

Tele : 20892597  
Telefax : 011-20892597  
Email : jditechs2@echs.gov.in

Central Organisation ECHS  
Adjutant General's Branch  
Integrated Headquarters of  
MoD (Army), Thimayya Marg,  
Near Gopinath Circle,  
Delhi Cantt- 110 010

B/49711-NSC/AG/ECHS

30 Sep 2021

Air HQ PD (DAV)  
PD (Navy)  
All Comd HQ's (A/ECHS)  
AMA ECHS, Embassy of India, Nepal  
Director General Indian Coast Guard  
Director General NCC  
Director General SFF  
ADG TA / TA-3  
All Regional Centres, ECHS

### PROCEDURE FOR PROCESSING OF 64 KB ECHS APPLICATION INCASE OF MARITAL DISCORD

1. Please refer the following letters:-

- (a) Central Organisation letter No. B/49701-PR/AG/ECHS/2018 dated 26 Sep 2018 (Copy enclosed).
- (b) Central Organisation letter No. B/49711-NewSmartCard/AG/ECHS dated 18 Jul 2019 (Copy enclosed).

2 A software solution was implemented to enable spouses of Veterans to apply online for 64 kb ECHS cards in case ESM/ Primary beneficiary do not apply for ECHS cards due to marital Discord. The software solution has been further automated to enable both ESM and their spouses to smoothly handle the situation of Marital Discord. The details are given at succeeding paragraphs.

#### Eligibility

3 As per Para 2 of Central Organisation letter given Para 1(a), judicially separated wife of the Veterans is eligible to apply for ECHS cards for a limited period of one year or till resolution/ divorce whichever is earlier. The same will be renewed in case of status quo beyond a year.

#### Action By The Spouse (Judicially Separated Wife)

4 In case the judicially separated wife (spouse) of the ESM is not provided with the ECHS card by the ESM then she should apply to the CO, ECHS (Ops & Coord Section) through the respective service welfare branch (DIAV/ DESA/ DAV) by an application with the following details:-

- (a) Details of ESM/ Primary Beneficiary:-
  - (i) Service No.
  - (ii) Name
  - (iii) Rank

- (iv) Gender
- (v) DOB
- (vi) Last Unit Served
- (vii) ESM Service
- (viii) Date of Enrollment/ Commission
- (ix) Date of Discharge/ Retirement
- (x) ESM Category
- (xi) Type of Pension
- (xii) Service type
- (xiii) Ex-Servicemen alive/ Demise
- (xiv) Record office
- (xv) A copy of PPO

(b) Spouse Details:-

- (i) Name
- (ii) DOB
- (iii) Gender
- (iv) PAN number

5 Incase the judicially separated wife (spouse) of the ESM does not hold the details given at Para 4 above then he/she to apply to DIAV for Army, DESA for Navy and DAV for Air Force who will facilitate in obtaining copy of PPO from Record Office and other details as given at Para 4 above. The application should be duly supported with an identify Proof in the form of Aadhar card, PAN card, Ration card. DIAV/ DESA/ DAV will endorse letter to the Primary beneficiary to give him an opportunity to apply cards himself within 30 days for eligible family members. Incase of non receipt of reply within 30 days/ refusal to apply, DIAV/ DESA/ DAV will obtain copy of PPO and other details of the ESM and detailed letter be forwarded to CO,ECHS (Ops & Coord) containing details given at Para 4 above with copy to the judicially separated spouse.

6 The spouse then applies to CO, ECHS (Ops & Coord) for the ECHS card.

**Action By Central Organisation ECHS (Ops & Coord Section)**

7 Incase the application containing all details of the ESM/ Primary beneficiary have been received directly by the CO,ECHS then the same will be forwarded to DIAV/ DESA/ DAV (as applicable) to verify and confirm the case is Marital Discord case.

8 The application received from the judicially separated spouse after Verification from the DIAV/ DESA/ DAV (as applicable) to be processed.

9 The details as given at Para 4 above received from the judicially separated spouse duly verified form DIAV/ DESA/ DAV will be uploaded by Dir Ops & Coord.

**Action By The Spouse**

10 Once the details are uploaded by Dir (Ops & Coord) then the spouse will be able to

After registering the spouse to login using login credentials. An auto populated application with the fields given at Para 4 above will open. The spouse is required to fill the balance online application form and make payment online and then submit the application.

### Verification

11 The application will be verified by respective records office and then by CO, ECHS. On successful completion of verification the cards will be printed.

### Collection Of Cards

12 The Cards once printed will be forwarded to the Parent Polyclinic. Once the cards are ready for collection a SMS with OTP will be forwarded to the Registered mobile No.

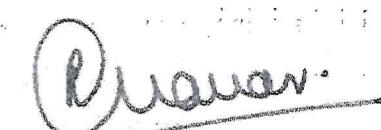
### Action By The ESM

13 The application filled by the Spouse as a marital discord case will be visible to the primary beneficiary as it will get attached to his online application. If the Veteran for some reason has till date not applied for the new 64 kb ECHS cards then as and when he submits online application then the earlier application of spouse as a marital discord case will be attached to his application and will be visible to him.

14 As and when the divorce proceedings are finalised then the ESM (Primary beneficiary) will go online and login using his credentials and click on the Divorce tab and upload Divorce Degree and submit the application.

