter for Ex-Servicemen Contributory Health Scheme (ECHS), with immediate effect.

2. The exercise of the financial powers will be governed by existing orders and instructions, as amended by the Government from time to time, and general stipulations contained in subsequent paragraphs as also those contained in the note in the Appendix. Standard Operating Procedures (SOPs) relating to the exercise of the financial powers as issued and amended from time to time will be strictly followed. Cases not covered by the delegated financial powers will be referred for sanction by the Ministry of Defence.

3. The exercise of the delegated financial powers is subject to the following conditions: -

- (a) The expenditure should not be prima-facie more than the occasion demands.
- (b) The canons of financial propriety should be observed.
- (c) The authority exercising the financial powers should be satisfied that the sanctioning of the expenditure is not contrary to any declared or known policy or decision of the Govt.
- (d) The expenditure should be sanctioned subject to the availability of funds in the sanctioned budget grant under the relevant heads.

4. Financial advice/concurrence will be provided in writing and will be based on regular noting on file. However, in case of extreme urgency where time does not permit to float regular files, decision could be taken in meetings/discussions for which detailed deliberations/minutes will be recorded. Proper briefing papers with the approval of the CFA will be made available to CDA/IFA, whichever applicable, sufficiently in advance of meetings/discussions. All such cases should be followed up immediately by regular noting on file where the decisions taken during meetings/discussions will be recorded and financial advice recorded in writing. With a view to avoid or reduce cross-noting and back references, the proposals initiated on files should be comprehensive.

5. The delegated financial powers will be exercised only by the authorities on whom these have been conferred and not be re-delegated to any other officer. During the absence on leave or pending assumption of charge by a regular incumbent, the officer discharging duties in officiating capacity will exercise full delegated powers. A copy of the sanction on issue in all cases will be forwarded to the CDA concerned.

6. The financial powers as given are in respect of each transaction and may cover procurement of one or more items.

7. A peripatetic check of the mode and operation of the exercise of the delegated financial powers for the ECHS will be carried out by a team of officers from DG DC&W,MOD and MOD (Finance) once in two years or as and when required.

8. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No. 984/PD dated 03-09-2003.

Yours faithfully

Sd/-xxx

(V .K. JAIN)

**Under Secretary to the Govt of India**

Copy to:-

1. CGDA, New Delhi
2. SO to Defence Secretary
3. PPS to Secretary (Defence/Finance)
4. PPS to AS (B) (Acquisition)
5. PPS to AS (T) / PPS to AS (I)
6. Addl FA (M) / Addl FA (K)
7. JS (ESW)
8. JS (O/N)
9. Dir (Finance/AG)
10. Dir (Finance/AG) / Dir (Fin/Budget)/ Dir (Estt) / Dir (Res)
11. Defence (Finance/AG/PD)
12. DFA (N) / DFA (Air Force)
13. AFA (B-1)
14. D (Works) / D (Mov) / D (Med)
15. O&M Unit

Also to:-

16. AG
17. DGAFMS
18. DGDE, New Delhi
19. QMG

Appendix to GOI letter No. 24 (3)103/US(WE)/D(Res)(i) dated 08<sup>th</sup> Sep 03

**DELEGATED FINANCIAL POWERS FOR EX-SERVICEMEN  
CONTRIBUTORY HEALTH SCHEME (ECHS)**

1. **Payments and Reimbursements for Medical Expenses.**

Competent Financial Authority	Financial Limits (without consultation)
Station Commander	
Lt Col/Col	20,000
Brig	50,000
Sub Area Commander	1,00,000
Area Commander	2,00,000
Army Commander	4,00,000
Vice Chief of Army Staff	5,00,000

2. **Information Technology.**

(a) **ECHS Polyclinics**

Competent Financial Authority for ECHS Polyclinics	Financial Limits (without consultation)			
	Hardware*	Software	AMC& Repair	Stationary and Consumables
Station Commander				
Lt Col / Col/Brig	-	-	3,000	10,000
Sub Area Commander	1,20,000	10,000	10,000	20,000

\* Note. To be procured as per the specifications issued by ADG (IT)

3. **Miscellaneous and Contingency Expenses.**

Competent Financial Authority	Financial Limits	
	Without consultation	With financial concurrence
Dir Regional Centre	15,000	-
MDECHS	40,000	2,00,000
DGDC&W	50,000	2,50,000
AG	1,00,000	Full powers

4. **Publicity.**

Competent Financial Authority	<b>Financial Limits</b>	
	Without consultation	With financial concurrence
Dir Regional Centre	15,000	-
MDECHS	40,000	-
DGDC& W	50,000	- .
AG	1,00,000	15,00,000

5. **Annual Training Grant.**

Competent Financial Authority	<b>Financial Limits</b>	
	Without consultation	With financial concurrence
Dir Regional Centre	15,000	30,000
MDECHS	50,000	1,00,000
DGDC&W	60,000	2,00,000
AG	1,00,000	3,00,000

6. **Stationery**

Competent Financial Authority	<b>Financial Limits</b>
	Without Consultation
Dir Regional Centre	4,000
MDECHS	8,000
DGDC&W	20,000
AG	20,000

7. **Transportation (Movement of Stores & Personnel).**

Competent Financial Authority	<b>Financial Limits</b>	
	Without consultation	With financial concurrence
Dir Regional Centre	10,000	-
MDECHS	50,000	1,00,000
DGDC&W	80,000	2,00,000
AG	1,00,000	3,00,000

Note :- 1. All other CFA's power be used as per GoI letter No A/89591/FP-1/1974/2006/DS (GS-1) dt 26 Jul 2006.

2 Sub area Cdr/Area Cdr equivalence is clarified vide B/49791/Policy/AG/ECHS dt 18 Nov 2013.

No. 24(3)/03/US(WE)/D(Res)(ii)  
Government of India  
Ministry of Defence

New Delhi, the 09<sup>th</sup> Sep 2003

To,

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject: FINANCIAL PROCEDURE FOR EX-SERVICEMEN  
CONTRIBUTORY HEALTH SCHEME (ECHS)**

Sir,

1. With reference to Govt. of India Ministry of Defence letter No. 22(1)/01/US(WE)/D(Res) dated 30 Dec 2002, I am directed to convey the sanction of the President to the adoption of the Financial Procedure embodied in the Appendix to this letter in connection with the ex-servicemen Contributory Health Scheme (ECHS, with mediate effect.
2. A peripatetic check/review of the operation of these Financial Procedures for the ECHS at various ECHS Stations as well as the Central Organisation and Regional Centres will be carried out by DG DC&W in consultation with CGDA once in two years or as and when required and the findings of such check/review will be communicated to MOD and MOD (Finance).
3. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O No. 984/PD dated 03.09.2003.

Yours faithfully

Sd/-xxx  
(V.K. JAIN)

**Under Secretary to the Govt. of India**

Copy to:-

1. CGDA, New Delhi
2. SO to Defence Secretary

**Appendix to Gol letter  
No.24(3)/03/US(WE)/D(Res)(ii)  
Dated 09 Sep 2003**

**FINANCIAL PROCEDURES**

**EX SERVICEMEN CONTRIBUTORY HEALTH SCHEME (ECHS)**

**Contents**

**PART I -GENERAL FINANCIAL PROCEDURES FOR ECHS**

**PART II -FINANCIAL MANAGEMENT AT STATION HEADQUARTERS**

**PART III- FINANCIAL MANAGEMENT AT POLYCLINICS**

**PART IV -FINANCIAL MANAGEMENT AT ECHS ORGANISATION**

**PART V - CAPITAL EXPENDITURE**

**PART VI -REVENUE EXPENDITURE**

**PART VII -ALLOCATION OF FUNDS AND AUTHORITY FOR  
FINANCIAL POWERS**

**Appendix A**

**Appendix B**

**Appendix C**

## PART I- GENERAL FINANCIAL PROCEDURES FOR ECHS

### AUTHORISATION FOR SCHEME

1. The Ex-Servicemen Contributory Health Scheme (ECHS) has been approved for implementation by the Govt of India vide GOI Min of Dcf letter No 22 (01)IUS(WE)/D(Res) dated 30 December 2002.

### HEADS FOR EXPENDITURE AND RECEIPTS

#### 2. Capital Outlay

(a) The head for expenditure under the Capital outlay is given below:-

Major Head	- 4076
Sub Major Head	- 01
Minor Head	- 107*

(\*Amended vide CGDA Correction Slip No.88/04. Corrigendum Slip attached)

The subheads for the Capital Out lay are listed below. This will be according to the objects of expenditure envisioned under the ECHS.

- i) Purchase of Land
- ii) Construction of Buildings
- iii) Purchase of Medical Equipment.

3. Revenue Outlay. The heads of expenditure for Revenue Expenditure will be:-

Major Head	- 2076
Minor Head	- 107- Stores *

(\*Amended vide CGDA Correction Slip No.88/04. Corrigendum Slip attached)

4. The Sub heads for Revenue expenditures are given below. The details of the objects of expenditure listed under each Sub head is attached as Appendix-A.

- a) Salaries And Remunerations Of Employed/Contracted Staff
- b) Transportation
- c) Stores-
  - (i) Medical Stores.
  - (ii) Other than Medical Stores.
- d) Information Technology
- e) Medical Reimbursement and related expenditure
- f) Miscellaneous.
- g) Revenue Works.

5. Receipts.

(a) The heads for Receipts are given below:-

Major Head	- 0076
Minor Head	- 107-Stores*

(\*Amended vide CGDA Correction Slip No.88/04. Corrigendum Slip attached)

(b) The Sub heads for the receipts will be:-

- (i) ECHS contributions
- (ii) Receipts on account of auction of ECHS stores/equipment
- (iii) Miscellaneous receipts



## COMMAND AND CONTROL OF ECHS

6. The command and control for the ECHS organisation and Polyclinics in Military and Non Military Stations will be exercised for all matters administrative, executive and financial by the existing chain of Command and Control of the Army except in Stations which are under the control of the Air Force and Navy. The list of these stations is given below:-

Ser No	List of ECHS Polyclinics under control of Navy	Ser No	List of ECHS Polyclinics under control of Air Force
(a)	Cochin	(a)	Bangalore (Urban)
(b)	Mumbai	(b)	Yelhanka (Bangalore)
(c)	Mumbai(Upnagar)	(c)	Nagpur
(d)	Karwar	(d)	Coimbatore
(e)	Port Blair	(e)	Kanpur
(f)	Vishakhapatnam	(f)	Jorhat
(g)	Balasore	(g)	Sirsa
(h)	Bhubaneswar	(h)	Gorakhpur
(J)	Berhampur	(j)	Saharanpur
		(k)	Faridabad
		(l)	Ghaziabad (Hindon)
		(m)	Mysore

Ghaziabad added vide 24(3)/03/US(WE) /D(Res) dt 13 Nov 03

Bhubaneswar added vide 22(4)/05/US(WE)d/d 10 Aug 05

7. In cases where the Polyclinics are controlled by the Navy and Air Force, the Station Commander of the respective Service (Navy or Air Force) and the CFAs of the respective Service thereon are authorized to exercise administrative, executive and financial powers for ECHS as exercised by equivalent Station Commanders and CFAs in the Army. The audit cover to Station Headquarters which are proposed to be placed under the Navy and Air Force may be provided by CDA (Navy) Mumbai and JCDA (AF) Nagpur & PCDA (AF) Dehradun. Necessary budget allocation may have to be made to the concerned Station Headquarters and intimation to CDA(Navy) Mumbai and JCDA (AF) Nagpur & PCDA (AF) Dehradun, with intimation to respective Command Headquarters of Air Force and Navy. (Audit cover amended vide AT/IV/4807/ECHS dated- 11/03/04

8. The list of Polyclinics along with Military Station under whose jurisdiction the Polyclinic will function will be made available by the ECHS to CGDA. The CGDA subsequently will communicate the list to all concerned CDAs.

### ALLOCATION OF FUNDS FOR MANAGEMENT OF ECHS.

9. The Central Organization, ECHS will indicate the sub allocation of funds for ECHS Polyclinics. The fund will be placed at the disposal of Headquarters Commands, DGAFMS, QMG, MGO and any other agency required for the management of the ECHS Polyclinics. The agencies to which the sub-allocation of expenditure under Revenue head for ECHS Polyclinics will be done are mentioned in Appendix B.

10. Expenditure on account of administration for Regional Centres will be allocated by the Central Organization, ECHS to the Headquarters Sub Area/Command under whom they are functioning. MD ECHS will allot funds from revenue expenditure for administration of Central organisation.

11. The requirements for the ECHS will be projected annually to the ADG(FP) for inclusion in budgetary estimates by 31 Oct of every year. The requirements will be assessed based on the projections made by Commands for all ECHS Polyclinics and Regional Centres in their area of jurisdiction. All reports and returns submitted by ECHS shall be as per the frequency and budgetary system existing in the Armed Forces.

## SANCTION OF EXPENDITURE.

### Responsibility for Exercising Financial Control under Various Heads.

12. Responsibility for exercising financial control will be with the authorities that have been sub allocated the funds. This will be as per the current powers already laid down vide Govt of India letter No A/89591/FP-1/693/2002/D(GS-I) dated 22 April 2002 regarding Enhancement of Delegated Financial powers of Army Authorities read in conjunction with Financial Regulations Part I Volume 2 and any other financial powers as approved by the Govt. The ECHS organisation will monitor the expenditure through periodic reports and returns.

13. The. management of finances at the ECHS Polyclinics shall follow the existing chain of static command and control i.e. from Station Headquarters to Sub Area Headquarters to Area headquarters to Command Headquarters and thereafter to Army Headquarters as explained in the subsequent paragraphs. The major component of payments in the ECHS devolves upon Station Commanders, who alone shall be the 'Paying Authority' against financial powers vested with them, and against sanction given by competent authorities

14. In regard to the expenditure for Medical Reimbursement and related expenditure, the financial powers delegated vide MOD letter No 24(3)/03/US(WE)/D(Res)(i) dated 08 Sep 2003 will be exercised by the competent authorities.

15. Necessary Cash Assignment, to be used exclusively for ECHS, will be placed at the disposal of respective Station Commanders to their nominated bankers by the Army/Navy/Air Force PCsDA/CsDA to make payments to referral hospitals for treatment, contingent expenditure and other running expenditure of Polyclinics. The Cash Assignment, Cash Book together with the paid voucher, bank reconciliation statements will be forwarded to PCsDA/CsDA for post audit. The irregularities if any, noticed during the post audit will be brought to the notice of Cash Assignment holder for its settlement. The Cash Assignment holder with approval of CFA may place certain specified amount to the Polyclinics to meet urgent contingent expenditure, which can be recouped from their cash assignment holder with reference to the paid vouchers. Each cash assignment holder will operate only single cash assignment account.

16. Station Commanders of Navy and Air Force controlling ECHS Polyclinics under their jurisdiction and concerned CFAs will exercise equivalent powers as laid down vide Govt of India letter No A/89591/FP-11693/2002/D(GS-I) dated 22 April 2002 regarding Enhancement of Delegated Financial powers of Army Authorities read in conjunction with Financial Regulations Part I Volume 2 and any other financial powers as approved by the Govt. The CGDA will accordingly arrange for similar arrangement of Cash assignment for polyclinics of Navy and Air Force for stations listed in para 6.

### Manner of Exercising Financial Powers

17. In the exercise of these powers the respective authorities will follow the guidelines as laid down in Financial Regulations Pt —I Vol II Para . 65, 66. The powers authorized are ex- officio and cannot be delegated to any subordinate officer except as indicated below: -

- (a) In every case the officer possessing financial powers is personally and unreservedly responsible for any orders purporting to be issued in accordance with the degree of relaxation permitted by this paragraph whether the communication conveying the orders is signed by himself or by an officer subordinate to him.

(b) On the strict understanding that the sole responsibility rests on him, an officer possessing financial powers may authorize a staff officer to sign communication and documents of a financial character on his behalf, provided that the name of the officer who is authorized to sign is communicated to the audit officer concerned. In such case it shall not be necessary for the officer possessing financial powers himself to sanction each item personally.

(c) Claims for minor allowances, which should ordinarily be countersigned by the PSOs, may be countersigned by a selected officer empowered to sign for him.

(d) When an officer possessing financial powers is absent on leave and no officer has been formally appointed in his place financial responsibility will rest on the officer actually performing his duties who will for the time being exercise the full powers of the absentee. The subordinate officer's signature in these cases should, however indicate that he signs "for .....absent on....."

(e) When an officer possessing financial powers is absent on temporary duty or tour, he may permit in writing another officer to sign letters on his behalf. An audit office will accept the subordinate officer's signature as implying that the orders have been approved by the superior officer, provided that the signing officer signs for.....absent on to temporary duty".

(f) When an officer possessing financial powers has been posted out and no officer has been formally appointed in his place, financial responsibility will rest on the officer actually performing his duties who will for the time being exercise the full powers of the appointment.

18. Enhanced financial power as delegated to CFAs and various authorities, as specified in FR Part I, Vol II, Revised Edition 1983, will be used. Cases not covered by the delegated financial powers will be referred for sanction to the Ministry of Defence. The following to be ensured:-

(a) Delegated financial power, should be exercised by the CFAs, with the concurrence of accredited IFA wherever required.

(b) All papers, documents, records connected with the proposals involving exercise of powers should be made available to IFA so as to avoid delays in processing the proposals. Similarly, in respect of meeting of Tender Purchase Committee (TPC) all papers, documents, purchase files, tender inquiries, original quotations should be made available to IFA at least 3 clear days in advance of the TPC meeting to provide him time for effective evaluation.

(c) The CFAs should ensure vigorously and effectively that sanctions are not split, so as to avoid seeking the concurrence of Ministry/IFA.

(d) As far as possible items as approved and available on DG S&D rates should be purchased.

(e) All the financial regulations should be kept in mind while carrying out or planning for expenditure out of ECHS funds.

## **AUDITS**

19. All payments for ECHS shall be audited by Regional CsDA. Contingent Bills and connected documents/certificates, where payment has been made by Cash Assignment cheques, shall be forwarded by the 7th of the following month to Regional CDA along with summary. The expenses from the Cash Assignment system will be post audited by the Regional CDA.

20. The ECHS unit /Formations will maintain their auditable documents for the post audit by the concerned LAOs/RAOs of Regional/Navy/Air. Force PCsDNCsDA under whose geographical jurisdiction the Armed Forces Clinics and Polyclinics falls. The irregularities/objections, if any, noticed during the local audit will be reported to the respective Station Commanders/Polyclinics. The objections, serious irregularities etc will be included in the MPR, MFAI, AAC,IAR etc.

21. If objection is taken audit by the LAOs/RAOs to any item of expenditure incurred and the objection is not withdrawn as a result of a representation or explanation made, regularization action under the orders of appropriate CFA may have to be taken for its settlement.

### **BUDGET.**

22. Budget Estimates. Budgetary estimates will be prepared by the Station Headquarters and compiled at Headquarters Sub Area / Area /Command. The same will be forwarded to. Central Organisation and ECHS by 30 Sep each year. Station Headquarters in respect of Polyclinics controlled by Navy and the Air Force, after obtaining approval of the concerned FOC-in-C/AOC – in C, will forward consolidated estimates to Central Organization ECHS by 30 Sep each year. In addition a copy of the same will be submitted to the respective Regional Centres who will forward a consolidated report to the Central Organization, ECHS, AGs Branch Army Headquarters. This report will also be submitted by 30 Sep each year.

23. The general rules for preparation and check of budget estimates as laid down in Financial Regulations will be followed. (FR I Pt I Vol-I, Rule- 89-92).

24. Budgetary control will be exercised by the Station Headquarters, Sub Area /Area/Command Headquarters in their areas of jurisdiction. Re-appropriation of funds may be made by the Sub Area/Area /Army Commander within their area of influence. Inter Command re- appropriations of funds will be done by Central organisation, ECHS, based on the estimates of expenditure in each Command.

### **Important Circular**

#### **AMENDMENT TO CLASSIFICATION /HAND BOOK 'DEFENCE SERVICES RECEIPT AND CHARGES 1992 (EDITION)**

**C.S. No. 88/04**

Delete the detailed heads "Ex-Servicemen Contributory Health Scheme" OPENED vide CS No. 76/2003 at page-14 below Major Head 0076, Minor Head-110D; page-92 below Major Head 2076, Minor Head-110D, page-249 below Major Head 4076, Sub-Major Head-01, Minor Head-103 and page-254 below Major Head 4076 Sub-Major Head-01 Army Minor Head-202 along with code heads and particulars of charges shown against each.

#### **Insert the follow new Minor Heads**

Page 8

**For Major Head: 0076- DEFENCE SERVICES- ARMY**

Insert the following new Minor head with Sub head/Detailed heads, below Minor Head-105 "Military Farms":-

107 – Contribution for Ex-Servicemen Contributory Health Scheme

- |  |  |
|--|--|
| (a) ECHS Contributions                           | 405/01 Contribution made by Ex-Servicemen for becoming members of ECHS |
| (b) Receipt from auction of ECHS Store!Equipment | 405/02   |
| (c) Miscellaneous receipts                       | 405/03   |

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For Major Head: 2076-DEFENCE SERVICES- ARMY

Insert the following new Minor head with Sub head/Detailed heads, below Minor Head-106- "Military Farms".

107-Ex-Servicemen Contributory Health Scheme

## Sub Head A – Pay &amp; Allowances of Service Personnel

- |    |             |        |
|----|-------------|--------|
| 1. | Officers    | 360/01 |
| 2. | Other Ranks | 360/02 |

## Sub Head B – Pay &amp; Allowances of Employed/Contracted Staff

- |    |                              |        |
|----|------------------------------|--------|
| 1. | Officers                     | 361/01 |
| 2. | Others                       | 361/02 |
| 3. | Overtime Allowances          | 361/03 |
| 4. | Payment to Contracted Agency | 361/04 |

## Sub Head C – Transportation

- |    |                       |        |
|----|-----------------------|--------|
| 1. | Movement of Personnel | 362/01 |
| 2. | Movement of Stores    | 362/02 |
| 3. | Foreign Travel        | 362/03 |

## Sub Head D – Stores

- |    |                |        |    |  |
|----|----------------|--------|----|--|
| 1. | Medical Stores | 363/01 | 1. | Medical Equipment  |
|    |                |        | 2. | Medicines and Drugs  |
|    |                |        | 3. | Repair and Maint(incl AMCs)  |
| 2. | Other Stores   | 363/02 | 1. | Clothing Items   |
|    |                |        | 2. | Vehicles, Generators & Air conditioners  |
|    |                |        | 3. | FOL  |
|    |                |        | 4. | Furniture for polyclinics  |
|    |                |        | 5. | Repair & Maintenance   |
|    |                |        | 6. | Expenditure on procurement which has value of less than 10 lakh each with a life span of less than 7 |

## Sub Head E – Information Technology

- |  |                  |          |  |
|--|------------------|----------|--|
| (a) Hardware                           |                  |          |  |
| I.                                     | Local Purchase   | 364/01   | 1. Expenditure on procurement of computer and connected stores.  |
| II.                                    | Central Purchase | 364/02   | 2. Expenditure costing less than Rs. 10 lakh with less than 7 years expected life will be compiled to this head.   |
| (b) Software                           |                  |          |  |
| I.                                     | Local Purchase   | 364/03   | 1. Caters for expenditure on purchase of software. Expenditure costing less than Rs. 10 lakh with less than 7 years expected life will be compiled to this head. |
| II.                                    | Central Purchase | 364/06   | 2.   |
| (c) Maintenance                        |                  |          |  |
| I.                                     | Local Purchase   | 364/05   | Caters for expenditure on  |
| II.                                    | Central Purchase | 364/06   | maintenance of Computers etc   |
| (d) Computer Stationery and Consumable |                  |          |  |
| I.                                     | Local Purchase   | 364/07   | Caters for expenditure on procurement  |
| II.                                    | Central Purchase | 364/08 – | of Computer Stationery and Consumable items.   |

(e) Information Technology Training			
I.	Local Purchase	364/09	Caters for expenditure on
II.	Central Purchase	364/10	Information Technology Training
Sub Head F – Medical Treatment Related Expenditure	365/00	1.	Payment to Empanelled Hospitals, Nursing Homes, Diagnostic Centres and Consultants.
		2.	Medical advances
		3.	Re-imbursement to Patients for emergent treatment.
		4.	Purchase of specific medical equipment for patients.
		5.	Medical comforts to ex- servicemen patients.
		6.	Artificial limbs etc.
		7.	Surgical and other implants, hearing aids, intra-ocular lenses, cochlear implants, joint replacement implants etc.
		8.	Special consumables and implants for cardiology, cardio thoracic surgery, renal dialysis and surgery etc.
Sub Head G-Miscellaneous	366/00	1.	Stationery and consumables.
		2.	Local printing of stationery.
		3.	Service labels (stamps), official postage, telegrams/Telex, speed post and registration charges.
		4.	Installation and payment of telephone bills/Fax and internet.
		5.	Cost of Law Suits/Medicolegal Cases.
		6.	Cost of photographs and Identity Cards to polyclinic employees.
		7.	Contingency.
		8.	Library books.
		9.	Hot weather/cold weather appliances establishment charges.
		10.	Washing of polyclinics linen, bedding and patient clothing.
		11.	Funeral expenses in respect of death while in polyclinic (limited to linen used, preservation of body and mortuary charges).
		12.	Gardening and area upkeep.
		13.	Other expenses for establishment not covered under any head.
		14.	Insurance of vehicle drivers of polyclinics.

15. Office equipment and maintenance of office equipment, including AMCs.
16. Insurance of ambulance, vehicles and payment for vehicle registration and other local charges.
17. MACT claims.
18. Department conferences and connected expenditure.
19. Publicity.
20. Travelling exp for patients and attendants.

Sub Head H-Revenue Works                      367/00

1. Minor Works.
2. Special Works.
3. Special Repairs.
4. Emergence repairs
5. Hiring of buildings.
6. Property tax.
7. Water and electricity charges.
8. Maintenance of buildings.

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For Major Head : 4076 CAPITAL OUTLAY ON DEFENCE SERVICES

Sub Major Head 01 – Army

Insert the following new Minor head with Sub head/Detailed heads below Minor Head 106-

“Procurement of Rolling Stock”

107- Ex-Servicemen Contributory Health Scheme

- |     |                               |        |
|-----|-------------------------------|--------|
| (a) | Purchase of Land              | 907/38 |
| (b) | Construction of Buildings     | 907/39 |
| (c) | Purchase of Medical Equipment | 907/40 |

Expenditure on procurement of equipment costing Rs. 10 lakh or more each and which have a life span of 7 years or more.



## **PART II- FINANCIAL MANAGEMENT AT STATION HEADQUARTERS**

### **CASH ASSIGNMENTS**

1. The Station Commanders under whose jurisdiction the ECHS Polyclinics are located will be authorized to have cash assignments in their favour in the treasury or Bank. They shall operate exclusively by cheques in the prescribed form to be obtained from CDAs.

### **OBJECTS OF EXPENDITURE**

2. All expenditure from Revenue Heads for the ECHS Polyclinics will be made through this account. This will include all expenses towards: -

- (a) Medical Reimbursement and related expenditure.
- (b) Salaries/Remuneration for ECHS polyclinic staff
- (c) Transportation
- (d) Medical Stores
- (e) Non Medical Stores
- (f) Purchase of Computer Stationery and Consumables
- (g) Miscellaneous and Contingent expenditure.
- (h) Revenue works.

3. The detailed list of objects of expenditure under the Revenue Heads from which the Station headquarters will be expected to expend money is listed under heading 'Commands' in Appendix B. The Station Commanders will also issue cheques for petty expenditure in the ECHS Polyclinics.

### **ACCOUNTING.**

4. Necessary Cash Assignment will be placed at the disposal of respective Station Commanders to their nominated bankers by the Army/Navy/Air Force PCsDNCsDA to make payments to referral hospitals for treatment, contingent expenditure and other running expenditure of Polyclinics. The Cash Assignment, Cash Book together with the paid voucher, bank reconciliation statements will be forwarded to PCsDNCsDA for post audit. The irregularities if any, noticed during the post audit will be brought to the notice of Cash Assignment holder for its settlement. The Cash Assignment holder with approval of CFA may place certain specified amount to the Polyclinics to meet urgent contingent expenditure which can be recouped from their cash assignment holder with reference to the paid vouchers. Each cash assignment holder will operate only single cash assignment account.

## **PART III- FINANCIAL MANAGEMENT AT POLYCLINICS**

### **PUBLIC FUND ACCOUNTS**

I. A separate Public Fund Account titled "ECHS Public Fund Account" shall be maintained at all concerned ECHS Polyclinics. The fund will be utilized for petty expenditure for the ECHS. The fund will be operated as a joint account between the Officer in Charge Polyclinic and the Senior Medical Officer at the Polyclinic.

### **OBJECTS OF EXPENDITURE**

2. The list of objects of expenditure which can be made out of the ECHS Public Fund account is placed at Appendix C. Such expenditure will be utilised for the administration of the Polyclinics. The expenditure for petty expenses will be carried out under the authority of the Officer In Charge Polyclinic.



**FINANCIAL LIMITS FOR EXPENDITURE.**

3. The annual financial limits for expenditure under the fund are laid down below:-

SerNo	Stations	Petty Expenditure (Annual)
1	Military Stations	
	(a) Type A & B	Rs 15,000/-
	(c) Type C & D	Rs 10,000/-
2	Non Military Stations	
	(a) Type A & B	Rs 30,000/-
	(b) Type C & D	Rs 20,000/-

4. Each single transaction of petty expenditure should not be more than Rs 1,000/-. In case an expenditure of more than Rs1000/- is encountered then approval of Station Commander will be obtained

**PROCEDURE FOR EXPENDITURE AT POLYCLINICS**

5. The guidelines for expenditure from Public Fund Account at ECHS Polyclinic will be:-

(a) Officer-in-Charge will be responsible for the funds kept at his disposal.

(b) Polyclinics will be required to maintain a maximum sum of Rs 3,000/- in cash at any given time for meeting any urgent expenditure for petty purchase to ensure efficient functioning of the polyclinic.

(c) Payments will preferably be made through

Cheques. **ACCOUNTING.**

6. All expenditures under the fund will be accounted for. Accounts will be audited at least once a quarter by a Board of Officers to be detailed by the Station Commander and LAOs/RAOs.

7. The following will be ensured:-

(a) A cash book will be maintained by the Officer In Charge Public Fund Account. At any given time this Officer should be able to account for the total cash on charge which may also include the vouchers having been paid.

(b) A bank a/c for Public Fund will be opened jointly in the name of OIC Polyclinic and Senior Medical officer in the Polyclinic.

**EMERGENT PURCHASE OF MEDICINES**

8. Emergent purchase of Medicines which is of essential requirement will be procured from the empanelled Medical Stores by the O I/C Polyclinic. The medicines will be given to the patients. The bills raised will be submitted to the Station Headquarters periodically as per procedures enumerated under the revenue head. The payment for these medicines will be made by Station Headquarters directly to the empanelled Medical store.

**OTHER EXPENDITURE**

9. Expenditure incurred on FOL for ambulances will be through empanelled petrol stations. The bills so raised will be forwarded to Station HQs who will make the payments. However emergent requirements will be met from funds available with polyclinics. Details on modalities of other expenditure are enumerated under Part VI -Revenue head.

## PART IV- FINANCIAL MANAGEMENT FOR ECHS CENTRAL ORGANIZATION AND REGIONAL CENTRES

### FUNDS FOR ADMINISTRATIVE INFRASTRUCTURE

1. Funds will be allocated under Capital and Revenue heads for Administration. The funds will be utilized for establishment, maintenance and functioning of Central Organisation ECHS and Regional Centres.
2. Pay and allowances of serving personnel working for ECHS Central Organization/Regional Centers will be paid out of Defence Service Estimate (DSE) budget is being done at present.

