

**GOVERNMENT OF ASSAM
REVENUE & D.M(GENERAL) DEPARTMENT
DISPUR:GUWAHATI-6.**

ORDERS BY THE GOVERNOR OF ASSAM

NOTIFICATION

Dated Dispur, the 25th November, 2021.


No.RGR.1031/2021/13 : The Governor, Assam is pleased to notify District Disaster Management Authority (DDMA) of all District as disbursement authority for the Ex-Gratia Assistance to the Next of Kin of the deceased by COVID-19 with reference to the Guidelines issued by National Disaster Management Authority (NDMA), Government of India (copy enclosed). NDMA has recommended an amount of Rs.50,000/- (Rupees fifty thousand only) per deceased person including those involved in relief operations or associated in preparedness activities, subject to cause of death being certified as COVID-19. The concerned families will submit their claims through a form issued by State Authority along with specified documents including the death certificate that certifies the cause of death to be COVID-19. The DDMA will ensure that, the process of claim, verification, sanction, and the final disbursement of Ex-Gratia payment will be through a robust yet simple and people-friendly procedure. All claims must be settle within 30 days of submission of required documents and disburse through Direct Benefit Transfer Procedures.

The fund will be utilized from Head of Account 2245-Relief on account of Natural Calamities- 02- flood, cyclones etc.-101-Gratuitous Relief -2660-Gratuitous Relief (Pandemic i.e. COVID-19 etc.)-000-32-Grats in Aid-99-Others.

A Grievance Redressed Committee at District Level is also hereby constituted with the following members.

- 1.Additional Deputy Commissioner
- 2.Joint Director, Health Service
- 3.Superintendent of Civil Hospital.
- 4.A Subject Expert.

This Committee will address any grievances with regards to certification of the death, as prescribed in the MoHFW and ICMR guidelines and will propose necessary remedial measures , including issuance of amended official Document for COVID-19 death after verifying facts in accordance with these guidelines.


26/11
(Avinash Joshi, IAS)

Principal Secretary to the Govt. of Assam
Revenue & Disaster Management Department.


26/11

Memo No.RGR(RRR).1031/2021/13-A

Dated Dispur, the 25th November, 2021.

Copy to:-

1. The Accountant General(Account/Audit), Assam, Maidamgaon,Guwahati-29 for information.
2. To the Chief Executive Officer, Assam State Disaster Management Authority, Dispur, Guwahati-6 for information.
3. All Divisional Commissioners, for information.
4. The Commissioner & Secretary, Finance Deptt. Dispur for information.
5. The Commissioner & Secretary, Health & Family Welfare Deptt., Dispur for information.
6. The Commissioner & Secretary, Home & Political Deptt.for information.
7. The Secretary, Governor of Assam, Raj Bhawan, Guwahati,for information.
8. All Deputy Commissioner-cum-Chairman, DDMA-Assam for information.
9. Shri Gautam Ghosh, Director (DM-I), Govt. of India, MHA (DM Division), "C"-wing, 3rd Floor, NDCC-II, Jai Singh Road, New Delhi-110011 for information and necessary action.
10. Shri Ashish Kumar Singh, Under Secretary to the Govt. of India, Disaster Management Division, Ministry of Home affairs, "C" Wing, 3rd floor,NDCC-II, New Delhi-110011 for information and necessary action.
11. The Director, Assam Govt. Press Bamunimaidam, Guwahati-21, for publication of the notification in the next issue of Assam Gazette and supply of 200 printed copies thereof to Revenue & D.M General Deptt. for information.
12. The S.O to Chief Secretary, Assam, Dispur for kind appraisal of Chief Secretary, Assam.
13. P.S to the Principal Secretary to the Hon'ble Chief Minister Assam for kind appraisal of the Hon'ble Chief Minister.
14. P.S to the Hon'ble Minister, Revenue & D.M Department for kind appraisal of the Hon'ble Minister.
15. The Finance (Bt) Deptt., Dispur for information
16. The Finance (EC-II) Deptt., Dispur for information.
17. All Administrative Department, Govt. of Assam.

By Order etc.


(Ananda Kr. Das, ACS)

Joint Secretary to the Govt. of Assam
Revenue & D.M. Department.


26/11/2021

No. 33-04/2020-NDM-I
Government of India
Ministry of Home Affairs
(Disaster Management Division)

'C' Wing, 3rd Floor, NDMC-II,
Jai Singh Road, New Delhi,
Date: 25th September, 2021

To

The Chief Secretary,
(All States)

Sub: Amendment in revised list of Items and Norms of assistance under State Disaster Response Fund (SDRF).

Sir/Madam,

I am directed to refer to this Ministry's letter No. 32/7/2014-NDM-I, dated 8th April, 2015 on the above mentioned subject.

2. In this context it is stated that in pursuance of the Hon'ble Supreme Court Judgement dated 30th June, 2021 in Writ Petition (Civil) No. 554/2021 and W.P.(C) 539, National Disaster Management Authority (NDMA) under section 12(iii) of the Disaster Management Act, 2005, has issued guidelines for ex-gratia assistance to next of kin of the deceased by COVID-19 on 11th September, 2021. A copy of the guidelines is enclosed.

