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Central Organisation ECHS
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B/49711-NSC/AG/ECHS/Gen Corrs **26** Sep 2025

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 Central Comd (A/ECHS)
Northern Comd (A/ECHS)
South West Comd (A/ECHS)
HQ ANC
HQ SFF
All Regional Centres
All Record Offices

**PROCEDURE FOR APPLYING FOR ECHS CARD FOR MALE CHILD
(ABOVE 25 YRS) SUBJECT TO COURT ORDER/ SPECIAL SANCTION BY MOD**

1. It is intimated that as per existing ECHS policy, male child (above 25 yrs), who is dependent on ESM, cannot avail medical facilities, however there is a requirement to accommodate, exceptional cases wherein male child (above 25 yrs), who have been granted special sanction by Hon'ble Court or by MoD, to avail medical services under ECHS.

2. As the ECHS card of the male child automatically gets blocked when male child attains the age of 25 yrs, thus following actions need to be taken in case the card of male child is blocked and he is more than 25 yrs old, to activate ECHS card:-

2.1 Cases wherein orders are passed by Hon'ble Court:

2.1.1 Action by ESM/ Beneficiary. Subject to Court orders, ESM/ Beneficiary to forward a copy of court orders to Dir C&L at CO ECHS for validation of court order.

2.1.2 Action by CO ECHS. After validation of court order, will intimate ECHS Smart card printing agency to change the status of ECHS application from 'Card Blocked' to **Blocked due to change in Data.**

2.1.3 Action by ESM/ Beneficiary

2.1.3.1 ESM / Beneficiary should login on ECHS website i.e **echs.sourceinfosys.com** with their login credentials and confirm whether that status of application has been changed. If the application status is changed, click on **More option** tab > **Change in data** tab. This would allow ESM/Beneficiary to click on tick box and proceed for edit application.

2.1.3.2 Select **Disability details/Special Sanction/Court order** tab and click on **Special Sanction/ Court Order**.

2.1.3.3 Relevant Court order to be uploaded in **attachment details** and then click on save and proceed for payment.

2.1.4 **Action by Record Office/ CO ECHS.** Once the payment is made, ECHS application will be visible at respective Record office for verification. After verification from record office, the application will be finally verified by CO ECHS. Post verification, card will be printed in due course of time.

2.2 Cases wherein Special Sanctions has been granted by MoD

2.2.1 **Action by CO ECHS.** After validation of special sanction received from MoD, will intimate ECHS Smart card printing agency to change the status of ECHS application from '**Card Blocked**' to **Blocked due to change in Data**. CO ECHS will also share special sanction letter of MoD with ESM/ Beneficiary.

2.2.2 Action by ESM/ Beneficiary

2.2.2.1 ESM / Beneficiary should login on ECHS website i.e **echs.sourceinfosys.com** with their login credentials and confirm whether that status of application has been changed. If the application status is changed, click on **More option** tab > **Change in data** tab. This would allow ESM/Beneficiary to click on tick box and proceed for edit application.

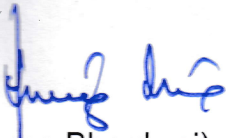
2.2.2.2 Select **Disability details/Special Sanction/Court Order** tab and click on **Special Sanction/ Court Order**.

2.2.2.3 Relevant sanction letter to be uploaded in **Attachment Details** column and then click on save and proceed for payment.

2.2.3 **Action by Record Office/ CO ECHS.** Once the payment is made, ECHS application will be visible at respective Record office for verification. After verification from record office, the application will be finally verified by CO ECHS. Post verification, card will be printed in due course of time.

2.3 ESM/ Primary Beneficiary is required to take printout of temporary slip and get it countersigned by OIC PC to avail ECHS medical facilities.

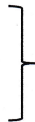
3. This information is to be disseminated to all Polyclinics and displayed at prominent place for information of ECHS Beneficiaries.



(Anurag Bhardwaj)
Col
Dir (Stats & Automation)
for MD ECHS

Copy to:-

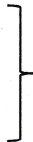
SDCPL
UTI-ITSL



For info and your necessary action.

Internal :

C & L Sec
Ops & Coord Sec



For info and your necessary action.