#### CAPITAL EXPENDITURE

3. Objects of Expenditure - The capital outlay will be utilized for Construction of Buildings for Central Organisation and Regional Centres.
4. Procedure- The Command HQs will project the nature of works required and its cost for the Regional Centres to the Central Organisation, ECHS. For Central Organisation, ECHS, the same will be worked out by HQ Delhi Area/ Western Command. ADG(FP) will be requested to allocate funds. The funds will be placed at the disposal of QMG, who will further re-allocate the funds for the Regional Centers and the Central Organisation ECHS.
5. The procedure for construction will be on the same lines as for the ECHS Polyclinics. Plans will be made available by the E-in-Cs Branch to all Zonal Chief Engineers. The standard procedures under MES regulations will be followed thereafter.
6. Financial Powers - Current powers of QMG and Headquarters Command/Area/Sub Area, as per regulations, will be utilized.

#### REVENUE EXPENDITURE

7. Objects of Expenditure . The Revenue head will be utilized for the following:-
  - (i) Transportation.
  - (ii) Stores other than Medical Stores.
  - (iii) Information Technology.
  - (iv) Miscellaneous and contingent expenditure including publicity.
  - (v) Revenue works.
8. Allocation - The Central Organisation will make detailed allocation plans for the allotment of funds under Revenue heads to the Central Organisation ECHS and the Regional Centres. While allocating funds the following will be considered :
  - (a) The number of Polyclinics under a Regional Centre, number of Station Headquarters and Service Hospitals (SEMO) handling ECHS.
  - (b) Number of Military and Non Military Stations under the control of Regional Center and Station Headquarters.

#### Workload

9. The allocation for various heads of expenditure will be done through various authorities as in the case of Polyclinics.

PROCEDURE FOR MANAGEMENT AT CENTRAL ORGANISATION OR REGIONAL CENTRE.

10. Expenditure as authorised will be carried out from the above funds. All procedures for procurement will be adhered to, as for other service establishments. Central Organisation and the Regional Organisation may, however, procure items as listed under heading ECHS in Appendix to the MOD letter 24(3)/03/US(WE)/D(Res)(i) dated 08 Sep 2003 on delegation of financial powers for Ex-servicemen Contributory Health Scheme (ECHS).

11. The Central Organisation and Regional Centres are also authorised to incur expenditure on Publicity, which will include publication of books, pamphlets, posters, publicity materials, documentary films, development and maintenance of internet home page site etc.

12. Financial Powers- Financial powers for the Central Organisation ECHS and Regional Centres are given in MOD letter No 24(3)/03/US(WE)/D(Res)(i) dated 08 Sep 2003. Power which are not covered above will be governed by MoD letter No A/89591?FP-1/1974/2006/D(GS-1) dated 26<sup>th</sup> July 2006.

## PART V- CAPITAL EXPENDITURE

### OBJECTS OF EXPENDITURE

1. The following are the objects of expenditure for which expenses will be incurred from Capital outlay:-

Acquisition of Land Construction of  
buildings Procurement of Medical  
Equipment

### PHASING OF STATIONS FOR DEVELOPMENT

2. A list of ECHS Polyclinics for development in a phased manner over 5 years as per para 3 will be prepared by Central Organization, ECHS. The list of Polyclinics will be made available to the QMG.

### ALLOCATION OF FUNDS

3. The funds for Capital outlay will be placed at the disposal of QMG or DGAFMS as per the budgeted estimates for expenses under various sub heads.

### PROCEDURE FOR PROCUREMENT OF LAND.

4. The Procedure for Procurement of Land in Non Military Stations for ECHS Polyclinics, as approved by Govt of India, will be followed

### CONSTRUCTION OF BUILDINGS.

5. Construction of the Polyclinics will be as per the authorized plinth area as mentioned in Govt of India letter quoted in para 1 above. These will be: -

Type A	– 5000 sq ft
TypeB	-4000 sq ft
TypeC	-2500 sq ft
TypeD	-2000 sq ft

6. Standard Building plans have been approved vide Government of India, Ministry of Defence letter No .24(4)/03/US(WE)/D(Res) dated 01 Aug 03
7. Procedure for allocation of funds and for construction of ECHS buildings/Polyclinics will be as per Government of India letter issued separately.

### PROCUREMENT OF MEDICAL EQUIPMENT

8. The Procedure for Procurement of Medical Equipment for ECHS as approved by the Govt of India will be implemented

### BUDGETARY CONTROL

9. Regular reports and returns on status of expenditure will be submitted by the DGAFMS and HQs Regional Commands, to the Central Organization, ECHS and ADG(FP). The procedure for re-appropriation of funds as laid down in Paras 116 to 118 of FR Part I will be followed.

## PART VI - REVENUE EXPENDITURE

### **OBJECTS OF EXPENDITURE**

1. Revenue expenditure for ECHS will comprise of the following categories:  
     Salaries and Remuneration.  
     Transportation.  
     Store.  
     Information Technology.  
     Medical Reimbursement and related expenditure.  
     Revenue works  
     Miscellaneous.

### **SALARIES/REMUNERATION OF EMPLOYED/ CONTRACTED STAFF**

2. **Procedure:** -The procedure for Contractual employment of Medical, Para-medical and Non Medical staff for ECHS Polyclinics as approved by the Govt of India will be implemented.
3. The following services for the polyclinics will be outsourced, for which the Station Commanders are authorized to enter into agreement with contracting agencies:-  
     Conservancy.  
     Housekeeping.  
     Vehicle operation and maintenance.  
     Data entry and records maintenance.
4. The Station Headquarter will release the payment for ECHS Polyclinics under its jurisdiction by the 25th of every month by cheque\*.
5. Remuneration to the polyclinic staff will be paid on the last day of every month by the Officer-In-Charge (O UC) Polyclinic through cheque\*. Remuneration will be paid to the polyclinic staff on pay bill cum acquittance roll raised in 3 copies by the O I/C Polyclinic. The polyclinic staff will sign a receipt as having received the remuneration. Remunerations bill- cum Acquittance Roll duly completed, will be signed by the officer in charge polyclinic, and disposed off as under:-
  - (a) Original- To be forwarded to Station Headquarters by 5th working day of the following month by OIC Polyclinics. The Station Headquarters will compile all the vouchers received from different Polyclinics and will despatch them to Accounting and Audit authorities by 15<sup>th</sup> of the month.
  - (b) Duplicate - To be maintained by Station Headquarters (to be retained for 5 years and destruction once clearance from CDA is obtained).
  - (c) Triplicate- To be maintained at polyclinic for record purpose.(To be maintained for 5 years and later to be destroyed after obtaining a NOC from concerned CDA).
6. Payments to contracted agencies for outsourced services will be made by cheque by the Station Commander within the rates approved by the Govt from time to time.
7. **Allocation** :-\_The allocation of funds for the salary of the staff will be made to the Headquarters Commands by ADG (FP) based on the projected estimates by Central Organisation, ECHS. The Commands will thereafter sub allocate the funds for Salaries and remuneration to the respective Station Headquarters.

\* **NEFT Payment have been authorised by payment & settlement system Act 2007**

8. Financial powers :- The Station Commanders will have powers for payments to polyclinic staff, to enter into contracts with agencies for outsourced services and to make payments to these agencies in accordance with procedures as approved by the Govt

## TRANSPORT

### Movement of Personnel

#### 9. Procedure

a) Polyclinic staff- When a polyclinic staff is detailed by Station Headquarters to visit any other Station for official work, the TA/DA will be applicable in accordance with entitlement of service personnel of equivalent pay scales in the Armed Forces.

b) Regional Center- The Sub Area/ Area/ Command HQ under which the Regional Center is functioning will have the power to sanction temp duty move of personnel to any station under the jurisdiction of Regional Center. Any move to next Superior HQ, like Area or Command HQs will be approved by the headquarters concerned. Moves to Central Organisation ECHS, and to other stations/ polyclinics as ordered by Central Organisation ECHS, will be sanctioned by MD ECHS.

c) Central Org ECHS - The MD ECHS will have powers to move personnel of the Central Organisation ECHS on temporary duty to any Regional Center or station where an ECHS polyclinic is located. The move of MD ECHS will be approved by the DG DC & W.

10. Financial powers - Payments for moves by ECHS Polyclinic staff will be made by Station Commander. All claims in respect of service officers/ PBOR will be processed through service HQs concerned.

## MOVEMENT OF STORES

11. Procedure - Ordinarily all stores will be made available to the ECHS polyclinic at the location itself. Drugs and consumable stores will be dispatched to the polyclinics under arrangements of the AFMSDs for which powers as available to local formation Commander and DGAFMS will be utilized.

## FOREIGN TRAVEL

12. Procedure - Foreign travel will follow the same procedures as followed for training/conference visits. The funds will be sub allocated by ADG (FP) from the ECHS revenue funds.

13. Financial Powers-In accordance with the existing Financial Powers.

## MEDICAL STORES

### Drugs and Medical Consumables

14. Procedure - The procurement of drugs and medical consumables will be done by the DGAFMS as per procedure approved by the Govt. The Central Organisation ECHS will consolidate the annual demands for drugs and other consumable medical stores in respect of all ECHS polyclinics and forward the same to DGAFMS by the 30th November each year. The

DGAFMS will forward budget estimates for drugs and consumables to Central Organisation ECHS by 30 Dec each year, for intimation to ADG (FP) for allocation of budget.

15. Financial powers - All powers as available currently with the DGAFMS will be utilized by DGAFMS, AFMSDs and CO Service Hospitals, for procurements of drugs and medical consumables.

#### MEDICAL EQUIPMENT

16. Procedure - All medical equipment for the polyclinic as required will be procured by DGAFMS, AFMSDs. Demand for same will be projected to DGAFMS, AFMSD's as per current procedure of AFMS.

17. Financial powers- Existing financial powers will be utilized.

#### LOSS OR DAMAGE TO STORES

18. Procedures - In case of any loss or damage to stores, current procedures as followed in Defence Services will be followed.

#### REPAIR/MAINTENANCE AND ANNUAL CONTRACTS

19. Procedures:- The repair and maintenance procedure for medical equipment will be as per laid down procedures for Service Hospitals. The annual maintenance contracts when required will be carried out as per available powers with Commanding Officers of the affiliated Service Hospitals/ intermediary medical authorities at Formation Headquarters /DGAFMS.

20. Financial powers - As per the existing delegations to Commanding Officers of Service Hospitals, AFMSDs (ATEO and TEO), EME workshops, DDs MS Area/Command and DGAFMS.

#### LOCAL PURCHASE OF DRUGS AND CONSUMABLES

21. Procedures - The local purchase of medicines will be carried out by the affiliated Comdt/CO hospitals as per LP procedure currently approved by the Govt for service hospitals. The current financial powers will be utilized. Budget estimates for local purchase of drugs / consumables for polyclinics will be compiled at Headquarters Commands, and forwarded to Central Organisation ECHS by 30th Nov every year. These estimates will be vetted by Regional Centres ECHS prior to submission to Headquarters Command. Central Organisation ECHS will allocate funds for the purpose and intimate ADG (FP) accordingly, for allotment.

22. A list of stations where polyclinics are located, alongwith the affiliated service hospital will be made available to the CGDA by the Central Organisation, ECHS. Commandants of Super Speciality hospitals will be given additional allotment for procurement of drugs and medical consumables for expensive surgery/procedures, for which the hospitals are approved by ECHS.

23. Financial Powers - Financial powers of Commandants/ Commanding Officers of service hospitals, and any other powers as delegated vide Schedule XII (c) of Govt of India letter No N89591/FP-1/693/2002/D(GS-I) dated 22 Apr 2002 will be utilized.



## **NON-MEDICAL STORES**

### **Clothing**

24. **Procedure** - Clothing items like apron, masks, caps, gloves, bed sheets, mattress, blankets, etc. will form a part of Miscellaneous and Contingent expenditure. The clothing will be made available by the Station Commander through local purchase procedures. The powers will be exercised independently for each ECHS Polyclinic under the jurisdiction of the Station.

### **FOL**

25. **Procedure**- The Station Commander will empanel petrol pumps including ASC supply depot/unit petrol points where applicable in Military and Non-Military Stations. FOL for all vehicles of ECHS will be drawn from these petrol pumps. FOL drawn for each vehicle will be recorded in the car diary. Annual mileage authorised will be as per existing scales for military vehicles. The Petrol pumps will raise bills in favour of ECHS. At the end of every month, contingent bills alongwith bills from the petrol pump will be forwarded by Officer In-Charge polyclinics after authentication, to the Station Headquarters for payment. Cheques for the same will be issued directly to the petrol pump.

26. **Financial Powers** - Station Commander is authorised to make payments as per existing delegation of CFA powers authorized under Scheduled I of Govt of India letter No. A/89591/FP-1/693/2002/D/(GS-I) dated 22 Apr 2002.

### **Office Equipment**

27. **Procedures** - Office equipment may be purchased on approval of Station Commander or competent higher authority.

28. **Financial Powers** - The financial power will be as per Schedule-I of Govt of India letter No. A/89591/FP-1/693/2002/D/(GS-I) dated 22 Apr 2002.

### **FURNITURE**

29. **Procedure**- Furniture for the polyclinics will be procured by the MES, as per scales laid down by the Central Organisation, ECHS. The funds for the same will be made available by Station Commanders. Normal procedures of procurement by MES will be followed.

## **REPAIR AND MAINTENANCE OF NON MEDICAL EQUIPMENT INCLUDING AMC**

30. **Procedure** - Repairs and maintenance of all office equipment including AMC will be carried out by Officer-In-Charge Polyclinic by following the laid down procedure and after obtaining the approval of the Station Commander/CFA. The expenses for maintenance will be through Annual Maintenance Contracts and local repairs by Misc and contingent expenditure. Repair of furniture will also be carried out by the same procedure. For vehicle repairs, authorised service agency, if any, will be empanelled. In case authorised agency is not present in the station, a reputed garage will be empanelled.



## **INSURANCE OF AMBULANCE, VEHICLES, DRIVERS AND VEHICLE REGISTRATION**

31. Procedure - Insurance of Ambulances, Vehicles, Drivers and Registration charges for vehicles will be made by cheque by Station Commander under his delegated powers.

## **LOSS OR DAMAGE TO STORES**

32. Procedure- Losses or damage of stores will be dealt with as per procedure laid down in Financial Regulations and prescribed procedures/instructions applicable to the Army under existing delegation.

## **MEDICAL REIMBURSEMENT AND RELATED EXPENDITURE**

33. Procedure - Medical reimbursement and related expenses will be regulated in accordance with the procedure as approved by the Govt.

34. Bills and connected documents will be submitted by Hospitals, Nursing Homes, Diagnostic Centres or Consultants to the Polyclinic from where the patient was referred. Officer In-Charge (OIC) Polyclinic will authenticate the bills and forward to concerned Senior Executive Medical Officer (SEMO)/ Principal Medical Officer (PMO)/ Senior Medical Officer (SMO) for scrutiny and onward despatch to Station Headquarters for payment. Payment will be made by cheque and will be subject to post-audit.

35. In case the amount of bill is in excess of financial limit of the Station Commander, the same will be forwarded along the chain of command for CFA sanction and return. After sanction has been accorded given by CFA, the Station Headquarters will make the necessary payment. It should be ensured that all Bills are cleared within 60 days (or as mentioned in the agreement) to avoid any disputes arising between hospitals and ECHS.

36. Certain surgeries/procedures eg. Cardiac surgery/intervention, Renal transplant/ dialysis, Cancer surgery/Radio/Chemotherapy, Joint replacement surgery and the like, require expensive consumables and drugs. When such procedures are carried out at super-speciality service hospitals, on referral from ECHS polyclinics/Specialists, the expenditure will be catered for from the additional local purchase allocation to be made to Commandants of such hospitals.

37. Traveling expenses of patients as authorized will be regulated for payment as laid down in medical re-imbursement and payment procedures separately for ECHS.

## **FINANCIAL POWERS**

38. For purchase of drugs and consumables, powers of DGAFMS, AFMSD and Commandants/ Commanding Officers Service Hospitals will be utilized as delegated vide para XII(c) of Govt of India letter No. A/89591/FP-I/693/2002/D/(GS-1) dated 22 Apr 2002.

## **INFORMATION TECHNOLOGY**

39. Purchase, repair and maintenance of IT items for ECHS Polyclinics will be as per laid down Local Purchase procedure prescribed in FR. The delegated financial powers listed in Part VII Financial Powers, Sub Head D (Information Technology) will be utilized for ECHS Polyclinics.

40. Expense on IT items for the ECHS Central Organization and Regional Centers will be as per current delegated financial powers as given in Schedule XIX of GOI letter No. A/89591/FP-1/693/2002/D (GS-I) dated 22 Apr 02. Computer stationery and consumables will however be procured as per delegation of financial powers vide MOD letter No. 24(3)/03/US(WE)/D(Res)(i) dated 08 Sep 2003.

#### MISCELLANEOUS & CONTINGENCY EXPENDITURE

41. Procedures - Will be the same as followed by units of Indian Army. Additionally, expenditure for washing of linen, bedding and clothing (for polyclinics), funeral expenses, area up-keep will be authorised.

**PART VII- OBJECT OF EXPENDITURE. ALLOCATION OF FUNDS**  
**AND AUTHORITY FOR FINANCIAL POWERS**

Sub Head	Objects of Expenditure		Funds Allocation to		Authority for Financial Powers
			Others	ECHS	
<b>A</b>	<b>SALARIES/REMUNERATION OF EMPLOYED/CONTRACTED STAFF</b>				
	1.	Officers	Command/Stn HQ		MOD vide letter No. 24(3)/US(WE)/D(Res) (i) dated 08 Sep 2003
	2.	Others	Command/Stn HQ		
	3.	Overtime Allowance	Command/Stn HQ		
	4.	Payment to Contracted Agency	Command/Stn HQ		
<b>B</b>	<b>TRANSPORTATION</b>				
	1.	Movement of Personnel	Command/Stn HQ		As entitled
	2.	Movement of Stores	Command/Stn HQ	Central Org ECHS	(a) GOI Letter No A/89591/FP-11 693/2002/D(GS-I) Dt 22 Apr 02 Schedule XXII-Hiring of Civil Transport. (b) For ECHS organisation MOD vide letter No. 24(3)/US(WE)/D(Res) (i) dated 08 Sep 03.
	3.	Foreign Travel		Central Org ECHS	As per current procedure of Army
<b>C</b>	<b>STORES</b>				
	1.	Medical Stores			
		(a) Medical Equipment	DGAFMS		GOI Letter No. A/89591/FP-1/693/2002 / D(GS-I) Dt 22 Apr 02. Schedule XII and XIII and any other powers as may be authorised to the DGAFM, AFMSDs or other procurement agencies for AFMS
		(b) Drugs and Consumables	DGAFMS		
		(c) Purchase of Special medicines	Command/Stn HQ & DGAFMS		
		(d) Loss or damage to Medical store	Command/Stn HQ		GOI Letter No. A/89591/FP-1/693/2002 / D(GS-I) Dt 22 Apr 02. Schedule VI
		(e) Annual Maintenance Contracts	DGAFMS/CO Hosp		Powers as may be authorised to the DGAFMS, AFMSDs or Comdt/CO Hospitals.
		(f) Repair and Maintenance of Medical Equipment	DGAFMSIEME		Powers as authorised to AFMSD, DGAFMS, EME functionaries for repairs of medical equipment.
		(g) Local purchase of drugs and Consumables	DGAFMS/CO Hosp		As authorised to DGAFMS, AFMSDs and Comdt/CO Hospitals
		(h) Emergent purchase of Medicines	Command/Stn HQ		As authorised by procedure on procurement of drugs and Consumables
	2.	Other Stores			
		(a) Clothing	Command/Stn HQ		GOI Letter No. A/89591/FP-1/693/2002 /D(GS-I) Dt 22 Apr 02. Schedule I. Miscellaneous and Contingent expenditure grant for each ECHS Polyclinic
		(b) Purchase of Vehicles generators, airconditioners	Command/Stn HQ		Powers of MGO as defined For Air Conditioners-powers of MES as defined
		(c) FOL	Command/Stn HQ	Central Org ECHS	(a) Powers to Station Commander vide GOI Letter No. A/89591/FP-11 693/2002/D(GS-I) Dt 22 Apr 02 Schedule I Miscellaneous and Contingent expenditure grant for each ECHS Polyclinic. (b) For ECHS organisation

**PART VII- FINANCIAL POWERS (cont'd)**

Sub Head	Objects of Expenditure	Funds Allocation to		Authority for Financial Powers
		Others	ECHS	
	(d) Office Equipment	Command/Stn HQ	Central Org ECHS	(a) Powers to Stn Cdr vide GOI Letter No. N89591/FP-I/ 693/2002/D(GS-I) Dt 22 Apr 02 Schedule I Miscellaneous and Contingent expenditure (b) For ECHS organisation
	(e) Furniture of Polyclinics	Command/Stn HQ		Powers of MES as defined in MES regulation.
	(f) Maintenance of Non Medical Equipment	Command/Stn HQ	Central Org ECHS	Powers to Stn Cdr under FR read in conjunction with GOI letter No. N89591/FP-II 693/2002/D(GS-I) Dt 22 Apr 02 Schedule I Miscellaneous and Contingent expenditure grant for each ECHS Polyclinic and Schedule XII will be utilised (b) For ECHS organisation
	(g) AMC for non medical equipment	Command/Stn HQ	Central Org ECHS	-do-
	(h) Medical Clothing for Polyclinic Staff	Command/Stn HQ		As for Ser 2 (a)
	(j) Loss or damage to ECHS store	Command/Stn HQ		GOI Letter No. N89591/FP-I/ 693/2002/D(GS-I) Dt 22 Apr 02 Schedule VI- as authorised
<b>D</b>	<b>INFORMATION TECHNOLOGY</b>			
	1. Hardware	Command/Stn HQ		MOD vide letter No. 24(3)/US(WE)/D(Res)(i) dated 08 Sep 2003.
	2. Software	Command/Stn HQ		MOD vide letter No. 24(3)/US(WE)/D(Res)(i) dated 08 Sep 2003.
	3. Maintenance/AMC of Hardware/Software	Command/Stn HQ		MOD vide letter No. 24(3)/US(WE)/D(Res)(i) dated 08 Sep 2003.
	4. Computer Stationery and Consumables	Command/Stn HQ	Central Org ECHS	MOD vide letter No. 24(3)/US(WE)/D(Res)(i) dated 08 Sep 2003.
	5. IT Training	ADG(IT)		As per existing delegated Financial Powers
<b>E</b>	<b>MEDICAL REIMBURSEMENT AND RELATED EXPENDITURE</b>			
	(a) Payment to Empanelled Institute/Consultants	Command/Stn HQ		MOD vide letter No. 24(3)/US(WE)/D(Res)(i) dated 08 Sep 2003.
	(b) Medical Advances	Command/Stn HQ		
	(c) Reimbursement to Patients in Emergency	Command/Stn HQ		
	(d) Medical comforts	Command/Stn HQ		
	(e) Travelling expenses	Command/Stn HQ		
	(f) Ortho appliances	Command/Stn HQ & DGAFMS		GOI Letter No. N89591/FP-I/ 693/2002/ D (GS-I) Dt 22 Apr 02. Schedule XII Section C -Ser No. 59. Comdt/CO Hospitals and any other powers as authorized.
	(g) Surgical and other implants	Command/Stn HQ & DGAFMS		do
	(h) Special consumables	Command/Stn HQ & DGAFMS		do

**PART VII- FINANCIAL POWERS (coot'd)**

Sub Head	Objects ofExpenditure	Funds Allocation to		Authority for Financial Powers
		Others	ECHS	
F	MISCELLANEOUS			
	(a) Departmental Conferences and connected expenditure		Central Org ECHS	(a) GOI Letter No. N89591/FP-1/ 693/2002/ D (GS-1) Dt 22 Apr 02. Schedule 1 <i>section 1</i> Miscellaneous and Contingent Expenditure. (b) For ECHS organisation.
	(b) Insurnnce of Vehicle drivers for Polyclinic	Command/Stn HQ		
	(c) Advertisements and Expenses towards contracts	Command/Stn HQ		
	(d) Insurance of Ambulances, Vehicles & payment for Vehicle Registration	Command/Stn HQ	Central Org ECHS	
	(e) MACT claims	Command/Stn HQ		GOI Letter No. N89591/FP-1/693/2002/ D (GS-1) Dt 22 Apr 02. Schedule XXII
	(f) Stationery	Command/Stn HQ	Central Org ECHS	(a) GOI Letter No. N89591/FP-1/693/2002/ D (GS-1) Dt 22 Apr 02. Schedule XI. (b) For ECHS organisation.
	(g) Printing of Stationery and Medical forms	Command/Stn HQ	Central Org ECHS	
	(h) Service labels(Stamps), Official postage, telegrams/telex,speed post and registration charges	Command/Stn HQ	Central Org ECHS	(a) GOI Letter No. N89591/FP-1/693/2002/ D (GS-1) Dt 22 Apr 02.Schedule 1 section I Miscellaneous and Contingent Expenditure. (b) For ECHS organisation.
	(j) Installation and payment of telephone bills, FAX and internet.	Command/Stn HQ	Central Org ECHS	As authorised under office equipment.
	(k) Cost of Law suits/medicolegal cases	Command/Stn HQ	Central Org ECHS	As authorised under office equipment.
	(l) Costs of Photographs and Identity Cards for Employees	Command/Stn HQ	Central Org ECHS	(a) GOI Letter No. N89591/FP-1/ 693/2002/ D (GS-I) Dt 22 Apr 02. Schedule 1 section I Miscellaneous and Contingent expenditure. (b) For ECHS organisation.
	(m) Annual Contingency grant	Command/Stn HQ	Central Org ECHS	As authorised by Government letter.
G	MISCELLANEOUS			
	(n) Annual training grant	Command/Stn HQ	Central Org ECHS	(a) As authorised by Government letter. (b) For ECHS organisation.
	(o) Hot Weather/Cold weather appliances establishment charges	Command/Stn HQ	Central Org ECHS	(a) FR read in conjunction with GOI Letter No. N89591/FP-1/ 693/2002/ D (GS-I) Dt 22 Apr 02. Schedule 1 section 1 Miscellaneous and Contingent Expenditure. (b) For ECHS organisation.
	(p) Washing of Polyclinics linen, bedding and patients clothing	Command/Stn HQ		FR read in conjunction with GOI Letter No. N89591/FP-1/ 693/2002/ D (GS-I) Dt 22 Apr 02. Schedule 1 section 1 Miscellaneous and Contingent Expenditure.

**PART VII- FINANCIAL POWERS (cont'd)**

Sub Head	Objects of Expenditure	Funds Allocation to		Authority for Financial Powers
		Others	ECHS	
	(q) Funeral expenses	Command/Stn HQ	Central Org ECHS	FR read in conjunction with GOI Letter No. A/89591/FP-11 693/2002/ D (GS-1) Dt 22 Apr 02. Schedule I section 1 Miscellaneous and Contingent Expenditure.
	(r) Gardening and area upkeep	Command/Stn HQ	Central Org ECHS	(a) FR read in conjunction with GOI Letter No. A/89591/FP-1/693/2002/ D (GS-1) Dt 22 Apr 02. Schedule I section I Miscellaneous and Contingent Expenditure. (b) For ECHS organisation.
	(s) Publicity	Command/Stn HQ	Central Org ECHS	(a) FR read in conjunction with GOI Letter No. A/89591/FP-1/693/2002/ D (GS-1) Dt 22 Apr 02. Schedule XXI Publicity. (b) For ECHS Organisation.
<b>H</b>	<b>REVENUE WORKS</b>			
	(a) Minor Works	Command/Stn HQ		As authorised for MES in regulation.
	(b) Special Works	Command/Stn HQ		do
	(c) Special repairs	Command/Stn HQ		do
	(d) Emergency repairs	Command/Stn HQ		do
	(e) Hiring of Buildings	Command/Stn HQ		MOD vide letter No. 24(3)/US(WE)/D(Res)(i) dated 08 Sep 2003.
	(f) Property tax	Command/Stn HQ		MOD vide letter No. 24(3)/US(WE)/D(Res)(i) dated 08 Sep 2003.
	(g) Water and Electricity charges	Command/Stn HQ		MOD vide letter No. 24(3)/US(WE)/D(Res)(i) dated 08 Sep 2003.
	(h) Maintenance of Buildings	Command/Stn HQ		MOD vide letter No. 24(3)/US(WE)/D(Res)(i) dated 08 Sep 2003.
	<b>CAPITAL</b>			
	1. Purchase of Land	QMG		MOD vide letter No. 24(3)/US(WE)/D(Res)(i) dated 08 Sep 2003.
	2. Construction of Buildings	QMG		MOD vide letter No. 24(3)/US(WE)/D(Res)(i) dated 08 Sep 2003.
	3. Purchase of Medical Equipment	DGAFMS		MOD vide letter No. 24(3)/US(WE)/D(Res)(i) dated 08 Sep 2003.

PROPOSED SUB/SUB SUB HEADS UNDER NEW MINOR HEADS

## REVENUE EXPENDITURE (MAJOR HEAD 2076)

Minor Head (To Be Allotted)

Sub Heads

- A. Salaries And Remunerations Of Employed/Contracted Staff
  - 1. Officers.
  - 2. Others.
  - 3. Honorarium/Incentive.
  - 4. Payment to contracted Agency.
- B. Transportation
  - 1. Movement of personnel.
  - 2. Movement of stores.
  - 3. Foreign Travel.
- C. Stores
  - 1. Medical Stores.
  - 2. Other Stores.
- D. Information Technology
  - 1. Hardware.
  - 2. Software.
  - 3. Maintenance/AMC of Hardware/Software.
  - 4. Computer Stationary and Consumables.
  - 5. IT Training of Polyclinic Staff and Service personnel.
- E. Medical Reimbursement and Treatment Related Expenditure
- F. Miscellaneous
- G. Revenue Works

## CAPITAL EXPENDITURE (MAJOR HEAD 4076)

Minor Head(To be allotted)

- 1. Purchase of Land.
- 2. Construction of Buildings.
- 3. Purchase of Medical Equipment

RECEIPT AND RECOVERIES(MAJOR HEAD 0076)

Minor Head(To be allotted)

Receipts

- (a) ECHS Contributions. Contributions made by Ex-servicemen for becoming members of ECHS
- (b) Receipts from auction of ECHS Stores/equipment
- (c) Misc Receipts

Note : Code Heads allotted vide Correction Slip No.(CS) 88/04 as given on page 81 of this compendium.