15 The application will be visible to respective Record office along with supporting documents. Once the Record office approves, the spouse card will get deactivated and the ESM will be permitted by the system to apply for Second spouse as per procedure.

16 The judicially separated spouse will get the details when the ESM applies with divorce degree in her/ his audit trail also. Further when the card is deactivated then also the audit trail will have the required details updated.



(Rakesh Kakar)

Col (Retd)

Jt Dir (Statistics & Automation)  
for MD ECHS

### Copy to:-

PCDA (P), Allahabad  
SO to DG DC&W  
SO to DGMS (Army)  
SO to ADFMS (Army)  
SO to DGMS (Navy)  
D/o DGAFMS  
D/o AFMSD  
D/o DIAV

Cmde (ECHS-N)	
Cdr (ECHS-N)	
Action By	✓
Inward No	1114.
Date	14 Oct 21

Tele : 25684645  
Telefax : 011-25684946  
Email : jditechsl@echs.gov.in

Central Organisation ECHS  
Adjutant General's Branch  
Integrated Headquarters of  
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Near Gopinath Circle,  
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B/49711-NewSmartCard/AG/ECHS

18 Jul 2019

Air HQ PD (DAV)  
PD (Navy)  
All Comd HQ's (A/ECHS)  
AMA ECHS, Embassy of India, Nepal  
Director General Indian Coast Guard  
Director General NCC  
Director General SFF  
ADG TA/TA-3  
All Regional Centres, ECHS

#### PROCEDURE FOR PROCESSING OF 64 KB ECHS APPLICATION IN CASE OF MARITAL DISCORD

1. Please refer to Central organization letter No. B/49701-PR/AG/ECHS/2018 dated 26 Sep 18 (copy enclosed).
2. A number of Petitions are received from the Spouses of Veterans where the Primary beneficiary has not applied for the new 64 kb ECHS Card due to marital discord. The procedure to be followed for marital discord cases to apply for new 64 kb ECHS Card is given in succeeding Paras.

#### Eligibility

3. As per Para 2 of letter under reference judicially separated wife of the Veteran is eligible to apply for ECHS Card for a limited period of one year or till resolution/divorce whichever is earlier. The same will be renewed in case of status quo beyond a year.

#### Offline Procedure

4. Action by the spouse (Judicially separated wife). The spouse will take following actions:-
  - (a) The spouse will be eligible to apply offline for ECHS membership on production of all supporting documents for eligibility.

(b) On the basis of ibid Provision, the spouse should apply to DIAV for Army, DESA for Navy and DAV for Air Force who will facilitate in obtaining copy of PPO from respective Record Offices. The application should be duly supported with an identity proof in the form of Aadhar Card, Pan Card, Ration Card, Marriage Part II Order and Dependent Card issued by District Soldier Board. DIAV/DESA/DAV will endorse a letter to the primary beneficiary to give him/her an opportunity to apply Cards for himself/herself within 30 days for eligible family members. In case of non receipt of reply within 30 days/refusal to apply, DIAV/DESA/DAV will obtain copy of PPO for the applicant.

(c) Having obtained the copy of the PPO, the spouse should apply to Central Organization, ECHS (Ops & Coord Section) with all the supporting documents.

#### Action by Central Organization ECHS (Ops & Coord Section)

5. On receipt of the application CO, ECHS will forward the application for verification to DIAV/DESA/DAV to verify and confirm that the case is a marital discord case. On receipt of confirmation from DIAV/DESA/DAV, Dir (Ops & Coord) will authorize the spouse to apply online 64 kb ECHS Card. A letter of authorisation will be issued to the spouse to this affect.

#### Action by the Spouse

6. The Spouse will access the ECHS website and login as marital discord case and an application no with prefix MD will be allotted to the beneficiary. After filing the application and uploading the following documents the beneficiary will submit the application:-

- (a) Copy of PPO.
- (b) Photo for self.
- (c) Signature self.
- (d) Approval form from CO, ECHS.

#### Verification

7. The application will be verified by respective records and then by CO, ECHS. On successful completion of verification the Cards will be printed.

#### Collection of Cards

8. The Cards once printed will be forwarded to the Station Headquarters of the affiliated parent polyclinic. Once the cards are ready for collection a SMS with OTP will be forwarded to the Registered mobile No.

Action by the Veteran

9. The application filled by the Spouse as a marital discord case will be visible to the primary beneficiary as it will get attached to his online application. If the Veteran for some reason has till date not applied for the new 64 kb ECHS Card then as and when he/she submits online application then the earlier application of spouse as a marital discord case will get allowed to his/her application and will be visible to him/her.
10. As and when the divorce proceedings are finalized and or for some reason the spouse is no more eligible for ECHS membership then the Veteran (Primary Beneficiary) will inform to CO, ECHS.
11. The CO, ECHS will seek written confirmation through DIAV/DESA/DAV and on receipt of confirmation authorize the primary beneficiary to block the card of the spouse (MD Case) and also the spouse will be informed by CO, ECHS, with copy to DIAV/DESA/DAV.

  
(Rakesh Kakar)  
Col (Retd)  
Jt Dir (Stats & Automation)  
for MD ECHS

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