

APPLICATIONS FOR ECHS CARDS : CLARIFICATION

1. Ref our letter No B/49711/AG/ECHS (i) dt 28 May 2010.
2. Photocopy of new ECHS sample smart cards is at Appendix 'P'. Details printed on the card face are picked up from the form submitted by the beneficiaries. During extraction of relevant data from the form following shortcomings have been noticed :-
 - (a) Quality of the photographs is poor.
 - (b) Signature of the applicant are not clear (faint/smudged)
 - (c) Thumb impression of the applicant is not clear and in some cases has over writing/signature on the thumb impression.
3. To overcome above discrepancies and to improve the quality of cards, following will be ensured :-
 - (a) The photographs must be of good quality (not scanned copies or of poor image quality).
 - (b) Background of the photos will be of 'RED' colour.
 - (c) Signatures will be in black (no smudging).
 - (d) Thumb impression should be clear without any over writing.
 - (e) Two additional signatures/thumb impressions of the primary member on the right side margin will be affixed as indicated at Appendix 'Q'.
4. You are requested to instruct the Stn HQ/Records offices to scrutinized the application form filled by the applicant and ensure that all the details mentioned in the application form are correct before submitting to Regional Centres.

Offg Jt Dir (Pers)
for MD ECHS

auth : Central Org Letter No-B/49711/AG/ECHS dt Oct 2010