

**(TIME BOUND)**

**E-MAIL MESSAGE**

TO : ADsG (APS & NORTH), CISF  
ALL SECTOR IsG, CISF (INCLUDING NISA & TRG. HQRS)  
ALL ZONAL/PLANT/FORMATIONS DIsg, CISF  
ALL RES. BN./RTCs/FSTI/ZOWS, CISF  
ALL GP. COMDT./ Sr. COMDT/ COMDT./DY. COMDT., CISF  
ALL ASSTT.COMDT, OICS CISF UNITS.

FROM : WELFARE DIRECTORATE CISF FHQRS NEW DELHI.

NO.E-41022/SCH-MARTYRS/WEL/2019- 1477 DATED: 13 MAY'2019

**DIRECTOR GENERAL SCHOLARSHIP EXCLUSIVELY FOR WARDS OF MARTYRS FOR THE ACADEMIC YEAR 2019** (.) SCHOLARSHIP KNOWN AS "DG's SCHOLARSHIP EXCLUSIVELY FOR THE WARDS OF MARTYRS" INSTITUTED IN CISF DURING THE YEAR 2017 TO PROVIDE FINANCIAL ASSISTANCE TO THE FAMILIES OF DECEASED PERSONNEL AND TO ENCOURAGE/PROMOTE THEIR WARDS TOWARDS STUDIES (.) THE LIST OF 122 MARTYRS IS ALREADY PLACED IN CISF WEB-SITE NAMELY "**MARTYRED IN ACTION**" FOR READY REFERENCE (.) THE DETAILS OF REVISED RULES/INSTRUCTIONS REGARDING ELIGIBILITY CRITERIA, PROCEDURE AND APPLICATION FORM FOR GRANTING SUCH SCHOLARSHIP FOR THE YEAR 2019 IS ENCLOSED HEREWITH FOR READY REFERENCE AS PER APPENDIX- A (.) **IT IS WORTHWHILE TO MENTION HERE THAT DURING THE AGBM-2018, THE ELIGIBILITY CRITERIA FOR THE SCHOLARSHIP HAS BEEN REVISED FROM 60% MARKS TO PASSING MARKS SECURED IN PREVIOUS EXAMS.**(.) THE FOLLOWING INSTRUCTIONS ARE ISSUED:-

- A. THE CONTENT/INFORMATION MUST BE DISSEMINATED TO EACH NOKs OF MARTYRS BY ALL MEANS (LETTER/E-MAIL/TELEPHONICALLY) SO THAT THIS OPPORTUNITY IS AVAILED BY FAMILIES OF THE MARTYRS.
- B. ALL CONCERNED UNITS/FORMATIONS TO CALL APPLICATIONS FROM NOKs LATEST BY **10<sup>TH</sup> JULY 2019.**
- C. THE ABOVE INFORMATION MAY ALSO BE DISSEMINATED TO FORCE PERSONNEL THROUGH ROLL CALL/NOTICE BOARD/SAINIK SAMELLAN FOR THEIR INFORMATION.
- D. ALL CONCERNED CISF UNITS/FORMATIONS MAY REQUEST NEARBY UNITS/FORMATIONS OF NOKs OF MARTYRS TO PROVIDE NECESSARY ASSISTANCE AT THEIR HOME ADDRESS TO APPLY FOR SUCH SCHOLARSHIP.
- E. THE CONCERNED UNIT/FORMATION TO VERIFY THE EDUCATIONAL DOCUMENTS PROVIDED BY THE APPLICANT FROM THE CONCERNED SCHOOL/COLLEGE BEFORE SENDING TO HIGHER FORMATION.
- F. **FOR ALL SECTOR IsG ONLY** (.) ALL SECTOR IsG ARE REQUESTED TO NOMINATE A BOARD OF OFFICERS (BOO) FOR SCRUTINY OF APPLICATIONS AT EACH SECTOR (.) THE BOO WILL ENSURE THAT APPLICATIONS ARE FILLED UP PROPERLY AS PER THE GUIDELINES AND ALL DOCUMENTS ARE IN ORDER (.) BOARD OF OFFICERS WILL ENSURE THAT NO APPLICATION OF INELIGIBLE WARD IS FORWARDED TO WELFARE DIRECTORATE (.) BOARD OF OFFICERS WILL ALSO COUNTERSIGN THE CHECKLIST OF EACH APPLICATION IN THE FOLLOWING PROFORMA:-

