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REVISED GUIDELINES OF 'CENTRAL SCHEME FOR ASSISTANCE TO CIVILIAN VICTIMS/FAMILY OF VICTIMS OF TERRORIST/COMMUNAL/LEFT WING EXTREMISM (LWE) VIOLENCE AND CROSS BORDER FIRING AND MINE/IED BLASTS ON INDIAN TERRITORY, 2019

1. **Title of the Scheme**

The Scheme will be called the 'Central Scheme for Assistance to Civilian Victims /Family of Victims of Terrorist /Communal /Left Wing Extremism (LWE) Violence and Cross Border Firing and Mine/IED blasts on Indian Territory'.

2. **Introduction and Objectives**

The broad aim of the Scheme is to assist "Civilian Victims of Terrorist Violence including Militancy, Insurgency, Communal/ LWE Violence and Cross Border Firing and Mine/IED blasts on Indian Territory".

3. **Definitions**

- a) **Communal Violence** would refer to planned and organized acts of violence by members of one community against members of another community with the intent of creating or expressing ill-will or hatred and leading to loss of life or injuries to people.
- b) **Cross Border Firing**: Cross border firing includes firing/shelling from across the International Boundary (IB)/Line of Control (LoC)/Line of Actual Control (LAC) by the armed forces of neighbouring countries.
- c) **Left Wing Extremism (LWE) Violence**: would refer to planned and organized acts of violence by Members of the CPI (Maoists), all its formations and front organizations, who have been declared a terrorist organization and banned under the Unlawful Activities (Prevention) Act, 1967 w.e.f. 22.06.2009 (as amended from time to time).
- d) **Next of Kin (NoK)**: would be the surviving spouse or dependent children or as certified by the District Collector/Magistrate/Deputy Commissioner.
- e) **Permanent Incapacitation**: means a disability of **50% and above** suffered by the victim, which is of permanent nature and there are no chances of variation in the degree of disability and the injury/disability renders the victim unfit for normal life for the rest of his life.
- f) **Terrorism**: For purposes of this scheme, the term 'Terrorism' includes militancy and insurgency related violence and refers to acts as defined in Section 15 of the UAPA, 1967 (as amended from time to time).
- g) **Victim**: means a civilian person, who has suffered loss or injury as a result of the acts/omissions of Terrorist Violence including militancy, insurgency,

communal/Left Wing Extremist and Cross Border Firing and Mine/IED blasts on Indian Territory. In the case of his/her death, the expression 'civilian victim' shall mean to include his or her guardian or legal heir or Next of Kin (NoK).

The Central Scheme for Assistance to Civilian Victims of Terrorist and Communal Violence is effective from 1st April, 2008 and from 22nd June, 2009 for the cases of LWE Violence. It is effective for Cross Border Firing and Mine/IED blasts on Indian Territory with effect from the date of Cabinet's approval i.e. 24.08.2016.

4. Eligibility

- i. The financial assistance would be given to the family member(s) in the event of death or permanent incapacitation of the civilian victim, in Terrorist, Communal or LWE Violence and Cross Border Firing and Mine/IED blasts on Indian Territory.
- ii. Assistance would be given to the surviving spouse in case of death/permanent incapacitation of the husband or the wife, as the case may be. However, if both the husband and the wife die in same incident of violence, the family would be entitled to get the assistance, in each case.
- iii. Families of the victims would be eligible to get assistance under the Scheme even, if they have received any other assistance, by way of payment of ex-gratia or any other type of relief from the Government or any other source except when a similar scheme is already being implemented by the Central Government.
- iv. Civilian victim/ Next of Kin (NoK) will be eligible to get financial assistance under the Central Scheme even if he/she or any other person in the family has been given a permanent Government job on compassionate grounds.
- v. Civilian Victim/NoK of the Security Related Expenditure (SRE) Districts/States will be eligible to get financial assistance under SRE Scheme also in addition to the financial assistance under the Central Scheme. In the case of Jammu & Kashmir, financial assistance will be governed by the letter No.16016/4/2017-K-V dated 14th June 2018 issued by Jammu and Kashmir Division (now Jammu, Kashmir & Ladakh Affairs Division), Ministry of Home Affairs.
- vi. Next of Kin (NoK) of employees of Central Government, CPSEs, Autonomous Institutions and other Government Organizations including State Governments / State PSEs and similar organizations of State Governments will also be eligible to receive financial assistance of Rs.3 Lakh/Rs.5 Lakh as the case may be, in case of death/ permanent incapacitation (50% and above) on account of incidents of Terrorist/

Communal/ LWE Violence and Cross Border Firing and Mine/IED blasts on Indian Territory.