3. In pursuance to the direction of the Hon'ble Supreme Court and the aforesaid guidelines issued by NDMA, the Central Government has decided to revise the item 1 of MHA letter No. 32/7/2014-NDM-I, dated 8th April, 2015 in respect of the 'Gratuitous Relief' by adding a new entry as 1(f) after 1 (e) in the 'revised list of items and norms of assistance' under SDRF, as per the following:

S. No.	Items	Norm
1(f)	Ex-Gratia payment to next of kin of the deceased due to COVID-19.	<p>Rs. 50,000/- (Rs. Fifty thousand only) per deceased person including those involved in relief operations or associated in preparedness activities, subject to the cause of death being certified as COVID-19, as per guidelines jointly issued by Ministry of Health & Family Welfare and Indian Council of Medical Research on 3rd September 2021.</p> <p>-Expenditure on this item will be incurred from SDRF only, in strict compliance with the aforesaid NDMA guidelines dated 11th September 2021.</p> <p>-This ex-gratia assistance will be applicable from the date of first Covid-19 case reported in the country and will continue till de-notification of Covid-19 as a disaster or till further orders, whichever is earlier.</p>

Ashish
125/09/2021



Government of India
NATIONAL DISASTER MANAGEMENT AUTHORITY
NDMA Bhawan, A-1, Safdarjung Enclave,
New Delhi-110 029
Phone: 011-26701707.



No. 16/1120.21-RR

Dated, the 11th September, 2021

To

Chief Secretary / Administrator of States / UTs
(As per list attached)

Subject : Guidelines for Ex-Gratia Assistance to next of kin of the Deceased by Covid-19-reg.

Sir / Madam,

In pursuance of Hon'ble Supreme Court Judgment dated 30.05.2021 in W.P.(C) No. 539/2021 and W.P. (C) No. 554/2021, National Disaster Management Authority prepared Guidelines for ex-gratia to next of kin of the Deceased by Covid-19 under section 12(B) of the DM Act, 2005.

2. I am directed to forward herewith the above guidelines along with the "Guidelines for Official Document for COVID-19 Death" issued by Ministry of Health & Family Welfare for information and further necessary action at your end.

2. This issue with the approval of Competent Authority.

Encl : As above (1 Page)

Yours faithfully,


(Dr. S. K. Jena)
Joint Advisor (RR)

Copy for information to:

1. Sr. PPS to Home Secretary, MHA
2. Sr. PPS to Secretary, M/o Health & Family Welfare
3. Sr. PPS to Member Secretary, NDMA
4. PS to RGI & OC, Office of Registrar General of India.

- In effect, some financial and material assistance has already been provided in different forms to some of the most vulnerable sections.
- c. While COVID-19 is an unprecedented disaster, other natural disasters that occur more frequently have not abated. It is important that sufficient funds are available under SDRF to provide a timely and effective response to other disasters as well.
5. In view of the points mentioned in para 2, the Authority recommends an *ex-gratia* payment to next of kin of the deceased due to COVID-19, subject to cause of death being certified as COVID-19 as per the guidelines issued by MoHFW and ICMR.
6. Amount of *ex-gratia* payment: The Authority recommends an amount of Rs. 50,000/- (Fifty thousand only) per deceased person including those involved in relief operations or associated in preparedness activities, subject to cause of death being certified as COVID-19. With regards to such certification, and redressal of any grievances regarding the same, guidelines issued by MoHFW and ICMR on 3rd September 2021, and referred to in Para 2 above, will be applicable.
7. Source of funds: The *ex-gratia* assistance shall be provided by States from the State Disaster Response Fund (SDRF).
8. Disbursement: The District Disaster Management Authority (DDMA)/ district administration would disburse the *ex-gratia* assistance to the next of kin of the deceased persons. The concerned families will submit their claims through a form issued by State Authority alongwith specified documents including the death certificate that certifies the cause of death to be COVID-19. The DDMA will ensure that the process of claim, verification, sanction, and the final disbursement of *ex-gratia* payment will be through a robust yet simple and people-friendly procedure. All claims must be settled within 30 days of submission of required documents, and disbursed through Aadhaar linked Direct Benefit Transfer procedures.
9. Grievance redressal: In case of any grievances with regards to certification of the death, as prescribed in the MoHFW and ICMR guidelines mentioned above a Committee at district level consisting of Additional District Collector, Chief Medical Officer of Health (CMOH), Additional CMOH/ Principal or HOD Medicine of a Medical College (if one existing the district) and a subject expert, will propose necessary remedial measures, including issuance of amended Official Document for COVID-19 death after verifying facts in accordance with these guidelines. In case the decision of the Committee is not in favour of the claimant, a clear reason for the same shall be recorded.
10. Continue scheme: The *Ex-Gratia* assistance to families affected by COVID-19 deaths will continue to be provided for deaths that may occur in the future phases of the COVID-19 pandemic as well, or until further notification.