"CERTIFIED THAT THE APPLICATION/CASE FILE HAS BEEN THOROUGHLY CHECKED ACCORDING TO INSTRUCTIONS ISSUED BY FHQ AND ALL CONNECTED DOCUMENTS AS PER CHECK LIST ARE AVAILABLE WITH APPLICATION". MR/MS \_\_\_\_\_ S/O OR D/O \_\_\_\_\_ IS ELIGIBLE FOR GRANTING OF RS. \_\_\_\_\_ FOR DG'S SCHOLARSHIP EXCLUSIVELY FOR WARDS OF MARTYRS FOR THE ACADEMIC YEAR \_\_\_\_\_. THE EDUCATIONAL DOCUMENTS SUBMITTED BY THE APPLICANTS HAVE ALSO BEEN VERIFIED FROM THE CONCERNED SCHOOL/COLLEGE.

G. EACH AND EVERY APPLICATION SHOULD BE KEPT IN SINGLE SEPARATE FILE ONLY & ON EVERY FILE THE COMPUTER TYPED LABEL SHOWING THE NAME OF THE WARD, NAME OF THE MARTYR, NAME OF THE NOK, WARD'S SAVING BANK ACCOUNT NUMBER, BANK NAME, IFSC CODE AND MOBILE NUMBER OF THE WARD/NOKs SHOULD BE PASTED ON THE FRONT SIDE OF THE FILE.

H. CONSOLIDATED LIST (CATEGORY WISE) OF ALL THE ELIGIBLE WARDS OF MARTYRS ARE REQUIRED TO BE FORWARDED TO WELFARE DIRECTORATE, FHQRS, NEW DELHI BY ALL SECTOR IsG IN THE SOFT COPY AS WELL AS HARD COPY. IN MS EXCEL FORMAT (FONT - TIMES NEW ROMAN & FONT SIZE - 11) {AS PER APPENDIX - B}

IN VIEW OF THE ABOVE, IT IS REQUESTED THAT APPLICATIONS (FROM ELIGIBLE CANDIDATES ONLY) FOR SCHOLARSHIP BE CALLED AND THE CONSOLIDATED LIST BE FORWARDED ALONGWITH THE ESSENTIAL DOCUMENTS AS MENTIONED IN APPENDIX - A IN SOFT AND HARD COPY BY 20.07.2019 FOR GRANT OF SCHOLARSHIP (.) APPLICATION RECEIVED AFTER 20.07.2019 OR RECEIVED DIRECTLY TO THIS DIRECTORATE WILL NOT BE ENTERTAINED (.) THIS MAY PLEASE BE TREATED AS PRIORITY (TIME BOUND) (.) MSG ENDS

  
(Siddhartha Sankar Sarmah)  
Dy. Inspector General (Welfare)

**Distribution:-**

1. PS to DG CISF : For favour of kind information of DG, please.
2. PS to ADG/HQrs : For favour of kind information of ADG, please.
3. ALL IsG (FHQrs) : For favour of kind information of IsG, please.

**Internal :-**

1. ALL DIsG, FHQrs & Dir (Med) : For Kind Information, please.
2. ALL AIsG, FHQrs : For Information action, please
3. AIG/Tech : Request to upload the same on CISF website, pl.
4. All Sections FHQrs : For information, please.

**REVISED RULES FOR GRANTING DG'S SCHOLARSHIPS**  
**EXCLUSIVELY FOR WARDS OF MARTYRS - 2019**

**1. Name of the Scholarship**

“Director General’s Scholarship Exclusively for Wards of Martyrs”

**2. Objective**

To provide financial assistance to the families of deceased personnel and to enrich education to the wards of Martyrs.

**3. Eligibility Conditions**:- The following would be eligible for the scholarships:-

- i. Wards of the CISF personnel of all ranks Killed in Action.
- ii. Wards of CISF personnel declared as “Martyred” (list available in CISF web-site namely “Martyred in Action”) are eligible.