**ALLOCATION OF FUNDS TO AUTHORITIES UNDER VARIOUS HEADS**

(Highlighted cells with Y indicate Allocation is given)

**Sub Head**

Sub Head		Object of Expenditure	Budget Allocation to					
REVENUE HEAD			Commands	DGAFMS	QMG	MGO	ECHS	Others
A		SALARIES/REMUNERATION EMPLOYED/ CONTRACTED STAFF						
	1	Officers	Y					
	2	Others	Y					
	3	Honorarium/Incentive	Y					
	4	Payment to Contracted Agency	Y					
B	TRANSPORTATION							
	1	Movement of Personnel	Y					
	2	Movement of Stores	Y	Y				
	3	Foreign travel						
C	STORES							
	1	Medical Stores						
		(a) Medical Equipment		Y				
		(b) Drugs and Consumables		Y				
		(c) Purchase of Special Medicines		Y				
		(d) Annual Maintenance Contracts		Y				
		(e) Repair and Maintenance of Medical Equipment	Y	Y				
		(f) Local Purchase		Y				
		(g) Emergent purchase of Medicine	Y					
D	STORES							
	2	Other Stores						
		(a) Clothing	Y					
		(b) Purchase of Vehicles generators, air conditioners	Y			Y		
		(c) FOL	Y					
		(d) Office Equipment	Y					
		(e) Furniture for Polyclinics	Y		Y			
		(f) Maintenance of Non Medical Equipment	Y					
		(g) AMC for non medical equipment	Y					
		(h) Medical Clothing for Polyclinic Staff	Y					
E	Information Technology							
	1.	Hardware						
	2.	Software						
	3.	Maintenance/AMC of Hardware/Software						
	4.	Computer Stationary and Consumables					Y	
	5.	IT Training						
F	Medical Reimbursement and Treatment Related Expenditure							
		(a) Payment to Empanelled Institute/Consultant:	Y					
		(b) Medical Advances	Y					
		(c) Reimbursement to Patients in Emergency	Y					
		(d) Medical comforts	Y					
		(e) Travelling Expenses	Y					
		(f) Ortho appliances	Y	Y				
		(g) Surgical and other implants	Y	Y				
		(h) Special consumables	Y	Y				



	Sub Sub Bead	Object of Expenditure	Budget Allocation to					
<u>REVENUE HEAD</u>			Commands	DGAFMS	QMG	MGO	ECHS	Others
G		Miscellaneous						
		(a)Departmental Conferences and connected expenditure					Y	
		(b)Insurance of Vehicle drivers for Polyclinic	Y					
		(c)advertisements and Expenses tow contracts	Y					
		(d) Insurance of Ambulances, Vehicles payment for	Y				Y	
		(e) MACT claims	Y					
		(f) Stationary	Y				Y	
		(g) Printing of Stationary and Medical forms	Y				Y	
		(h)Service labels (Stamps),official post< telegrams	Y				Y	
		(j)Installation and payment of telephone b FAX	Y				Y	
		(k) Cost of Law suits/medico legal cases	Y					
		(l) Costs of Photographs and Identity cards Employee	Y				Y	
		(m) Annual Contingency grant	Y				Y	
		(n) Annual training grant	Y				Y	
		(o) Library grant					Y	
		(p) Hot Weather/Cold weather appliaij establishment	Y				Y	
		(q) Washing of Polyclinics linen, beddings and patients	Y				Y	
		(r) Funeral Expenses	Y					
		(s) Gardening and area upkeep	Y				Y	
		(t) Publicity	Y				Y	
		(u) Other contingent expenditure for ECHS	Y				Y	
H	Revenue Works							
		(a) Minor Works	Y					
		(b) Special Works	Y					
		(c) Special repairs	Y					
		(d) Emergency repairs	Y					
		(e) Hiring of Building	Y					
		(f) Property Tax	Y				Y	
		(g) Water and Electricity charges	Y				Y	
		(h) Maintenance of Buildings	Y					
CAPITAL BADH								
I		Purchase of Land			Y			
		Construction of Buildings			Y			
		Purchase of Medical equipment		Y				

## Appendix 'C'

OBJECTS OF EXPENDITURE AT ECHS POLYCLINIC		
Sub Head	Sub Sub Head	Objects of Expenditure
<b>REVENUE HEAD</b>		
<b>D</b>	<b>STORES</b>	
	1	Medical Stores
		Minor repair a of Medical Equipment
	2	Other Stores
		Emergent purchase of FOL
		Minor repair of Non Medical Equipment
<b>G</b>	<b>MISCELLANEOUS</b>	
		Stationery
		Printing of Stationery and Medical forms
		Service labels(Stamps), official postage, telegrams/telex, speed post and registration charges
		Annual Contingency grant
		Hot Weather /Cold weather appliances establishment charges
		Washing of Polyclinics linen, beddings and patients clothing
		Funeral expenses
		Gardening and area upkeep
		Other petty expenditure for ECHS Polyclinic
<b>H</b>	<b>REVENUE WORKS</b>	
		Water and Electricity charges
		Maintenance of Buildings

**AMENDMENT TO CLASSIFICATION HAND BOOK DEFENCE SERVICES**  
**RECEIPT AND CHARGES 1992 (EDITION)**

**C.S No. 116/2007**

Page 75

Major Head : 2076 - DEFENCE SERVICES - ARMY

Minor Head : 107 - Ex-Servicemen Contributory Health Scheme (ECHS)

Sub Head : A to H

Re-construct Sub head A to H (inserted vide C.S. No. 88/2004 and further amended vide this office letter of even No. dated 23 Feb 05 and C.S. No. 105/2006) as under :

**Sub Head A - Pay & Allowances of Employed/Contracted Staff**

- |    |                    |       |
|----|--------------------|-------|
| 1. | Officers           | 361/1 |
| 2. | Para Medical Staff | 361/2 |
| 3. | Overtime Allowance | 361/3 |
| 4. | Non Medical Staff  | 361/4 |

**Sub Head B - Transportation**

- |    |                       |       |
|----|-----------------------|-------|
| 1. | Movement of Personnel | 362/1 |
| 2. | Movement of Stores    | 362/2 |
| 3. | Foreign Travel        | 362/3 |

**Sub Head C - Stores**

- |    |               |       |  |
|----|---------------|-------|--|
| 1. | Medical Store | 363/1 | 1. Medical Equipment   |
|    |               |       | 2. Bulk, Local and emergent purchase of Medicines, Drugs and Consumables   |
|    |               |       | 3. Purchase of Special medicines   |
|    |               |       | 4. Repair and Maintenance of Medical Equipment including AMC   |
|    |               |       | 5. Artificial limbs etc.   |
|    |               |       | 6. Surgical and other implants, hearing aids intra-ocular lenses, cochlear implants, joint replacement implants etc. |
|    |               |       | 7. Special consumables and implants for cardiology, cardio thoracic surgery, renal dialysis and surgery etc.         |
| 2. | Other Stores  | 363/2 | 1. Clothing Items  |
|    |               |       | 2. FOL   |
|    |               |       | 3. Non-Medical Stores & equipment  |
|    |               |       | 4. Repair & Maintenance including AMC  |

			5. Expenditure on procurement which has value of less than 10 lakh each with a life span of less than 7 years is to be compiled to this head.
3.	Furniture & Air conditioners	363/3	1. Expenditure on procurement of furniture & Air conditioners
			2. Expenditure on repair and Maintenance of furniture & Air Conditioners including AMC
4.	Vehicles & Generators	363/04	1. Expenditure on procurement of vehicle & generators
			2. Expenditure on repair and Maintenance of vehicles & generators including AMC
<b>Sub Head D - Information Technology</b>			
	<b>(a) Hardware</b>		
I.	Local Purchase	364/01	1. Expenditure on procurement of computer and connected stores
II.	Central Purchase	364/02	2. Expenditure costing less than Rs. 10 lakh with less than 7 years expected life will be compiled to this head.
	<b>(b) Maintenance</b>		
I.	Local Purchase	364/03	1. Caters for expenditure on purchase of Software
II.	Central Purchase	364/04	2. Expenditure costing less than Rs. 10 lakh with less than 7 years expected life will be compiled to this head.
	<b>(c) Maintenance</b>		
I.	Local Purchase	364/05	Caters for expenditure on
II.	Central Purchase	364/06	maintenance of computers etc including AMC.
	<b>(d) Computer Stationery and Consumables</b>		
I.	Local Purchase	364/07	Caters for expenditure on
II.	Central Purchase	364/08	procurement of Computers Stationery and Consumable items
	<b>(e) Information Technology Training</b>		
I.	Local Purchase	364/09	Caters for expenditure on Information
II.	Central Purchase	364/10	Technology Training
<b>Su1b Head E - Medical Treatment</b>		365/00	1. Payment to Empanelled Hospitals

**Related Expenditure**

Nursing Homes, Diagnostic Centres and other empanelled facilities.

2. Medial advances.
3. Re-imbursement to patients for emergent treatment.
4. Purchase of specific medical equipment for patients.
5. Medical comforts to ex-servicemen patients.
6. Traveling expenditure for patients and Attendants.

**Sub Head F - Miscellaneous**

366/00

1. Stationery and consumables.
2. Local printing of stationery.
3. Service labels (stamps), official postage, telegrams/telex, speed post and registration charges.
4. Installation and payment of telephone bills/ fax and internet.
5. Cost of Law Suits/Medicolegal Cases.
6. Cost of photographs and Identity Cards to polyclinic employees.
7. Annual Contingency Grant.
8. Library books.
9. Hot weather/Cold weather appliances establishment charges.
10. Washing of polyclinics linen, bedding and patient clothing.
11. Funeral expenses in respect of death while in polyclinic (limited to linen used, preservation of body and mortuary charges).
12. Gardening and area upkeep.
13. Other expenses for establishment not covered under any head.
14. Insurance of vehicle drivers of polyclinic.
15. Office equipment and Maintenance of Office equipment, including AMC.
16. Insurance of ambulance, vehicles and payment for vehicle registration and other local charges.
17. MACT claims.

		18. Department conferences and connected expenditure.
		19. Publicity including expenditure on Web site.
		20. Installation/De-installation of equipment excluding transportation.
		21. Annual Training Grant.
<b>Sub Head G - Revenue Works</b>	367/00	1. Minor Works.
		2. Special Works.
		3. Special repairs.
		4. Emergency repairs.
		5. Hiring of buildings.
		6. Property tax.
		7. Water and electricity charges.
		8. Maintenance of buildings.

**(To be effective from 2007-08)**

Authority

Ministry of Defence (Finance/Budget) UO No. 875/B-I/07 dated 25-05-2007  
DGADS UO No. 54/AA-16/2006-07/CHB dated 23-05-2007.

	No. A/B/I/13626/XXVIII Office of the C.G.D.A. West Block-V, R.K. Puram New Delhi-110066 Dated : 01-06-2007
All Pr. C.D.A/C.D.A All E.D.P./D.D.P. Centers	Please acknowledged receipt A certificate to the effect that code file has been updated to the extent of this C.S. may please be to sent to Computer Center of this Hqrs.
E.D.P. Center, Office of the CGDA New Delhi-110066	for information and necessary action.
Director General of Audit Defence Services L-Block, New Delhi	for information
Ministry of Defence (Fin/Budget-I)	for information
As per standard list	for information

Sr. Accounts Officer (Budget)

No.24(5)/04/US(WE)/D(Res)  
Government of India  
Ministry of Defence

New Delhi, the 26<sup>th</sup> Aug, 2004

To

The Chief of Army Staff  
The Chief aof Naval Staff  
The Chief of Air Staff

**Subject:- Scales of Furniture and Non Medical Equipment for Polyclinics of  
Ex-Servicemen Contributors Health Scheme (ECHS)**

Sir,

With reference to Govt of India, Min of Defence letter No.22(1)/01/US(WE)/D(Res) dated 30 Dec,2002, I am directed to convey the sanction of the Government to 'Scales of Furniture' and 'Scales of Non Medical Equipment' listed in Appendices 'A' and 'B' respectively for Ex Servicemen Contributory Health Scheme (ECHS) with immediate effect.

This issues with the concurrence of Ministry of Defence(Finance) vide their U.O. No.977/W -II dated 26<sup>th</sup> Aug, 2004.

Yours faithfully

Sd/-xxx

(V.K. JAIN)

**Under Secretary to the Govt. of India**

Copy to:-

1. CGDA, New Delhi
2. SO to Defence Secretary
3. PPS to FA (DS)
4. PPS to AS (Acquisition)
5. PPS to AS (M) / PPS to AS (I)
6. Addl FA (V) / Addl FA (K)
7. JS (ESW)
8. JS (O/N) / JS (E)
9. Dir (Finance/AG) / Director (Fin / Works)
10. Defence (Finance/AG/PD)

**SCALES OF FURNITURE FOR ECHS POLYCLINICS Appendix 'A'**

S No.	Nomenclature	Types of Polyclinics			
		A	B	C	D
1.	Bed Stead Iron Hospital	1	1	1	1
2.	Bed Stead Fowler	1	1	0	0
3.	Table Bedside Type II	2	2	2	1
4.	Stool Steel	3	3	1	1
5.	Step Two tier	5	5	3	2
6.	Invalid Chair Non Folding	2	3	1	1
7.	Table 90 cm x 60cms Stainless steel on castors	2	2	1	1
8.	Screen Movable	2	2	2	2
9.	Patient Trolley Stretcher	2	2	2	2
10.	Revolving Stool	14	14	9	7
11.	Receptacle Large 75 Ltrs	6	6	4	4
12.	Receptacle Small 35 Ltrs	24	24	16	10
13.	IV Fluid Stand	2	2	2	2
14.	Examination Couch	5	5	4	3
15.	Examination Couch Obstetric	1	1	0	0
16.	Cylinder Trolley	1	1	1	1
17.	Board Notice	3	3	2	2
18.	Lateral Filing Cabinet 3 drawer	3	2	2	2
19.	Rack Adjustable closed on 3 sides 6 tiers	9	7	5	2
20.	Rack Adjustable open	8	5	4	2
21.	Side Rack with 3 trays wooden, 3 sides closed	7	7	4	3
22.	Chair CB (without arms)-stackable-visitor	5	5	2	1
23.	Chair CBA (visitor) - with padded arm	12	8	6	4
24.	Chair CB Elevated and Rotating	2	2	2	2
25.	Chair Executive Revolving Low Back with push back with castors	8	8	5	5
26.	Computer Chair with Arm on Castors	3	3	2	2
27.	Computer Chair without Arm on Castors	1	1	1	1
28.	Chair Folding Multiseater set of 3	15	12	10	8



**NON-MEDICAL EQUIPMENT FOR ECHS POLYCLINICS Appendix 'B'**

S No.	Nomenclature	Types of Polyclinics			
		A	B	C	D
1.	Refrigerator 300 Ltrs	1	1	1	1
2.	Refrigerator 165 Ltrs	1	1	0	0
3.	Hot Case	1	1	1	1
4.	Gas Double Burner	1	1	0	0
5.	Gas Single Burner	1	1	2	2
6.	Tool Kit for minor repairs constituting Hammer, Wrench, Pliers, Sacrew driver	1	1	1	1
7.	Water Cooler with Aquaguard	2	2	1	1
8.	Thermos 1 Ltr	1	1	1	1
9.	Stretcher Folding Lt Weight	1	1	1	1
10.	Standard Measuring Height	1	1	1	1
11.	Weighting Machine	5	5	3	3
12.	Blanket Hospital	4	4	2	2
13.	Mattress Hospital	2	2	2	1
14.	Pillow Hospital	4	4	4	4
15.	Pillow Slip	8	8	8	8
16.	Bed Sheet Hospital	6	6	6	6
17.	Towel Hand	24	24	16	16
18.	Soap Tray	12	12	8	8
19.	Mat Door	12	12	8	6
20.	Table Cloth	24	24	16	16
21.	Vaccum Cleaner	1	1	1	1
22.	Bucket Plastic with Mug	5	5	3	3
23.	Tape measuring	5	5	3	3
24.	Torch Hand	5	5	3	3
25.	Safety Razor and Blade	2	2	2	2
26.	Gown Operating	2	2	2	2
27.	Aprons water proof	1	1	1	1
28.	lipper Rubber	2	2	2	2
29.	Soap Toilet	As required	As required	As required	As required
30.	Soap Laundry	As required	As required	As required	As required
31.	Soap Woolen	As required	As required	As required	As required
32.	Spray Hand Anti Insect	1	1	1	1
33.	Brooms Sweeping	4	4	3	3

34.	Ice box	1	1	1	1
35.	Wall Clock	5	5	3	3
36.	Rechargeable Light	2	2	2	2
37.	Inverter 5 KVA	1	1	1	1
38.	Torch Cells	4 per torch	4 per torch	4 per torch	4 per torch
39.	Water glasses	As required	As required	As required	As required
40.	Floor Mops	-do-	-do-	-do-	-do-
41.	Phenyl	-do-	-do-	-do-	-do-
42.	Odonil	-do-	-do-	-do-	-do-
43.	White	-do-	-do-	-do-	-do-
44.	Wite caps	-do-	-do-	-do-	-do-
45.	Face Masks	-do-	-do-	-do-	-do-

MGO Branch  
Army Headquarters  
DHQ PO, New Delhi-110011

A/32697/ECHS/EME Ops 3

18 Nov 2004

HQ Comds (EME)  
HQ Comds (Med)

**POLICY ON REPAIR AND MAINT OF VEHS AND EQPT AUTH TO ECHS AND CENTRAL ORGANISATION, REGIONAL CENTRES AND POLYCLINICS**

1. Ex-Servicemen Contributory Health Scheme (ECHS) has been set up vide GOI letter No 22(1)/01/US(WE)/D(Res) dt 30 Dec 02 to provide medicare to all Ex Service men and their dependants. The ECHS comprises of one Central Organisation, 13 Regional Centres and a network of 227 Polyclinics. Of these 227 Polyclinics, 104 are augmented Armed Forces Polyclinics at mil stns and remaining 123 polyclinics are at non mil stns.

2. **Repair and Maint of Eqpt and Vechs of ECHS.** The policy on repair and maint cover to Medical eqpt, Vechs and Generators of ECHS is as under :-

(a) **Med Eqpt.** Repair/maint of med eqpt is to be carried out as per the procedure for service Hosp as per Para 9 of Appx to GOI, MoD letter No 22D(18)/09 US (WE)/D (Res)/Pt 1 dtd 13 Apr 10.

(b) **Vechs.**

(i) **Polyclinics.** Repair/Maint carried out ex-trade.

(ii) **Regional Centres at Kochi, Vizag and Mumbai.** Under the arrangement of Navy.

(iii) **Regional Centres at Ahmedabad, Nagpur, Bangalore and Coimbatore.** Under arrangement of Air Force.

(iv) **Central Org and Regional Centres other than under Navy and Air Force .** EME as per existing policy of the Army.

(c) **Generators.** Complete repair/maint carried out ex trade.

(As amended Dte Gen of EME (Ops & Plans) of IHQ of MoD (Army) letter No A/32697/ECHS/EME Ops 3 dt 11 Jan 12.

3. The details of vehs and eqpt held by the ECHS Central Org, 13 Regional Centres and 104 Polyclinics at mil stns alongwith the dependant wksp are given at appces 'A' and 'B' (att).

Sd/- x x x x x x  
(Ashwini Sharma)  
Col  
Dir EME (Ops & Plans)  
For DG EME

**Copy to :-**

Central Organisation  
Ex-Servicemen Contributory Health Scheme (ECHS)  
Maude Lines  
Delhi Cantt – 110010

HQ TG EME  
DG AFMS/DG-2 (Engg Sp)  
MAG-22 (Med)

**Internal**

EME (Armt)  
EME (Tech Coord)  
EME (Vehs)

**EME WKSPS RESPONSIBLE FOR REPAIRS TO THE VEHS AND EQPT OF ECHS ORG**

Ser	Unit	Details of Veh/Eqpt Held			Dependent Wksp/Unit for Electromedical Eqpt	Dependent Wksp/Unit for Non eletromedical eqpt, vehs and Gen sets
		Staff Car & Gypsy	M/C Hero Honda	30 KVA Genr or less		
(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	Central Organisation ECHS	2	2	2	Stn Wksp EME Delhi Cantt	Stn Wksp EME Delhi Cantt
2	Regional Centre ECHS Jammu	1	2	1	626 EME Bn	626 EME Bn
3	Regional Centre ECHS Delhi	1	2	1	Stn Wksp EME Delhi Cantt	Stn Wksp EME Delhi Cantt
4	Regional Centre ECHS, Chandimandir	1	2	1	Stn Wksp EME Chandimandir	Stn Wksp EME Chandimandir
5	Regional Centre ECHS Jaipur	1	2	1	Stn Wksp EME Jaipur*	Stn Wksp EME Jaipur*
6	Regional Centre ECHS Lucknow	1	2	1	Stn Wksp EME Lucknow	Stn Wksp EME Lucknow
7	Regional Centre ECHS Kolkata	1	2	1	Stn Wksp EME Kolkata	Stn Wksp EME Kolkata
8	Regional Centre ECHS Patna	1	2	1	Stn Wksp EME Allahabd	Stn Wksp EME Allahabad
9	Regional Centre ECHS Jabalpur	1	2	1	Stn Wksp EME Jabalpur	Stn Wksp EME Jabalpur
10	Regional Centre ECHS Pune	1	2	1	Stn Wksp EME Pune	Stn Wksp EME Pune
11	Regional Centre ECHS Chennai	1	2	1	Stn Wksp EME Chennai	Stn Wksp EME Chennai
12	Regional Centre ECHS Guwahati	1	2	1	Stn Wksp EME Guwahati	Stn Wksp EME Guwahati
13	Regional Centre ECHS Cochin	1	2	1	Stn Wksp EME Chennai	Under arng of Navy
14	Regional Centre ECHS Hyderabad	1	2	1	Stn Wksp EME Secunderabad	Under arng of Air Force

\* Amendment issued vide A/32697/ECHS/EME Ops 3 dt 10 Feb 09 (E-14)

**EME WKSPS RESPONSIBLE FOR REPAIRS TO NON ELECTRO MEDICAL EQPT AND  
GENERATORS OF ECHS POLYCLINICS**

**Polyclinics**

	Unit	30 KVA Genr or less	Dependent Wksp/Unit for Electromedical Eqpt	Dependent Wksp/Unit for Non eletromedical eqpt, vehs and Gen sets
(a)	(b)	(c)	(d)	(e)
1	Polyclinic Chandigarh	1	Stn Wksp EME Chandimandir	Stn Wksp EME Chandimandir
2	Polyclinic Shimla	1	Stn Wksp EME Chandimandir	Stn Wksp EME Jutogh (Shimla)
3	Polyclinic Solan	1	Stn Wksp EME Chandimandir	Stn Wksp EME Chandimandir
4	Polyclinic Amritsar	1	11 Corps Z Wksp	870 FWC/615 EME Bn
5	Polyclinic Gurudaspur(Pathankot)	1	-do-	234 FWC/615 EME Bn
6	Polyclinic Jalandhar	1	11 Corps Z Wksp	11 Corps Z Wksp
7	Polyclinic Ludhiana	1	-do-	989 AD Regt Wksp
8	Polyclinic Sangrur	1	7002 EME Bn	5 Armd Wksp/601 EME Bn
9	Polyclinic Bhathinda	1	7010 EME Bn	7010 EME Bn
10	Polyclinic Faridkot	1	-do-	818 FWC/607 EME Bn
11	Polyclinic Firozpur	1	-do-	806 FWC/607 EME Bn
12	Polyclinic Kapurthala	1	11 Corps Z Wksp	6055 Mech Wksp
13	Polyclinic Patiala	1	7002 EME Bn	115 Armd Wksp/601 EME Bn
14	Polyclinic Moga	1	7010 EME Bn	806 FWC/607 EME Bn
15	Polyclinic	1	7010 EME Bn	819 FWC/616 EME Bn
16	Polyclinic Bikaner	1	-do-	832 FWC/624 EME Bn
17	Polyclinic Chennai	1	Stn Wksp EME Chennai	Stn Wksp EME Chennai
18	Polyclinic Wellington	1	-do-	Stn Wksp EME Wellington
19	Polyclinic Hyderabad		Stn Wksp EME Secunderabad	Stn Wksp EME Secunderabad
(a)	(b)	(c)	(d)	(e)
20	Polyclinic Belgaum	1	Stn Wksp EME Bambolim Goa	Det Stn Wksp EME Bangalore

21	Polyclinic Panjim	1	Stn Wksp EME Bambolim	Stn Wksp EME Bambolim
22	Polyclinic Gwalior	1	7001 EME Bn	255 Armd Wksp/636 EME Bn
23	Polyclinic Indore (Mhow)	1	Stn Wksp EME Mhow	Stn Wksp EME Mhow
24	Polyclinic Jabalpur	1	Stn Wksp EME Jabalpur	Stn Wksp EME Jabalpur
25	Polyclinic Bhopal	1	Stn Wksp EME Jabalpur	194 FWC/7021 EME Bn
26	Polyclinic Saugor	1	-do-	838 FWC/636 EME Bn
27	Polyclinic Ajmer	1	12 Corps Z Wksp	813 FWC/612 EME Bn
28	Polyclinic Alwar	1	12 Corps Z Wksp	820 FWC/618 EME Bn
29	Polyclinic Jodhpur	1	-do-	12 Corps Z Wksp
30	Polyclinic Bharatpur	1	7001 EME Bn	942 AD Regt Wksp
31	Polyclinic Jaipur	1	Stn Wksp EME Jaipur*	Stn Wksp EME Jaipur
32	Polyclinic Kota	1	-do-	821 FWC/618 EME Bn
33	Polyclinic Udaipur	1	12 Corps Z Wksp	242 FWC/612 EME Bn
34	Polyclinic Jaisalmer	1	-do-	AWD 6004 Armd Wksp
35	Polyclinic Barmer	1	7010 EME Bn	AWD Jessai/611 EME Bn
36	Polyclinic Jammu	1	626 EME Bn	872 FWC/626 EME Bn
37	Polyclinic Junglot (Kathua)	1	Stn Wksp EME Pathankot	171(I) FWC
38	Polyclinic Samba	1	Stn Wksp EME Pathankot	842 FWC/629 EME Bn
39	Polyclinic Udhampur	1	14 EME Bn (Comd)	14 EME Bn (Comd)
40	Polyclinic Doda	1	14 EME Bn (Comd)	840 (I) FWC
41	Polyclinic Poonch	1	626 EME Bn	237 FWC/625 EME Bn
42	Polyclinic Srinagar	1	7015 EME Bn	7015 EME Bn
43	Polyclinic Baramulla	1	-do-	823 FWC/619 EME Bn

\* Amendment issued vide A/32697/ECHS/EME Ops 3 dt 10 Feb 09 (E-14)

(a)	(b)	(c)	(d)	(e)
45	Polyclinic Leh	1	626 EME Bn	836 FWC/625 EME Bn

46	Polyclinic Dharmashala	1	Stn Wksp EME Pathankot	Det Stn Wksp EME Pathankot
47	Polyclinic Trivandrum	1	Stn Wksp EME Chennai	260 FWC/654 EME Bn
48	Polyclinic Kamrup (Guwahati)		Stn Wksp EME Guwahati	Stn Wksp EME Guwahati
49	Polyclinic Masimpur (Silchar)	1	862 FWC/657 EME Bn	862 FWC/657 EME Bn
50	Polyclinic Agartala	1	-do-	861 FWC/657 EME Bn
51	Polyclinic Imphal	1	862 FWC/657 EME Bn	210 FWC/657 EME Bn
52	Polyclinic Shilong	1	Stn Wksp EME Shillong	Stn Wksp EME Shillong
53	Polyclinic Aizwal	1	-do-	2 Assam Rif Wksp
54	Polyclinic Zakhama(Kohima)	1	Stn Wksp EME Shilong	1 Assam Rif Wksp
55	Polyclinic Mokokchung	1	-do-	1 Assam Rif Wksp
56	Polyclinic Darjeeling	1	33 Corps Z Wksp	52 FWC/617 EME Bn
57	Polyclinic Kolkata	1	Stn Wksp EME Kolkata	Stn Wksp EME Kolkata
58	Polyclinic Bengdubi (Jalpaiguri)	1	33 Corps Z Wksp	33 Corps Z Wksp
59	Polyclinic Gangtok	1	33 Corps Z Wksp	854 FWC/617 EME Bn
60	Polyclinic Meerut	1	Stn Wksp EME Bareilly	Det Stn Wksp EME Bareilly
61	Polyclinic Agra	1	7001 EME Bn	Stn Wksp Agra
62	Polyclinic Bareilly	1	Stn Wksp EME Bareilly	Stn Wksp EME Bareilly
63	Polyclinic Feteahgarh	1	Stn Wksp EME Lucknow	Det Stn Wksp EME Kanpur
64	Polyclinic Lucknow	1	Stn Wksp EME Lucknow	Stn Wksp EME Lucknow
65	Polyclinic Allahabad	1	Stn Wksp EME Allahabad	Stn Wksp EME Allahabad
66	Polyclinic Faizabad	1	Stn Wksp EME Lucknow	90 FWC/604 EME Bn

(a)	(b)	(c)	(d)	(e)
67	Polyclinic Mathura	1	7001 EME Bn	7001 EME Bn
68	Polyclinic Varanasi	1	Stn Wksp EME, Allahabad	Det Stn Wksp EME Allahabad



69	Polyclinic Jhansi	1	7001 EME Bn	129 AWC/631 EME Bn
70	Polyclinic Shahjahanpur	1	Stn Wksp EME Bareilly	215 FWC/606 EME Bn
71	Polyclinic Dehradun	1	Stn Wksp EME Dehradun	Stn Wksp EME Dehradun
72	Polyclinic Pithoragarh	1	Stn Wksp EME Bareilly	119 FWC/606 EME Bn
73	Polyclinic Lansdowne	1	Stn Wksp EME Dehradun	Det Stn Wksp EME Roorkee
74	Polyclinic Delhi	1	Stn Wksp EME Delhi Cantt	Stn Wksp EME Delhi Cantt
75	Polyclinic Hissar	1	7001 EME Bn	78 Armd Wksp/633 EME Bn
76	Polyclinic Ambala	1	7002 EME Bn	7002 EME Bn
77	Polyclinic Danapur(Patna)	1	Stn Wksp EME Allahabad	Det Ex 623 EME Bn
78	Polyclinic Gaya	1	Stn Wksp EME Allahabad	Det Ex 623 EME Bn
79	Polyclinic Ranchi	1	-do-	209 FWC/623 EME Bn
80	Polyclinic Ahmedabad	1	Stn Wksp EME Baroda	Det Stn Wksp EME Baroda
81	Polyclinic Vadodra	1	-do-	Stn Wksp EME Baroda
82	Polyclinic Jamnagar	1	-do-	Det Stn Wksp EME Baroda
83	Polyclinic Pune	1	Stn Wksp EME Pune	Stn Wksp EME Pune
84	Polyclinic Ahmednagar	1	Stn Wksp EME Pune	Armd Static Wksp Ahmednagar
85	Polyclinic Aurangabad	1	Stn Wksp EME Pune	296 FWC/641 EME Bn
86	Polyclinic Nasik	1	Stn Wksp EME Mumbai	Arty Static Wksp Deolali
87	Polyclinic Port Blair	1	Stn Wksp EME Chennai	Under arng of Navy
88	Polyclinic Vishakapatnam	1	Stn Wksp EME Secunderabad	Under arng of Navy
89	Polyclinic Karwar	1	-do-	Under arng of Navy

(a)	(b)	(c)	(d)	(e)
90	Polyclinic Cochin	1	Stn Wksp EME Chennai	Under arng of Navy
91	Polyclinic Balasore	1	Stn Wksp EME, Chennai	Under arng of Navy

92	Polyclinic Cuttack	1	AD Static Wksp Gopalpur	Under arng of Navy
93	Polyclinic Mumbai	1	Stn Wksp EME Mumbai	Under arng of Navy
94	Polyclinic Mumbai (Upnagar)	1	Stn Wksp EME Mumbai	Under arng of Navy
95	Polyclinic Coimbatore	1	-do-	Under arng of Air Force
96	Polyclinic Bangalore	1	Stn Wksp EME Chennai	Under arng of Air Force
97	Polyclinic Bangalore (Rural)	1	Stn Wksp EME Chennai	Under arng of Air Force
98	Polyclinic Jorhat	1	Stn Wksp EME Johrat	Under arng of Air Force
99	Polyclinic Kanpur	1	Stn Wksp EME Kanpur	Under arng of Air Force
100	Polyclinic Gorakhpur	1	Stn Wksp EME Allahabad	Under arng of Air Force
101	Polyclinic Saharanpur	1	Stn Wksp EME Roorkee	Under arng of Air Force
102	Polyclinic Ghaziabad (Hindon)	1	Stn Wksp EME Delhi Cantt	Under arng of Air Force
103	Polyclinic Sirsa	1	-do-	Under arng of Air Force
104	Polyclinic Nagpur	1	-do-	Under arng of Air Force

Tele : 23375196

No.A/48474/FOL/Q1(B)

Headquarters  
Southern Command (Q/Ops)

Quartermaster General's Branch  
Army Headquarters  
New Delhi-110011

23 Jun 2005

Eastern Command (Q/Ops)  
 Central Command (Q/Ops)  
 Western Command (Q/Ops)  
 Northern Command (Q/Ops)  
 South Western Command (Q/Ops)

**ISSUE OF FOL TO EX-SERVICEMEN CONTRIBUTORY HEALTH  
 SCHEME (ECHS) VEHICLES**

1. Ref Govt of India, MOD letter No.22(1)/01/US(WE)/D (Res) dt 30 Dec 02 vide which Ex-Servicemen Contributory Health Scheme (ECHS) has been approved by the Govt of India.
2. It has been noticed that, though Govt orders exist on issue of FOL to ECHS org, the same however is not being followed in totality at all stns, resulting in unnecessary difficulty to the Central Org, Regional Centres and Polyclinics (New and Augmented).

