



DIRECTORATE GENERAL
FIRE & EMERGENCY SERVICES, HOME GUARDS & CIVIL DEFENCE,
ODISHA

No. V-01-2023/ 3721 /F.S.

Dtd. 18.03.2023

To

All Commandants, Home Guards / Chief Fire Officer / Director (Chief Fire Officer), OFDRA, Bhubaneswar / All Range Fire Officers / A.F.Os. of all district Fire Stations/ In-charge of all Fire Stations / Assistant Director, Civil Defence, Bhubaneswar / Deputy Controllers, Civil Defence.

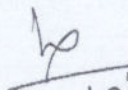
Sub: Sanction of relief from the Grants-in-Aid for the Odisha Fire Service, Home Guards & Civil Defence Welfare Fund towards medical treatment of self and dependant family members - Guidelines thereof.

In inviting a reference to Fire Service Directorate CIRCULAR ORDER 02/2023 communicated vide Memo No. 2959/F.S. dated 03.03.2023, this is to intimate that the Welfare Fund Committee in its 9th Meeting held on 03.03.2023 have decided to extend financial assistance to the deserving paid and regular personnel out of the funds received from Government u/h Grants-in-Aid strictly after thorough scrutiny and verification. The CIRCULAR ORDER was unanimously approved for all future cases.

In order to avoid any fictitious claims for such financial assistance, it is impressed upon all to submit the applications of the aspirants after thorough scrutiny and verification. The Heads of Establishments should forward the applications in the prescribed CHECK-LIST along with relevant bills and prescriptions. Applications received without the CHECK-LIST shall not be entertained and will be rejected automatically.

Any deviation to this effect shall be viewed seriously. This should be explained to all paid and regular staff of your establishment / Fire Station etc.

This is issued with the approval of D.G., F. & E.S., C.G., H.Gs. & Director, Civil Defence, Odisha, Cuttack.


18/3/23
D.I.G., F&ES, Home Guards,
Odisha, Cuttack.

O.D.

3722
18/3/23

Copy forwarded to Sri Bidyadhar Swain, Establishment Officer, Home Guards Directorate for information / S.O., I.T. Cell for placement in website.

Address- 3rd Floor, Vigilance Building, Nuapatna, Buxibazar, Cuttack-753001
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E-mail : odishafire-hgs-cd@gov.in

Check-list for submission of applications for grant of relief from Grants-in-Aid to the deserving paid & regular personnel towards medical treatment of self and their family members suffering from prolonged / critical diseases.

1.	Name & Designation of the applicant	:-	
2.	Place of posting	:-	
3.	Name of the patient	:-	
4.	Relationship with the patient	:-	
5.	If spouse, whether the applicant has single spouse (undertaking should be furnished by the applicant)	:-	
6.	Whether the spouse is Govt. employee / working in any other place	:-	
7.	If son / daughter, whether an earning member / married	:-	
8.	If parents, whether they are dependant or not (verification should be made whether any one of them is a pension holder)	:-	
9.	Details of diseased and period from which He / She is suffering	:-	
10.	Expenditure incurred / estimated for such treatment (should be supported with valid bills and prescriptions)	:-	
11.	Duration of treatment advised by the treating physician (supporting document should be attached)	:-	
12.	Name of Hospital / Nursing Home where the patient is being / was treated	:-	
13.	Whether undergone treatment as an Indoor / Outdoor patient	:-	
14.	Whether undergone any major surgery / advised for any transplantation	:-	
15.	Whether any R.C.M. Claims drawn for such treatment	:-	
16.	Whether in possession of BSKY Card / Health Insurance (for dependant parents only)	:-	

Certified that the facts and figures furnished above are true and based on valid reports and prescriptions. I shall be held responsible for any false or fictitious claims, if detected later.

Full signature with date of the applicant

This is to certify that the contents have been verified and found correct. It is recommended for consideration for grant of the prescribed relief in favour of the above named employee.

Signature of the Head of Establishment