**4. Amount for Scholarship (category wise)**

<b>Category</b>	<b>Class</b>	<b>Rate of Scholarship (P.A)</b>
<b>Category – A</b>	Class 1 <sup>st</sup> to Class 8 <sup>th</sup>	Rs. 6000 P.A
<b>Category – B</b>	Class 9 <sup>th</sup> to Class 12 <sup>th</sup>	Rs. 12000 PA
<b>Category - C</b>	Diploma/Graduation/PG	Rs. 18000 PA

**(A) Other Conditions**:-

- The Scholarship will be given to the wards/students as per **passing marks** secured in previous exams and continuing education from recognized School/College/Institutions.
- The Grading pattern will be adopted, where mark sheets are not provided for school level Exam up to Class VIII only. However, for Classes above VIII, students will have to submit mark sheets or grading pattern along with marks / percentage adopted by the Institution / Board / University. Wherever marks are allotted in the mark sheet, the eligibility will be decided by marks only. Grading system would be entertained only when marks allotted are not mentioned in the mark sheets.
- Students must have studied on regular basis from schools/colleges/boards recognized from the concerned UT/State/Central Govt./recognized regulatory body.

- Students obtaining passing marks in more than one attempt or improving marks obtained in subsequent attempts or through supplementary exam thereof be eligible for the scholarship.
- Students passing through correspondence/distance education from “Indira Gandhi National Open University” and other recognized open institutions/universities be eligible for scholarship.
- Ward claiming scholarship, should not have failed in any individual paper in the last examination.
- Scholarship is admissible to only 2 eligible wards of deceased personnel. The NOKs of the deceased personnel can apply for the scholarship for two children only.
- Passed percentage in previous class may be considered in respect of wards of Martyrs having disability. For this, a Certificate from an authorized Medical Officer will be required along with the Scholarship Forms.
- If NOK of the deceased is re-married, the wards are not entitled for scholarships.
- Scholarship for attending coaching classes / internship will not be granted.
- Scholarship will be granted only once in a year for a particular class from class one onwards. Those who are detained in a particular class / level or are declared “FAIL” will not be eligible for scholarship for second or subsequent year for studying in the same class / level.
- Scholarship is awarded for continuing education and the amount is admissible for the class in which the ward is studying. The applications are invited so as to reach the competent authority up to 10<sup>th</sup> of July of each academic year and scholarship admissible for the class in which the ward is studying is remitted in the current session itself.
- Mark Sheet of previous year’s examination is required to be verified from the School / College / Institution that the ward has successfully passed his / her examination.
- Scholarship cases of previous academic year will not be considered for sanction during current academic year.
- Excess amount of scholarship, if any paid, found out/observed at a later stage, will be recovered from the concerned Member.

##### **5. Preparation and forwarding of Merit List :-**

- All Sector IsG will circulate the instructions to field formations and all concerned Units will call for the applications from eligible candidates only latest by 10<sup>th</sup> July of each year.
- The parent Unit/Establishment would be responsible to obtain the required application form duly filled up, from the NOKs who will be informed to submit applications in prescribed format along with all relevant documents well in advance.
- All Sector IsG will nominate a Board of Officers (BOO) for scrutiny of applications at each Sector.

- The BOO will ensure that applications are filled up properly as per the guidelines and all documents are in order. Board of Officers will ensure that no application of ineligible ward is forwarded to Welfare Directorate.

Board of Officers will also countersign the checklist of each application in the following proforma :-

“Certified that the application / case file has been thoroughly checked according to instructions issued by FHQ and all connected documents as per check list are available with application”. Shri/Miss \_\_\_\_\_ S/o / D/o \_\_\_\_\_ is eligible for granting of \_\_\_\_\_ DG’s scholarship exclusively for Wards of Martyrs for the academic year \_\_\_\_\_.

Consolidated list (category wise) of all the eligible students are required to be forwarded to Welfare Directorate, FHQrs, New Delhi in the soft copy as well as hard copy by 20<sup>th</sup> July every year.

**6. Documents:-**

The following documents are required alongwith the nominations for scholarship:-

- Self attested copy of mark sheet (previous class).
- Bonafide regular studentship certificate to be issued by the registrar/Dean/ Principal /Institution pertaining to class/course for which scholarship is claimed.
- Certificate issued by the Head of the Office.
- Certificate issued by authorized Medical authority in support of Disability.
- Copy of pass book or cancelled cheque leaf of account of wards only.

