Shri R.K. Sharma, IAS
Principal Secretary to Govt.
Labour & ESI Department
Odisha, Bhubaneswar- 751001

Ph: 0674- 2536770 (O)
2322566 (O)
Fax No. 2394981
E-mail: labsec.or@nic.in

Letter No.1405/L&ESI, dt. 17th February, 2014
LL-I-(III)8/13(Pt)

To

Labour Commissioner, Odisha-cum-
Member Secretary, OB&OCWWB, Bhubaneswar

Sub:- Guidelines for Death Benefit and Funeral Assistance.

Ref: Your letter No.1599(32) dtd. 23.10.2013 to DLOs.

Madam,

With reference to the above subject, it is noted that vide para. 4 of the guidelines, enquiry report of Enquiry Officer has been made mandatory for availing death benefit and funeral assistance. During discussion with some D.L.O's, I am told that the field enquiry is delaying the sanction of assistance due to limited number of field officers available to conduct the enquiry.

2. It is also noted that such field enquiry is not envisaged under the statutory rules as well. It is imperative to ensure that the prescribed assistance is disbursed as soon as possible to provide support to the family which has lost its lead-winner.

3. In my opinion, it should suffice to have adequate documentary evidence for sanctioning the assistance. The supporting evidence could be categorized as follows:

(1) Proof of coverage of deceased person:

(i) Registration ID card.

(ii) Proof of deposit of annual contribution.

(2) Proof of death:

(i) Death Certificate of person issued by Medical Officer/Authority competent to register the death.

(ii) If death is due to accident, Form XIV Report of D.L.O.

(3) Eligibility of the Nominee-

(i) Nomination in the registration document / Register

(ii) In the absence of nomination, legal heir certificate, and, in case of more than one legal heir, affidavit from all legal heirs regarding who will receive the assistance on their behalf. (In case of single living spouse, no other affidavit may be needed to disburse assistance to him/her).

(iii) Proof of Identity of the applicant

(iv) Copy of first page of Pass Book of the applicant

4. The above documents may be verified, scrutinized and attested by the D.L.O. without any need for further field enquiry which delays the process.

5. You are requested to re-examine the matter and issue appropriate instructions to field officials to facilitate availing of benefits by eligible bonafide applicants.

Yours faithfully,

Principal Secretary to Govt.

Memo No. 1406 /LESI dtd. 17th February, 2014

Copy to Chairman, OB & OCWW Board for information.

Principal Secretary to Govt.

Memo No. 1407 /LESI dtd. 17th February, 2014

Copy to Addl. Secretary (B.N. Pradhan) for information.

Principal Secretary to Govt.