

## DOCUMENTS REQUIRED FOR GRANT OF CASH AWARDS

The following documents are required to be submitted through respective unit/formation to Zila Sainik Welfare Office, Sector 21-D, UT Chandigarh, PIN-160022 for grant of Cash Awards, monthly allowance and Land or monetary grant in lieu of land to gallantry award winners. All documents should be attested by the competent authority of respective unit/formation. The specimen of documents and notification has been uploaded to this office website [www.chandigarhsainikwelfare.org](http://www.chandigarhsainikwelfare.org) :-

Ser No	Documents	Remarks
(a)	Application (as per format), duly countersigned by the respective unit/formation	In Triplicate
(b)	Gazette of India Notification issued by Govt of India, Ministry of Defence (Self attested)	-do-
(c)	Residence Proof Certificate issued by the SDM Chandigarh in original & two self attested photocopies (to be applied at respective Sampark Centre)	-do-
(d)	Self declaration with latest photograph and signature across the photograph with half signature on the photo and half on the paper and countersigned by the respective unit/formation.	-do-
(e)	Serving certificate from respective unit concerned (only for serving personnel)	-do-
(f)	Certificate by the respective unit/formation duly clarify whether said award is Gallantry or Distinguished Service	-do-
(g)	Ex-servicemen Identity Card issued by Zila Sainik Welfare Office UT Chandigarh, three copies self attested (only for ex-servicemen)	-do-
(h)	Photocopy of Aadhaar & PAN Cards	-do-
(j)	Bank details (to be verified by bank)	-do-

### Note

1. Once the Cash Award Claim is passed by Chandigarh Administration, a Saving Bank Account is to be opened in **State Bank of India, Sector 17-D Chandigarh** and intimate direct to The Deputy Commissioner-cum-Controller Civil Defence, Union Territory, Chandigarh. This is applicable only to the cash awardees who will receive monthly allowances.
2. Cash award winners who received one time lump sum amount are not required to open the above account.
3. Any queries regarding payment may please be made to 'The Deputy Commissioner-cum, Controller Civil Defence, Union Territory, Chandigarh' at Telephone No **0172-2704048**.

**APPLICATION FOR GRANT OF CASH AWARD TO RECIPIENTS OF THE  
GALLANTRY AND OTHER DEFENCE DECORATIONS**

(Defence Personnel)

1. Service No of the applicant : \_\_\_\_\_
2. Name of the applicant : \_\_\_\_\_
3. Rank of the applicant : \_\_\_\_\_
4. Unit where serving/Served : \_\_\_\_\_
5. Home Address : \_\_\_\_\_  
\_\_\_\_\_
6. Address at the time of Commission : \_\_\_\_\_  
\_\_\_\_\_
7. Name of the Award : \_\_\_\_\_
8. Nature of the Award : \* \_\_\_\_\_  
(\*Gallantry or Distinguished Service)
9. Date of the award : \_\_\_\_\_
10. Authority for the award : \_\_\_\_\_  
(Gazette of India Notification No & dt – copy attached)
11. Ser No of Gazette Notification mentioning the name of Award : \_\_\_\_\_
12. Self Declaration (attached) : \_\_\_\_\_
13. Residence Certificate issued by  
SDM Chandigarh (copy attached) : \_\_\_\_\_
14. Serving Certificate/ESM Identity Card (attached) : \_\_\_\_\_
15. Bank Details (copy attached) : \_\_\_\_\_
16. Aadhaar Card No (copy attached) : \_\_\_\_\_
17. PAN Card No (copy attached) : \_\_\_\_\_
18. Contact No : \_\_\_\_\_
19. E-mail ID : \_\_\_\_\_

This is submitted for your kind consideration and for necessary action please.

Dated :

(Signature of the applicant)

**COUNTERSIGNED**

**RESIDENCE CERTIFICATE**

(To be issued by SDM Chandigarh only)

As reported by the Tehsildar, UT Chandigarh vide report dated \_\_\_\_\_. It is certified that permanent residence address of Service No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ S/O Sh \_\_\_\_\_ is House No \_\_\_\_\_ Sector \_\_\_\_\_, UT Chandigarh.

Station : Chandigarh

Sub Divisional Magistrate,  
UT Chandigarh

Dated :

No : S.M.M.(C)/

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**SERVING CERTIFICATE (IN CASE OF ACTIVE SERVICE)**

It is certified that Service No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ is serving in the Army/Navy/Air Force and is presently serving with (Name of unit/formation HQs) \_\_\_\_\_ since \_\_\_\_\_.

Dated :

(Signature of competent Authority)

## SELF DECLARATION

I, Service No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ S/O \_\_\_\_\_ resident of House No \_\_\_\_\_, Sector \_\_\_\_\_ UT Chandigarh do hereby solemnly affirm and declare as under :-

1. That I am a permanent resident of UT Chandigarh.
2. At the time of Commission in Army/Navy/Air Force my address was \_\_\_\_\_.
3. That I have been awarded \_\_\_\_\_ Gallantry Award by the President of India on \_\_\_\_\_vide Gazette of India Notification No \_\_\_\_\_ dated \_\_\_\_\_.

OR

That I have been awarded \_\_\_\_\_Distinguished Service Award by the President of India on \_\_\_\_\_vide Gazette of India Notification No \_\_\_\_\_ dated \_\_\_\_\_.

4. That I have not claimed / received any grant, monthly allowance land or monetary grant in lieu of land from any other State Govt/UT as well as from Union Territory Chandigarh. I will not make any claim in future from any State/UT's for the same award.
5. "I, Service No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_ S/O \_\_\_\_\_ resident of House No \_\_\_\_\_, Sector \_\_\_\_\_ UT Chandigarh, verify that the above contents are correct to the best of my knowledge and belief and nothing has been concealed therein. I am aware that in case the information furnished above is found to be incorrect, I shall be liable for prosecution under Section 177 & 191 of the Indian Penal Code, which stipulates imprisonment and fine"

Paste attested latest photograph with half stamp on the photograph and half on the paper

Station : Chandigarh

Dated :

(Signature of the applicant)

**COUNTERSIGNED**

**NEFT (BANK DETAILS)**

The Bank Details for e-payment of cash awards benefits are as under :-

Name of Account Holder	
Bank Name	
Account No	
IFSC Code	
Bank Branch Code	
MICR Code	
Bank Address	
DBT Aadhaar Link (to be verified by bank)	

Dated :

( Signature of the applicant )

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**Bank verification :-**

It is certified that Bank Account No \_\_\_\_\_  
of \_\_\_\_\_ (Name of Bank) IFSC Code No \_\_\_\_\_  
in respect of Sh \_\_\_\_\_ has been seeded with his  
**Aadhaar Card No \_\_\_\_\_ and attached/available this  
account number on PFMS (DBT), NPCI Server.**

Bank Seal \_\_\_\_\_

Dated :

(Signature of Bank Manager with Designation Stamp)