- vii. **Foreign Nationals and NRIs shall also be eligible / covered under the Scheme w.e.f. 01.04.2008 i.e. the date from which this Scheme has been made effective.**
- viii. Those permanently incapacitated, and the members of the family of the civilian victims killed/permanently incapacitated in the Terrorist, Communal or LWE Violence and Cross Border Firing and Mine / IED blasts on Indian Territory would be given a health card by the District Health Society, functioning under the National Rural Health Mission. This card would entitle them to free medical treatment in respect of injuries due to violence and all other major illnesses. Medical care will also be provided to the beneficiaries of the Scheme as a **special case** under the on-going schemes of the Ministry of Health and Family Welfare, viz., Rashtriya Arogya Nidhi and the National Trauma Care Project.
- ix. Children in the family would continue to be entitled for assistance admissible under the project 'Assist', implemented by the National Foundation for Communal Harmony (NFCH) of the MHA.
- x. No other criteria regarding income of the family would be considered for the eligibility under this scheme.
- xi. The perpetrators of violence or their family will not be entitled to any assistance under the scheme.
- xii. The eligible claimants can file their claims in prescribed proforma (**Annexure-I**) **within 3 years** of the relevant incident of Terrorist, Communal or LWE Violence and Cross Border Firing and Mine/IED blasts on Indian Territory through the DM/DC/State Government concerned. The time limit, however, can be relaxed in deserving cases by the Central Government on the recommendations of the State Govt. or by the Central Government suo-moto.

5. Assistance

- i) **An amount of Rs.3 lakh (for incidents that occurred before 24.08.2016) and Rs.5 lakh (for incidents that occurred on or after 24.08.2016) would be given for each death or permanent incapacitation to the affected family under the Scheme.**
- ii) The financial assistance of Rs.3 lakh or Rs.5 lakh as the case may be shall be made forthwith in the following manner:
 - a) 50% of financial assistance is to be made to the civilian victim's/beneficiary's Aadhar linked Savings Bank Account and

- b) Rest 50% of financial assistance would be put in a fixed deposit account [Joint or Single in the name of the family member(s)] in a Nationalized Bank (if there is no nationalized bank within the vicinity of the beneficiary, account may be opened in any scheduled commercial bank). It would have a minimum **lock-in period of 3 years** or if there are only minor children in the family, till the eldest child attains the age of majority, whichever is later.
- iii) The District Collector/District Magistrate/Deputy Commissioner, as the case may be, would make the payment in the Fixed Deposit account of the beneficiary, with instructions to the Bank that **the condition of lock-in period may be dispensed with under the following circumstances:-**
- (i) Higher studies of dependent children,
 - (ii) Construction of first house property,
 - (iii) Costly medical treatment, or as may be prescribed from time to time.
- iv) Standing instructions would be given to the Bank to credit the quarterly interest during the lock-in period and the principle amount after the lock-in period, directly into the account of beneficiary.
- v) In case of death or permanent incapacitation of the beneficiary, his or her Next of Kin (NoK) would operate the account.
- vi) In case of permanent incapacitation, the victim himself/herself would be the beneficiary. However, if he/she is not in a position to operate the account, then his/her nominee would operate the account.