Government of India

Ministry of Health & Family Welfare & Indian Council of Medical Research Guidelines for Official Document for COVID-19 Death

(Issued in compliance to the Hon'ble Supreme Court order dated 30.06.2021 in
WP(Civil) No. 539 and WP (Civil) 554 of 2021)


1. Background


Since the beginning of the Covid-19 pandemic, Indian Council of Medical Research (ICMR) and Ministry of Health & Family Welfare have been issuing specific guidelines to States/UTs based on World Health Organization's (WHO) guidelines & global best practices on reporting Covid deaths. Relevant officers in States/UTs have also been trained on correct recording of deaths related to Covid-19. Hon'ble Supreme Court in Writ Petition (Civil) No. 539 and 554 of 2021 directed the Central Government to issue simplified guidelines for issuance of Official Document relating to COVID-19 deaths to the family members of the deceased, who died due to COVID-19. Hon'ble Court had directed that such guidelines may also provide the remedy to the family members of the deceased who died due to COVID-19 for correction of the Medical Certificate of Cause of Death/Official Document issued by the appropriate authority.

2. Guiding Principles

1. COVID-19 cases, for the purpose of these Guidelines, are those which are diagnosed through a positive RT-PCR/ Molecular Test/ RAT OR clinically determined through investigations in a hospital/ in-patient facility by a treating physician, while admitted in the hospital/ in-patient facility.
2. Deaths occurring due to poisoning, suicide, homicide, deaths due to accident etc. will not be considered as COVID-19 deaths even if COVID-19 is an accompanying condition.

- a. The next of kin of the deceased shall submit a petition to the District Collector for issuance of the appropriate Official Document for COVID-19 Death.
- b. The Official Document for COVID-19 Death will be issued in the format annexed to these Guidelines by the aforesaid district-level Committee after due examination and verification of all facts.
- c. The Official Document for COVID-19 Death shall also be communicated to Chief Registrars of States/UTs and Registrar of Birth and Death, who issued the death certificate.
- d. The Committee shall also examine the grievances of the next of kin of the deceased, and propose necessary remedial measures, including issuance of amended Official Document for COVID-19 Death after verifying facts in accordance with these guidelines.
- e. The applications for issuance of Official Document for COVID-19 Death and for redressal of grievances shall be disposed off within 30 days of submission of the application/grievance.


(Prof. (Dr) Balram Bhargava)
Director General,
Indian Council of Medical Research


(Rajesh Bhushan)
Secretary
Ministry of Health & Family Welfare

GOVERNMENT OF ASSAM
REVENUE & D.M. (GENERAL) DEPARTMENT
JANATA BHAWAN:DISPUR:GUWAHATI-06

CLAIM FORM

(For Ex-Gratia Assistance to next of kin of the Deceased by COVID-19)

1. Details of Deceased Person who died due to COVID-19
 - (a) Full name (Ms./Mr.)
 - (b) Father's name
 - (c) Age at last birthday
 - (d) Sex
 - (e) Address
 - (f) Profession/occupation
2. Death Details:
 - a. Date and Time of Death:
 - b. Date of Laboratory diagnosis of COVID-19
3. Details of COVID-19 infection:
4. Details of legal heirs of the deceased:
5. Bank details of legal heirs:

5.1	Name of the Legal Heir:		
5.2	Relationship with the Deceased:		
5.3	Bank Name:		
5.4	Branch and address:		
5.5	Bank Account No.		
5.6	Bank Account Type:		
5.7	IFSC Code:		
5.8	MICR Code:		

Declaration:

I....., hereby declare that the foregoing statements are true in all respect and that I, the claimant, have not attempted to conceal from the Assam Government anything which it ought to be made acquainted. I, agree that if I have made, or in any further declaration the Assam Government may require, shall make any false or fraudulent statement or any suppression, concealment or untrue statement whatever, the claim shall be void and my right to compensation forfeited and am willing if required to make a Statutory Declaration before a Justice of the Peace of the truth of the whole of the foregoing statement or any other statement I, may make a connection with this claim.

	Claimant	Witness	
Name:			
Address:			
Contact number:			
Date:			
Signature:			

Place and Date:

Signature of the Claimant

Terms & Conditions:

Following documents along with Claim form are required: -

- I. Identity proof of Deceased (Certified copy)
- II. Identity proof of the Claimant (Certified copy)
- III. Proof of relationship between the Deceased and the Claimant (Certified copy)
- IV. Laboratory Report certifying having tested Positive for COVID-19 (in Original or Certified copy)
- V. Death summary by the Hospital where death occurred (in case death occurred in hospital) (Certified copy).
- VI. Death Certificate (in Original)
- VII. Legal Heirs Certificate.

Guiding Principles for this assistance: -

- a) COVID-19 cases, for the purpose of this claim, are those which are diagnosed through a positive RT-PCR/Molecular Tests/RAT or clinically determined through investigations in a hospital/in-patient facility.
- b) Deaths occurring due to poisoning, suicide, homicide, deaths due to accident etc. will not be considered as deaths even if COVID-19 is an accompanying condition.