


95365/Q/DDGCS/POLICY

24 Nov 2023

As Per Distribution List

**AMENDMENT – ADMINISTRATIVE ACTION IN CASE OF SMART CARD/ CSD
 FACILITY RELATED MALPRACTICES/ INDISCIPLINE CASES**

1. Please ref to policy letter No 96301/Q/DDGCS/ Policy dated 21 Aug 2014.
2. In order to address the issue of indiscipline by beneficiaries in URCs as well tampering of Smart Cards, relevant clauses have been included in the existing policy to permanently debar such individuals from availing canteen facilities.
3. Following two clauses be added under Para 2 of the acts/ incidents by individuals in the letter under reference at para 1 above.
 - (a) **Para 2(k).** Getting involved in any type of indiscipline activity like disruption of URC functioning, agitation, protests, misbehaving with URC staff, or any other act of indiscipline which is unbecoming of a soldier and veteran.
 - (b) **Para 2 (l).** Manipulating the data in Canteen Smart Card in connivance with URC Staff or through some other source.
4. Para 6 of the letter under reference (Administrative Action: Blacklisting of Defaulters) be amended as follows:-
 - (a) **For.** On receipt of complaints against the individuals found involved in activities mentioned at Para 2 (a)-(j) or similar activities of fraudulent nature, they will be permanently Black Listed from availing CSD facilities. This implies a permanent ban on future personalization of smart cards and availing AFD items from the CSD Depots.
 - (b) **Read.** On receipt of complaints against the individuals found involved in activities mentioned at **Para 2 (a)-(l)** or similar activities of fraudulent nature/ **indiscipline act**, they will be permanently **Black Listed from availing canteen facilities**. This implies a permanent ban on future personalization of smart cards, availing URC facilities and availing AFD items through AFD portal of CSD.
5. For info & necessary action please.


 (DK Bhatia)
 Col
 OIC Smart Card Cell
 for Brig CS

Distribution List :-

HQ Northern Command (OL)
 HQ Southern Command (OL)
 HQ Central Command (OL)
 HQ ARTRAC (Q), Naval HQ (PDPS)
 Air HQ (Accts), HQ Coast Guard (AD)
 HQ DGBR (Q), HQ NSG, IG SFF, DIAV
 DGOA, RR Force HQs

HQ Eastern Command (OL)
 HQ Western Command (OL)
 HQ South Western Command (OL)
 HQ IDS, HQ SFC, HQ ANC
 HQ DG Assam Rifles, HQ DG NCC
 DRDO (DMS), OFB, E-in-C Branch