**7. Merit List :-**

The following Board of Officers at FHQrs. would prepare a final merit list of applicants:-

Presiding Officer	: DIG/Welfare
Member	: AIG/Welfare
Member	: AD/Accounts
Member	: SO/Welfare

The Board proceedings should be submitted by **31<sup>st</sup> July** positively.

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**APPENDIX – ‘A’**

**APPLICATION FOR GRANT OF DGs SCHOLARSHIP EXCLUSIVELY FOR  
WARDS OF MARTYRS FOR THE ACADEMIC SESSION 20\_\_ – 20\_\_**

- 1 Force No. :
- 2 Rank :
- 3 Name :
- 4 Unit :
- 5 a) Name of the ward and DOB :  
(Use separate form for separate ward) :

b) Brief details of 2<sup>nd</sup> eligible ward for which:  
application has been preferred separately (Name,  
DOB, class & category).

Note: Information at 5(b) is only for use of  
Units/Zones/ Sectors, to cross verify and ensure  
that the application in r/o two eligible wards is  
submitted.

- 6 Last examination passed with division and :  
percentage obtained in year 20\_\_ - 20\_\_ (Mark  
sheet of previous year indicating that the ward had  
passed his examination to be enclosed).
- 7 Class in which studying during current academic :  
session 20\_\_ - 20\_\_ for which scholarship is  
applied.
- 8 Duration / Name of course (if the ward is studying :  
in Professional / Technical Degree / Diploma  
courses). Separate certificate may also be attached.
- 9 Name of Institute / College / School with full :  
address.
- 10 Certificate of school authority to be enclosed :  
indicating whether the ward is continuing study or  
not.
- 11 Bank details of wards (copy of pass book or :  
cancelled cheque leaf must enclosed)

Signature of the NOKs/Wards

Correspondence Address \_\_\_\_\_

\_\_\_\_\_  
Contact/Mobile Number \_\_\_\_\_

**CERTIFICATE BY THE NOKs/WARDs**

- Certified that all the particulars as furnished above by me are correct.
- Certified that the child for whom scholarship is applied for is not an earning hand.
- Certified that I will refund the excess or wrong payment of scholarship, if any paid to me.
- Certificate from the school is enclosed.
- Certified that I have applied for another child namely, \_\_\_\_\_ who is studying in class \_\_\_\_\_.
- Certified that the Bank details of the wards are correct.

Signature of the applicant/NOKs

Name \_\_\_\_\_

Unit/Address \_\_\_\_\_

**CERTIFICATE BY THE UNIT COMMANDANT/H.O.O.**

It is certified that No. \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_

\_\_\_\_\_ of CISF Unit/formation \_\_\_\_\_ was served in this Unit.

The NOKs of the above deceased personnel is submitting application for grant of scholarship exclusively for wards of martyrs restricted to one / two eligible child / children only. The educational documents of the above wards has also been verified from the concerned school/college/institute.

Unit Commandant/Head of Office.

**CERTIFICATE BY THE SCHOOL / INSTITUTION**

- 1. Name of Student (in block letter) :
- Father's name :
- Class passed during last academic session i.e. 20\_\_ - 20\_\_.
- Marks obtained. :
- i) Marks allotted :
- ii) Marks obtained :
- iii) Percentage :
- iv) Division :
- Class in which studying during current academic session 20\_\_ - 20\_\_ :
- (Separate certificate showing degree/ course (in full form), duration of course/ degree, years etc in case of ward studying / pursuing under technical category - "A" & "B" may be attached)

It is certified that the above information is correct

Signature \_\_\_\_\_  
 Name of School / College / Institution  
 (with Office stamp / seal)

Place: \_\_\_\_\_  
 District: \_\_\_\_\_  
 State: \_\_\_\_\_  
 Date: \_\_\_\_\_



**APPENDIX - 'C'**

**CHECK LIST**

The following documents are required to be submitted for grant of scholarship :-

1. Application in prescribed form.
2. Attested mark sheet / Grading certificate of previous years indicating that the ward had passed his examination.
3. Certificate regarding continue studying which is issued by School / College / Institution where ward is studying presently.
4. Certificate showing Degree / Course (in full form), duration of Course / Degree, years etc in case of ward studying / pursuing under Technical category-"A" & Professional category - "B" which is issued by College / Institutions.
5. Certificate is issued by Govt. hospital is also required in case of handicapped for scholarship purpose.
6. Copy of wards Bank account passbook or cancelled cheque leaf.

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