

**OFFICE OF THE SPECIAL COMMISSIONER OF POLICE
WELFARE & ESTATE OVERSIGHT, 5 RAJPUR ROAD, DELHI-110054.**

No. 1642-1686 /P.Sec. Spl CP/Welfare & EOS Delhi 04/05/2017

To

The Dy. Commissioners of Police,
All District & Units, Delhi.

Subject: Welfare- Cases of accidental death - Axis Bank insurance.

Please refer to this office No. 1210-1294/P.Sec. Spl CP/Welfare & EOS dated 29.03.2017.

As you are aware, Axis Bank in tie up with the New India Insurance, offers insurance in cases of accidental death of personnel of Delhi Police. The compensation payable is Rs. 25 lakh in case the debit card of Axis Bank was used for Purchase On Swipe (POS) at any mercantile unit at least once during the six months preceding the death and Rs 10 lakh in other cases. At present we have 26 insurance claims pending at various stages of processing. We have earlier issued instructions on the need for proper follow up action and guidelines in settlement of these cases. It appears that the follow up of action taken is slow in many cases.

One major cause of delay in settlement of insurance claims is non- submission of documents within the prescribed period of 3 months from date of death. Even when documents are submitted, there are many deficiencies in the same. Axis Bank has issued a Checklist in regard to the documents to be submitted in support of the insurance claims by the bereaved family (copy enclosed).

You are required to ensure that the bereaved family member concerned properly completes the same and submits the papers to Axis Bank well in time. The DCP office is required to monitor this with sensitivity and thoroughness.

It is incumbent on DCsP of Units and Districts to approach the insurance claims with a welfare perspective and play a pro active role of collaborator/stakeholder. All information relating to each and every case of accidental death should be furnished to Axis Bank as well as to this office by the quickest means.


(S.Vasudeva Rao) IPS

Spl Commissioner of Police,
Welfare & EOS, Delhi.

Encl: Check list.

No. 1687-1726 /P.Sec. Spl CP/Welfare & EO Dated Delhi 04/05/2017

Copy to:-

- 1) The Commissioner of Police, Delhi.
- 2) All Spl Commissioners of Police, Delhi.
- 3) All Joint Commissioners of Police, Delhi.
- 4) All Addl Commissioners of Police, Delhi.

Annexure-I (CHECKLIST)

DOCUMENTS TO BE GIVEN IN SUPPORT OF THE INSURANCE CLAIM

1. COMPLETED CLAIM FORM IN HINDI OR ENGLISH.
2. CLAIM VOUCHRE WITH REVENUE STAMP AND TWO WITNESS
3. ASSIGNE VERIFICATION FORM ON RS. 100/- STAMP PAPER (NOTARY ATTESTED).
4. ATTESTED COPY OF FIR TO POLICE (IF IN REGIONAL LANGUAGE THEN SUBMIT ENGLISH/HINDI TRANSLATION).
5. SIGNATURE ATTESTATION OF THE NOMINEE BY THE BANK.
6. ATTESTED COPY OF POST MORTEM REPORT (IF IN REGIONAL LANGUAGE THEN SUBMIT ENGLISH/HINDI TRANSLATION).
7. ATTESTED COPY OF STATEMENT OF WITNESS, IF ANY LODGED WITH POLICE AUTHORITIES (IF AVAILABLE. IF IN REGIONAL LANGUAGE THEN SUBMIT ENGLISH/HINDI TRANSLATION).
8. ORIGINAL DEATH CERTIFICATE.
9. BURIAL CERTIFICATE.-ATTESTED
10. PHOTOCOPY OF FRONT SIDE OF DEBIT CARD DULY ATTESTED
11. ATTESTED COPY OF DRIVERS LICENSE (IN CASE OF A MOTOR/VEHICULAR ACCIDENT WHERE THE DECEASED WAS DRIVING).
12. ID AND ADDRESS PROOF OF WITNESS.
13. Nominee- a.) Voter ID card b.) Ration Card c.) Pass Book d.) Aadhar
14. .Attested copy of Delhi Police ID Card of Deceased
15. Spot panchnama
16. .Final police report

❖ **Kindly note:**

17. All forms must be duly filled and signed.
18. All forms must be duly notarized & Self attested
19. **All the documents must reach to Insurance company within 90 days after date of accident**
20. List of document required mentioned in **Annexure I** is not exhaustive. If required, other documents can also be called