3. With immediate effect, the procedure to be followed for issue of FOL will be as under:-

(a) **Central Org and Regional Centres.** FOL will be issued to these under Book Debit System from the closed, stn KSP/ASC Depot. The expenditure will be charged from Revenue Budget Head of ECHS: Major Head-2076, Minor Head-110, Sub Minor Head-110D. The details of vehs auth are as under:-

	<u>Central Org</u>	<u>Regional Centre</u>
(i) Motor Cycle	02	02
(ii) Maruti Gypsy	01	01
(iii) Staff Car	01	-
(iv) Generator (DG Sets)	01	01

(b) ECHS Polyclinics. FOL will be issued on payment, as per the existing SBRL. For polyclinics located in the close vicinity of a mil stn, FOL will be drawn on monthly payment system from stn KSP/ASC Depot. The monthly MRO will be deposited by OIC of the polyclinic by drawing money from cash assignment. For polyclinics not located in the close vicinity of a mil stn, FOL will be drawn from civil pump by making payment from cash assignment by the OIC of the polyclinics directly to the civil pump. The details of the vehs auth are as under:-

(i) Ambulance	01
(ii) Light Veh	01
(iii) Generator	01

4. In all cases proper docu will be maint and monthly audit will be carried out. On receipt of Govt sanction for auth of vehs on the PE of Central Org, Regional Centre and Polyclinics of ECHS, review of the current policy will be carried out.

5. Kindly ensure a copy of this letter is fwd to all the Stn HQs.

Sd/- x x x x x  
 (SC Joshi)  
 Lt Col  
 AQMG/Q1(B)  
 For Quartermaster General

**Copy to:-**

Central Org/ECHS, Delhi Cantt - For info and necessary action pl.  
 DG S&T/ST9/10 & AG Branch/AHQ - For info pl.

No. 24(2)/04/US (WE)/D(Res)  
 Government of India  
 Department of Ex-servicemen Welfare  
 Ministry of Defence  
 New Delhi

Dated : 15<sup>th</sup> July 2005

To  
 The Chief of the Army Staff  
 New Delhi

Subject : **Purchase of light Vehicles for Central Organisation and  
 Regional Centres of ECHS.**

Sir,

1. With reference to the Ministry of Defence letter No. 22(1)/01/US(WE)/D(Res) dated 30<sup>th</sup> December 2002, I am directed to convey the sanction of the Government for purchase of one Staff Car, one Maruti Gypsy & 2 Motor Cycles for the Central Organisation and one Maruti Gypsy & 2 Motor Cycles for each of the 12 Regional Centres of ECHS at a cost not exceeding Rs. 69.10 Lakhs.
2. The expenditure will be debitable to Major Head '2076' and Minor Head '107' Sub Head 'D' (Code Head 363/02) of the Defence Services Estimate.
3. This issues with the concurrence of Ministry of Defence (Finance/AG) vide their U.O. No 675/PD/05 dt 11.07.05.

Yours faithfully

Sd/-xxx  
 (VK Jain)

**Under Secretary to the Govt. of India**

Copy to:-

1. CGDA, New Delhi
2. SO to Defence Secretary
3. PPS to FA (DS)
4. PPS to AS (B) (Acquisition)
5. PPS to AS (T) / PPS to AS (I)
6. JS (ESW)
7. JS (O/N)
8. Dir (Fin)/Works/DFA/DS(Works)
9. Defence (Finance / AG / PD)
10. DFA (B) / DFA (N) DFA (Air Force)

\* Amended vide Govt of India MoD vide letter No 22D(02)/2011/WE/D/(Res) dt 29 Aug 2012.

No.24(2)04/US(WE)/D(Res)Pt.I  
 Government of India  
 Ministry of Defence  
 Deptt of Ex-Servicemen Welfare  
 New Delhi

Date the 3rd February, 2006

To

The Chief of Army Staff  
 New Delhi

**Subject : Purchase of light vehicles for Regional Centre of ECHS at Guwahati.**

Sir,

1. In continuation to the Ministry of Defence letter No.24(2)04/US(WE)/D(Res) dated 15th July, 2005, I am directed to convey the sanction of the President for purchase of one Maruti Gypsy and two Motor Cycles for the Regional Centre of ECHS at Guwahati at a cost not exceeding Rs. 5.05 lakhs (Rs. five lakhs, five thousand only).

2. The expenditure will be debitable to Major Head '2076' and Minor Head '107' Sub Head 'D' (Code Head 363/02) of the Defence Services Estimate.

3. This issues with the concurrence of Ministry of Defence (Finance/AG) vide their U.O. No. 50/PD dated 31.1.2006.

Yours faithfully,

Sd/-xxx  
 (VK Jain)

Under Secretary to the Govt. of India

Copy to:-

1. CGDA, New Delhi
2. SO to Defence Secretary
3. PPS to Secretary (DS)
4. PPS to AS (T) / PPS to AS (I)
5. JS (ESW)
6. JS (O/N)
7. Dir (Works/DFA/DFA/DS(Works))
8. Defence (Finance/AG/PD)
9. DFA (B) / DFA (N) / DFA (Air Force)
10. AFA (B-1)

No. AT/IV/4807/ECHS/VII  
Office of the CGDA  
West Block-V, R K Puram  
New Delhi -66  
Dated 11 Nov 2008

To

Sh. Gopi Krishna Yadav, IA &FS (P&T)  
Addl Controller  
O/o PCDA (AF)  
Dehradun

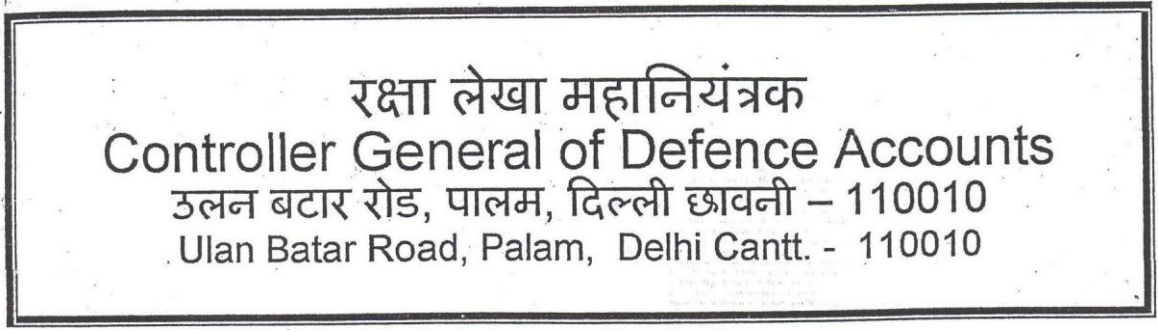
Sub: Release of Cash Assignment : ECHS

Ref : Your letter No M/VI/ECHS/Corres dated 15-9-08.

1. The matter has been examined and in this connection it is intimated that Cash Assignment is to be placed as per the amount requisitioned (which includes committed liabilities duly supported by details) subject only to the allotment of funds as laid down in ECHS letter No B/49797/AG/ECHS dated 13-9-07.
2. Since ECHS is a new and growing scheme, the utilization of funds has seen quantum jump in each successive year. The ECHS budget initially sanctioned is not the final budget as additional funds are released to meet the growing demands being obligatory in nature. MoD is also insisting that the release of additional funds is contingent upon utilization of funds already made available.
3. Non release of adequate funds causes problems in functioning of Polyclinics in providing medicare to ex-servicemen. It is therefore requested that correct procedure laid down in the aforementioned letter dated 13-9-07 may be followed and funds released as per the amount requisitioned subject to availability of allotment.

Sd/- x x x x x  
Dy CGDA (AT)

Note : Also refer CGDA letter No AT/IV/4807/ECHS/VII dt 08 Oct 2009.



**No. AT/IV/4807/ECHS/Vol-X**

**Dated : 04/10/2013**

**To**

**The CDA  
Patna.**

**Sub : Release of cash Assignment to ECHS Polyclinic.**

**Ref : CDA Patna letter no. M/I/Order No. M/I/Order file 0I dated 18/06/2013.**

The issue regarding release of cash Assignment to ECHS Polyclinic may be regulated in terms of provisions of Central Organisation, ECHS letter no.B/49797/AG/ECHS dated 13/09/2007 (copy enclosed) and HQrs letter No. AT/IV/4807/ECHS/VII dated 08/10/2009.

Sd/x-x-x-x-x  
Sr.Dy.CGDA (AT-III)

**No AT/IV/4807/ECHS/VII**  
**Office of the C.G.D.A West**  
**Block-V, R K Puram New**  
**Delhi -66**  
**Dated 08 Oct 2009**

**TO**

**Sub : Release of cash Assignment Vote on account : FY 2009-10**

1. It has been reported by Central Organization ECHS that saem controllers are not releasasing cash Assignment as per the amount requisitioned by Stn HQrs, inspite of available allotment. Instead the amount is being restricted by dividing the allotment for four quarters, which has resulted in piling up of hospital bills for payment.
2. In this connection it is stated that cash Assignment is to be placed as per the amount requisitioned (which includes committe4d liabilites duly supported by details) subject only to the allotment of funds as laid down in ECHS letter No B/49797/AG/ECHS dated 13-9-07. Since ECHS is a new and growing scheme, the utilization of funds has been a quantum jump in each successive year. The ECHS budget initially sanctioned is not the final budget as additional funds are released to meet the growing demands, being obligatory in nature. The release of additional funds is also contingent upon utilization of funds already made availabe.
3. Non release of adequate funds causes problems in functioning of Polyclinics and in provding medicare to ex-serviceman. It is, therefore, requested that correct procedure laid down in the aforementioned letter date 13-9-07may be followed and funds releasedas per the amount requisitioned subject to availability of allotment, and not by dividing initial allotment by four and thus nationing it across the financial year.

Please acknowledge receipt

Sd-x-x-x-  
**(Kanwaldeep Singh)**  
**Sr.Dy.CGDA(AT)**

**Copy to :**

**Central Organization ECHS**  
**Adjutant General's Branch**  
**Army HQrs**  
**Maude Lines**  
**Delhi Cantt-110010**

**For information w.r.t your letter No B/49797/AG/ECHS**  
**dated 29 Sep 2009**

**NO.1011/2011-PPC**  
**MINISTRY OF**  
**FINANCE DEPARTMENT OF EXPENDITURE**



**PUBLIC PROCUREMENT CELL**

North Block, New Delhi

Dated 30th November, 2011

**OFFICE MEMORANDUM****Subject: Mandatory publication of Tender Enquiries on the Central Public Procurement Portal**

Pursuant to the decisions of the Group of Ministers constituted to consider measures to tackle corruption and improve transparency, on the recommendations of the Committee on Public Procurement set up to look into various issues having an impact on public procurement policy, standards and procedures, it has been decided that

(a) NIC will set up a portal called the Central Public Procurement Portal (hereinafter referred to as CPP Portal) with an e-publishing module (similar to NIC's website [www.tenders.gov.in](http://www.tenders.gov.in)) and an e-procurement module (similar to NIC's e-procurement sites such as [pmgsytenders.gov.in](http://pmgsytenders.gov.in) and [epro-nicsi.nic.in](http://epro-nicsi.nic.in)). The CPP Portal will be accessible at the URL [eprocure.gov.in](http://eprocure.gov.in) and will provide links to the non-NIC e-procurement sites being used at present by various Ministries/ Departments, CPSEs and autonomous/ statutory bodies.

(b) While e-publishing of tender enquiries, corrigenda thereto and details of contracts awarded thereon, on the Portal, shall be made mandatory in a phased manner w.e.f. 1st January 2012, the comprehensive end-to-end e-Procurement feature would be implemented in a phased manner w.e.f. 15th April 2012, for which instructions will be issued separately. In the meantime, Digital Signature, which is essential at the e-procurement phase, may be obtained from any Certifying Authority or from NIC which is also a Certifying Authority, for the concerned officials.

**E-Publishing:**

(c) It will be mandatory for all Ministries/ Departments of the Central Government, their attached and subordinate offices, Central Public Sector Enterprises (CPSEs) and autonomous/ statutory bodies to publish their tender enquiries, corrigenda thereon and details of bid awards on the CPP Portal using e-publishing module with effect from the following dates:

c.i. Ministries/ Departments and their attached and subordinate offices w.e.f. 1st January 2012;

c.ii. CPSEs w.e.f. 1st February 2012;

c.iii. Autonomous/statutory bodies w.e.f. 1st April, 2012.

(d) Individual cases where confidentiality is required, for reasons of national security or to safeguard legitimate commercial interest of CPSE's, would be exempted from the mandatory e-publishing requirement. As far as Ministries/ Departments are concerned, decisions to exempt any case on the said

grounds should be approved by the Secretary of the Ministry/ Department with the concurrence of the concerned Financial Advisor. In the case of CPSEs, approval of the Chairman & Managing Director with the concurrence of Director (Finance) should be obtained in each case to be exempted. In the case of autonomous bodies/ statutory bodies, approval of the head of the body with the concurrence of the head of the Finance function, should be obtained in each such case. Statistical information on the number of cases in which exemption was granted and the value of the concerned contract, may be intimated on a Quarterly basis to the Ministry of Finance, Department of Expenditure at the email id [cphp-doe@nic.in](mailto:cphp-doe@nic.in)

(e) Ministries/ Departments, CPSEs and autonomous/ statutory bodies that are already publishing their tender enquiries on [www.tenders.gov.in](http://www.tenders.gov.in) and/or on their respective websites, shall ensure that their tender enquiries are simultaneously published / mirrored on the CPP Portal also. They may also ensure that all corrigenda and details of the contract awarded as a result of the tender enquiry, are also published on the CPP Portal.

(f) Ministries/ Departments, CPSEs and autonomous/ statutory bodies that are already carrying out e-procurement through NIC or their own website or through any other service provider, shall ensure that details of all their tender enquiries, related corrigenda and details of contracts awarded thereon, including those that are issued through e-procurement, are simultaneously published / mirrored on the CPP Portal. As stated at (a) above, they should also ensure that their a-procurement website is linked to the CPP Portal.

(g) The above instructions apply to all Tender Enquiries, Requests for Proposals, Requests for Expressions of Interest, Notice for pre- Qualification/ Registration or any other notice inviting bids or proposals in any form, issued on or after the dates indicated at (c) above whether they are advertised, issued to limited number of parties or to a single party.

(h) In the case of procurements made through DGS&D Rate Contracts or through Kendriya Bhandar NCCF, only award details need to be published on the Portal.

(j) These instructions would not apply to procurements made in terms of provisions of Rules 145 (Purchase of goods without quotations) or 146 (Purchase of goods by purchase committee) of General Financial Rules - 2005 (or similar provisions relating to procurements by CPSEs, autonomous bodies).

2. In order to facilitate implementation of aforesaid decisions regarding e-publishing of tender details, NIC will provide detailed guidelines for using the e- Publishing module of the CPP Portal. These guidelines will also be available in the CPP Portal. User IDs and Passwords would have to be obtained from NIC for accessing the Portal. Details in this regard will also be available in the CPP Portal.

3. NIC will also provide the following support:

a. NIC will make arrangements for necessary training to the concerned officials in the use of the CPP Portal for e-publishing. For this purpose, Ministries / Departments may contact NIC through email at [cppo-nic@nic.in](mailto:cppo-nic@nic.in) to work out the details.

- b. Detailed guidelines for the use of e-Publishing module will be made available in the CPP Portal and this would also be circulated separately to all Ministries/Departments.
  - c. A demonstration web site, similar to the CPP Portal, would be made available for training and hands-on practice. The site will also contain necessary user manuals and presentation materials.
4. Ministries/ Departments are requested to take necessary action to ensure that e-publishing of tender details on the Portal is commenced in terms of the time lines mentioned in para 2 (c) above. It is also requested that necessary instructions may be issued in this regard to all attached and subordinate offices as also to CPSEs, autonomous and statutory bodies under their administrative control.

(Sd/- x - x - x - x - x)  
 (Suchindra Misra)  
 OSD (PPC)  
 011-23092689

To,

Secretaries of all Ministries/Departments

Copy to

FAs of all Ministries/Departments

Copy also to DG (NIC), CGO Complex, New Delhi

No. 10/3/2012-PPC  
Ministry of Finance  
Department of Expenditure  
Public Procurement Cell

\*\*\*\*

North Block, New Delhi

30<sup>th</sup> March, 2012

**OFFICE MEMORANDUM**

**Subject: Implementation of comprehensive end-to-end e-procurement**

Reference is invited to this Department's O.M No.10/1/2011-PPe dated 30th November, 2011 vide which instructions were issued for mandatory publication of all tender enquiries, corrigenda thereto and details of contracts awarded thereon on the Central Public Procurement Portal (CPP Portal) by all Ministries/Departments, their attached and subordinate offices, Central Public Sector Enterprises and autonomous/statutory bodies. These instructions further envisaged implementation of comprehensive end-to-end e-procurement, guidelines for which were to be issued subsequently.

2. In pursuance of the above, it has now been decided that Ministries/ Departments of the Central Government, their attached and subordinate offices may commence e- procurement in respect of all procurements with estimated value of Rs.10 lakh or more in a phased manner as per the month-wise schedule given at Annexure I.

3. In this context, NIC has developed an e-procurement solution which can be accessed on the link <http://eprocure.gov.in>. Detailed guidelines on using the solution on e- procurement will be circulated by NIC separately and the same will also be available on the CPP Portal. However, the basic requirement to be met by Ministries/Departments is enclosed as Annexure II. NIC will also provide a training schedule, a demo site and hands on training on how to use their e-procurement solution, details of which will also be made available on the CPP Portal. Training request may be forwarded to [cphp-nic@nic.in](mailto:cphp-nic@nic.in). The proposed training schedule is enclosed as Annexure III.

4. Ministries/Departments, which are already carrying out e-procurement through other service providers or have developed e-procurement solutions in house, may continue to do so, ensuring that,

- i. the e-procurement solution meets all the requirements notified by Department of Information Technology under the "Guidelines for compliance to Quality requirements of a-procurement Systems" published on the e-Governance Standards Portal (<http://egovstandards.gov.in>);
- ii. the procurement procedure adopted conforms to the general principles envisaged under General Financial Rules- 2005 and the CVC guidelines;
- iii. details of all their tender enquiries, related corrigenda and details of contracts awarded thereon, through e-procurement are simultaneously published / mirrored on the CPP Portal.

5. Ministries/Departments which do not have a large volume of procurement or carry out procurements required for day to day running of offices and also have not initiated e- procurement through any other solution provider may use the e-procurement solution developed by NIC.

6. Ministries/Departments with large volume of procurement other than of the nature covered in Para 5 above may either use the e-procurement solution developed by NIC or engage any other service provider following due process.

7. As already stated, the implementation of e-procurement is to be done in a phased manner as per the month-wise schedule proposed vide Annexure I. In the first month, the Ministry/Department should commence e-procurement in the Ministry/Department itself and thereafter cover all attached and subordinate offices within a period of six months. Ministries/Departments should draw up a time frame for implementing e-procurement in their attached and subordinate units/ offices and issue necessary instructions so as to ensure complete implementation in all units/ offices within the prescribed timelines.

8. Ministries/Departments which are already doing some e-procurement or which are considering implementation of e-procurement have been included in the first two months in the proposed month-wise schedule. These Ministries/Departments should also ensure that all attached and subordinate offices under them commence e-procurement within a period of six months from the commencement of e-procurement in the Ministry/Department.

9. The Nodal Officers appointed by various Ministries/Department during the implementation of mandatory e-publishing of tender enquiries on the CPP Portal will oversee all aspects of implementation of e-procurement as well. Ministries/Departments which face any difficulty in following the proposed month-wise schedule may send their requests for alternate slots to email id [ppc-exp@nic.in](mailto:ppc-exp@nic.in)

10. Ministries/Departments may also tie up with NIC for training and support where e- procurement solution developed by NIC is adopted so that timely commencement of e- procurement is ensured. In this regard, request for training and support may be sent to [cppp-nic@nic.in](mailto:cppp-nic@nic.in).

11. These instructions will not apply to procurements made by Ministries/Departments through DGS&D rate contracts or through Kendriya Bhandar and NCCF. However, as stated in para 1 (h) of this Department's O.M dated 30 November 2011, award details in such cases are to be published mandatorily on the CPP Portal under the e-publishing module.

12. Although, all cases above Rs.10 lakh are to be covered by e-procurement, however in individual cases where national security and strategic considerations demand confidentiality, Ministries/Departments may exempt such cases after seeking approval of the Secretary of the Ministry/Department with the concurrence of their Internal Financial Advisers. Statistical information on the number of cases in which exemption was granted and the value of the concerned contract may be intimated on a Quarterly basis to the Ministry of Finance, Department of Expenditure at the email id [\*\*ppc-exp@nic.in\*\*](mailto:ppc-exp@nic.in).

13. Ministries/ Departments are requested to take necessary action to ensure that e-procurement is commenced in terms of the time lines mentioned in para 7 above.

Sd/- x x x x x x x  
(Yashashri Shukla)  
Director (PPC)  
011-23093457

To,

Secretaries of all Ministries/Departments

Copy to:

FAs of all Ministries/Departments

Copy also to:

DG (NIC), CGO Complex, New Delhi.

<b>Proposed schedule for implementation of e-procurement in Ministries/ Departments</b>	<b>Month</b>	<b>Name of the Ministry/ Department</b>	<b>Time by which all attached and subordinate offices shall have commenced e-procurement</b>
May 2012		Ministry of Railways Ordnance Factory Board, Ministry of Defence Ministry of Rural Development for PMGSY CPWD, Ministry of Urban Development DGS&D, Department of Commerce NHAI, Ministry of Road Transport and Highways Planning Commission  Department of Information Technology Department of Expenditure	October 2012
June 2012		Department of Commerce for procurement other than of DGS&D Ministry of Rural Development for procurement other than of PMGSY Ministry of Urban Development for procurement other than of CPWD Ministry of Road Transport and Highways for procurement other than by NHAI Department of Economic Affairs Department of Public Enterprises Department of Telecommunication Ministry of Drinking Water and Sanitation Ministry of External Affairs Department of Agriculture and Cooperation	November 2012
July 2012		Department of Revenue Department of Land Resources Ministry of Mines Ministry of Coal Ministry of Corporate Affairs Ministry of Culture Department of Science and Technology Department of Fertilizers Department of Consumer Affairs Department of Heavy Industries	December 2012

August 2012	Department of Disinvestment Department of Health and Family Welfare Department of Higher Education Ministry of Information and Broadcasting Ministry of Labour and Employment Ministry of New and Renewable Energy	January 2013
	Department of Personnel and Training Ministry of Petroleum and Natural Gas Department of Posts Ministry of Shipping	
September 2012	Department of Financial Services Ministry of Planning Department of Scientific and Industrial Research Department of Animal Husbandry, Dairying and Fisheries Department of Pharmaceuticals Department of Defence Research and Development Ministry of Earth Sciences Department of AIDS Control Department of Official Language Department of School Education and Literacy	February 2013
October 2012	Legislative Department Ministry of Overseas Indian Affairs Ministry of Parliamentary Affairs Ministry of Power Ministry of Civil Aviation Ministry of Textiles President's Secretariat Prime Minister's Office Cabinet Secretariat Department of Ex-Servicemen Welfare	March 2013
November 2012	Vice President's Secretariat Ministry of Food Processing Industries Department of Agricultural Research and	April 2013

	Education Department of Food and Public Distribution Department of Defence Production Department of Health Research Department of Internal Security Department of Justice Department of Pensions and Pensioners Welfare Ministry of Social Justice and Empowerment	
December 2012	Ministry of Tribal Affairs Ministry of Water Resources Department of Space Department of Atomic Energy Department of Sports Department of Chemicals and Petro-Chemicals Department of Industrial Policy and Promotion Department of Defence Ministry of Development of North Eastern Region Department of Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy (AYUSH)	May 2013
Jan 2013	Ministry of Panchayati Raj Department of Administrative Reforms and Public Grievances Department of Bio-Technology Ministry of Statistics and Programme Implementation \Ministry of Tourism Ministry of Environment and Forests Department of States Department of Home Department of Jammu and Kashmir Affairs Ministry of Micro, Small and Medium Enterprises	June 2013
February 2013	Ministry of Minority Affairs Ministry of Steel Ministry of Housing and Urban Poverty Alleviation Ministry of Women and Child Development Department of Youth Affairs Department of Legal Affairs Department of Border Management	July 2013



The basic requirements to be met by Ministries/Departments for implementation of e-procurement solution provided by NIC are:

**I. Nodal Officer's responsibilities for e-Procurement**

**A. Requirement of Digital Signature Certificate (DSC)**

- Valid email ID & Digital Signature Certificate (DSC) is required for all authorised users in a Ministry/Department to carry out e-Procurement.
- Digital Signature Certificates (DSC) obtained for concerned officials for e-publishing can be used for e-procurement as well.
- The DSCs can be obtained by Ministries/Departments directly from any of the Certifying Authorities (CA). NIC is also one of the CA and provides DSCs to the Government officials.
- The instructions to obtain a DSC, DSC Request Form, fee structure, and payment details are available at <https://nicca.nic.in> and in the FAQ section of the CPP Portal.
- Issuance of DSC to private bidders - Since NIC offers DSC only for Government officials, bidders need to obtain DSCs from other Certifying Authorities such as TCS/ SIFY/ nCode etc.

**B. Identification and creation of users**

Nodal Officer of all Ministries/Department will have the responsibility for identifying and creating the user accounts for e-procurement roles such as Bid Openers and Bid Evaluators in addition to Tender Creators and Tender Publishers created earlier for e- publishing.

**Detailed training schedule for implementation of e-procurement solution developed by NIC**

- a. A Half-day awareness session to be conducted by NIC for Ministries/Departments at their premises, to provide them an overview of the e-procurement solution developed by NIC and accessible through the link [www.eprocure.gov.in](http://www.eprocure.gov.in).
- b. NIC will schedule a two-day hands-on training one-procurement solution developed by them for nominated officials from each of the Ministry/Department.
- c. NIC will deploy one Facility Management Person (FMP) in each user organisation to provide hand-holding support for a period of one week. Ministries/Department may utilize the services of the FMP for internal training, installation and mapping of DSCs, handholding support for e-procurement activities etc. For continued support from these FMPs after one week, Ministries/Department will be required to bear the cost of the FMP.
- d. A demo site will also be available on the CPP Portal which can be accessed with the help of a DSC.
- e. Further, each Ministry/Department will be required to identify the prospective bidders for their forthcoming tenders.
- f. A half day training and awareness session for the potential bidders of each Ministry/Department will be conducted by NIC in the premises of the Ministry/Department to make them aware of the various features and requirements of the e-procurement solution developed by NIC which will include the following:
  - i. Acquiring DSC
  - ii. Process of registration on the CPP Portal
  - iii. Process of tracking tenders through the CPP Portal, raising pre-bid queries, participating in pre-bid meetings etc.
  - iv. Process of submission of online bids
  - v. Other processes such as online presence at the time of bid opening, availability of comparison charts etc.

Ministry of Defence  
(Deptt of Ex-Servicemen Welfare)

New Delhi, the 22<sup>nd</sup> August, 2012

To,

The Chief of the Army Staff  
The Chief of the Naval Staff  
The Chief of the Air Staff

Subject :- **Mobile Medical Units for ECHS Type E Mobile Clinics**

Sir,

1. With reference to Govt of India, Ministry of Defence letter No 2(1)/01/US(WE)/D(Res) dated 30<sup>th</sup> Dec, 2002 and 22D(44)/2007/US(WE)/DF(Res) dated 18<sup>th</sup> October, 2010, , I am directed to convey the sanction of the Government for authorisation of one Ambulance Vehicle for each Type E, Mobile Clinic of 2.5 Ton category which is in service with Army/Navy/Air Force, suitably modified to function as Mobile Medical Unit (MMU) alongwith following :-

- |     |                            |   |   |
|-----|----------------------------|---|---|
| (a) | Generator (Portable 5 KVA) | - | 01 each   |
| (b) | Auto Analyzer (Portable)   | - | 01 each   |
| (c) | ECG Machine (Portable)     | - | 01 each   |
| (d) | Minor Medical Equipment    | - | As required (within financial ceiling of Rupees on Lac per MMU) |

2. The ambulance vehicles will be suitably modified to function as MMU at a cost not exceeding 20 percent of cost of the Ambulance vehicle or Rs 2 lacs whichever is lesser.

3. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O No 33(30)/2012/Fin/Pen dated 22.08.2012.

Yours faithfully,

Sd/- x x x x  
(HK Mallick)

Under Secretary to the Govt of India

Copy to:-

1. PPS to Secy (ESW)
2. PPS to FADS
3. PS to JS (ESW)
4. PS to Addl. FA(RK)
5. CGDA
6. AG, IHQ of MoD (Army)
7. COP, IHQ of MoD (Navy)
8. AOA, Air HQ (VB)
9. DGAFMS
10. MGO
11. MD, ECHS

Copy signed in ink to :-

All PsCDA/CsDA

Tele : 26141048

DDG IT, Dte Gen Info Systems  
General Staff Branch

IHQ of MoD (Army)  
 DGIS Enclave, Rao Tula Ram Marg  
 New Delhi-110010

B/03566/Gen/DDG IT (Proj)

28 Aug 2012

(All dte / comds)

**MANDATORY PUB OF TENDER ENQUIRIES ON THE CENTRAL  
PUBLIC PROCUREMENT (CPP) PORTAL**

1. Further to this office letter No B/03566/Gen/DDG IT (Proj) dt 14 Feb 2012 sensitizing the envt on the reqmt of pub of all tender enquiries on the Internet on the CPP portal.

2. The primary objective of this portal is to provide a single pt access to the info on procurements made across various ministries/depts and all the org under them. CPP Portal will eventually contain all tender enquiries floated by any central govt org. It will have all circulars / GOs/OMs. It will also have the details of Award of Contract for all tenders which have been concluded. All govt dept are expected to upload all tender enquiries, its corrigendums and award details after the bid award on to the site. Same is to be done through the E-publishing Module of the portal, which is available for usage. In the future, after impl of the E-procurement Module of the portal, an end-to-end solution for online procurement would also be available .

3. The following is required to enable migration towards usage of the portal:-

(a) **Creation of Users**

(i) Same is reqd to access the functionality of e-pub and in future for e-procurement.

(ii) Two types of users are reqd to be created:-

(aa) **Nodal Offr.** As per org hierarchy. Proposed hierarchy for creation of Nodal Offrs is att as Appx A. The top level Nodal Offr has to be created by NIC. The lower level Nodal Offrs can only be created by the one-level up Nodal Offr. The proposed hierarchy is reqd to be sent to NIC for the same.

(ab) **Normal Users.** Within each sub org/level of hierarchy, with specific role such as Tender Creator, Tender publisher etc.

(iii) **Creation of Nodal Offr**

(aa) Proposed Hierarchy of Nodal Offrs is att as Appx A.

(ab) Only Nodal Offrs can create Normal Users for their sub org, with specific roles.

(ac) Sample form for Creation of Nodal Offr Acct is att as Appx B.

(ad) Same can also be down loaded from <http://eprocure.gov.in/cpp/downloads>.

(ae) After downloading and filling, same should be sent to the one-level higher Nodal Offr, so that he can create the user. The form also needs to be scanned and e-mailed to [cpp-nic@nic.in](mailto:cpp-nic@nic.in) for central record keeping.

(iv) **Creation of Normal Users**

(aa) Only a Nodal Offr can create Normal Users for his sub org.

(ab) A Normal User can have a specific role viz Tender Creator or Tender Publisher. For e-procurement, more users with varied roles like Tender Opener, Tender Evaluator etc can be created.

(ac) Sample for creation of Normal Users is att as Appx C.

(ad) Same can also be downloaded from <http://eprocure.gov.in/cpp/downloads>.

#### 4. **Trg on Usage**

(a) NIC is org trg on the usage of the portal on a weekly basis; the duration being 2 ½ hrs.

(b) Schedule is listed on the Home page of the portal (<http://eprocure.gov.in/cpp/>).

(c) All dtes/comds are requested to use this facility by sending an e-mail request to [cppp-nic@nic.in](mailto:cppp-nic@nic.in) and [cppp-doe@nic.in](mailto:cppp-doe@nic.in) giving out the preferred slot and names of offrs desirous of attending.

