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Central Organisation, ECHS  
Adjutant General's Branch  
Integrated HQ of MoD (Army)  
Maude Lines  
Delhi Cantt - 110 010

B/49711-NewSmartCard/AG/ECHS

12 Mar 2018

All Regional Centers  
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Army HQ (MP-8), West Block – III  
RK Puram, New Delhi

Army HQ (MP-5 & 6), West Block – III  
RK Puram, New Delhi

Army HQ, DGMS (Army)/MPRSO, L Block  
Room No. 118A, North Block, New Delhi

IHQ of MoD (Navy)  
DOP (OA & R)/OPF  
Sena Bhawan, New Delhi – 11

Directorate of Air Veterans – II & III  
Subroto Park, New Delhi – 10

Coast Guard Veteran Cell,  
Coast Guard HQs, New Delhi

The Logistics Officer-in-Charge  
(for staff Officer ECHS)  
Naval Pension Office  
C/O INS Tanaji, Sion, Trombay Road  
Mankhurd, Mumbai – 400088

Bureau of Naviks,  
Cheetah Camp, Mankhurd  
Mumbai - 400 088

**ISSUE OF OFFLINE TEMPORARY SLIPS  
FOR ONLINE SMART CARD APPLICANTS**

1. Refer this organisation letter No. B/49711-NewSmartCard/AG/ECHS dated 23 Jan 2018 and 31 Jan 2018.
2. The Physical Applications for ECHS membership have been stopped with effect from 15 Feb 2018. In the new system, applicants of other than old card category and first time applicants are being provided online generated temporary slip. These temporary slips being activated by OIC Parent Polyclinic after verification of documents of the applicants.

3. The following category of applicants are not being issued with online generated temporary slips:-

- (a) Pre 1996 retiree (First Time Applicant).
- (b) 01 Jan 1996 to 01 Apr 2003 retiree (First Time Applicant).
- (c) Post 2003 retiree not a member yet (First Time Applicant).
- (d) 16 Kb / 32 Kb Card Holders.

4. The category of applicants as listed above in Para 3 (a) to (c) will be provided Temporary Slip only after successful verification of their online application by their respective Record Office. However, temporary slip in respect of Old Card Holders will not be generated since they are already in possession of ECHS Smart Cards and shall continue to use the same.

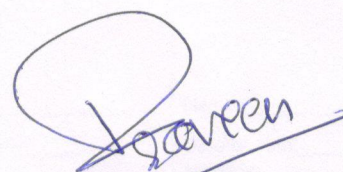
5. A number of instances have been reported where first time applicants or their dependents are in need of emergency treatment and have filled online application. However, they are not able to avail ECHS facilities due to non-availability of Online Generated Temporary Slips, since their applications are awaiting verification by Record Offices. There is no certainty regarding the period for verification of online application by Record Office as it depends upon the quantum of load and availability of manpower at the Record Office and registration of digital signatures by various Record Offices.

6. Further, instances have also been reported where temporary slips have been prepared for the dependents of old card holders due to multiple reasons like loss of card, defacement of card, addition of dependent etc. Since, temporary slips are not being generated for the applicants of Old Card Category, the individuals are facing problem in availing ECHS facilities for the dependents who are in possession of validity expired temporary slips or have added dependents for the first time and are in requirement of emergency treatment. Although there is a policy that no eligible beneficiary be denied treatment for want of temporary slip, however, there are no clear instructions from this organisation for such type of cases and OIC Polyclinics are denying them to avail ECHS facilities.

7. In order to obviate the above difficulties being faced by the ECHS beneficiaries. It has been decided that the ECHS Regional Centre / Station HQ are authorised to issue offline Temporary Slip (as per attached format). The following guidelines to be complied while issuing with offline Temporary Slip:-

- (a) The temporary slip will only be issued to the individuals who have applied online for ECHS Smart Card.
- (b) Temporary Slip will be issued only for the member who is in requirement of medical attention after verification of service records and medical reports held with the applicant.
- (c) The temporary slip to be given with same registration number as being generated while filling online application.