6. **Procedure to be followed at the District Level**

- i) A District Level Committee, under the chairmanship of District Magistrate/Collector/Deputy Commissioner, and having as its members, the District Superintendent of Police, District Medical Officer, District Social Welfare Officer, District Child and Women Development Officer and an officer, who may be nominated by the State Government would identify beneficiaries and verify their eligibility for assistance under the Scheme.
- ii) While examining eligibility claims, the District Level Committee would look into the Police Report/FIR, Death-cum-Postmortem Certificate in the event of death, and Medical Certificate in the event of permanent incapacitation, birth certificate of the Claimant (if minor), and any other documents as considered necessary for determining the legitimate claimant.
- iii) In case of permanent incapacitation, a certificate from the District Medical Officer would be required to show that the victim has suffered 50% and

above disability, which is of permanent nature and there are no chances of variation in the degree of disability, and the injury renders the victim unfit for normal life for the rest of his/her life.

- iv) In choosing the beneficiary in the family, the NoK (Next of Kin) concept would be applied.
- v) The District Level Committee will satisfy itself that the victim has suffered / died due to Terrorist, Communal or LWE Violence and Cross Border Firing and Mine/IED blasts on Indian Territory, as the case may be, and the beneficiary has been identified as per the Scheme. It would also verify that the victim has not suffered / died due to any incident of crime or natural reasons.
- vi) The District Level Committee would, so far as possible, make its **recommendation in (Annexure-II) within 15 days of receipt of claim** for Assistance to Civilian Victims / Family of Victims of Terrorist/ Communal /Left Wing Extremism (LWE) Violence and Cross Border Firing and Mine/IED blasts on Indian Territory.
- vii) The processing of the application, as per the provisions of the Scheme, shall be completed **within 3 weeks**, including the recommendations of the District Level Committee.
- viii) The sanction order will be issued by the DM/DC on behalf of the State Government. A copy of the sanction order will be endorsed to the Under Secretary, VTV Section, Internal Security-II Division, Ministry of Home Affairs, Major Dhyani Chand National Stadium, New Delhi.
- ix) The DM/DC/State Government, will release the financial assistance by way of electronic transfer/DBT to the victim's/NoK KYC compliance savings bank account.
- x) The State Governments shall undertake to widely disseminate information about the Scheme, and to undertake its publicity.

7. Procedure to be followed by the Ministry of Home Affairs (MHA)

- i) After the DM/DC has made the payment to the NoK of the civilian victims of Terrorist/Communal/LWE Violence and Cross Border Firing and Mine/IED blasts on Indian Territory under the Scheme, the State Government may submit the proposal in original in the prescribed proforma (**Annexure-I to VII**) to Ministry of Home Affairs(MHA) for reimbursement.
- ii) The reimbursement will be considered on the basis of audited accounts in this regard. However, to ensure that the State does not suffer because of delay in audit of accounts, ad-hoc releases will be made on the basis of accounts furnished by the State Government and due scrutiny by Integrated

Finance Division(IFD), Ministry of Home Affairs. These ad-hoc payments will be adjusted after final audited accounts are made available. **The Central Government will make 70% payment immediately and balance 30% after receipt of audit verification report by the Internal Audit Wing of MHA.**

iii) **The revised guidelines are applicable from 03.10.2019.**

8. Saving Clause

In case of any clarification required/ difficulty faced in implementation of the Scheme, suitable orders / clarifications will be issued by the Internal Security- II Division of the MHA.

ANNEXURE-I

**APPLICATION FORM FOR ASSISTANCE TO THE CIVILIAN VICTIMS/ FAMILY
OF VICTIMS OF THE TERRORIST /COMMUNAL/ LWE VIOLENCE AND
CROSS BORDER FIRING AND MINE/IED BLASTS ON INDIAN TERRITORY**

PART A

(To be filled in Block Letters)

A. DETAILS OF THE VICTIM

1. Name :
2. Age :
3. Sex :
4. Occupation :
5. Father's Name/ Husband Name :
6. Mother's name :
7. Address :
8. Identification Proof :
(Any one of the Photo Identification
Proof enlisted in Annexure VII)
9. Effect of violence on the victim(Please tick) : Death/Permanent incapacitation
(50% and above)
10. In case of 50% and above incapacitation, percentage of disability :