#### 5. **Assistance In Using of Portal**

(a) Following offrs can be contacted for the same :-

<u>Name</u>	<u>Office</u>	<u>Tele</u>
Lt Col AM Shende	DDG IT	39864
Lt Col Rajeev Kumar	OSCC	33589

(b) NIC Help Line Toll Free No at 1800-2337315.

(c) E-Mail. Queries can also be mailed at [cppp-nic@nic.in](mailto:cppp-nic@nic.in).

6. The a/m actions will also facilitate migration to the e-procurement module. Being the lead dte for impl of e-procurement in the Army. It is requested that the following actions be undertaken by OS Dte/OSCC:-

(a) Creation of Nodal Offrs as brought out in Para 3 above & Appx A.

(b) Coord the creation of Nodal Offrs & Normal Users in dtes/comds & lower fmns.

(c) Coord trg of Army users in conjunction with NIC & issue a schedule for the same.

Sd/- x x x x x x  
(AM Shende)  
Lt Col  
Jt Dir (Project)  
For DG Info Sys

Encls : (As above)

Copy to :-

Dte Gen of Ord Services

OSCC - For necessary action pl. being the nodal agency for impl of e-procurement in the Army.

Appx 'A'

#### **HIERARCHY OF NODAL OFFRS**

Level	Entity	Remarks
-------	--------	---------

Level 0	Ministry of Defence	Only indicates ministry. No Nodal Offr reqd.
Level 1	Integrated HQ of Def (Army)	Offr to be nominated by OS Dte as top level Nodal Offr.  Created by NIC.
Level 2	All dtes/brs of IHQ of Def (Army), all comd HQ	Dir Auto and Col GS(Sys) nominated as Nodal Offrs. GSO1(IT) at HQ DGIS.  Created by Level 1 Nodal Offr.
Level 3	All Cat A/Cat B ests, HQ s below comd	Dir Auto/GSO1 (MIS)/dealing offr can be nominated as Nodal Offr.  Created, On reqmt, by Level 2 Nodal Offr of chain of comd.

No.22D(02)/2011/WE/D(Res)  
Government of India  
Ministry of Defence  
Deptt of Ex-Servicemen Welfare)

New Delhi, the 29<sup>th</sup> August, 2012

To,

The Chief of the Army Staff  
The Chief of the Naval Staff  
The Chief of the Air Staff

Subject :- Authorisation of Motor Cycles and Light Vehicle for Regional Centres of ECHS

Sir,

1. With reference to Govt of India, Ministry of Defence letter No 22D(44)/2007/US(WE)/D(Res) dated 18<sup>th</sup> Oct 2010, I am directed to convey the sanction of the Government for authorisation of one Light Vehicle and two Motor Cycles (of make and type which are in service with the Armed Forces) for each of 15 new Regional Centres of ECHS (list attached at Appendix).

2. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O No 3735/12.FP dated 27.08.2012

Yours faithfully,

Sd/- x x x x  
(HK Mallick)

Under Secretary to the Govt of India

Copy to:-

1. CGDA
2. PPS to Secy ESW
3. PPS to FA DS
4. PS to JS (ESW)
5. PS to Addl. FA(RK) & JS

Copy also to :-

6. AG
7. COP, IHQ of MOD (Navy)
8. AOA, Air HQ (VB)
9. MGO
10. MD , Central Org, ECHS.

Copy signed in ink to :-  
All PsCDA/CsDA

**Appendix**

(Refers GoI, MoD letter No  
22D(02)/2011/WE/D(Res)  
Dated 29 August 2012)

**LIST OF ADDITIONAL 15 REGIONAL CENTRES**

1. Shimla
2. Jalandhar
3. Ambala
4. Hissar
5. Dehradun
6. Meerut
7. Allahabad
8. Ahmedabad
9. Nagpur
10. Ranchi
11. Mumbai
12. Visakhapatnam
13. Bangalore
14. Coimbatore
15. Trivandrum

Tele : 23012269

C/22868/e-Proc/OSCC

20 Sep 2012

**MGO BR/OS DTE/OSCC**

**MANDATORY PUB OF TENDER ENQUIRIES ON THE  
CENTRAL PUBLIC PROCUREMENT(CPP) PORTAL**



1. Please refer to the following :-

- (a) Min of Fin, Deptt of Expdr OM No 10/1/2011-PPP dt 30 Nov 2011.
- (b) Min of Fin, Deptt of Expdr OM No 10/3/2012-PPP dt 30 Mar 2012.
- (c) Min of Def, D (IT/Coord) OM No 2/1/2011/D (IT/Coord) dt 14 May 2012.
- (d) DDG IT letter No B/03566/Gen/DDG IT (Proj) dt 28 Aug 2012.

2. **Publishing of TE on CPP Portal.** There is a mandatory reqmt of publishing of all tender enquires for procurements sans those under GFR Para 145 & 146 using the e-Publishing module on the CPP Portal (eprocure.gov.in) wef 01 Jan 2012 and later migrate to the e-Procurement module on the CPP Portal. The Key differences of the e-Publishing vis-à-vis e-Proc module are given in Appx 'A'. Instructions for ushering in of **e- Publishing** Module on CPP Portal for all Br / Dte of IHQ of MoD (Army) are as under :-

- (a) **Setting up of Organisation Structure / Hierarchy.** It has been suggested by NIC that each Branch should forward an organizational structure / hierarchy for the purpose of mapping on CPP portal for ushering in of e-Publishing. The format of organizational structure / hierarchy of mapping on the CPP Portal is as under :-

Ser No	Level	Entity
(i)	Secretariat Department	Min of Def
(ii)	Organisation Name	IHQ of MoD (Army)
(iii)	Department / Circle	Respective Branch of IHQ of MoD (Army)
(iv)	Division	Respective Directorate under each Branch
(v)	Sub Division	Respective Section / Wing under each Directorate

A sample of Organisation Structure/ Hierarchy of Wings of OS Dte is att as Appx 'B'

- (b) **Creation of Nodal Offrs.** Nodal Offrs can be created at only two levels **Nodal Offr at Level 'A' will be created by the NIC and Nodal Offr at Level 'B' will be created by the Nodal Offr Level 'A'.**

- (c) **Creation of Users.**

- (i) Nodal Offr Level 'A' can also create users, in addn to creation of Nodal Offr Level 'B'.
  - (ii) Nodal Offr Level 'B' can only create users.
  - (iii) It is highlighted that the availability of Nodal Offr should be closer to the users for incorporating any changes in the role of the users, if envisaged, at later stages.
- (d) The suggested structure of IHQ of MoD (Army) and responsibilities for creation of Nodal Offrs and users are as under :-

Creation of Nodal Offr			
Ser No	Entity	Nodal Offr Level ‘A’	Nodal Offr Level ‘B’
(i)	VCOAS Sectt	Offr nominated by VCOAS	Nodal Offr Level ‘A’ will create Nodal Offr Level ‘B’ of all Dtes directly under the VCOAS Sectt and for the respective sections dealing in Procurement.
(ii)	DCOAS (IS&T) Sectt	Offr nominated by DCOAS (IS&T) Sectt	Nodal Offr Level ‘A’ will create Nodal Offr Level ‘B’ of all Dtes directly under the DCOAS (IS &T) Sectt and for the respective sections dealing in Procurement.
(iii)	DCOAS (P&S) Sectt	Offr nominated by DCOAS (P&S)	Nodal Offr Level ‘A’ will create Nodal Offr Level ‘B’ of all Dtes directly under the DCOAS (P&S) Sectt and for the respective sections dealing in Procurement
(iv)	AG Branch	Dir Auto / Offr nominated by AG Branch	Nodal Offr Level ‘A’ will create Nodal Offr Level ‘B’ of all Dtes directly under the respective Branch and for the respective sections dealing in Procurement
(v)	MS Branch	Dir Auto / Offr nominated by MS Branch	
(vi)	QMG’s Branch	Dir Auto / Offr nominated by QMG Branch	
(vii)	MGO Branch	Dir Auto / Offr nominated by MGO Branch	Nodal Offr Level ‘A’ will create Nodal Offr Level ‘B’ of all Dtes directly under the respective Branch and for the respective sections dealing in Procurement
(viii)	E-in-C’S Branch	Dir Auto / Offr nominated by E-in-C’S Branch	
Creation of User accts			
(ix)	All Dtes	Nodal Offr Level ‘B’ will only create users of Sec /Wing of the respective Dtes. It will be ensured that there is no duplication during the creation of users.	

(e) **Creation of E-mail id on NIC.** All Nodal Offrs and users are required to create e-mail id on NICE mail of NIC, it being secure portal. Application form for opening of e-mail id on NICE mail of NIC is available with Shri Anshul Kumar Aggarwal, Scientist 'F' NIC at Room No 307, B Wing, Sena Bhawan, DHQ PO, New Delhi 110 011.

(f) **Selection / Nomination of Nodal Offr.** It has been intimated by NIC that Nodal Offr should not be involved in e-Procurement activities. Nodal offr should be nominated by Name and Appointment. The role of Nodal Offr is to create user accounts and administer roles and privileges to users.

(i) **Nodal Offr Level 'A'.** His account will be created by NIC, the login id for the Nodal Offr is his email id which is to be specified in the application. The format of Application for creation of Nodal Offrs Level 'A' is att at Appx 'C'. The application along with the Organisation

Structure /Hierarchy for mapping of the respective Branch upto Sub division / Section /Wing will be fwd to OSCC which will then be fwd to NIC.

(ii) **Nodal Offr Level 'B'**. His account will be created by Nodal Offr Level 'A' and given above. The login id for the Nodal Offr is his email id which is to be specified in the application. Suggested Format of Application for creation of Nodal Offrs Level 'B', which is required to be forwarded to Nodal Offr Level 'A' in the chain of command, is at Appx 'D'.

(g) **Selection /Nomination of Users**. Suggested format of Application for creation of users for Tender administration which is required to be forwarded to Nodal Offrs in the chain of command, is at Appx 'E'. The login id is for the user in his email id which is to be specified in the application. A user can be accorded specific roles as follows :-

(i) **Tender Creator**. He will be responsible for filling up and uploading the details of a tender enquiry / corrigenda / award of contract.

(ii) **Tender Publisher**. He will be responsible to publish the tender enquiry /corrigenda / award of contract created by the Tender Creator.

(iii) **Bid Opener**. He will be authorised to decrypt and download the bids received from the bidders in response to a tender document.

(iv) **Bid Evaluator**. He will be authorised to upload the results of the various stages of bid evaluation.

**(Note : The role of Bid Opener and Bid Evaluator will be relevant only when migrating from e-Publishing Module to e-Procurement Module)**

3. **Training / Support on e-Publishing Module of NIC**. A User Guide for e-Publishing Process without DSC has been uploaded on the AOC web site (Link is Resources button → Imp Policies & Letters). NIC has suggested that each of the user organization / Dte should approach NIC directly for organizing trg of the offr loc in Delhi on e-Publishing / e-Procurement module. The various modes of trg for the users are as under :-

(a) **Half-day Awareness Session for Users**. A half day awareness session as given below is being organized in the premises of the user org / Dte at Delhi :-

(i) A core team of officials should be identified in each User Org /Dte which would be responsible for driving the e-Publishing /e-Procurement initiative in their Org. This trg session may be attended by senior level officials from the User Org / Dte.

(ii) This trg will broadly cover the preparedness of the User Org / Dte and process realignment reqd to impl the e-Publishing / e-Procurement Module.

(iii) The User Org / Dte would be expected to facilitate the trg session and make the requisite arrangements at their respective premises in Delhi. The preferred date, place and time for the trg session should be communicated to NIC via an email request on [cpppnic@nic.in](mailto:cpppnic@nic.in).

(iv) The request should be sent, as above, latest by 1<sup>st</sup> day of the month in which the trg is expected to be conducted.

(b) **Two days hands-on Trg for User Org / Dte**. NIC will conduct a two days hands-on "Training" programme on e-Publishing /e-Procurement module for upto four nominated officials from each of the User Org / Dte at NIC HQs New Delhi. The trg will be conducted in NIC Training Room, Room No 706,

A1BB Wing, 7<sup>th</sup> Floor, NIC Building, A-Block, CGO Complex, New Delhi. To attend the trg, the User Org / Dte should send an email to [cpppnic@nic.in](mailto:cpppnic@nic.in) with the preferred dates and names of up to four nominated officials. The nominations for the next month must reach NIC by 20<sup>th</sup> day of the previous month. Attendance to these sessions is only upon email confirmation from NIC. The User Org / Dte are requested to nominate officials who are well versed in the e-Publishing /e-Procurement process of their respective departments. These users would be expected to further impart trg to other officials in their respective Org/ Dte. The exact schedule of trg is available on the CPP Portal.

4. The details of persons to be contracted at NIC is att as Appx 'F'. For any clarification / query on the subject, this office may be contracted at Army No 33589 and Civil No 23012269.
5. **Nodal Agency.** Ordnance Services, Computer Centre (OSCC) has been nominated as a nodal, agency to usher in E-procurement for the Indian Army. All applications of Nodal Offrs Level 'A' along with Organizational structure / hierarchy for mapping of the respective Branches upto Sub division / Section / Wing level may please be fwd to OSCC for further coord with NIC by **01 Oct 2012** positively.
6. Necessary security clearance may please be obtained before forwarding the Organizational structure / hierarchy to OSCC for mapping of the same on the CPP Portal by NIC.
7. Please ack.

Sd-x-x-x-x  
(Hegde G R)  
Lt Col  
Offg Commandant

Encl : As above

**VCOAS Sectt**

**DCOAS (IS&T) Sectt**

**DCOAS (P&S) Sectt**

**AG Branch**

**MS Branch**

**QMG Branch**

**MGO Branch**

**E-in- Cs Branch**

Copy to :-

**OS-14**

**DDG IT**



For info pl.

**Appx 'A'**

(Ref Para 2 of letter No  
C/22868/e-Proc/OSCC  
dt 20 Sep 2012)

<b><u>Key Differences</u></b>		
<b>Ser No</b>	<b>e-Publishing Module</b>	<b>e-Procurement Module</b>
1.	Entails publishing of all tender enquiries, corrigenda thereto and awards of contract thereon on the CPP Portal. Under	Covers the complete tendering process online starting from publishing of tender enquires, bid submission by the bidders, bid opening of award of contract, Under

	e-Publishing, the user organization will continue to invite bids in paper based format	e-Procurement, the complete tendering, including the submission of bid by the bidders, will become paperless.
2.	The user organizations are required to define two roles for their officials authorized to use this module, viz Tender Creator for filling and uploading the details of tender enquires/ corrigenda/ award of contract, tender enquiries/ corrigenda// award of contract created by tender creator	The user organizations will be required to define two additional roles apart from tender creator and tender publisher viz Bid opener to decrypt and download the bids received from the bidders. The bid opener should be identified for each tender at the time of publishing of tender enquiry. Bid evaluator to upload the results of various stages of bid evaluation on the portal.
3.	All authorized departments users, from the User Organisation, can login using a login ID and password assigned to them, to operate the e-Publishing module of the CPP Portal, They do not need any additional mode of authentication.	All authorized departments users, from the User Organisations, will be required to have valid Digital Signature Certificate (DSCs), along with their user ID and password, to be able to operate the e-Procurement module of NIC.
4.	e-Publishing does not require the bidders to register on the CPP Portal, since the bids will continue to be submitted in the paper based format.	e-Procurement requires the bidders to register on the CPP Portal, using a valid digital Signature Certificate (DSC) and valid email address. The bidders will be required to submit their bids online on the e-Procurement module on NIC, in an encrypted format.

**Appx 'B'**

(Ref Para 2(a) of OSCC letter No

C/22868/e-Proc/OSCC dt 20 Sep 2012

**SAMPLE FORMAT OF A ORGANISATIONAL STRUCTURE / HIERARCHY OF OS DTE**

NAME OF THE MINISTRY	ORGANISATION NAME	DEPT/ CIRCLE/ BRANCH	DIVISION / DTE	SUB DIVISION/ SECTION/ WING				
<i>MINISTRY OF DEFENCE</i>	<b>IHQ OF MOD (ARMY)</b>	<b>MGO BRANCH</b>	<b>ORD DTE</b>	<b>DG OS SECTT</b>	<b>CN &amp;A/COORD</b>	<b>TS/COORD</b>	<b>CV/COORD</b>	<b>TF&amp;BC/COORD</b>
					<b>CN&amp;A/(O&amp;A)</b>	<b>TS/L&amp;E</b>	<b>CV/AV&amp;S</b>	<b>TF&amp;BC/I&amp;BC</b>
					<b>CN&amp;A/CPCEL L</b>	<b>TS/ARMT</b>	<b>CV/BV&amp;S</b>	<b>TF&amp;BC/PP&amp;C</b>
					<b>CN&amp;A/CICP</b>	<b>TS/AMN</b>	<b>CV/AVN</b>	<b>TF&amp;BC/INSP</b>
					<b>CN&amp;A/OSCC</b>	<b>TS/MSLS</b>	<b>CV/PROC</b>	<b>TF&amp;BC/DISP &amp; IP</b>
					<b>CN&amp;A/ADP</b>	<b>TS/PROC</b>		
					<b>CN&amp;A/PERS</b>	<b>TS/AMN PROC</b>		
<b>MINISTRY OF DEFENCE</b>	<b>IHQ OF MOD (ARMY)</b>	<b>MGO BRANCH</b>	<b>ORD DTE/DLD</b>	<b>HQ SECTION</b>	<b>EX BRANCH</b>	<b>ADM BRANCH</b>	<b>PROV BRANCH</b>	
			<b>ORD DTE/KND</b>					
			<b>ORD DTE/CHD</b>					
			<b>ORD DTE/AFD</b>					
			<b>ORD DTE/JOD</b>					
			<b>ORD DTE/PGD</b>					
			<b>ORD DTE/DMD</b>					
			<b>ORD DTE/BBD</b>					
			<b>ORD DTE/KVD</b>					
			<b>ORD DTE/DLV</b>					
			<b>ORD DTE/CASD</b>					

NAME OF THE MINISTRY	ORGANISATION NAME	DEPT/ CIRCLE/ BRANCH	DIVISION / DTE	SUB DIVISION/ SECTION/ WING			
MINISTRY OF DEFENCE	IHQ OF MOD (ARMY)	MGO BRANCH	EME DTE				
MINISTRY OF DEFENCE	IHQ OF MOD (ARMY)	MGO BRANCH	EME DTE/TECH GP				
MINISTRY OF DEFENCE	IHQ OF MOD (ARMY)	MGO BRANCH	EME DTE/BWG				
MINISTRY OF DEFENCE	IHQ OF MOD (ARMY)	MGO BRANCH	EME DTE/505ABW				
			EME DTE/506ABW				
			EME DTE/508 ABW				
			EME DTE/509 ABW				
			EME DTE/510 ABW				
			EME DTE/512 ABW				

**Appx 'B'**

(Ref Para 2(a) of OSCC letter No  
C/22868/e-Proc/OSCC dt 20 Sep 2012

**SAMPLE FORMAT OF A ORGANISATIONAL STRUCTURE / HIERARCHY OF OS DTE**

NAME OF THE MINISTRY	ORGANISATION NAME	DEPT/ CIRCLE/ BRANCH	DIVISION / DTE	SUB DIVISION/ SECTION/ WING
MINISTRY OF DEFENCE	IHQ OF MOD (ARMY)	MGO BRANCH (Nodal Offr Level 'A' will create Nodal Offr Level 'B' of Ord Dte)	ORD DTE (Nodal Offr Level 'B' will create Users of Sub Division	ADG OS (TS)
				ADG OS (CN&A)
				ADG OS (CV)
				TF&BC
				OS-14
				COD DELHI
				CVD DELHI
				CASD DELHI
				COD AGRA
				COD KANPUR
				COD CHEOKI
				COD JABALPUR
				COD MUMBAI
				COD DEHU ROAD
				CAD PULGAON
				CAFVD KIRKEE



**Appx 'C'**

(Ref Para 2(f) of letter No  
C/22868/e-Proc/OSCC dt 20 Sep 2012)

**APPLICATION FOR CREATION OF NODAL OFFICER ACCOUNT  
TO BE FWD TO NIC**

1.	Rank				
2.	First Name				
3.	Surname				
4.	Appointment / Designation				
5.	Name of Ministry	MINISTRY OF DEFENCE			
6.	Organisation Name	IHQ OF MOD (ARMY)			
7.	Dept / Circle / Branch				
8.	Division / Section / Wing				
9.	Sub Division / Section / Wing				
10.	Full Address with PIN				
11.	e-mail ID (eg. <a href="mailto:abc@nic.in">abc@nic.in</a> )				
12.	Alternate e-mail ID				
13.	Phone	STD CODE		TELE NO	
14.	FAX	STD CODE		TELE NO	
15.	Mobile No				
16.	Role	<b><u>Nodal Officer for.....Branch</u></b>			

Place : Signature of Applicant

Seal : Rank & Name \_\_\_\_\_

Date :

**COUNTERSIGNED**  
(By Head of the Department)

Place :

Date :

**INSTRUCTIONS FOR FILLING UP THE FORM**

- Kindly fill all fields in CAPITAL letters
- Email ID is used as Login ID in this Portal . Please write the email ID clearly.
- The Alternate Email ID can be same as login ID. All communications from the server will be sent to alternate email ID only. Care may be taken to ensure that the alternate email ID is clearly written if it is different from the login ID.

**Appx D'**

(Ref Para 2(f) of letter No  
C/22868/e-Proc/OSCC

Dt 20 Sep 2012

**APPLICATION FOR CREATION OF NODAL OFFICER ACCOUNT**

1.	Rank				
2.	First Name				
3.	Surname				
4.	Appointment / Designation				
5.	Name of Ministry	MINISTRY OF DEFENCE			
6.	Organisation	IHQ OF MOD (ARMY)			
7.	Dept / Circle / Branch				
8.	Division / Directorate				
9.	Sub Division / Section / Wing				
10.	Full Address with PIN				
11.	e-mail ID (eg. <a href="mailto:abc@nic.in">abc@nic.in</a> )				
12.	Alternate e-mail ID				
13.	Phone	STD CODE		TELE NO	
14.	FAX	STD CODE		TELE NO	
15.	Mobile No				
16.	Role	Nodal Officer for _____ Dte			

Place :

Signature of Applicant

Seal :

Rank & Name \_\_\_\_\_

Date :

**COUNTERSIGNED**

(By Head of the Department)

Place :

Date :

**INSTRUCTIONS FOR FILLING UP THE FORM**

- Kindly fill all fields in CAPITAL letters
- Email ID is used as Login ID in this Portal . Please write the email ID clearly.
- The Alternate Email ID can be same as login ID. All communications from the server will be sent to alternate email ID only. Care may be taken to ensure that the alternate email ID is clearly written if it is different from the login ID.

**Appx 'E'**

(Ref Para 2(g) of letter No  
C/22868/e-Proc/OSCC  
Dt 20 Sep 2012

**APPLICATION FOR CREATION OF NODAL OFFICER ACCOUNT**

1.	Rank				
2.	First Name				
3.	Surname				
4.	Appointment / Designation				
5.	Name of Ministry	MINISTRY OF DEFENCE			
6.	Organisation	IHQ OF MOD (ARMY)			
7.	Dept / Circle / Branch				
8.	Division / Directorate				
9.	Sub Division / Section / Wing				
10.	Full Address with PIN				
11.	e-mail ID (eg. <a href="mailto:abc@nic.in">abc@nic.in</a> )				
12.	Alternate e-mail ID				
13.	Phone	STD CODE		TELE NO	
14.	FAX	STD CODE		TELE NO	
15.	Mobile No				
16.	Role	USER			
17.	Privilege	Tender Creator/ Tender Publisher			

Place : Signature of Applicant  
Seal : Rank & Name \_\_\_\_\_  
Date :

**COUNTERSIGNED**

(By Head of the Department)

Place :

Date :

**INSTRUCTIONS FOR FILLING UP THE FORM**

- Kindly fill all fields in CAPITAL letters.
- Email ID is used as Login ID in this Portal . Please write the email ID clearly.
- The Alternate Email ID can be same as login ID. All communications from the server will be sent to alternate email ID only. Care may be taken to ensure that the alternate email ID is clearly written if it is different from the login ID.

### DETAILS OF CONTRACT PERSONS OF NIC

DETAILS OF CONTRACT PERSONS OF NIC				
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3.	Miss Usha Sexena  Scientist 'E'  (e-government Procurement system)	6 <sup>th</sup> Floor, National Informatics Centre, Department of Information Technology  Ministry of Communications and Information Technology  A-Block, CGO Complex, Lodhi Road, New Delhi -110 003	24305899  24305729	<a href="mailto:usha.sexena@nic.in">usha.sexena@nic.in</a>
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No.25(02)/2012/(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 (Department of Ex-Servicemen Welfare)

New Delhi, the 10<sup>th</sup> September, 2013

To,

The Chief of the Army Staff  
 The Chief of the Naval Staff  
 The Chief of the Air Staff

Subject :- Financial guidelines for extension of ECHS facilities to Nepal Domiciled Gorkha (NDG) ESM pensioners in Nepal.

Sir,

1. In continuation of this Ministry's letter No. 22D(48)/2006/US(WE)/D(Res) dated 07<sup>th</sup> February, 2012, I am directed to convey sanction of the Competent Authority on financial management of ECHS at Embassy of India, Nepal as follows.

2. **Procedure of Fund Management for ECHS in Nepal**

- (a) ECHS Branch to open a Current Account with SBI in Nepal (ECHS Account).
- (b) Central Organisation ECHS to allot funds to ECHS Branch, Kathmandu, Nepal under intimation to Principal Controller of Defence Accounts (PCDA) (CC), Lucknow.
- (c) Based on allotment, ECHS Branch to intimate requirement of funds to PCDA(CC), Lucknow on a quarterly basis / on as required basis.
- (d) PCDA (CC), Lucknow to remit funds directly to ECHS Branch bank account through SWIFT.
- (e) Assistant Military Attache (ECHS), Embassy of India, Kathmandu, Nepal to act as Drawing and Disbursement Officer (DDO).
- (f) Manual bills of Empanelled Hospitals and individual bills of ECHS beneficiaries to be routed through Lucknow Sub-Area as per the existing procedure.
- (g) On-line billing when established in Nepal, will follow the same procedure as followed by other Regional Centres of ECHS which are 'On-line' for billing.
- (h) Till the time manual billing is in vogue, 50% payment of hospital / individual reimbursement claim will be done on submission of the bill and bills will be forwarded to PCDA (CC) Lucknow with the sanction of appropriate authority and endorsement on the bill regarding advance paid for pre audit & payment.
- (j) At the end of month, all payment vouchers except the bills / vouchers already forwarded to PCDA (CC) Lucknow for pre audit & payment and a detailed list duly indicating the advances paid by

the DDO along with Cash Book, will be forwarded by ECHS Branch to PCDA (CC) Lucknow for booking of expenditure and post audit.

3. **Delegation of Financial Powers in Indian Rupees.**

(a) **Payment and Re-imbursement for Medical Treatment (Manual Billing).**

- (i) Defence Attache - Upto Rs 1 Lakh.  
(Above Rs 1 Lakh to be processed through Lucknow Sub-Area as per the existing procedure)
- (ii) Area Commander UB Area - Upto Rs 2 Lakh.
- (iii) Army Commander Central Command - Upto Rs 4 Lakh.
- (iv) Vice Chief of Army Staff - Upto Rs 5 Lakh.
- (v) MoD - Bills Above Rs 5 Lakh.

(b) **Payment and Re-imbursement for Medical Treatment (Online-Billing).**

- (i) Defence Attache - Upto Rs 1 Lakh.
- (ii) Deputy MD ECHS - Above Rs 1 lakh upto Rs 3 Lakh
- (iii) MD ECHS - Above Rs 3 lakh upto Rs 5 Lakh
- (iv) MoD - Above Rs 5 Lakh.

(c) **For other Heads of Expenditure of ECHS.** The financial powers currently being exercised in the mission will be applicable.

(d) Defence Attache is authorized to exercise Category II powers for all ECHS related activities in Nepal.

4. **Supply of Medical Stores.** SEMO Command Hospital (CH), Central Command (CC) will be responsible to procure and provide medical stores to Polyclinics at Kathmandu and Pokhara. Medical stores for Polyclinic Dharan will be provided by 158 Base Hospital, Bengdubi. Polyclinics will forward their MMF through ECHS Branch, Kathmandu to SEMO, Command Hospital, Lucknow on a quarterly basis. However, the financial powers delegated to Defence Attache will be exercised for all emergent procurements which are beyond the powers of Officer in charge Polyclinics.

5. This letter issues with the concurrence of Ministry of Defence (Finance) vide their U.O No 2226/F/Pen dated 2<sup>nd</sup> September 2013.

Yours faithfully,

Sd/- x x x x

(HK Mallick)

Under Secretary to the Govt of India

**Copy to:-**

1. PS to RM
2. PS to RRM
3. SO to Def Secy
4. PPS to Secy ESW
5. PPS to Sec Def (Fin)
6. JS (ESW)
7. JS North, MEA.
8. PS to Addl FA (RS).
9. CGDA.
10. MD ECHS.
11. DG AFMS
12. Defence Attache Kathmandu (Nepal)
13. PCDA (CC) Lucknow.



# PART - IX

## MEDICAL

No. 24(10)/03/US(WE)/D(Res)  
Government of India  
Ministry of Defence

New Delhi, the 25th November, 2003

To,

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject : Procedure for procurement of Drugs and consumables for  
Ex-servicemen Contributory Health Scheme (ECHS)**

Sir,

1. With reference to Govt of India, Ministry of Defence letter No 22(1)/01/US(WE)/D(Res) dated 30 Dec 2002, I am directed to convey the sanction of the Government on the Procedure for procurement of Drugs and consumables for Ex-servicemen Contributory Health Scheme (ECHS) as per Appendix attached with immediate effect.
2. This procedure will be reviewed after one year.
3. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No. 1275/PD/03 dated 24.11.2003.

Yours faithfully  
Sd/-xxx  
(V.K. JAIN)

**Under Secretary to the Govt. of India**

Copy to:-

1. CGDA, New Delhi
2. SO to Defence Secretary
3. PPS to Secretary (Defence/Finance)
4. PPS to AS (Acquisition)
5. PPS to AS (T) / PPS to AS (I)
6. Addl FA (B) / Addl FA (V)
7. JS (ESW)
8. JS (O/N)
9. Dir (Finance/AG)
10. Defence (Finance/AG/PD)
11. DFA (B)/DFA (N)/DFA (Air Force)



12. AFA (B-1)
13. D (Works) / D (Mov) / D (Med)
14. O&M Unit

Also to:-

15. DGAFMS
16. DGDE, New Delhi
17. DGD C&W
18. QMG
19. DGMS
20. DGMS (Air)
21. DGMS (Navy)
22. AOA
23. COP
24. MD Central Org ECHS
25. ADG C&W
26. DG (Works), E-in-C Branch
27. ADG (FP)
28. All Command Headquarters
29. AG Branch / CW-3
30. Navy Headquarters (PS Dte)
31. Air Headquarters (PS & R)

Copies signed in ink :-

32. CDA (Army), Bangalore
33. CDA (WC), Chandigarh
34. CDA (Army), Patna
35. CDA (SC), Pune
36. CDA (Army), Meerut
37. CDA (NC), Jammu
38. CDA (Officers), Pune
39. CDA (Navy), Bombay
40. CDA (AF), Dehradun
41. CDA (Army), Jabalpur
42. CDA (Army), Secunderabad
43. CDA (Army), Lucknow
44. CDA (Army), Chennai
45. CDA (Army), Kolkata
46. CDA (AF), Delhi
47. CDA (Army), Guwahati
48. CDA (Army), Pune
49. CDA (Army), Bombay
50. CDA (Army), Dehradun

**EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME (ECHS)**  
**PROCEDURE ON PROCUREMENT OF DRUGS AND OTHER CONSUMABLES**

**Calculation of Annual Requirement of Drugs and Other Consumables**

1. The requirement for drugs and other consumables for ECHS Polyclinics will be estimated annually by calculating the Monthly Maintenance Figures (MMF) as per laid down procedures of Armed Forces Medical Services (AFMS).
2. However, in the initial three years of ECHS operation, the MMF may not reflect a true representation of monthly requirement of drugs and consumables for the Polyclinics. Hence the estimation of requirements for drugs and other consumables based on authorised Priced Vocabulary of Medical Stores (PVMS) scales for Augmented Armed Forces Clinics (AFCs) in Military stations will be done by the Senior Executive Medical Officer (SEMO)/ Chief Medical Officer (CMO)/ Senior Medical Officer (SMO) of the respective stations. In cases of ECHS Polyclinics in non-military stations, the SEMO/Commanding officer of the designated Service Hospital to be nominated by the controlling SubArea Headquarters (HQ) will calculate the annual requirements for the Polyclinic. The calculations will be based on the following estimates/assumptions :-

**(a) Estimates Required.**

- (i) Total number of existing Ex-Servicemen (ESM) and family pensioners/widows.
- (ii) Estimated number of yearly add-ons of fresh pensioners.

