

## **SOP: FELICITATION OF CHILDREN OF BSA MEMBERS ON JOINING NDA / OFFICER TRAINING ACADEMY LEADING TO COMMISSION IN THE ARMED FORCES**

### **Introduction**

1. There is a need to encourage children of Bombay Sappers to join the Defence Services as commissioned Officers. This was discussed in the 62<sup>nd</sup> Managing Committee meeting of BSA and it was decided that BSA should felicitate all children of BSA members who succeed in getting selected and join the NDA or any other armed forces officer training academy, leading to the child getting commission in Army, Air Force or Navy. The aim is to recognize the efforts put in by the child in getting selected for a commission and also to motivate other children to pursue a career as a commissioned officer in the Armed Forces.
2. BSA will send a letter of felicitation signed by the Vice Chairman (Commandant BEG & Centre) along with gift cheque of Rs 5000/- to the child with a copy to his parents. The SOP giving the procedure to be followed by members to intimate BSA and actions to be taken by BSA to felicitate the individual are given in the succeeding paragraphs.
3. This scheme of will start in the financial year 2021-22.

### **Eligibility**

4. Children of all ranks of BSA members ( including children of widows of Bombay Sappers), who are selected to join the under mentioned academies will be eligible:
  - a) National Defence Academy, Pune (NDA)
  - b) Indian Military Academy, Dehradun (IMA)
  - c) Officer Training Academy, Chennai (OTA Chennai))
  - d) Officers Training Academy, Gaya (OTA Gaya)
  - e) Air force Academy , Dundigal, Telangana(AFA, Dundigal)
  - f) Naval Academy Azimala Kerala.
  - g) INS Vendurthi, Cochin
  - h) Any Other Training Institute of Army, Air force or Navy where pre commission training is given.

## Procedure

### 5. Action by Parents.

a) **Step 1.** All Bombay Sappers, whose ward has been successfully selected to join one of the above academy /Institute, should immediately send a letter to BSA along with a copy of the joining letter received from the institute. Info can also be sent by email to BSA on email id [bsakirkee@gmail.com](mailto:bsakirkee@gmail.com). The info / letter will be sent as per format given at **Appx `A`** on address given below:

**To**  
**Director**  
**Bombay Sappers Association**  
**C/O HQ, BEG & Centre Kirkee,**  
**Pune, Maharashtra**  
**Pin Code 411003**

b) **Step 2.** After his ward reports to the academy, the parents should send his Contact details to include his cadet no, Squadron/Company/Battalion and detail Address of the academy /institute and his email address.

6. **Action by BSA Office.** On receipt of information about selection, the letter received will be put up to the Vice Chairman on a noting sheet for his info. A scanned copy, of this letter, will sent by email to the Chairman, BSA (Colonel Commandant, The Bombay Sappers).

7. On receiving details of the child, after he physically joins the academy/institute, a letter of felicitation addressed to the child and parents will be put up to the Vice Chairman for his signatures along with a cheque of Rs 5000/-. The same will be dispatched to the child and the parents immediately. Details of the child and the parent will be reflected in the monthly report of income and expenditure, being sent to the Chairman, BSA.

### Provision of Funds

8. Funds for this purpose will be earmarked in the annual budget under the Misc expenses Head.

### Conclusion

9. This SOP will come into immediate effect and will be reviewed periodically if required.



Brig SR Mazagaonkar (Retd)  
Director  
Bombay Sappers Association

10002/SOP/\_Felicitation of children of BSA members on joining

NDA /armed forces officer training academy leading to commission in the Armed Forces

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**INTIMATION REGARDING SELECTION OF CHILD TO JOIN NDA/ANY OTHER  
OFFICER TRAINING INSTITUTE FOR PRE COMMISSION TRAINING IN  
THE ARMD FORCES**

1. Name of Child. : .....
2. Education Qualification of Child : .....
3. No, Rank, Name of Father : .....
4. Serving /Retd : .....
5. Present Unit if serving : .....
6. BSA Membership No : .....
7. Name of Academy/Institute  
Where child is selected to undergo Training : .....
8. Date of joining Institute : .....
9. Ser No and Name of Course selected for: .....
10. Postal Address of BSA Member : .....
11. Mobile Nos of BSA Member : .....
12. Mobile No of Child. : .....
13. Bank account details of BSA member :-
  - a) Bank and Branch : .....
  - b) Account No and IFSC code of Bank : .....

Signature of BSA Member  
(No ,Rank & Name)

**Enclosures:** Copy of letter of Final selection/Letter of Joining Academy