B. DETAILS OF THE FAMILY MEMBERS OF THE VICTIM

S.No.	Name	Sex	Age	Father's/Husband's Name	Relationship with the Victim

C. DETAILS OF THE BENEFICIARY:

1. Name :
2. Age (Date of Birth) :
3. Sex :
4. Occupation of the beneficiary,
if dependent on victim :
5. Father's Name/Husband's Name :
6. Mother's Name :
7. Identification Proof :
8. Relationship with the Victims of
Terrorist / Communal / LWE Violence
and Cross Border Firing and Mine/IED
Blasts on Indian Territory. :

D. DETAILS OF THE INCIDENT

1. Place :
2. Date :
3. Time :
4. Details of the incident :
5. FIR No. and Date :
6. Police Station Area :

E. Undertaking : I undertake to utilize the assistance for the welfare of all the members of the family failing which the assistance may be withdrawn at any time without notice.

(Signature of Beneficiary)

Recommendations of the District Level Committee

This is to certify that (Shri/Smt/ Kum.) (name of the victim) aged years, Male/Female, resident of..... S/o/W/o has been killed/ permanently incapacitated (50% and above) in the (Communal/ Terrorist/ LWE Violence and Cross Border Firing and Mine/IED blasts on Indian Territory) incident on (date) at(time). Shri/Smt/Kum (Name of the beneficiary)(relationship) of (name of the victim), agedyears, Male/Female has been found eligible to receive compensation of ₹ 3 lakh/5 lakh (tick whichever applicable) from the Central Scheme for assistance to civilian victims/family of victims of Terrorist/ Communal/ LWE Violence and Cross Border Firing and Mine/IED blasts on Indian Territory. His/her name has been recommended by the District Level Committee. It is certified that :-

- i. The victim has not suffered due to any other criminal incident or natural factors.
- ii. Victim/Beneficiary is NOT the perpetrator of violence.

Following documents have been submitted by the claimant:-

1. FIR Report
2. Death cum Post Mortem Certificate (if applicable)
3. Medical Certificate (in case of incapacitation)
4. Any proof showing relationship of the beneficiary with the victim (Not required, if victim is the claimant)
5. Attested photocopy of photo Identification proof of the victim and beneficiary (as described in Annexure VII).
6. Mandatory Date of Birth Certificate (if beneficiary is minor)
7. Recommendation of the District Level Committee (with signatures of the members)

The payment will be made to (Shri/Smt/Kum)(Name of Beneficiary) in the following manner:

- a) Rs. 2,50,000/- in FD A/c in (name of the Bank).
- b) Rs. 2,50,000/- in Savings A/c in (name of the Bank).

Date :

Place :

(Signature of the District Collector/
Magistrate or Deputy Commissioner
or any officer authorized by him/her
with rubber stamp)

ANNEXURE – III

Brief details of incident including date/location	Category of Incident (Terrorist/ Communal/ LWE Violence and Cross Border Firing and Mine/IED blasts on Indian Territory)	Names of victim killed/permanent incapacitation of 50% disability & more	Names of beneficiaries & his/her relationship with the victim	Amount of assistance released by State Govt. on behalf of Central Government	Amount to be reimbursed by Central Government (MHA)

It is certified that:

- I. the reimbursement in case of the above victim under the Central Scheme for Assistance to Civilian Victims/ Family of Victims of Terrorist/ Communal/ LWE Violence and Cross Border Firing and Mine/ IED Blasts on Indian Territory has not been claimed earlier.
- II. The payment has been made to (Shri/Smt/Kum)(Name of Beneficiary) in the following manner:
 - c) Rs. 2,50,000/- in FD A/c No.in (name of the Bank).
 - d) Rs. 2,50,000/- in Savings A/c No.....in (name of the Bank).

Date: _____

Place: _____

(Signature of the District Collector/
Magistrate or Deputy Commissioner
or any officer authorized by him/her
with rubber stamp)

AGENCY DETAILS of DM/DC

1.	Type of Registration	State Government Institutions
2.	Agency Name*	
3.	Act/Registration No.	
4.	Date of Registration (DD/MM/YYYY)	
5.	Registering Authority	
6.	State of Registration*	
7.	TIN Number	
8.	IAN Number	
9.	Block No./Building/Village/Name of Premises*	
10.	Road/Street/Post Office*	
11.	Area/Locality*	
12.	City*	
13.	State*	
14.	District*	
15.	Pin Code*	
16.	Contact Person*	
17.	Phone No.*	
18.	Alternate Phone/Mobile No.*	
19.	Email*	
20.	Unique Agency Code*	

All the fields marked as * are mandatory

(Signature of the District Collector/
Magistrate or Deputy Commissioner
or any officer authorized by him/her
with rubber stamp)

MANDATE FORM of DM/DC

Electronic Clearing Service (Credit Clearing)/ Real Time Gross Settlement (RTGS) facility for receiving payments.