**(b) Assumptions**

- (i) Number of dependents per ESM/Widow - 5
- (ii) Proportion of ESM likely to join Scheme during first year - 25%
- (iii) Proportion of ESM Likely to join Scheme in next 5 years - 5% per year.

3. Deputy Directors Medical Services (DDsMS) Commands will collate the annual requirements for all Polyclinics in their jurisdiction and forward it to Central Organisation ECHS and Director General Armed Forces Medical Services (DGAFMS).

**Budgetary Support**

4. Based on the inputs received from Commands and expenditure during the previous year, DGAFMS will project the estimated cost of drugs and other consumables to the Central Organisation ECHS by 30 December each year as per para 14 of part VI of Appendix to GOI letter No 24(3)/03/US(WE)/D(Res)(ii) dated 08 Sep 03.
5. The Central Organisation ECHS will thereafter earmark funds from **ECHS Major Head – 2076, Minor Head -110 D Code Head - 422/13**, which will be intimated to Financial Planning Directorate (FP Dte) and DGAFMS. FP Dte, Army Headquarters will place the allotted funds at the disposal of DGAFMS, for further allocation to Armed Forces Medical Stores Depots (AFMSDs).
6. Issue of Drugs and Consumables for ECHS Polyclinics will be arranged by DGAFMS through existing Armed Forces Medical Stores Depots (AFMSDs)/ Advanced Medical Stores Depots (AMSDs) /Forward Medical Stores Depots(FMSDs) on separate indents raised by concerned SEMO/SMO/PMO. AMSD and FMSD will forward the issue vouchers to dependent AFMSDs, for pricing and subsequent book debit. All accounting and book debit will be done by the AFMSDs where as AMSDs and FMSDs will be distributing agencies.

7. The indents of ECHS Polyclinics will be priced by AFMSDs ie AFMSD Mumbai, AFMSD Lucknow and AFMSD Delhi. The LAO will undertake a concurrent audit in the AFMSDs as per current procedures. The cost as detailed in the Priced vouchers will be debited against ECHS under code head 422/13 by AFMSDs, under intimation to Central Organisation ECHS and DGAFMS.

### **Procurement of Drugs and Consumables**

8. Drugs and other consumables for ECHS will be procured by the DGAFMS as per procedure embodied in Appendix 'A' to Min of Def letter No14(1)/98/D(Med) dated 13 March 2000 (copy enclosed).

9. The existing financial powers for procurement of Drugs and medical/non-medical consumables as vested in the DGAFMS, Commandants AFMSD and Commandant/ Commanding Officers various Military Hospitals will be utilized for procurement of drugs and consumables

### **Indenting, Issue and Distribution of Drugs and Consumables**

10. **Indents**. Indents will be raised by Polyclinics and submitted to SEMO/ CMO / PMO under whose jurisdiction the ECHS Polyclinic is located. The indents after countersignature of the SEMO/CMO/PMO will be forwarded to the concerned AFMSD/ AMSD/FMSD.

11. **Issue**. The AFMSD/AMSD/FMSD will consign the drugs and consumables for ECHS Polyclinics to the Service Hospital under which the ECHS Polyclinic is located. The Service Hospital will thereafter distribute the drugs and consumables to the ECHS Polyclinics. Issue of drugs and consumables to ECHS Polyclinics will be accounted for separately by Commandant/ Commanding Officers of concerned Service Hospitals.

12. However, when the ECHS Polyclinic is located in a Non Military station, the SEMO/SMO/PMO for such ECHS Polyclinics are permitted to authorize AFMSD/AMSD/FMSD to dispatch the drugs and consumables directly to such Polyclinics under intimation to the SEMO/SMO/PMO. The financial powers presently delegated to DGAFMS, Comdt AFMSD/AMSD/FMSD and Station/Formation Commanders to hire transport or dispatch by other means will be utilized for the purpose.

### **Accounting of Drugs and Consumables**

13. The accounting of Drugs and Consumables will be as per instructions for the Armed Forces Medical Services. The Drugs and Consumables will be taken on charge at the Polyclinic. The expenses will be duly charged off based on the prescription of the Doctors. Transactions will be maintained in a ledger. A Board of Officers will carry out Stock taking at the end of every month. The Board of Officers will be detailed by the Station Commander. The ledgers will be audited by the local audit officer (LAO) every quarter.

14. Any surplus stocks or toxic medicines will be disposed of as per approved procedures of AFMS. Loss of stores will be dealt with as per procedures laid down in the Financial Regulations.

### **Local purchase of Drugs and other Consumables**

15. For local purchase of 'Not Available' drugs and other consumables, funds will be allocated by DGAFMS to the Commandant/Commanding Officers of service hospitals for purchases as per existing local purchase procedure and utilization for ECHS purposes by them and issue to Polyclinics under respective jurisdictions, in case of Army and Navy. In case of Air Force, the funds will be allocated to Air HQ for sub allocation to AOCs/COs of Stn HQs for purchase of drugs and consumables for Air Force Hospitals under their jurisdiction. Locally purchased drugs and consumables will be accounted for separately by the Commandants/Commanding Officers of concerned service hospitals. The drugs will be subject to stock checks by Board of Officers and will be audited by LAOs.

**(Para 15 amended vide 24(10)/03/Pt-I/US(WE)/D(Res) dated 19 Jul 05).**

16. Funds for local purchase will be made available by the DGAFMS to the Service Hospitals of Army and Navy. In case for Air Force, local purchase of drugs and consumables will be effected as per existing approved procedure by the Govt followed in Air Force. Payment will be effected by Stn HQs from their Cash Assignments. DGAFMS will monitor the expenditure of local purchase for ECHS purchases sub-allocated to service hospitals of Army, Navy and Air Force (through Air HQ) as per laid down procedure for AFMS hospitals.

**(Para 16 amended vide 24(10)/03/Pt-I/US(WE)/D(Res) dated 19 Jul 05).**

**Local Purchase of Emergent, Life saving and Essential drugs**

17. In Non Military stations and Military stations without Service Hospitals, local medical stores/ chemists will be empanelled for supply of emergent, life saving and essential drugs on as required basis.

18. The empanelment of local medical stores/chemists will be done by a Board of Officers constituted by the Station Commander which will comprise:-

Chairman	–	SEMO/SMO/PMO of the Station.
Members	–	Lt Col (Non Medical) detailed by Station Commander
	–	Officer in charge Medical Store of Service Hospital

19. The Board of Officers will invite applications through advertisement in the local press from local medical stores/chemists for empanelment with ECHS Polyclinic. The Board will check if the empanelled medical store/chemist stock drugs and consumables of DGQA registered firms and firms on DGAFMS approved list. The local medical stores/chemists will submit latest Sales Tax registration and clearance certificate and IncomeTax certificate. The Board of Officers will submit a recommended list of local medical stores/chemists to the Station Commander. The list will be forwarded to the Area Commander for approval.

20. When an emergent/life saving/essential drug prescribed by the Medical Officer in the ECHS Polyclinic is not available as confirmed from the stock in the medical store, and requirement of the same is essential for a patient, the Officer in charge Polyclinic will raise a demand to the empanelled local medical store/chemist. The demand will be supported by prescription signed by the Medical Officer managing the case. In all such cases, the Medical Officer will ensure that there are no other substitutes available in the Polyclinic in lieu of the drug required. On receipt of the demand the empanelled local medical store/chemist will supply the required drug to the Polyclinic.

21. The Bills for the drugs supplied will be forwarded by the empanelled local medical store/chemists every fortnightly to the Officer in charge Polyclinic along with a copy of the demand raised by the Polyclinic. The Officer in charge Polyclinic will after due verification authenticate the receipt of drugs/consumables and forward the consolidated bills by the 5<sup>th</sup> of the following month to the SEMO/SMO/PMO who will process the same for releasing payment. The SEMO/SMO/PMO will ensure that the cost of drugs/consumables indicated in the bills do not exceed the approved DGLP rates of the Service hospital. After verification of the bills and approval of SEMO/SMO/PMO, the bills will be forwarded to the Station Commander for payment.

22. The payments for medical expenses on account of drugs and consumables will be made from the cash assignments placed at the disposal of Station Commanders and in exercise of delegated financial powers vide para 1 of Appendix to GOI letter No 24(3)/03/US(WE)/D(Res)(i) dated 08 Sep 03 relating to payments and reimbursements for medical expenses. The Payments will in no case exceed the following monetary ceilings per Polyclinic:-

(a)	Type A and B Polyclinics	-	Rs 50,000/- per month.
(b)	Type C and D Polyclinics	-	Rs 30,000/- per month.

23. When the medical expense on drugs and consumables is beyond the delegated financial powers of the Station Commander, appropriate sanction of the Competent Financial Authority will be taken before releasing the payment. The payments will be effected by cheque.
24. The expenditure on account of local purchase of drugs and consumables from empanelled local medical stores /chemists will be monitored separately under the relevant revenue head. A separate detailed head of account will be opened in consultation with CGDA.
25. The Polyclinics will maintain a separate account for all purchases of this nature. All daily transactions will be maintained and particulars of patients who are issued the essential medicines will be recorded. The records will be checked by a Boards of Officers detailed by the Station Commander, and will be audited by Local Audit Officer(LAO) every quarter.

1. **Tender Procedure for Drugs**

1.1 All drugs will be purchased on Open Tender basis. The tender will be advertised in Indian Trade Journal.

- (a) In respect of certain items in the PVMS, where limited sources are specified from whom stores will be acceptable, the present practice of issuing TEs to such specified limited sources may continue. Limited TFs will be sent by Registered AD Post only.
- (b) Procurement on PAC basis should be adopted only when the Purchase Officer is satisfied that no other marketed substitutes are available. As the procurement of store on PAC basis completely eliminates competition the Purchaser should ensure that prices are not paid more than the controlled prices and rebate if any, will be obtained on negotiation depending on the tenure of total cost of the item.
- (c) Specification of items in Tender Enquires will be given in generic terms only. However, in very exceptional cases, where the specification is in formulation terms, full justification for the same must be given by the DGAFMS.
- (d) The quotations received from the tenderers will be opened in the Office of DGAFMS and they will prepare a Comparative Statement of Tenders (CST) and submit the comparative statement in respect of cases beyond the delegated financial power of DGAFMS to MOD for further action with regard to seeking approval of CST in consultation with Def (Fin). Wherever necessary, PNC will be held with LI vendor in consultation with Def (Fin) before obtaining the approval of Competent Authority and issuing of Govt. Sanction.
- (e) The following aspects should be kept in view by the office of DGAFMS while processing the purchase proposal :-
  - (i) Offer made by the firm vis-à-vis the requirement of the indenter, namely the specification or other particulars governing the requirements.
  - (ii) TE incorporating all commercial terms and conditions and payment terms and conditions, dispatch of the item, destination should be issued and accordingly AT should be placed.
- (f) Any terms and conditions being stipulated in the contract not originally offered by the firm should be incorporated only after mutual agreement on the same.
- (g) **Payment Terms** : In case of drug, 100% payment will be made after the proof of inspection, as applicable, and receipt of complete stores by the consignee in good condition.
- (h) Performance Bank Guarantee of 10% of the value of the contract will be obtained from the contractor which should be valid till the expiry of the warranty guarantee period.

## 1.2 **Eligibility Criteria of Firms**

Drugs will be purchased only from the firms, who satisfy one of the following criteria:-

- (a) DGQA Registration.
- (b) Holding WHO GMP Certificate issued by state-central authority with annual turnover of more than RS.20 Core.
- (c) Original inventor of the molecule drug or patent holder.

Tender enquiry should be issued to only those firms who satisfy any of the above mentioned criteria. Unsolicited offer will be opened.

## 1.3 **Past Performance**

The firms eligible as per criteria in 1.2 above should have completed supply in respect of last three ATs/SOs within six months of lapse of original delivery period and have not supplied any toxic/sub-standard drugs(s) during the last three years. Suppliers of sub-standard drug (s) will not be given future orders for the same drug (s) for three years from the date of the concerned supply order.

## 1.4 **Earnest Money**

The firm shall deposit earnest money equal to 2.5% of the estimated cost of the contract/annual drawal as the case may be or Rs. One lakh, whichever is less alongwith their tenders in the form of Bank Deposit Receipts or Fixed Deposit Receipts or Demand Drafts on any of the Scheduled Commercial Bank Pledged in favour of the President of India through Office of DGAFMS, New Delhi. In case of lacking out of the offer before acceptance, full of EM shall be forfeited.

## 1.5 **Security Deposit**

The firms shall deposit Security Deposit equal to 2.5% of the value of the contract annual drawal as the case may be or Rs 2.00 lakhs whichever is less, within 15 days from the date of advance acceptance or Acceptance of tender put in the course of transmission. The contract security shall be in the form of Bank Deposit Receipts or Fixed Deposit or Demand Draft or Bank Guarantee from any scheduled commercial bank pledged ;in favour of the President of India through office of DGAFMS, New Delhi. In case security deposit is in the form of Bank Guarantee, it should be valid for 3 months beyond the scheduled period of delivery of stores equipments. In case of default to fulfill the contractual commitments, the contract security is liable to be forfeited.

## 1.6 **Inspection Procedure**

DGQA will carry out inspection of the drugs of central purchase where the value exceeds Rs 1.5 lakhs financial powers of Depots. Imported items will be inspected by Board of Officers including a specialist from respective discipline. The Inspector will carry out inspection of store strictly in accordance with the terms of the AT Supply Order.

1.7 **Local Depot Purchase** Inspection by DGQA is not required for depot purchases of emergency nature. It is mandatory that source of drugs dependable. These drugs should be purchased from:-

- (a) Supplier recognized in formulary of All India Institute of Medical Sciences.
- (b) Original Discoverer of Drug Molecule.
- (c) DGQA registered firms who have not supplied sub-standard requisite drug(s) in past 3 years and are past successful supplier for that drug(s).
- (d) Holder of current RC.

## 1.8 **ANNUAL CONTRACT**

Rate Contract to be concluded should be originally valid for a period of one year. As far as possible, termination period of RC will be fixed in such a way as to ensure that budgetary levies would not affect the prices and frustrate the contracts.

### 1.9 6 **Parallel Rate Contract**

Efforts should be made to conclude parallel Rate Contract after conclusion of Rate Contract with eligible 1,1 quote, the rate of 1,1 quote will be counter-offered to all other firms who were found otherwise eligible. The firm who accepts the counter-offer rates, will be awarded parallel Rate Contract.

## 2. **Tender Procedure for Equipment.**

2.1 All medical equipments will be purchased in Open Tender basis. The tender will be advertised in India Trade Journal and in important Newspapers:-

- (a) In respect of certain items in the PVMS, where limited sources are specified from whom stores will be acceptable, the present practice of issuing TGEs to such specified limited sources may continue. Limited TEs will sent by Registered AD Post only.
- (b) Procurement on PAC basis should be adopted only when the Purchase Officer is satisfied that no other marketed substitutes are available. As the procurement of Stores on PAC basis completely eliminates competition the indenter should ensure that prices are not paid more than controlled prices and rebate if any, will be obtained on negotiation depending on the tenure of total cost of the item.
- (c) Guidelines issued by CVC in Nov 1998 in respect of procurement procedures are to be followed strictly.
- (d) Necessity of the item shall be got approved by Competent Financial Authority (CFA) as per estimated value of purchase. For new introduction, necessity shall be got approved by MOD/MOD(Fin).
- (e) The QRs for equipment should not indicate vague terms such as 'latest', top of the line, State of art etc. The QRs for framed should reflect tht latest technology and fulfill the requirement of the concerned users.
- (f) A two bid system of obtaining technical and commercial bids, in separate sealed covers simultaneously should be followed.
- (g) The technical bids will be opened in the office of DGAFMS by the Board of Officers constituted by the DGAFMS. The price bids will be kept in sealed covers without opening it.
- (h) A Technical Evaluation Committee (TEC) will evaluate the technical offers and prepare a report for obtaining the approval of CFA in MOD.
- (i) After the approval of CFA to Technical Evaluation Report, the prices bids of technically acceptable firms will only be opened in the office of DGAMS and a comparative statement (CST) will be prepared by them.



(j) The comparative statement in respect of tenders, where the budgetary cost is beyond the financial powers of DGAFMS, will be considered in MOD in consultation with Def (Fin) after having PNC Meeting, if necessary and thereafter the approval of CFA depending upon the value of the procurement will be obtained before issuing the government sanction.

(k) After issue of Govt sanction, office of DGAFMS will place order for procurement of the item.

(l) **Payment Terms.** In case of medical equipment, 80% payment against provisional receipt of stores in full and good condition by the consignee and balance 20% payment against proof of satisfactory installation and performance report from Board of Officers inspecting the stores after installation and CRV from the consignee.

### 3. **General Guidelines**

#### 3.1 **Liquidated Damages**

Provision of Para 12(8) (a) of General conditions of contract for contracts concluded by Ministry of Defence (Revised Nov 1989) will apply.

#### 3.2 **Registration**

Registration renewal of registration of vendors will be done by DGQA as per the existing procedure. An uniform assessment fee of Rs 5000/- will be charged from all vendors to be deposited with DGQA for registration.

#### 3.3 **Performance Bank Guarantee**

Performance Bank Guarantee of 10% of the value of the contract will be obtained from the contractor which should be valid till the expiry of the warranty / guarantee period.

3.4 Guidelines relating to purchase procedure issued by Central Purchase Organisation (i.e. DGS & D068) and General conditions of Contract for Contract concluded by Ministry of Defence (1989) should be followed where there is no specific mentions in these guidelines. In case of variance, the guidelines issued by Ministry of Defence (1989) shall prevail.

No. 24(8)/03/US(WE)/D(Res)  
Government of India  
Ministry of Defence

New Delhi, the 19<sup>th</sup> Dec'2003

To,

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject: Procedure for Payment and reimbursement of medical expenses under ECHS**

Sir,

With reference to Govt. of India, Ministry of Defence letter No. 22(1)/01/US(WE)/D(Res) dated 30<sup>th</sup> Dec 2002 I am directed to convey the sanction of the President for adoption of the Procedure for payment and reimbursement of medical expenses under ECHS.

2. The procedure will be reviewed after one year or as and when required, whichever is earlier.
3. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O No. 1363/PD/03 dated 17.12.2003.

Yours faithfully,

Sd/- xxx

(V.K. JAIN)

**Under Secretary to the Govt. of India**

Copy to:-

1. CGDA, New Delhi
2. SO to Defence Secretary
3. PPS to FA (DS)
4. PPS to AS (B) (Acquisition)
5. PPS to AS (T) / PPS to AS (I)
6. Addl FA (B) / Addl FA (Y)
7. JS (ESW)
8. JS (O/N)
9. Dir (Finance/AG)
10. Defence (Finance/AG/PD)
11. DFA (B) / DFA (N) / DFA (Air Force)
12. AFA (B-1)
13. D (Works) / D (Mov) / D (Med)

14. O&M Unit

Also to:-

15. DGAFMS
16. DGDE, New Delhi
17. DGD C&W
18. QMG
19. DGMS
20. DGMS (Air)
21. DGMS (Navy)
22. AOA
23. COP
24. MD Central Org ECHS
25. ADG C&W
26. DG (Works), E-in-C Branch
27. ADG (FP)
28. All Command Headquarters
29. Navy Headquarters (PS Dte)
30. AG Branch / CW-3
31. Air Headquarters (PS & R)

Copies signed in ink :-

32. CDA (Army), Bangalore
33. CDA (WC), Chandigarh
34. CDA (Army), Patna
35. CDA (SC), Pune
36. CDA (Army), Meerut
37. CDA (NC), Jammu
38. CDA (Officers), Pune
39. CDA (Navy), Bombay
40. CDA (AF), Dehradun
41. CDA (Army), Jabalpur
42. CDA (Army), Secunderabad
43. CDA (Army), Lucknow
44. CDA (Army), Chennai
45. CDA (Army), Kolkata
46. CDA (AF), Delhi
47. CDA (Army), Guwahati
48. CDA (Army), Bombay
49. CDA (Army), Dehradun

**EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME (ECHS) PROCEDURE  
ON PAYMENTS AND REIMBURSEMENTS FOR MEDICAL EXPENSES**

**AUTHORISATION**

1. The authorization for payments to empanelled Hospitals, Nursing Homes, Diagnostic Centres and re-imburement of medical expenses to Ex-Servicemen is as per para 2(j) of Govt of India letter No 22(1)/01/ US(WE)/D(Res) dated 30 Dec 2002.

**REFERRAL TO HOSPITALS**

2. **Military Stations:** Ex-Servicemen (ESM) and their dependents requiring hospital admission will, in normal course, be referred to Service hospitals, in the station. For this purpose Director General Armed Forces Medical Services (DGAFMS) will earmark a suitable proportion of beds in all Service hospitals for ECHS beneficiaries (except during war/ operational commitments). In case of non-availability of beds/facilities in service hospital, patients will be referred to empanelled hospitals for admission.

3. **Non Military Stations:** In non-military stations, ESM and their dependents will be referred to nearest service hospital/ empanelled hospitals by Medical Officer of ECHS Polyclinic.

**PAYMENT TO EMPANELLED HOSPITALS/ NURSING HOMES/ DIAGNOSTIC CENTRES.**

4. The payments by ECHS to the empanelled Hospitals, Nursing Homes and Diagnostic Centres will be governed by the following procedure:-

(a) **Referral to Empanelled Hospital/ Nursing Home/ Diagnostic Centre.** Payment of bills to

empanelled concerns will only be authorised when patients are referred from ECHS Polyclinic for necessary treatment/ investigation. Hospitals will only treat patients for conditions for which they have been specifically referred from the ECHS Polyclinic, except in life saving /emergency situations.

(b) **Payment of charges to Empanelled Hospitals/Diagnostic centre.**

(i) The rates of payment to empanelled hospitals/Diagnostic centres in cities/towns covered under CGHS will be governed by the package deal rates as laid down for CGHS. The rates laid down for CGHS for various towns/cities will be applicable for ECHS Polyclinics located in corresponding/adjoining geographical areas.

(iv) For the polyclinics located in cities/towns not covered under CGHS, the rates of payment to the Empanelled Hospitals/Diagnostic centres will be negotiated and fixed by ECHS based on the facilities available and the prevailing market rates. The rates so fixed will, in any circumstances, not exceed the CGHS rates applicable to the nearest cities/towns covered under CGHS.

(iii) For diseases and conditions not in the list of CGHS package deals, the payment to the empanelled Hospital/Diagnostic centre would be at rates of AIIMS New Delhi or *actuals, whichever is less*. Where AIIMS rates are not available, the actual cost of drugs and room rent etc will be reimbursed.

(iv) The package deal rates will include all charges pertaining to a particular treatment/procedure including admission charges, accommodation charges, ICU/ICCU charges, monitoring charges, operation theatre charges, operation charges, anesthetic charges, procedural charges/Surgeons fee, cost of disposables, surgical charges and cost of medicines used during hospitalization, related routine investigations, physiotherapy charges etc.

(v) The package rate does not include diet, telephone charges, TV charges and cost of cosmetics, toiletry and tonics. Cost of these, if offered, on request of patient will be realized from individual patient and are not to be included in package charges.

(vi) The package deal includes

- 12 days for specialized procedure
- 7-8 days for other procedures
- 3 days for laparoscopic surgery
- 1 day for day care/minor procedures (OPD)

(vii) If the beneficiary has to stay in the hospital for his/her recovery for more than the period covered in the package rate, the additional reimbursement will be limited to room rent as per entitlement, cost of prescribed medicines and investigations, doctors visits (not more than 2 times a day) for additional stay.

(viii) If one or more treatment procedures form part of a major treatment procedure, package charges would be made against the major procedures and only half of approved charges quoted for other procedures would be added to the package charges of the first major procedure.

(ix) The rates will be applicable only for allopathic system of medicine. No charges will be reimbursed for Homeopathic, Unani, Ayurveda or traditional systems of medicines.

(x) An empanelled hospital/ diagnostic centre whose rates for a procedure/test/facility are lower than the approved rates shall charge the beneficiaries as per actuals. Expenditure in excess of approved/package deal rates would be borne by the beneficiaries.

(xi) *Any legal liability arising out of such services shall be dealt with by the empanelled hospital, nursing homes and diagnostic centres who shall alone be responsible.* ECHS will not have any legal liability in such cases.

(c) **Allied Charges**

(i) **Diet Charges.** ECHS beneficiaries having basic pension upto Rs.2025/- per month will be entitled to free diet during hospitalization in empanelled hospitals. In case suffering from T.B. or mental diseases, beneficiaries with basic pension upto Rs.3000/- per month will be entitled to free diet during hospitalization.

(ii) **Special Nursing/ Attendant charges.** Special nursing charges and/or Attendant charges will be admissible when such nursing/attendance is essential for recovery/prevention of serious deterioration of the patient as certified by the Medical Officer in-charge of the case. The approval of SEMO/SMO/PMO will be obtained through the concerned Polyclinic in all such cases. The rate ceiling for Special nursing and Attendant will be as per guidelines of the CGHS. Special nursing /Attendant will be applicable only for patients admitted in hospitals/nursing homes and will not be applicable in residence.

(iii) **Entitlement for indoor treatment.** Charges as applicable to CGHS will apply. With effect from the issue of this letter the ECHS beneficiaries shall be entitled to General/Semi Private/Private Ward facility in empanelled hospitals according to their rank structure as under :-

	<b>Rank</b>	<b>Entitlement of Accommodation Hospitals</b>
<b>Officers</b>		Private Ward
<b>JCOs</b>	(Nb Sub to Sub Maj including Hony Ranks of Lt/Capt and Equivalent)	Semi Private Ward
<b>NCOs</b>	(Sep to Hav including Hony Ranks of Nb Subedar and Equivalent)	General Ward

[Amended vide GOI MoD letter No. 22(16)/05/US(WE)/D(Res) dated 19 Jul 05] with the concurrence of Ministry of Defence (Finance) vide UO No. 717/AG/PD dated 14.07.05]

(iv) **AC Charges.** AC Charges will be included in rate for ICU/ICCU patients, private ward patients and speciality treatment patients. In all other conditions where AC is absolutely essential for treatment of the patient, such charges will be included with a necessary certificate from the treating physician.

(d) **Bills. The bills from the empanelled hospital will include the following:-**

- (i) Medical advance drawn, if any.
- (ii) Referral slip from Polyclinic & photocopy of ECHS card.
- (iii) Copy of admission and discharge slip
- (iv) Summary of the case, including outcome
- (v) Consultation charges/ Diagnostic/ Package Charges as applicable.
- (vi) Other charges if any, not included above (to be specified).

(e) **Mode of Payment** . Bills and connected documents will be submitted by Hospitals, Nursing homes and Diagnostic Centres to the Polyclinic from where the patient was referred. Officer In-Charge (OIC) Polyclinic will authenticate the bills and forward to concerned Senior Executive Medical Officer (SEMO)/ Principal Medical Officer (PMO)/ Senior Medical Officer (SMO) for scrutiny and onward despatch to Station Headquarters for payment. Payment will be made by cheque and will be subject to post-audit.

(f) **Treatment at Military Hospitals.** Hospital Stoppage Rolls and any other charges expended for treatment in Military Hospitals will be paid in full by the member and is not reimbursable.

### **SPECIALITY TREATMENT**

5. The procedure for referral and reimbursement for speciality procedures will be as follows:-

(a) **Specialised tests and treatment**

(i) **Referral Procedure.** Ex-Servicemen or dependents will only be referred to the empanelled hospitals/diagnostic centres for specialized tests and treatment by the specialist at Polyclinic, specialist of Service hospital or specialist at empanelled hospitals/diagnostic centre. Only in case of emergencies and life threatening situations will a non specialist medical officer of the Polyclinic refer a patient directly for specialized tests and treatment. In such cases, a certificate to this effect will be endorsed by the referring medical officer. Payment to empanelled specialists/super specialist will be made as per procedure laid down.

(ii) **Speciality Treatment.** For treatment procedures in Cardiology Nephrology, Oncology, Joint Replacement and other expensive speciality treatment/ surgery, payment will be governed by the CGHS Rates for various procedures as revised from time to time. When the CGHS rates

for treatment are not available, rates of AIIMS *or actuals whichever is less will be applicable*. Where the AIIMS rates are not available, the actual cost of drugs and room rent etc will be reimbursed.

(b) **Treatment at Medical Institutes of National Repute** - Certain Hospitals/ Institutes do not accept post-payment. Such Institutes will not ordinarily be empanelled under the ECHS. However admission/ treatment in the Institutes of National repute listed below will be permitted. In case ESM or their dependents are referred by ECHS Medical Officer/ Specialist to any of the Institutes mentioned below, an advance in the form of a crossed cheque payable to the concerned hospital will be drawn by the patient from the concerned Station Headquarter after submitting the referral form by an ECHS Polyclinic and estimate from the concerned hospital. The hospitals where such an arrangement will be permitted will be:-

- (i) All India Institute of Medical Sciences, New Delhi
- (ii) Post Graduate Institute, Chandigarh
- (iii) Sanjay Gandhi Post Graduate Institute, Lucknow.
- (iv) National Institute of Mental Health and Neurosciences, Bangalore.
- (v) Tata Memorial Hospital, Mumbai ( for Oncology)
- (vi) JIPMER, Pondicherry.
- (vii) Christian Medical College, Vellore.
- (viii) Shankar Nethralaya, Chennai.
- (ix) Medical Colleges and Hospitals under the Central or State Governments.

6. Under certain special circumstances reimbursement of cost of medicines will be permitted only if the patient was referred by Polyclinic for speciality treatment and the medicines were prescribed to be taken with immediate effect on discharge. The special conditions are:-

- (a) Post operative cases of major Cardiac Surgery/Interventional Cardiology
- (b) Oncology.
- (c) Post operative organ transplant cases.
- (d) Post operative joint replacement cases.
- (e) Post operative major Neurosurgical/ Neurology cases.

7. The ex-serviceman should present the suitable prescriptions for medicines for above conditions to the O I/C Polyclinic immediately after discharge. A special demand for medicines will be raised by the O I/C Polyclinic, through usual channels to the AFMSD. The drugs will be procured from AFMSD under the normal procedures. Drugs will be procured from concerned SEMO if 'Not Available' at AFMSD. In the interim, drug purchased by ex-servicemen, is reimbursable. The period of reimbursement in such cases will be limited to one month after date of discharge from Hospital or date of issue of medicines from Polyclinic whichever is earlier

### **EMERGENCY TREATMENT**

8. In emergencies and life threatening conditions, when patients may not be able to follow the normal referral procedure, the patients may report to the nearest hospital, preferably empanelled.

**(a) Empanelled Hospital** – Immediate emergency treatment in any Empanelled hospital will be rendered to ESM on confirmation of ECHS membership from the ECHS card. Payment for such treatment will be regulated as under:-

- (i) Empanelled hospital will inform ECHS Polyclinic about the emergency admission at the earliest but not later than 24 hrs.
- (ii) The empanelled hospital will not collect payment from ECHS member.
- (iii) The actual cost incurred for emergency procedure will be payable by ECHS. Bill for emergency treatment will be forwarded to concerned Polyclinic for payment as per normal procedure. Such bills will be superscribed with 'EMERGENCY TREATMENT' written in Block capitals in Red.
- (iv) On learning about admission of an ECHS member in an Empanelled hospital, the O I/C Polyclinic will make arrangements for verification of the facts.
- (v) If, during the course of investigations/treatment a specific diagnosis is established requiring further management, the facts will be verified by concerned O I/C Polyclinic and the patient referred for the same formally.
- (vi) In case of malpractice, unethical practices or medical negligence by an empanelled Hospital or Nursing home particularly in management of emergencies necessary action will be taken by the Station Commander to dis-empanel the Hospital or Nursing Home.

