

**DOCUMENTS REQUIRED FOR ISSUE OF CDP
(UNDER THE PROVISIONS OF SRO 294 DATED 21 OCT 2005)**

1. POLICE VERIFICATION OF EX-SERVICEMAN AND WARD.
2. INCOME CERTIFICATE FROM TEHSILDAR CONCERNED.
3. STATE SUBJECT OF EX-SERVICEMAN.
4. PART-II ORDER OF WARD.
5. SCHOOL CERTIFICATE OF WARD 10TH/12TH.
6. DISCHARGE BOOK IN ORIGINAL (FOR NECESSARY ENTRY BY ZSWO).
7. PHOTOGRAPHS OF WARD- PASSPORT SIZE (03 COPIES) WITH RED BACKGROUND.

Note: CDP IS NOT ENTITLED TO THE COLONEL & ABOVE.

(However, in case of death if it is due to harness then it is authorised to the Colonel and above).

**DOCUMENTS REQUIRED FOR ISSUE OF EX-SERVICEMAN CERTIFICATE
(UNDER THE PROVISIONS OF SRO 294 DATED 21 OCT 2005)**

1. DISCHARGE BOOK IN ORIGINAL (FOR NECESSARY ENTRY BY ZSWO).
2. PPO (PENSION PAYMENT ORDER) COPY.
3. PHOTOGRAPHS -02 NOS (PASSPORT SIZE) WITH RED BACKGROUND.

DOCUMENTS REQUIRED FOR ISSUE OF DUPLICATE ESM/WIDOW/DEPENDENT I-CARD

1. COPY OF (FIR).
2. POLICE ENDORSEMENT ON FIR (GAP BETWEEN FIR AND ENDORSEMENT MUST BE ONE MONTH).
3. DISCHARGE BOOK IN ORIGINAL (FOR NECESSARY ENTRY).
4. ONE MAN INVESTIGATION REPORT (WILL BE CARRIED OUT BY WELFARE ORGANISER OF ZSWO).
5. PHOTOGRAPHS-02 PASSPORT SIZE (RED BACKGROUND FOR ESM/WIDOW) AND BLUE BACKGROUND FOR DEPENDENTS) WITHOUT SUNGLASS AND HEADGEAR.

(NOTE: PENALTY FOR ESM/WIDOWS CARD= FIRST LOSS RS 100/= SECOND RS 200 & THIRD LOSS RS 300/=)
AND FOR DEPENDENT CARD : FIRST LOSS RS 300/= SECOND RS 600 & THIRD LOSS RS 900/=).

DOCUMENTS REQUIRED FOR REPLACEMENT OF ESM/WIDOW/DEPENDENT I-CARD

1. DISCHARGE BOOK (IN ORIGINAL) FOR NECESSARY ENTRY BY ZSWO & COPY OF PPO.
2. RS 100/= PENALTY IF REPLACEMENT IS CARRIED OUT BEFORE (FIVE YEARS) FROM THE DATE OF ISSUE OF INITIAL CARD DUE TO FEAR WEAR AND TEAR (NO CHARGES (IF) DUE TO NATURAL CALAMITY).

DOCUMENTS REQUIRED FOR ISSUE OF INITIAL ESM/WIDOW/DEPENDENT I-CARD

1. **FOR ESM** - PPO, DISCHARGE BOOK, 02 PHOTOGRAPHS (WITH RED BACKGROUND).
2. **FOR WIDOW** - DEATH CERTIFICATE OF HUSBAND, SERVICE BOOK, AADHAR CARD PROOF OF NOMINEE AND -02 PHOTOGRAPHS (WITH RED BACKGROUND).
3. **FOR DEPENDENT** - PART II ORDER, DISCHARGE BOOK, AADHAR CARD OF WARD, COPY OF PPO AND TWO PHOTOGRAPHS OF WARD (WITH BLUE BACKGROUND).

**NOTE: NO DEPENDENT I-CARD IS AUTHORISED FOR SON WHOSE AGE IS ABOVE 25 YEARS.
FOR DAUGHTER TILL MARRIAGE, FOR WIFE AND PARENTS- FOR LIFE
(INCOME OF FATHER AND MOTHER SHOULD NOT MORE THAN RS 9000/=).**

AUTHORITY FOR PENALTY: -KSB Policy/SOP No: 102/ESM I- Card/2012/KSB/D dated 13 June 2013) even No- 061/Policy/Gen Policy/KSB/A dated 03 AUG 2018.

Note: - No I-Card under any circumstances will be issued after (THIRD) loss.

**DOCUMENTS REQUIRED FOR ISSUE OF DUPLICATE
ESM/WIDOW/DEPENDENT IDENTITY CARD**

1. COPY OF (FIR).
2. POLICE ENDORSEMENT ON FIR (GAP BETWEEN FIR AND ENDORSEMENT MUST BE ONE MONTH).
3. DISCHARGE BOOK IN ORIGINAL (FOR NECESSARY ENTRY).
4. ONE MAN INVESTIGATION REPORT (WILL BE CARRIED OUT BY WELFARE ORGANISER OF
5. PHOTOGRAPHS-02 PASSPORT SIZE (RED BACKGROUND FOR ESM/WIDOW) AND (BLUE BACKGROUND FOR DEPENDENTS) WITHOUT SUNGLASS AND HEADGEAR.

(NOTE: PENALTY FOR ESM/WIDOWS CARD= FIRST LOSS RS 100/= SECOND RS 200 & THIRD LOSS RS 300/=)
AND FOR DEPENDENT CARD : FIRST LOSS RS 300/= SECOND RS 600 & THIRD LOSS RS 900/=).

**DOCUMENTS REQUIRED FOR REPLACEMENT OF
ESM/WIDOW/DEPENDENT I-CARD**

1. DISCHARGE BOOK (IN ORIGINAL) FOR NECESSARY ENTRY BY ZSWO.
2. COPY OF PPO.
3. RS 100/= PENALTY IF REPLACEMENT IS CARRIED OUT BEFORE (FIVE YEARS) FROM THE DATE OF ISSUE OF INITIAL CARD DUE TO FEAR WEAR AND TEAR. NO CHARGES IF DUE TO NATURAL CALAMITY.

Note: - No I-Card under any circumstances will be issued after (3RD) loss.