- (d) These temporary slips will be issued with an initial validity of one month which can subsequently be extended for a period of another month as per the progress of the applicant's online application.
- (e) The temporary slip will be activated by OIC Polyclinic.
8. The old validity expired temporary slips or old card (non-functional) as the case may be is required to be withdrawn from the beneficiary, at the time of issue of offline Temporary Slip.
9. In addition, Temporary Slips of future retirees/Death in Service cases issued by their Record Offices or Online Generated Temporary slips for both the categories will also be activated by OIC Polyclinic without asking for PPO after ascertaining the credentials with their Discharge / Service Book. **Temporary slips in respect of future retirees will be activated only after their date of retirement.**
10. **For Regional Centres only.** Please disseminate contents of this letter to all ECHS Polyclinics and Stn HQs in your AoR by fastest means for immediate action.
11. **For MP-8 only.** Please disseminate contents of this letter to all Record Offices of the Army for information.



(PK Parekh)  
Maj  
Jt Dir (Stats & Automation)  
for Dir (Stats & Automation)

**Encls** : One

**Copy to:**

IHQ of MoD (Air Force)  
IHQ of MoD (Navy)  
HQ South Comd (A/ ECHS)  
HQ East Comd (A/ ECHS)  
HQ West Comd (A/ECHS)  
HQ North Comd (A/ECHS)  
HQ Central Comd (A/ECHS)  
HQ South West Comd (A/ECHS)

**Internal:**

**All Sections**

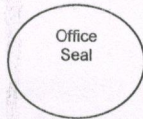
Registration No \_\_\_\_\_

**OFFLINE TEMPORARY SLIP  
EX SERVICEMEN CONTRIBUTORY HEALTH SCHEME (ECHS)**

1. Received documents from No \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_  
towards application for membership of Ex-Servicemen Contributory Health Scheme (ECHS) :-
2. **Pension Payment Order No (PPO No)** \_\_\_\_\_  
(Attach photocopy)
3. Category of Ward ( ✓ ) Private  Semi Private  General
4. Force Type: \_\_\_\_\_ 5. Regiment/Unit: \_\_\_\_\_
6. Address with State and Pin Code: \_\_\_\_\_
7. Mobile No: \_\_\_\_\_ 8. Date of Birth: \_\_\_\_\_ 9. Date of Retirement: \_\_\_\_\_
10. **Parent Polyclinic of Pensioner** \_\_\_\_\_, MRO No. \_\_\_\_\_ (if applicable)
11. Card Charges @ Rs. 177/- paid Rs. \_\_\_\_\_ vide Transaction ID \_\_\_\_\_
12. **VALID UPTO** \_\_\_\_\_

Place: \_\_\_\_\_

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



Signature \_\_\_\_\_  
(Stamp with Rank, Name & Appointment, Officer issuing-  
Temporary Slip in lieu of Smart Card)

**All photographs to be stamped by issuing Officer.**

| PENSIONER  | SPOUSE   | DEPENDENT  | DEPENDENT  |
|--|--|--|--|
| Name: _____<br>Date of Birth: _____<br>Aadhar No _____ | Name: _____<br>Date of birth: _____<br>Aadhar No _____ | Name: _____<br>Date of birth: _____<br>Aadhar No _____ | Name: _____<br>Date of birth: _____<br>Aadhar No _____ |
| DEPENDENT  | DEPENDENT  | DEPENDENT  | DEPENDENT  |
| Name: _____<br>Date of Birth: _____<br>Aadhar No _____ | Name: _____<br>Date of birth: _____<br>Aadhar No _____ | Name: _____<br>Date of birth: _____<br>Aadhar No _____ | Name: _____<br>Date of birth: _____<br>Aadhar No _____ |

13. **ACTIVATION BY**

Place: \_\_\_\_\_

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



Signature \_\_\_\_\_  
(Stamp with Rank, Name & Appointment, OIC Parent Polyclinic)

**Notes:-**

1. This original receipt is required to be returned at the time of collection of Smart Card (s). Receipt will not be destroyed. This will be filed along with the original Application Form.
2. **No Smart Card will be issued if this receipt in original is not produced and final verification by Central Org ECHS.**
3. **Record Office** will retain this receipt after checking the Application Form till retirement of the individual.
4. **Stoppage of FMA and deposition of contribution (MRO) as applicable to be ensured prior to issue of this receipt to pre 01 Apr 2003 retirees by Regional Centre ECHS.**
5. **This receipt will be issued only on verification of original PPO and discharge book for old retirees who are not in possession of old Cards.**
6. **The Original Receipt is valid up to a maximum of THREE MONTHS from the date of issue.**
7. **Slip will be considered activated only after signatures of OIC Parent Polyclinic.**
8. Aadhar verification to be ensured by Polyclinics.
9. Old cards/ temp receipts will be returned.

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

Signature of ESM / Family Pensioner