**(b) Non- Empanelled Hospital** – Ex-servicemen or his representative should inform nearest Polyclinic within 48 hrs of such admission. The responsibility for clearing bills will rest with the Ex- Serviceman. He/she will submit the bills alongwith summary of the case to the concerned Polyclinic. The sanction for reimbursement as per approved rates, will be accorded by Central Org, ECHS. Such bills will be submitted within a period of one month from the date of discharge from hospital.



(c) The Empanelled or Non-Empanelled Hospital will be liable to pay damages to the beneficiaries in case of medical negligence in emergencies, and the Hospital/Nursing Home alone shall deal with legal liabilities, if any. ECHS will not have any legal liability in such cases.

### **OTHER CONDITIONS**

9. In cases where facilities for treatment are not available in Armed Forces Hospitals and in certain special conditions, the procedure for referral and treatment will be as follows:-

- (a) **TB & Leprosy**. No OPD Charges will be reimbursable. TB and Leprosy will be treated through National programmes at District level. However when the patients require admission for the condition, rates of CGHS as applicable to LRS Institute of TB and Allied Disease will be applicable for hospitalization.
- (b) **Hearing Aids**. The equipment will be entitled to patients based on the recommendations of ENT Specialist after clinical and audiometric justification. The OIC Polyclinic, will procure the Hearing Aid in consultation with the SEMO, and issue to ESM. Replacement is permitted after a minimum 5 years life of the Hearing Aid, based on a condemnation certificate and approval of ENT specialist. Digital Hearing Aid will only be given on recommendations of three ENT specialists including at least one service specialist. Actual cost of hearing aid or CGHS rates whichever is lesser will apply.
- (c) **Mental Diseases**. In all Mental illness cases the patient will be referred to Service Psychiatrist/ empanelled hospitals for OPD consultation. Drugs issued for the patient will be procured by the OIC Polyclinics / SEMO through special demand. Cases requiring hospital admission will be referred to authorized empanelled/Govt hospitals only. Provisions of Mental Health Act, 1987, as amended, will be applicable for all such hospital admissions. Payment will be made in full for admission to Govt hospitals and prescribed rates of CGHS will apply for empanelled hospitals.
- (d) **HIV/ AIDS**. Ex-service pensioners boarded out of service due to AIDS will be provided treatment as prescribed by Armed Forces Centres for such treatment, at the time of discharge. Treatment will be made available to such individuals with effect from two months after the date of discharge. Fresh cases of HIV/ AIDS amongst members of ECHS, including dependents will be referred to nearest Armed Forces Immuno-deficiency Centres, and treatment as prescribed from these Centres only will be made available.
- (e) **Artificial Limbs/Appliances**. Artificial Limbs/Appliances will be reimbursed in full when procured and fitted at Artificial Limb Centre (ALC) Pune, and Artificial Limb Sub Centres in the AFMS hospitals. CGHS rates will apply in other cases treated in empanelled hospitals.
- (f) **Rehabilitation/Terminal Care** - Rehabilitation/Terminal care will be provided in empanelled rehabilitative homes and hospices. Patients admitted to Service hospitals or empanelled hospitals/nursing homes where the finality of treatment has been reached and definitive medical treatment has run its course, will be referred to rehabilitative homes/hospices for nursing care and rehabilitation. The conditions for which rehabilitative care will be admissible will be paraplegia, quadriplegia, Alzheimers disease, cerebro-vascular accidents, other neurological and degenerative disorders, amputations, cancer terminal care and other such medical conditions when duly referred by treating specialists. Approval of SEMO/SMO/ PMO will be obtained for these referrals. The payments for such cases will be regulated as under :

- (i) Rates of payment for rehabilitation/terminal care cases will be limited to maximum rates permissible under CGHS for Special Nursing/Aya/Attendant charges PLUS charges for medical treatment as per CGHS rules. Where the rates of CGHS are not laid down, AIIMS charges *or actuals which ever is less* will be applicable. In case rates have not been defined by AIIMS, the actuals will be reimbursed. Rehabilitative care/terminal care does not include old age homes.
- (ii) Reimbursement will be limited to maximum period of 6 months. Thereafter cost of such care has to be borne by the patient.
- (g) **Medical Equipment for Residences** - Medical Equipment including nebulisers, CIPAP/BIPAP machines and glucometers etc as authorized under the CGHS will be issued to members, when use of such equipment is considered absolutely essential on medical grounds, on recommendations of the Specialist and approved by the Senior Advisor and Consultant of the concerned speciality under whose jurisdiction the Polyclinic is located. The equipment will be procured through a special demand by the O I/C Polyclinic. Consumables for the equipment will be issued under arrangements of O I/C polyclinic. Cost on repair and annual maintenance contracts will be borne by the member themselves and will not be reimbursable.
- (h) **Medical Examination/Health check up/Screening tests** – The ECHS beneficiaries may undergo medical examination/health check up at the Polyclinic once a year. The medical examination/ health check up will be limited to facilities available in the Polyclinic. Referrals to empanelled institutes for Medical examination/Health check up/ Screening tests are not permissible. Such Medical Examinations would be permitted only after all 227 Polyclinics have been established and made fully functional.
- (j) **Dental Treatment** – Dental treatment including referrals will be as per laid down procedures for other medical cases. Dentures will be permitted only if advised by Dental officer at ECHS Polyclinic or Service Dental officer. A particular type of partial/complete denture will be permitted on one time basis only for each member/dependent of the scheme as per CGHS rates.
- (k) **Intra Ocular Lens** – Intra ocular lens (IOL) implantation will be provided to ECHS members preferably at nearest service eye center . In case of IOL implantation undertaken at Civil hospitals, payment will be limited to prevailing CGHS rates. Type /make of IOL implanted will be specified in the bills by empanelled hospital.
- (l) **Spectacles** - Spectacles will not be provided under ECHS except post operatively in cases of conventional operation of cataract. Cost of spectacles in such cases will be limited to Rs 200/- only. Replacement of Spectacles will be admissible once in three years provided the same is undertaken on the advice of the Medical Officers of the Polyclinic or empanelled Consultant.
- (m) **Plastic Surgery** – Reimbursements, payments for Plastic surgery will not be permissible under ECHS except for therapeutic reasons and in post traumatic cases on recommendations of SEMO/SMO/ PMO. Provisions of CGHS and package deal rates/ceilings will apply

### **DIAGNOSTIC TESTS & OTHER INVESTIGATIONS CHARGES**

10. Investigations/laboratory diagnoses will be carried out at ECHS clinics in normal course. Referral for the tests, if required, will only be made by the Medical Officer ECHS/ Specialist to empanelled Diagnostic Centres/ Hospitals/ Nursing Homes. The rates will be same for all types of beneficiaries. The charges as approved by the CGHS for investigations will be valid for ECHS.

### **OPD CHARGES**

11. Charges for drugs and other consumables for outpatient treatment are *not reimbursable* except under special conditions as listed in para 6 above. Medicines will be procured by the ECHS clinics and issued to the patients.

### **TRAVELLING ALLOWANCE**

12. The following procedure will govern the movement of patient to referred

clinics:- (a) **Admissibility**

(i) Travelling Allowance for journeys undertaken for medical treatment (both ways) is admissible to ECHS beneficiaries for treatment in another city if such treatment is not available in the same city and referral is advised by ECHS medical officer /Specialist. Amount admissible will be limited to rail fare in entitled classes as applicable at the time of retirement by shortest/main route, or actual expenditure, whichever is less.

(ii) One attendant or escort who is required to travel along with the patient will be entitled to traveling allowance if the medical officer/attending the patient has certified in writing that it is unsafe for the patient to travel alone and such attendant escort is necessary to accompany the patient. Amount as admissible to the patient is reimbursable.

(b) **Ambulance** - Ambulance services authorized in Polyclinic may be utilized for patients when being referred to service/empanelled hospitals in the same city

No.22D(18)/09/US(WE)/D(Res)/Pt-I  
Deptt of Ex-Servicemen Welfare  
Government of India  
Ministry of Defence  
New Delhi

Date 13 Apr, 2010

To

The Chief of Army Staff  
The Chief of Naval Staff  
The Chief of Air Staff

**Subject : PROCEDURE FOR PROCUREMENT OF MEDICAL EQUIPMENT FOR ECHS**

Sir,

1. With reference to Government of India, Ministry of Defence letter No.22(1)/01/US(WE)/D(Res) dated 30 Dec 2002 and 24(4)(b)/03/US(WE)/D(Res) dated 11th Aug 2003, I am directed to convey the sanction of the Government that the Procedure for Procurement of Medical Equipment as spelt out in Appendix to this letter will be followed by the ECHS with immediate effect.
2. This supersedes GOI MoD letter No.24(4)(b)/03/US(WE)/D(Res) dated 11th Aug 2003.
3. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No. 553/Fin/Pen dated 19th Mar 2010.

Yours faithfully,

Sd/-xxx

(MM Singh)  
Deputy Secretary to the Govt. of India

Appendix to Govt. of India letter  
No.22D(18)/09/US(WE)/D(Res)/Pt1  
Dated. 13 Apr, 2010

**PROCEDURE FOR PROCUREMENT OF MEDICAL EQUIPMENT FOR EX-SERVICEMEN  
CONTRIBUTORY HEALTH SCHEME (ECHS)**

**Authorisation of Equipment**

1. The authorization of Medical Equipment for the ECHS Polyclinics will be governed by the provisions of Govt. of India letter No. 22 (1)/01/US(WE)/D(Res) dated 30th December 2002.

**Budgetary Support for Procurement of Medical Equipment**

2. The Department of Ex-servicemen Welfare will earmark annual budgetary funds for the procurement of medical equipment from relevant Budget Head in consultation with the Central Organisation ECHS and intimate the same to ADG (Financial Planning) for allocation to Director General Armed Forces Medical Services. (DGAFMS)

**Procurement of Medical Equipment**

3. In order to expedite the procurement of medical equipment and thereby ensure the effective functioning of the ECHS Polyclinics, an Empowered Committee with the following composition has been constituted:

- |     |                                    |   |  |
|-----|------------------------------------|---|--|
| (a) | Chairman                           | - | Joint Secretary (ESW)  |
| (b) | Member                             | - | Addl FA and JS   |
| (c) | Member Representative of<br>DGAFMS | - | DDG (Provisioning)   |
| (d) | Member-Professional user           | - | Specialist from related representative field<br>(as and when required) |
| (e) | Member Secretary                   | - | Director (Medical) ECHS  |

**Procedure to be followed by Empowered Committee**

4. As per the normal DGAFMS procedure of 2000, the mode of procurement is through Open tenders. However, to expedite the procurement, the empowered committee will use the vendor base generated on the basis of last procurement made by DGAFMS through Advertised Tender Inquiry (ATI), which should not be more than two years old.

5. A limit of past two years has been considered as adequate because the obsolescence rate in medical equipments is high, and so it would not be advisable to extend the limit beyond two years. The procedure for procurement will be as under:-

- (a) The Empowered Committee will go through the QRs of equipments which were procured by DGAFMS during the last 2 years (at the time of consideration by Empowered Committee) and decide as to whether the QRs are broad based and meet all the current technical requirements of ECHS Polyclinics.
- (b) In cases where the QRs are by and large found to be meeting the requirements and do not need any major modification, the Empowered Committee will examine the short listed vendors of the last procurement. Where the empowered Committee decides that there was adequate competition, DGAFMS may go ahead with inviting Technical and Commercial bids from short listed vendors. Thereafter, the procurement will be processed as per paras 6 and 7.

(c) In other cases Advertised Tender Inquiry (ATI) will be resorted to and procurement processed as per paras 6 and 7. These cases interalia, could be :-

- (i) Where Empowered Committee decides that adequate competition was not available in the last procurement ;or
- (ii) Where the QRs need to be formulated afresh; or
- (iii) Where the said equipment has not been procured in the last two years.

**6. Evaluation of Bids**

- (a) **Technical Bids:** All technical bids will be evaluated by the following standing Technical Committee: Chairman - Commandant, Armed Forces Clinic (AFC)
- Member - Specialist from related field
- Member Secretary - Director (Medical), ECHS

The Report of the Technical Committee will be submitted for approval of Empowered Committee.

(b) **Commercial Bids.** After acceptance of the recommendations of the Technical Committee, Commercial bids of only technically acceptable firms will be opened in the office of DGAFMS following usual procedure. A CST (Comparative Statement of Tenders) will be prepared by the **DGAFMS and a proposal will be submitted to the duly constituted Price Negotiation Committee** (PNC) who will negotiate the terms and conditions with L-1 vendor as being done presently:-

(i) **For cases valued between Rs. 50 lakhs to Rs. 3 crores**

- Chairman - Dir/DS (Res-1)
- Member - Dir (F)/DFA Concerned
- Member - DDG (Prov)
- Member - Dir (Med)
- ECHS

(ii) **For cases valued above Rs. 3 crores**

- Chairman - JS (ESW)
- Member - JS & Addl FA
- Member - ADGAFMS
- (E&S) Member - Dir (Med) ECHS

7. **Approval of Tender:** The recommendations will be submitted to the Empowered Committee/CFA for Approval.

8. **Other Equipment:** Other medical items constituting stethoscopes, laboratory glassware, examination hammer, ophthalmoscope etc. will be processed as under:-

- (a) The scales for other equipment will be cleared by Empowered committee.
- (b) If the item can be procured within the financial powers of DGAFMS the same will be procured as per laid down procedures circulated by the Ministry of Defence vide their letter No. 14(1)/98/D (Med) dated 13 Mar 2000.
- (c) If the item is beyond the financial powers of DGAFMS, the same will be processed through Empowered Committee.

9. **Repair/Maintenance and Annual Contracts.** The repair and maintenance Procedure for medical equipment will be as per laid down procedures for Service Hospitals.

**MOST IMMEDIATE**

Ministry of Def  
(Deptt of Ex-Servicemen)

Subject :- **Revision of ECHS Rates**

\*\*\*\*\*

1. Reference Central Org ECHS ID No B/49773/AG/ECHS/CGHS dated 3<sup>rd</sup> Jul 2009 on the above mentioned subject
2. Pre revised CGHS rates being followed by ECHS as at present may continue only for the time being until the second revision by CGHS comes into effect. Since the second revision for the rates for Delhi has already been notified by Ministry of Health and Family Welfare, it may be followed by ECHS for Delhi with immediate effect. As and when the second revision rates by CGHS for other cities is put into effect, it may be accordingly followed by ECHS.
3. For the polyclinics located in cities/towns not covered under CGHS, the rates of payment to the empanelled hospitals/diagnostic centres will be negotiated and fixed by ECHS based on the facilities available and the prevailing market rates. The rates so fixed will, in any circumstance, not exceed the CGHS rates applicable to the nearest cities/towns covered under CGHS (As per Govt letter No 24(8)/03/US(WE)/D(Res) dated 19<sup>th</sup> December 2003), copy enclosed.
4. Due efforts to ascertain the disseminate information regarding the new rates to all stake holders will be made by MD ECHS under intimation to MoD.
5. This issues with the approval of competent authority.

-sd-x-x-x-x

(H.K. Mallick)

Under Secretary to the Govt of India

Tele No : 23014946

MD ECHS

-----  
MoD ID No 22A(48)/2007/US/WE/D(Res) dated 19 August 2010

22B(04)/2010/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 New Delhi  
 Dated the 18th Feb, 2011

To

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**Subject : Procedure for empanelment of Hospitals, Nursing Homes and Diagnostic Centres under Ex-servicemen Contributory Health Scheme (ECHS)**

Sir,

1. With reference to Govt of India, Ministry of Defence letter No. 24(9)/03/US(WE)/D(Res) dated 16 Jun 04, I am directed to convey the sanction of the Government that the 'Procedure for Empanelment of Hospitals, Nursing Homes and Diagnostic Centres as spelt out in Appendix A to this letter will be followed by the ECHS with immediate effect.
2. This supersedes GOI MoD letter No. 24(9)/03/US(WE)/D(Res) dated 16 Jun 04.
3. This procedure will be reviewed as and when deemed necessary.
4. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No. 580/F/P/1 dated 10th Feb, 2011.

Yours faithfully

Sd/-xxx  
 (H.K. Mallick)  
 Under Secretary to the Govt. of India

Copy to:-

1. CGDA, New Delhi
2. MD, ECHS
3. PPS to Secretary ESW
4. PPS to Secretary Def (Fin)
5. JS (ESW)
6. JS & Addl FA, MoD
7. SO to Defence Secretary
8. Defence (Finance)
9. DFA (Pen)

Copy Signed in ink :-

All PCsDA/CsDA



**Appendix A**

(GOI MoD letter No.22B(04)/2010/US(WE)/D(Res)

Dated the 18th Feb, 2011

**PROCEDURE FOR EMPANELMENT OF  
HOSPITALS, NURSING HOMES AND DIAGNOSTIC CENTRES FOR  
EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME (ECHS)**

1. The procedure for Empanelment of Hospitals/Nursing Homes and Diagnostic Centres by the ECHS as laid in succeeding paragraphs will be followed for Ex-Servicemen Contributory Health Scheme (ECHS).
2. **Advertisements**. An advertisement will be placed in leading newspapers (Regional and English Language) inviting application for empanelment of Hospitals/Nursing Homes and Diagnostic Centres. The advertisements will be placed by Central Organisation ECHS, Regional Centres for the Areas under their jurisdiction once in a year in the month of January. Empanelment of hospital will be a continuous process wherein applications for empanelment will be processed as and when received.
3. **Application for Empanelment**. A standard Application form for Empanelment of Medical facilities for ECHS will be made available by the ECHS on a nominal amount of Rs. 1000/- at the Regional Centres/ Polyclinics. The application form duly completed as per format alongwith the fee payable to NABH (through Demand Draft) will be submitted by the Hospital/Diagnostic centre and Nursing Home to the Regional Centre under whose jurisdiction the hospital is located. Simultaneously an application in soft copy (available in ECHS webpage) will also be filled by the applicant hospital/diagnostic centre. The application after the initial vetting will be forwarded by Regional Centre to NABH through Central Organization ECHS to initiate the assessment of the hospital.
4. **Earnest Money Deposit (EMD)**. All the hospitals applying for empanelment will deposit Rs. 1.00 Lac as EMD in the form of a Demand Draft in favour of respective Regional Centre. The EMD is a surety to sign the MOA and will be refunded at the time of Signing of MOA.
  - (a) In case the application is rejected on technical grounds, Earnest Money would be refunded.
  - (b) In case, the application is rejected after inspection on the grounds of submitting incorrect information, then 50% of the Earnest Money would be forfeited and the balance would be refunded in due course.
  - (c) In case, the applicant hospital/diagnostic centre refuses to sign the Memorandum of Agreement, 50% of the Earnest Money would be forfeited.
5. **Evaluation Procedure**. NABH, on receipt of e-application will initiate the assessment of the hospital on the pre defined parameters. The report of NABH will be received at Central Organisation within a period of 45 days. This report of Recommended hospitals will be forwarded to MoD along with the hard copy of the application received from the Regional Centre.
6. **Processing of Applications**: Central Organisation will compile the application and NABH reports and a Screening Committee chaired by the MD, ECHS will screen the applications on a monthly basis. Central Organisation will send draft govt. orders for empanelment of hospitals cleared by the Screening Committee and meeting the laid down criteria alongwith the minutes of the Screening Committee and meeting the laid down criteria alongwith the minutes of the Screening Committee meeting to the Deptt. of ESW by 15<sup>th</sup> of ensuing month for issuing the govt. orders in consultation with MoD (Finance) :-

- |     |  |   |                  |
|-----|--|---|------------------|
| (a) | MD (ECHS)  | - | Chairman         |
| (b) | Representative of MoD (Do ESW)<br>(not below Dir/Ds) | - | Member           |
| (c) | Representative of MoD (Fin/Pen)                      | - | Member           |
| (d) | Director (Medical)                                   | - | Member           |
| (e) | Joint Director (Med)                                 | - | Member-Secretary |

(Amended vide GoI, Min of Def letter No 22B(02)/2013/US(WE)/D(Res) dt 18 Oct 2013 and No.22B(02)/2013/US(WE)/D(Res) dated 23 Oct 2013).

7. **Period and Terms of Agreement.** After the approval of MOD, Memorandum of Agreement (MOA) as per standard ECHS format will be signed by the Regional Centre with the concerned Hospitals/Nursing Homes and Diagnostic Centres. The period of empanelment will be valid for two years. If the services of the Hospitals, Nursing Homes and Diagnostic centres are found to be satisfactory, extension of MOA may be done on mutual agreement, with the approval of the Central Organisation ECHS. In case of unsatisfactory performance, unethical practices or medical negligence by any empanelled Hospital, Nursing home and Diagnostic Centre, a show cause notice will be issued to concerned empanelled facility by the Regional Centre. Agreement/contract of empanelment will be terminated if charges are established, on approval from Ministry of Defence.

8. All the NABH accredited hospitals will be considered deemed empanelled will ECHS i.e. they will not be required to apply for NABH assessment but will have to directly apply to Central Organisation for processing the application for empanelment.

9. **Payment Procedure.** Payments will be made to Hospitals/Nursing Homes and Diagnostic as prescribed in MoD letter No. 24(8)/03/US(WE)/D(Res) dated 19 Dec 03.

10. **Performance Bank Guarantee.**

(a) Hospitals in CGHS Cities that are recommended for empanelment after the assessment shall have to furnish a Performance Bank Guarantee valid for period of empanelment to ensure efficient service and to safeguard against any default :-

- |      |                             |                |
|------|-----------------------------|----------------|
| (i)  | Empanelled Hospitals        | - Rs 2 Lacs    |
| (ii) | Other Empanelled Facilities | - Rs 0.50 Lacs |

(b) Hospitals in non-CGHS localities that are recommended for empanelment after the assessment shall have to furnish a Performance Bank Guarantee valid for period of empanelment to ensure efficient service and to safeguard against any default :-

- |      |                             |             |
|------|-----------------------------|-------------|
| (i)  | Empanelled Hospitals        | - 1 Lacs    |
| (ii) | Other Empanelled Facilities | - 0.25 Lacs |

(Amended vide GoI, Min of Def letter No 22B(02)/2010/US(WE)/D(Res) dt 19 Nov 2012).

11. In case of hospitals already empanelled under ECHS, they shall submit a new Performance Bank Guarantee.

12. **Settlement of Disputes.** In case any dispute arises between the Regional Centre and an empanelled Hospital, Diagnostic Centre or Nursing Home, empanelled facility concerned has the right to appeal to one superior level. The decision taken by the superior authority will be final and binding on both parties. Arbitration for any dispute will be conducted in terms of the Memorandum of Agreement signed between empanelled facility and Regional Centre.
13. **De-Recognition/Dis-Empanelment.** If any empanelled Hospital, Nursing Home or Diagnostic Centre is detected to be indulging in malpractice, unethical practice or medical negligence, the matter will be investigated by the Regional Centre. The empanelled facility will be given an opportunity to show cause before a case is initiated for dis-empanelment.
14. **Authority for Disempanelment.** The Ministry of Defence which accords approval for empanelment will be the authority for dis-empanelment.

22D(04)/2011/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Department of Ex-Servicemen Welfare  
 New Delhi, the 22<sup>nd</sup> July, 2011

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**CORRIGENDUM**

Subject : Procedure for empanelment of Hospitals, Nursing Homes and Diagnostic centres under ECHS

Sir,

With reference to Appendix 'A' to GOI, Ministry of Defence letter No. 24(09)/03/US(WE)/D (Res) dated 16<sup>th</sup> June, 2004, I am directed to convey the approval of competent authority to the following amendments to para 8.

**For -**

In case of unsatisfactory performance, unethical practice or medical negligence by any empanelled Hospital, Nursing Home and Diagnostic Centre, a show cause notice will be issued to concerned empanelled facility by the Station Commander. Agreement/contract of empanelment will be terminated if charges are established, on approval from Ministry of Defence i.e. the appointing authority

**Read -**

In case of unsatisfactory performance, unethical practice or medical negligence by any empanelled Hospital, Nursing Home and Diagnostic Centre, a show cause notice will be issued to concerned empanelled facility by the Regional Director under intimation to CO, ECHS and Department of Ex-Servicemen Welfare. CO, ECHS will get an investigation conducted, and send his recommendations to Department of Ex-Servicemen Welfare. MOA/ Contract/referrals of empanelled Hospitals will be suspended/terminated only with approval of Department of Ex-servicemen Welfare, Ministry of Defence.

2. This issues with the approval of the Competent Authority.

Yours faithfully

Sd/-xxx  
 (H.K. Mallick)  
 Under Secretary to the Govt. of India

Copy to:-

1. PPS to Defence Secretary
2. PPS to Secretary (ESW)
3. PPS to Secretary Denfence (Finance)
4. CGDA
5. PS to Joint Secretary (ESW)
6. PS to Addl FA (R)

7. DGDC & W
8. MD, ECHS
9. PCDA, New Delhi

Also to :

10. DGAFMS
11. DGDE, New Delhi
12. DGD, C&W
13. QMG
14. DGMS
15. DGMS (Air)
16. DGMS (Navy)
17. AOA
18. COP
19. ADG C&W
20. DG (Works), E-in-C Branch
21. ADG (FP)
22. All Command Headquarters
23. AG Branch/CW-3
24. Naval Headquarters (PS Dte)
25. Air Headquarters (PS&R)

LIST OF GOVERNMENT LETTERS REGARDING EMPANELMENT OF CIVIL  
HOSPITALS / NURSING HOMES / EYE CARE CENTRES /IMAGING  
CENTRES / DIAGNOSTIC LABORATORIES /DENTAL CLINICS / HOSPICES  
UNDER ECHS WEF 2003

Ser	Government Letter No	Date
1.	24(4)(a)/03/US(WE)/D(Res)	06 Aug 2003
2.	24(12)/03/US(WE)/D(Res)	18 Nov 2003
3.	24(8)/03/US(WE)/D(Res)	29 Oct 2004
4.	24(21)/04/US(WE)/D(Res)	15 Dec 2004
5.	24(21)/04/US(WE)/D(Res)/Pt II	13 Jan 2005
6.	24(21)/04/US(WE)/D(Res)/Pt IV	03 Mar 2005
7.	24(11)/04/US(WE)/D(Res)/Pt V	18 Mar 2005
8.	24(21)/04/US(WE)/D(Res)/Pt VI	13 May 2005
9.	24(21)/04/US(WE)/D(Res)	17 May 2005
10.	24(21)/04/US(WE)/D(Res)/Pt VIII	08 Jul2005
11.	24(210)/04/us(we)/d(Res)/Pt IX	28 Jul2005
12.	24(21)/04/US(WE)/D(Res)/Pt X	10 Oct 2005
13.	22(11)/05/US(WE)/D(Res)Nol XI	16 Nov 2005 <i>J</i>
14.	22(11)/05/US(WE)/D(Res)/Pt XII	13 Jan 2006
15.	22(8)/06/US(WE)/D(Res)/Pt XIV	10 Mar 2006
16.	22(25)/06/US(WE)/D(Res)/Pt XV	31 Mar 2006
17.	22(50)/06/US(WE)/D(Res)/Pt XVI	19 Jul2006
18.	22(61)/06/US(WE)/D (Res)	23 Oct 2006
19.	22(82)/06/US(WE)/D(Res)	22 Nov 2006
20.	22(66)/06/US(WE)/D(Res)	14 Dec 2006
21.	22(89)/2006/US(WE)/D(Res)	02 Feb 2007
22.	22(96)/06/US(WE)/D(Res)	14 Feb 2007
23.	22-8(06)/07/US(WE)/D(Res)	16 May 2007
24.	22D(14)/07/US(WE)/D(Res)	18 Sep 2007
25.	228(10)/07/US(WE)/D(Res)	04 Jan 2008
26.	228(01)/08/US(WE)/D(Res)	22 Dec 2008
27.	228(01)/08/US(WE)/D(Res)	03 Jun 2009
28.	228(01)/09/US(WE)/D(Res)	15 Mar 2010
29.	228(01)/09/US(WE)/D(Res)	31 Aug 2010

30.	22B(01)/2011/US(WE)	23 Jan 2012
31.	22B(01)2011/WE	07 Sep 2012
32.	22B(01)/2011-WE/D(Res)-Pt(I)	14 Jan 2013
33.	22B(01)/2011-WE/D(Res)/(Part-I)	14 Jun 2013
34.	22B(01)/2011-WE/D(Res) Part-I	27 Aug 2013
35.	22B(01)/2011-WE/D(Res)	12 Dec 2013
36.	22B(04)/2013-WE/D(Res)	27 Jan 2014

No 22D(01)/2012-(WE)/D(Res)  
 Government of India  
 Department of Ex-Servicemen Welfare  
 Ministry of Defence  
 New Delhi – 110011

New Delhi, the 18<sup>th</sup> December, 2012

Subject : **Scale of Medical Equipment for ECHS Polyclinics**

Sir,

With reference to Govt of India, Ministry of Defence letter No 22D(18)/09/US(WE)/D(Res)/Pt-I dated 13<sup>th</sup> April, 2010, I am directed to convey the sanction of the Government for scales of medical equipment for ECHS Polyclinics as given at Appendix attached.

2. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No 4129/12/Fin.Pen dated 20 Sep 2012.

