

Telephone : 2721278

NCC Directorate (K&L)
State Wing (Finance)
Thiruvananthapuram-10

1614/E1-Fin/2013-14/NCC

27 Mar 2014

All NCC Group Headquarters
All NCC Units
SS Coy NCC, Kazhakuttom

Guidelines for claiming Kit Allowance and Scholarship for the Cadets selected to undergo courses at various Armed Forces' Academies: Reg-

1. With immediate effect, the following procedures be adopted for claiming Kit Allowance and Scholarship as mentioned against each:-

(a) Kit Allowance. On production of Call Letters to join courses at various Academies, NCC Units can claim Kit Allowance @Rs.1000/-per cadet. Complete Bio-Data with Savings Bank Account Number of the Cadets concerned be collected and submitted to this Directorate for issuance of Financial Sanction and Release of necessary allotment to draw and disburse the amount to Cadet by Cash or by crediting into his/her Savings Bank Account concerned.

(b) Scholarship. On receipt of year wise completion certificate from the academies, NCC Units can claim Scholarship @Rs.100/- per month per cadet. Copy of Certificates and nominal roll of the cadets be submitted to this Directorate for issuance of Financial Sanction and Release of necessary allotment.

2. Pending Cases, if any, on the subject claims be submitted to this Directorate togetherwith the above documents concerned.

Sdxxxx

(PG Krishna)
Colonel
Director NCC

Internal copy to:

IT-Cell-for publication in Departmental website

Approved for issue


Accounts Officer (SW)

M. ABDUL KALAM
Accounts Officer
NCC Directorate (K & L)
Thiruvananthapuram - 10