A. Details of Accounts Holders:-

Name of Account Holder	
Complete Contact Address	
Telephone Number/Fax/E-mail	

B. Bank Account Details:-

Bank Name	
Branch Name with Complete Address, Telephone No. and E-mail	
Whether the Branch is computerized?	
Whether the Branch is RTGS enabled? If yes then what is the Branch's IFSC Code	
Is the Branch also NEFT enabled?	
Type of Bank Account (SB/Current /Cash Credit)	
Complete Bank Account No. (Latest)	
MICR Code of Bank	

Date of effect:-

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the use Institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the Scheme.

Signature of Customer

Date

Certified that the particulars furnished above are correct as per our records.

(Bank's Stamp)

Date:

Signature of Bank Manager

1. Please attach a photocopy of cheque along with the verification obtained from the bank.
2. In case your Bank Branch is presently not "RTGS enabled", then upon its up gradation to "RTGS Enabled" branch, please submit the information again in the above proforma to the Department at earliest.

Annexure-VI
Month Progress Report (MPR) in r/o "Central Scheme for Assistance to Civilian Victims of Terrorist/Communal/LWE violence /Cross Border Firing and Mine/ IED Blasts on Indian Territory" for the month of

Name of District/ State	Name of Scheme	Total No. of Beneficiaries	Total No. of Beneficiaries with Bank A/C	Total No. of Beneficiaries with Aadhar	Total No. of Beneficiaries with seeded Bank A/C	Total No. of DBT Txns	Total No. of DBT Txns through PFMS direct from Centre	Total No. of DBT Txns through PFMS by States / Intermediaries	Total value of Txns	Total value through PFMS direct from Centre	Total value of DBT Txns through States / Intermediaries
1	2	3	4	5	6	7	8	9	10	11	12
	Central Scheme for Assistance to Civilian Victims of Terrorist/Communal/LWE violence /Cross Border Firing and Mine/IED Blasts on Indian Territory										

** This Statement is for District _____ State _____.

ANNEXURE – VII

**CHECK LIST FOR THE O/O THE DC/DM BEFORE SENDING THE PROPOSALS
TO MINISTRY OF HOME AFFAIRS**

- 1 Duly filled in and signed Annexure-I in original.
- 2 Duly filled in and signed Annexure-II in original.
- 3 Duly filled in and signed Annexure-III in original.
4. Duly filled in and signed Annexure-IV in original.
5. Duly filled in and signed Annexure-V in original.
6. Duly filled in and signed Annexure-VI in original.
7. Attested copy of the Photo Identification Proof of the civilian victim and beneficiary (Anyone of the following):-
 - (i) Aadhaar Card, if he or she has enrolled, his or her Aadhaar Enrolment Identification slip;
 - (ii) Bank or Post office Passbook with Photo;
 - (iii) Voter Identification Card;
 - (iv) Permanent Account Number (PAN) Card;
 - (v) Ration Card;
 - (vi) Passport;
 - (vii) Kisan Photo Passbook;
 - (viii) Driving License issued by Licensing Authority under the Motor Vehicles Act, 1988 (59 of 1988);
 - (ix) Certificate of Identification Proof having photo of the beneficiary issued by a Gazette Officer or a Tehsildar on an official letter head;
 - (x) Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGA) Job Card;
 - (xi) Any other document as specified by the Ministry.
8. Contact Details of the Nodal Officer i.e. Phone No. (Landline/Mobile), Fax, e-mail and Postal Address.
9. Contact Details of the DM/DC concerned i.e. Phone No. (Landline/Mobile), Fax, e-mail and Postal Address.