Yours faithfully,

-sd-x-x-x-x

(H.K. Mallick)

Under Secretary to the Govt of India

**Encls** : As above.

**Copy to :-**

1. CGDA
2. DGAFMS
3. AG, IHQ of MoD
4. COP, IHQ of MoD (Navy)
5. AOA, Air HQ (VB)
6. MD, ECHS - **As decided in Empowered Committee Meeting on the subject held on 18<sup>th</sup> July, 2012, the X-ray machines will not be procured till technical manpower is authorised.**

**Copy for information to :-**

1. PPS to Secretary, (ESW)
2. PPS to FADS
3. PS to JS (WSW)
4. PS to JS & Addl FA (RS)

**Copy signed in ink to :-**

All PCsDA/CsDA



(Ref to GoI, MoD letter No  
22D(01)/2012(WE)/D(Res) dated 18 Dec 2012)

**SCALE FOR MEDICAL EQUIPMENT : ECHS POLYCLINICS**

S No	PVMS Reference		Nomenclature	Scale				Remarks
	Sec	No		Type A	Type B	Type C	Type D	
<b><u>GENERAL EQUIPMENTS</u></b>								
1	1	30195	Stool adjustable with SS top	6	6	4	4	
2.	2	40167	Outfit resuscitation Ambu MK-III	1	1	1	1	
.	4	40183	Respirator intermittent positive pressure manual bellows inflating bag complete	1	1	1	1	
4.	4	40057	Cylinder Oxygen O2 1246 Ltr	2	2	1	1	
6.	4	40052	Cylinder Oxygen key spanner for	2	2	1	1	
7.	4	40053	Cylinder flush type key spanner for	2	2	1	1	
8.	4	40054	Cylinder Oxygen stand	2	2	1	1	
9.	4	40017	Oxygen Concentrator	1	1	1	1	
10.	5	50090	Forceps artery curved on flat 12.5 cm	1	1	1	1	
11.	5	50095	Forceps artery (Spencer well) straight box joint 13 cm	1	1	1	1	
12.	5	50104	Forceps dissecting 15 cm	1	1	1	1	
13.	5	50107	Forceps dissecting toothed 13 cm	1	1	1	1	
14.	5	50108	Forceps toothed 18 cm	1	1	1	1	
15.	5	50116	Forceps sinus	1	1	1	1	
16.	5	50120	Forceps sterilizer (cheatle)	2	2	1	1	
17.	5	50126	Forceps towel holding	1	1	0	0	
18.	5	50185	Needle, Holder (Mayo), 19cm, Box joint	2	2	2	2	
19.	5	50221	Percussor (babinski)	3	3	2	2	
20.	5	50258	Scissors, dressing, shap and Blunt, 14 cm long, stainless steel	1	1	1	1	
21.	5	50259	Scissors, dressing straight, both points sharp 12.5 cm	1	1	1	1	
22.	5	50261	Scissor	1	1	1	1	
23.	5	50270	Syringe and Needle destroyer	1	1	1	1	

S No	PVMS Reference		Nomenclature	Scale				Remarks
	Se c	No		Type A	Type B	Type C	Type D	
24.	5	50304	Tape, measure, Linen 1.5 mtr	3	3	3	3	
25.	5	50307	Tourniquet (Singer)	1	1	1	1	
26.	5	50158	Instrument regimental pannier roll complete	1	1	1	1	
27.	5	50008	Suction apparatus portable	1	1	1	1	
28.	14	140001	Bag, Ice, Head, I.R 20 cm	1	1	1	1	
29.	14	140002	Bottle, Hot water, I.R 30 cm x 20cm with two spare washers	2	2	1	1	
30.	14	140003	Bottle, Hot water, I.R 30 cmx.20cm cover for	2	2	1	1	
31.	14	140004	Bowl, stainless steel, 10 cm	4	4	2	2	
32.	14	140005	Bowl, stainless steel, 20cm	2	2	1	1	
33.	14	140006	Bowl, stainless steel 25cm	1	1	1	1	
34.	14	140007	Bowl, stainless steel, 35cm	1	1	1	1	
35.	14	140008	Body meter for Height measure	1	1	1	1	
36.	14	140028	Inhaler (nelson), 700 ml Size, Complete (For Components, See Appendix)	1	1	1	1	
37.	14	140042	Mattress Foam Rubber	1	1	1	1	
38.	14	140043	Mattress Foam Rubber Cover for	2	2	2	2	
39.	14	140050	Pan, Bed, E.I. Slipper Shaped, Medium size fixed with vertical Handle	1	1	1	1	
40.	14	140055	Scales Baby Weighing	1	1	0	0	
41.	14	140061	Spitton Mug	1	1	1	1	
42.	14	140062	Thermometer Oran Clinical	3	3	2	2	
43.	14	140064	Tray, E.I, Deep, size 45cm x 30 cm	1	1	1	1	
44.	14	140065	Tray SS, Kidney shape 25 cm	2	2	1	1	
45.	14	140067	Tray, E.I., Shallow, Size 35cmx30 cm	1	1	1	1	
46.	14	140068	Tray, E.I. Shallow, Size 27.50cm x 22.50cm	1	1	0	0	
47.	14	140071	Tube, Rectal, Flatus, Size 18, English Catheter Gauge	1	1	1	1	
48.	14	140072	Tube, Rectal, Flatus, Size 19, Length 1 Metre	1	1	1	1	

S No	PVMS Reference		Nomenclature	Scale				Remarks
	Sec	No		Type A	Type B	Type C	Type D	
49.	14	140073	Tube Stomach	1	1	1	1	
50.	27	270719	Stand, Transfusion, Metal (UK Pattern)	1	1	1	1	
51.		280047	ECG Machine	1	1	1	1	
52.		280041	Monitor Defibrillator	1	1	0	0	
53.	28	280053	Lamp Operating shadow less	1	1	1	1	
54.	28	280054	Lamp Operating halogen bulb for	1	1	1	1	
55.			Nebuliser	1	1	1	1	
56.	3	30101	Cabinet Instrument overall	2	2	1	1	
57.	3	30105	Cabinet Instrument	2	2	1	1	
58.	3	30110	Cabinet Instrument hook for	2	2	1	1	
59.	3	30115	Cabinet medicines and table combined	2	2	1	1	
60.	3	30165	Receiver Soiled dressing	2	2	1	1	
61.	3	30170	Shelf 68x45 cm	2	2	1	1	
62.	3	30175	Shelf SS	2	2	1	1	
63.	3	30180	Stand Instrument Mayo	1	1	0	0	
64.	3	30190	Stand wash for two basin	2	2	1	1	
65.	3	30200	Studs India rubber for	16	16	8	8	
66.	3	30215	Table Instruments Folding	2	2	1	1	
67.	3	30220	Table Instruments non-folding	4	4	2	2	
68.	3	30317	Wheel Chair Folding	1	1	1	1	
69.	3	30318	Wheel Chair non-Folding	1	1	0	0	
70.	5	50287	Stethoscope	5	5	3	3	
71.	5	50305	Examination torch	5	5	3	3	
72.	6	60142	Tuning Forks 1024	1	1	1	1	
73.	5	50278	Sphygmomanometer aneroid	1	1	1	1	
74.	6	60081	Tongue depressor 1.9 cm wide	3	3	2	2	
75.	6	60082	Tongue depressor 1.25 cm wide	3	3	1	1	
76.	6	60345	Nasal Speculum 3 cm	2	2	1	1	
77.	6	60346	Nasal Speculum 5 cm	2	2	1	1	
78.	6	60008	Auroscope (set complete) with Speculum large, medium and small, case and spare bulbs (2 each)	2	2	1	1	

S No	PVMS Reference		Nomenclature	Scale				Remarks
	Se c	No		Type A	Type B	Type C	Type D	
79.	6	60143	Tuning Forks 256	1	1	1	1	
80.	6	60144	Tuning Forks 512		1	1	1	
81.	7	70168	Ophthalmoscope Binocular	2	2	2	2	
82.	7	70263	Snellens chart Board type	3	3	2	2	
83.	7	70262	Near vision Chart	3	3	2	2	
84.			Pulse Oxymeter	1	1	1	1	
85.			Digital BP Apparatus	3	3	2	2	
86.	3	30148	Hi-Lo Bed	1	1	1	1	
87.	3	30347	Crash Cart Trolley	1	1	1	1	
88.	10	100196	Electric boiling water sterilizer	3	3	2	2	
<b><u>PHYSIOTHERAPY</u></b>								
89.	28	280004	Short wave Diathermy	1	1	1	1	
90.	28	280072	Wax Bath	1	1	1	1	
91.	28	280007	Interferential Therapy	1	1	1	1	
92.	28	280003	Ultrasound Therapy	1	1	1	1	
93.	28	280052	Infra red Lamp	1	1	1	1	
94.			Shoulder exercise system	1	1	1	1	
95.			NMES electrical stimulator unit	1	1	1	1	
96.			Parallel bar walkway	1	1	1	1	
<b><u>RADIOLOGY</u></b>								
97.	25	250104	Apparatus X-Ray radiographic, 100 MA fixed/portable	1	1	1	1	
98.	25	250111	Automatic Film Processor	1	1	1	1	
99.	25	250206	Box viewing negative with a pair of straight fluorescent tube	3	3		2	
100.	25	250207	Box viewing negative with fluorescent tube	1	1	1	1	
101.	25	250211	Cabinet all metal 196cm x 91.50 cm x 48 cm deep (External with 4 adjustable shelves for FS)	1	1	1	1	
102.	25	250212	Cassette 43.18cm x 35.5cm	1	1	1	1	
103.	25	250213	Cassette 38.10 x 30.5 cm	2	2	2	2	
104.	25	250214	Cassette 30.5 cm x 25.40 cm	2	2	2	2	
105.	25	250220	Grid Stationary	1	1	1	1	

S No	PVMS Reference		Nomenclature	Scale				Remarks
	Se c	No		Type A	Type B	Type C	Type D	
106.	25	250236	Mat rubber, shock protective 91.5 cm x 91.5 cm	1	1	1	1	
107.	25	250249	Stand chest wall type	1	1	1	1	
108.	25	250250	Supporting frame, stand chest for	1	1	1	1	
109.	25	250203	Board Auxiliary	1	1	1	1	
<b><u>GYNAE</u></b>								
110.	9	90005	Catheter Female metal	1	1	0	0	
111.	9	90023	Depressor, Vaginal (Sims)	1	1	0	0	
112.	9	90051	Forceps, uterine, vulsellum, Teale's with lateral curve, three into four teeth, screw joint	1	1	0	0	
113.	9	90060	Gynae Exam Table	1	1	0	0	
114.	9		Forceps, vulsellum, straight tanaculum points 25 cm	1	1	0	0	
115.	9		Sponge holder forceps	2	2	0	0	
116.	9	90101	Scissors, curved on flat, round points 18 cm(7")	1	1	0	0	
117.	9	90103	Sound Uterine graduated from 4 to 20 and 28 cm long brass nickels plated 2 additional for ME JULLUNDU & 148 H)	1	1	0	0	
118.	9	90104	Speculum Vaginal double ended blade size 3.5 cms z 10.5 cm & 23 x 10.5cm carbon steel	1	1	0	0	
119.			Sterilizer	1	1	0	0	
120.			Anterior Vaginal Wall Retractor	4	4	0	0	
121.			Long Artery Forceps	2	2	0	0	
122.		9/090010	Curette, sharp No 2, width of working part 9 mm carbon steel, chromium plated	1	1	0	0	
123.		9/090011	Curette, blunt No 2, width of working part 9mm carbon steel, chromium plated	1	1	0	0	

S No	PVMS Reference		Nomenclature	Scale				Remarks
	Sec	No		Type A	Type B	Type C	Type D	
124.			Cervical punch biopsy forceps, carbon steel chromium plated	1	1	0	0	
125.			Dilators, uterine, hollow, set of 16 conical metal, size 3/6 to 18/21 mm dia in metal case	1	1	0	0	
126.		140022	Electronic adult weighing machine	1	1	0	0	
127.		9/090007	Digital automatic blood pressure monitor	1	1	0	0	
128.			Cryocautery Standard cryo cauterization eqpt with full accessories probe conical, flat and end cervical probe gas reservoir	1	1	0	0	
129.		9/090110	USG machine with sector/linear & TVS Probe 3.5/5 MHZ	1	1	0	0	
<b>DENTAL</b>								
130.	10	100120	Pantographic dental chari & unit with complete attachment	1/2	1/2	1	1	2 Dental Chair for type A&B Non-mil PC. Rest all one chair.
131.	10	100110	Front loading table top autoclave	1/2	1/2	1	1	1 per Dental Chair
132.	10	100218	Dental X-Ray system orilix complete with processing unit	1/2	1/2	1	1	1 per Dental Chair
133.		100220	Ultrasonic Scaler	1/2	1/2	1	1	1 per Dental Chair
134.	10	100913	Amalgamator	1/2	1/2	1	1	1 per Dental Chair
135.	10	100997	Glass bead sterilizer	1/2	1/2	1	1	1 per Dental Chair

S No	PVMS Reference		Nomenclature	Scale				Remarks
	Sec	No		Type A	Type B	Type C	Type D	
136.	10	10959	Set of plastic filling instruments	4/8	4/8	4	4	4 per Dental Chair
137.			Set of exodontias forceps, elevators & criers (for adults & children)			5	5	1 per Dental Chair
138.			Endo box	1/2	1/2	1	1	1 per Dental Chair
139.			Cabinet for instruments (min 08 compartments)	1/2	1/2	1	1	1 per Dental Chair
140.			Ultraviolet storage cabinet	1/2	1/2	1	1	1 per Dental Chair
141.	10	100196	Electronic boiling water sterilizer	1/2	1/2	1	1	1 per Dental Chair
142.	5	50270	Needle destroyer	1/2	1/2	1	1	1 per Dental Chair
143.	10	100223	Ultra Sonic Cleaner (for instruments)	1/2	1/2	1	1	1 per Dental Chair
144.	10	100527	Surgical micromotor	1/2	1/2	1	1	1 per Dental Chair
145.		100225	Water distiller	1/2	1/2	1	1	1 per Dental Chair
146.			Instrument table folding with two shelves	1/2	1/2	1	1	1 per Dental Chair
147.	10	100984	Matrix retainer with SS bands (Ivory & Toffelmire)	1/2	1/2	1	1	1 per Dental Chair
148.	5	50089	Artery forceps straight and curved (14 cm/12 cm)	1/2	1/2	1	1	1 per Dental Chair
149.	5	50171	BP knife handle	2/4	2/4	2	2	2 per Dental Chair

S No	PVMS Reference		Nomenclature	Scale				Remarks
	Sec	No		Type A	Type B	Type C	Type D	
150.	10	100519	Periosteal elevator	2/4	2/4	2	2	2 per Dental Chair
151.	10	100584	Scissors surgical st and curved	1/2	1/2	1	1	1 per Dental Chair
152.	10	100588	Syringe hypodermic cartridge type	4/8	4/8	4	4	4 per Dental Chair
153.	10	100552	Rongeur's forceps	1/2	1/2	1	1	1 per Dental Chair
154.	10	100511	Surgical curetters double ended	1/2	1/2	1	1	1 per Dental Chair
155.		100771	Sub gingival Curettes – set	1/2	1/2	1	1	1 per Dental Chair
156.	10	100534	File Alveolectomy	1/2	1/2	1	1	1 per Dental Chair
157.	10	100586	Sterilizer high pressure steam drum shallow & deep	2/4	2/4	2	2	2 per Dental Chair
158.	5	50120	Cheatle forceps	1/2	1/2	1	1	1 per Dental Chair
159.	5	50127	Forceps towel holding pair	4/8	4/8	4	4	4 per Dental Chair
160.	10	100145	Dappen glass	4/8	4/8	4	4	4 per Dental Chair
161.	10	100148	Cotton holder	2/4	2/4	2	2	2 per Dental Chair
162.	10	100572	Wire cutter	1/2	1/2	1	1	1 per Dental Chair
163.			Inspection set (Probe, Major)	25/50	25/50	25	25	25 per Dental Chair



S No	PVMS Reference		Nomenclature	Scale				Remarks
	Sec	No		Type A	Type B	Type C	Type D	
164.	10	100185	Waste receiver	1/2	1/2	1	1	1 per Dental Chair
165.	10	100193	Spatula steel double ended	2/4	2/4	2	2	2 per Dental Chair
166.	10	100394	Mandrels & polishing tip holders set of 3	1/2	1/2	1	1	1 per Dental Chair
167.	10	100408	Pliers pin bending and roughening	1/2	1/2	1	1	1 per Dental Chair
168.	10	100430	Scissors crown and collar	1/2	1/2	1	1	1 per Dental Chair
169.	10	100191	Mixing slab glass	2/4	2/4	2	2	2 per Dental Chair
170.			Set of hand scalers	3-6	3-6	3	3	Three J180 per Dental Chair
171.	10	100931	Amalgam carrier	2/4	2/4	2	2	2 per Dental Chair
172.	10	100075	X-Ray hanger dental	1/2	1/2	1	1	1 per Dental Chair
173.	14	10067	SS tray with lid (small & medium)	1/2	1/2	1	1	1 per Dental Chair
174.	14	140065	Kidney trays			3	3	3 per Dental Chair
175.	14	140004	SS bowl 10 cm & 25 cm	1/2	1/2	1	1	1 per Dental Chair
176.	10	100226	X-Ray hanger film holding instrument	1/2	1/2	1	1	1 per Dental Chair
177.	5	50257	Scissors large	1/2	1/2	1	1	1 per Dental Chair

S No	PVMS Reference		Nomenclature	Scale				Remarks
	Sec	No		Type A	Type B	Type C	Type D	
178.	10	100687	Plugger root canal	1/2	1/2	1	1	1 per Dental Chair
179.	10	100988	Torch hand with four cells	1/2	1/2	1	1	1 per Dental Chair
180.	10	100114	Impression trays assorted U&L for partially edentulous cases	2/4	2/4	2	2	2 per Dental Chair
181.	10	100113	Rubber Bowl	2/4	2/4	2	2	2 per Dental Chair
182.	10	100194	Plaster mixing spatula	1/2	1/2	1	1	1 per Dental Chair
183.	10	100151	Plaster Knife	1/2	1/2	1	1	1 per Dental Chair
184.	10	100152	Wax Knife	1/2	1/2	1	1	1 per Dental Chair
185.	14	140034	Jug measuring plastic graduated 1000 ml	1/2	1/2	1	1	1 per Dental Chair
186.	5	50092	Mosquito forceps	2/4	2/4	2	2	2 per Dental Chair
187.	5	50105	Dissection forceps serrated 13 cm	2/4	2/4	2	2	2 per Dental Chair
188.	5	50185	Needle holder	2/4	2/4	2	2	2 per Dental Chair
189.	10	100221	RVG (Radio Visuography unit with flexible sensor and Infr oral camera, Monitor/PC and accessories) with Dental X-ray	1/2	1/2	1	1	1 per Dental Chair
190.			Fumigation Machine	1/2	1/2	1	1	1 per Dental Chair

S No	PVMS Reference		Nomenclature	Scale				Remarks
	Sec	No		Type A	Type B	Type C	Type D	
191.			Pneumatic Crown remover	1/2	1/2	1	1	1 per Dental Chair
192.			Digital Apex Locators for endodontic	1/2	1/2	1	1	1 per Dental Chair
193.		100952	Rotary Motor (Endo) with hand piece	2/4	2/4	2	2	2 per Dental Chair
194.			Protapers (set of 6)	5/10	5/10	5	5	5 per Dental Chair
195.	5	50318	Tubing drainage, rubber, red 8mm Int diameter 2.50mm wall thickness	2/4	2/4	2	2	2 per Dental Chair
196.	10	100130	Divider 15.9 cm	1/2	1/2	1	1	1 per Dental Chair
197.	10	100141	File Half Round 12.7 cm Bastard	2/4	2/4	2	2	2 per Dental Chair
198.	10	100174	Plate, Boiling Electric Complete with Hub Surrounding Wire 1.5 mtr long and plug 15 mp	1/2	1/2	1	1	1 per Dental Chair
199.	10	100189	Sanitary Waster Receptacle	1/2	1/2	1	1	1 per Dental Chair
200.		100305	Articulator Fig 6 improved	2/4	2/4	2	2	2 per Dental Chair
201.	10	100306	Articulator Free Plane improved model with Graduated (1mm scale) setting Rod and extended Hinge pins	2/4	2/4	2	2	2 per Dental Chair
202.	10	100325	Carver and Spatual wax Fig 5	1/2	½	1	1	1 per Dental Chair
203.	10	100365	Engine Micromotor for Laboratory 40,000 RPM with speed control with SHP, Heavy Duty 220V	1/2	½	1	1	1 per Dental Chair

S No	PVMS Reference		Nomenclature	Scale				Remarks
	Sec	No		Type A	Type B	Type C	Type D	
204	10	100367	Flask, Empire Fig 4, Gun Metal	4/8	4/8	4	4	4 per Dental Chair
205.	10	100368	Flask, Empire Fig 3 Clamp for	4/8	4/8	4	4	4 per Dental Chair
206.	10	100369	Flask, Empire Fig 4 Clamp for	4/8	4/8	4	4	4 per Dental Chair
207.	10	100384	Lathe, Dental Water for Fig C depth 24.8 cm	1/2	½	1	1	1 per Dental Chair
208.	10	100385	Lathe, Dental Water Trough Pumice Zinc for Fig D, HT 30.5 cm width 15.2 cm Depth 22.9 cm	1/2	½	1	1	1 per Dental Chair
209.	10	100404	Pliers Collar Fig 118	1/2	½	1	1	1 per Dental Chair
210.	10	100405	Pliers universal	1/2	½	1	1	1 per Dental Chair
211.	10	100407	Pliers engine Fig 18	1/2	½	1	1	1 per Dental Chair
212.	10	100413	Press Flask Heavy Duty Fig 2 Complete 100514	1/2	½	1	1	1 per Dental Chair
213.	10	100447	Vibrator Electric 220V AC, 50 cycles	1/2	½	1	1	1 per Dental Chair
214.	10	100568	Hammer, Small 225G Head	1/2	½	1	1	1 per Dental Chair
215.	10	100667	Pliers bending claps Adam's	1/2	½	1	1	1 per Dental Chair
216.	-	100386	Lathe electric	1/2	½	1	1	1 per Dental Chair
217.	-	100454	Acrylizer	1/2	½	1	1	1 per Dental Chair

S No	PVMS Reference		Nomenclature	Scale				Remarks
	Sec	No		Type A	Type B	Type C	Type D	
218.	-	100305	Articulator (Hinge)	2/4	2/4	2	2	2 per Dental Chair
219.	-	-	De waxing Bath	1/2	½	1	1	1 per Dental Chair
220.	-	-	Air Compressor, 3/4 HP Oil free, monoblock chair side, noise less	1/2	½	1	1	1 per Dental Chair
221.	-	100482	Vacuum Mixer	1/2	½	1	1	1 per Dental Chair
222.	-	160055	Bunsen Burner	1/2	½	1	1	1 per Dental Chair
223.	-	100639	Wire Cutter (Heavy Duty)	1/2	½	1	1	1 per Dental Chair
224.	-	-	Blow Pipe	1/2	½	1	1	1 per Dental Chair
225.	-	100440	Trimmer (Model)	1/2	½	1	1	1 per Dental Chair

No.22(02)/11/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Department of Ex-Servicemen Welfare

New Delhi, the 10<sup>th</sup> May, 2013

To,

The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**Subject : Travelling Allowances for Medical Treatment**

Sir,

With reference to Govt of India, Ministry of Defence letter No 24(8)/03/US/(WE)/D(Res) Dated 19<sup>th</sup> December, 2003, I am directed to convey the President to amend and include following sub-paragraphs 2 under Heading “Travelling Allowance” as under :-

**TRAVELLING ALLOWANCE**

12. The following procedure will govern the movement of patient to referred clinics :-

(a) **Admissibility**

(i) No change.

(ii) No change.

(iii) **Air Travel.** Reimbursement for air travel in emergency cases will be considered on merits of individual case by the Ministry in consultation with MoD (Finance) provided the Medical officer of Polyclinic or the Specialist at Service Hospital certifies in writing that the air travel was absolutely essential and that travel by other means i.e. by rail or road etc, would have definitely endangered the life of the patient or involved the risk of serious aggravation of the condition of the patient.

(iv) **Kidney Donor :** Reimbursement of travelling allowance to the kidney Donor in connection with the journeys undertaken for donation of kidney is admissible at the following rates :

(aa) **If the donor is a non-ECHS beneficiary** – Will be admissible at the rates applicable to the recipient ECHS beneficiary.

(ab) **If the Donor is another ECHS beneficiary** – Will be admissible at the rate applicable to the donor.

(b) **Ambulance Charges** : Ambulance services authorised in Polyclinics/Military Hospitals may be utilized for patients when being referred to Service/ Empanelled Hospitals in the same city. However, if Ambulance is not provided and Medical Authority (Medical Officer of Polyclinic or the Specialist at Service Hospital) certifies in writing that conveyance of the patient by any other mode would definitely endanger the life of the patient or involve the risk of serious aggravation of his/her condition, expenditure incurred on engagement of ambulance used to convey the patient will be reimbursed provided that the journey is undertaken within the same city.

2. This issues with the concurrence of Ministry of Defence (Finance) vide their U.O. No 1224/13.Fin.Pen dated 9<sup>th</sup> May 2013.

Yours faithfully

-sd-x-x-x-x

(H.K. Mallick)

Under Secretary to the Govt of India

**Copy to**

AG, IHQ of MoD (Army)  
COP, IHQ of MoD (Navy)  
AOA Air HQ (VB)  
CGDA  
MD, ECHS

**Copy for Information :**

PPS to Secretary, ESW  
PPS to FA DS  
PS to JS (ESW)  
PS to JS & Addl FA (RS)  
PS to OSD (ECHS)

**Copy signed in ink to**

All PCsDA/CsDA

No.22A(55)/2013/US(WE)/D(Res)  
 Government of India  
 Ministry of Defence  
 Department of Ex-Servicemen Welfare  
 Sena Bhavan, New Delhi

Dated 5<sup>th</sup> July, 2013

To  
 The Chief of Army Staff  
 The Chief of Naval Staff  
 The Chief of Air Staff

**Subject : Permission for treatment/investigations in respect of ECHS beneficiaries availing treatment for Diabetes, hypertension & other Cardiac diseases, Dialysis and Cancer.**

Sir,

The undersigned is directed to refer to the subject mentioned above and to state that at present the ECHS beneficiaries undergoing treatment for Diabetes, Hypertension & other Cardiac Diseases, Dialysis and Cancer require repeated investigations/treatment procedures over a period of time and as per the existing guidelines they are required to procure permission (referrals letter) every time to get the prescribed treatment/investigations done at ECHS empanelled hospitals/diagnostic centres.

2. With a view to alleviate the inconvenience to ECHS beneficiaries in obtaining the requisite permissions (referrals) every time, this Ministry has decided to permit issue of permission (referral) letters by ECHS polyclinics with a validity of six months from the date of issue of the original prescription for undergoing the prescribed investigation/treatment procedures to be conducted at the prescribed intervals over a period of six months as advised by a ECHS/Service/Govt. specialist. The same permission (referral) letter shall be valid of undergoing the prescribed treatment procedures/investigations on multiple times during the six months, at intervals as advised by the ECHS/Service/Govt. Specialist.

3. This issue with concurrence of MoD (Finance) vide their U.O. No 1782/F/Pen dated 5-7-2013.

Yours faithfully,

Sd/- x x x x

(HK Mallick)

Under Secretary to the Govt of India

Copy to:-

1. PS to RM
2. PS to RRM
3. CGDA, New Delhi
4. MD, ECHS

Copy for information to:-

1. PPS to Secretary, ESW
2. PS to JS(ESW)
3. PS to DS(Res-I)

Copy signed in ink to:-

PCsDA/CsDA



No 22D (09)/2013/US(WE)/D(Res)  
 Government of India  
 Deptt of Ex-Servicemen Welfare  
 Ministry of Defence  
 New Delhi  
 Dated 21<sup>st</sup> Augst 2013

To,

The Chief of the Army Staff  
 The Chief of Naval Staff  
 The Chief of the Air Staff

**Subject:- Medical facilities for in-patient treatment and post-operative follow-up treatment to ECHS beneficiaries residing in districts not covered by ECHS**

Sir,

1. The undersigned is directed to invite attention to Govt of India, Ministry of Defence letter No 24(48)/03/US(WE)/D(Res) dated 19 December, 2003 and to state that keeping in view, the difficulties being faced by the ECHS beneficiaries residing in districts not covered by ECHS it has now been decided to liberalise the ECHS Rules as follows to enable them to avail medical facilities for in-patient treatment and post –operative follow-up treatment :-

- (a)
  - (i) ECHS beneficiaries who are holding a valid ECHS Card and are residing in districts not covered by ECHS shall be eligible to obtain treatment from Govt (Central/State/Local Self Government) hospitals and submit the medical reimbursement claim to the ECHS Polyclinic (i.e. they can avail the treatment without obtaining referral from Polyclinic located outside their district).
  - (ii) Re-imbursement shall be limited to the CGHS rates applicable to the nearest ECHS Polyclinic and as per the ceiling rates and ward entitlements or as per actual whichever is lower.
- (b)
  - (i) ECHS beneficiaries who are holding a valid ECHS card and are residing in districts not covered by ECHS shall be eligible to obtain post-operative follow-up treatment from Govt (Central/State/Local Self Government) hospitals in follow up cases of Renal Transplant Surgery, Knee and Hip Joint Replacement, Cancer Treatment, Neuro Surgery and Cardiac Surgery. However, prior permission (referral) is to be obtained from the OIC of nearest ECHS Polyclinic
  - (ii) Permission shall be issued for 3 to 6 months at a time and may be extended based on medical requirement. Re-imbursement for consultation, procedures and investigations shall be limited to CGHS rates applicable to the nearest ECHS polyclinic and as per the ceiling rates and ward entitlements or as per actual, whichever may be lower. OPD medicines shall be obtained from the concerned ECHS Polyclinic for a maximum period of 03 months at a time.

2. These order will come into effect from date of issue.
3. This issues with the concurrence of MoD (finance) vide U.O. No 1574/13/Fin/Pen dated 11<sup>th</sup> July 2013.

Yours faithfully

Sd/-x-x-x-x  
(HK Mallick)

Under Secretary to the Govt of India

**Copy to :-**

PS to RM  
PS to RRM  
CGDA, New Delhi  
AG, IHQ of MoD (Army)  
COP, IHQ of MoD (Navy)  
AOA, Air HQ (VB)  
MD, ECHS

**Copy for Information :-**

PPS to Secretary (ESW)  
PS to JS (ESW)  
DS (Res-I)

**Copy Signed to ink to :-**

PCDA/CDA



# PART -X

## NEW GOVT LETTER

22A.(10)/2010/US (WE)/D(Res)-VoI-V  
 Govt. Of India  
 Deptt of Ex-Servicemen Welfare  
 Ministry of Defence  
 New Delhi 110001  
 Dated the 10<sup>th</sup> July, 2014

To,

✓ The Managing Director  
 Central Organisation  
 ECHS.

**Subject: Procedure for payment and re-imbursement of Medical Expenses under  
 ECHS: Processing of online bills by Bill Processing Agency (BPA)**

Sir,

In partial modification of the Department of Ex-Servicemen Welfare letter of even number dated 24<sup>th</sup> December 2013, on the above subject, I am directed to convey sanction of the President to the following amendment:

For

- |                                    |   |                      |
|------------------------------------|---|----------------------|
| (a) Director, Regional Centre ECHS | - | upto Rs.3,00,000/-   |
| (b) MD, ECHS                       | - | upto Rs. 10,00,000/- |
| (c) Joint Secretary, ESW           | - | upto Rs. 25,00,000/- |
| (d) Secretary, ESW                 | - | above Rs.25,00,000/- |

Read

- |                                    |   |                       |
|------------------------------------|---|-----------------------|
| (a) Director, Regional Centre ECHS | - | upto Rs. 3,00,000/-   |
| (b) Dy MD, ECHS                    | - | upto Rs. 5,00,000/-   |
| (c) MD, ECHS                       | - | upto 10,00,000/-      |
| (d) Joint Secretary, ESW           | - | upto Rs. 25,00,000/-  |
| (e) Secretary, ESW                 | - | above Rs. 25,00,000/- |

2. ~~The powers delegated within the ministry~~ (bills above Rs 10 lakhs) will be exercised in consultation with MoD (Finance).

3. This issues with the concurrence of MoD (Finance) vide their ID No.PC 1/33(07)/2011/Fin/Pen dated 4<sup>th</sup> July, 2014.

Yours faithfully



(HK Mallick)

Under Secretary to Govt. of India

Copy to:-

1. PPS to Secretary, ESW
2. PS to JS(ESW)
3. CGDA, New Delhi
4. DFA(Fin./Pen.)

Copy Signed in ink to:- All PCsDA/CsDA

Dated the 4<sup>th</sup> August, 2014

To,

The Managing Director  
Central Organisation  
ECHS.

**Subject: Revision of delegation of financial powers & for payment and Reimbursement of manual medical bills**

Sir,

In partial modification to Govt. of India, Ministry of Defence letter No. 24(03)/2003/US(WE)/D(Res) dated 08 Sep 2003, on the above subject, I am directed to convey sanction of the President to the following amendment to Para 1 of the Appendix .

Ser No	Competent Authority	Financial Limits	Consultation with IFA/MoD Finance
(a)	Station Commander		
	(i) Lt Col/Col	Upto Rs. 1,00,000/-	No
	(ii) Brig	Upto Rs. 2,00,000/-	No
(b)	Sub Area Commander/Chief of Staff Area HQ (Maj Gen)	Upto Rs. 3,00,000/-	No
(c)	Dy MD, ECHS	Upto Rs.5,00,000/-	Yes
(d)	MD, ECHS	Upto Rs. 10,00,000/-	Yes
(e)	Joint Secretary (ESW)	Upto Rs.25,00,000/-	Yes
(f)	Secretary (ESW)	Above Rs.25,00,000/-	Yes

**Note :** The powers delegated within the Ministry above Rs. 10 lakhs will be exercised in consultation with MoD(Finance) and similarly in ECHS also cases above Rs.3 lakhs will be examined in consultation with their Internal Finance.

2. The other contents of the letter under reference will remain unchanged.

3 This issues with the concurrence of MoD(Finance) vide U.O.No.3(19)2001/AG/PD/Fin./Pen dated 23<sup>rd</sup> June 2014 .

Yours faithfully



(HK Mallick)

Under Secretary to Govt. of India

Copy to:

1. Sr. PPS to Secretary ESW
2. PPS to DFA(Fin./Pen)
3. PS to JS(ESW)
4. CGDA, New Delhi

Copy Sign in ink to :- All PCsDA/CsDA