



ABHINANDAN

NAVY WIVES WELFARE ASSOCIATION



The cover design depicts a pair of folded hands in the form of 'Namaste' in the foreground, with an ocean in the background.

Namaste represents the traditional way of welcoming, thereby representing the young wife into the folds of the big naval community represented by the ocean.

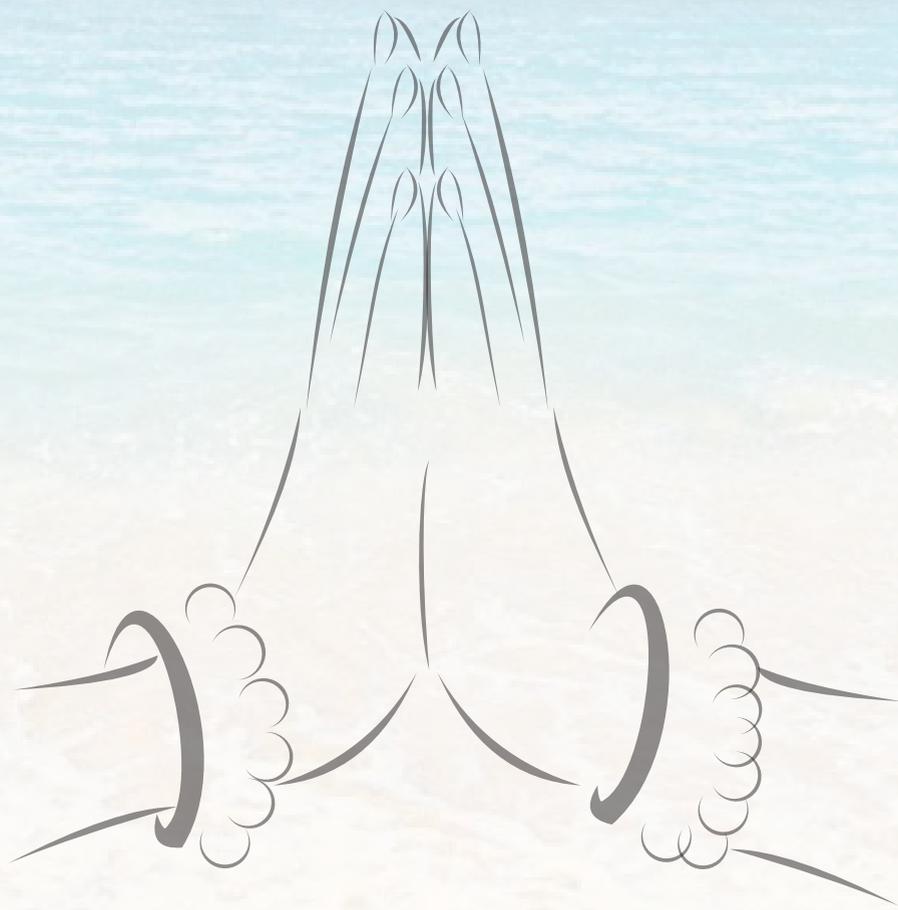
The ocean represents all that is calm, strong and steadfast. The light blue colour is associated with peace and tranquility and a sense of the eternal. The dark blue hue represents intelligence, decorum and professionalism. And the swell in the background represents the pull to propagate these emotions across our community

The cover design is therefore a manifestation of the welcoming Naval community which maintains its eternal strength of character and a giving approach.

*Cover Design By
Capt Rahul Jaitly*

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DEDICATED TO

Abhinandan is dedicated to the young Naval wife who has taken the first step to embrace the Naval way of life.

As she crosses the threshold, she has the guidance of our senior Naval wives who help her in imbibing the true Naval values and traditions.

She has decided to be in step with Naval personnel who are guarding the country at sea. Her contribution is very valuable as she will be the sheath anchor to the entire establishment.

We would also like to honour our Naval wives of 'yesteryears' who have set a mark and have become an example for the coming generation to follow.

*Dear Lord, give me the freedom of heart
To see the difference between duty
And his love for me
Give me understanding so that I may know
That when duty calls he must go
Give me a task to do each day
To fill the time he is away
And, Lord, when he goes out to sea
Bring him safely home to me.*



एडमिरल सुनील लान्बा
पीवीएसएम, एवीएसएम, एडीसी
नौसेनाध्यक्ष
Admiral Sunil Lanba
PVSM, AVSM ADC
Chief of the Naval Staff



रक्षा मंत्रालय
एकीकृत मुख्यालय (नौसेना)
नई दिल्ली – 110011
*Integrated Headquarters
Ministry of Defence (Navy)
New Delhi - 110011*

FOREWORD

The core strength of the Indian Navy lies in its brave, dedicated and loyal men. Our personnel perform their duties with commitment and application, and one source of motivation for them are their 'Happy Families'. The 'pillar of strength' around which the family prospers is the wife - It is you. When the 'braves of the waves' are out at sea, ensuring our nation's maritime security, the wives are performing an equally important duty towards their families and the community. This book is dedicated to the resolute, committed and dedicated Naval wife, who is an integral part of the Indian Naval community.

The world around us is changing at a fast pace and these changes are reflected in Naval community also. Amidst this, the role of a Naval wife in keeping the family together, giving good values to the children, ensuring harmony in society and above all providing moral support to her husband is indeed commendable. The day a lady joins the Naval fraternity, she dons an unique responsibility, sailing bravely through the challenges of the Naval life.

This book eloquently introduces the traditions, practices and facilities in the Navy to the members of our grand family. It is my firm belief that this will help the ladies in understanding and adapting to the Naval community, and would provide the initial momentum for their long and interesting journey.

On behalf of the Indian Navy, I extend my deep appreciation to all Naval wives, who have been the cradle of support to the 'Men in White'. I compliment NWWA for publishing this valuable compendium of knowledge for the newly joined ladies and expect that this book would be an excellent guide for their initial transition into the Naval life.

(Sunil Lanba)
Admiral
Chief of the Naval Staff

Reena Lanba
President NWWA



MESSAGE

As a Naval Wife, I extend a warm welcome to all the newly wed ladies. With extreme pride and affection, through this book, 'Abhinandan', I wish to congratulate all of you who have accepted this challenging yet prestigious life of a Naval wife. With my experience of over 30 years, let me assure you that you are lucky to be a part of this Naval fraternity - remain positive and don't be deterred by the initial challenges, and be rest assured that a beautiful and secure life lies ahead of you.

In your married life, you will be subjected to varied experience - some good and some not so good. But, every experience will teach you something, which will remain with you throughout your life. Transformation from innocent childhood to nuptial life is full of adventure, excitement, fun & frolic as well as responsibilities. You have accepted to share your life with a protector of this country and I appreciate your strong will and commitment. You will not only handle responsibilities of your family, but of the Naval community as well. In the bargain, you will transform from a newlywed gentle girl into an empowered woman, which would further refine various roles you play. Because of these elevated expectations from you, you are poised to create a special place for yourself in the society.

Due to the nature of the job of sailors, uncertainties and changes will be there and adapting to these changes is in the nature of women. We as women are god gifted with qualities like patience, courage and love, and because of these we are called the creators and nurturers of this universe. This should be a matter of pride for all of us. You are expected to make use of your potential to make a marked difference in not only the lives of your family members, but also to other members of the Naval community.

After marriage to a 'Navy Man' we all automatically become members of Naval Wives Welfare Association (NWWA). This is an organisation which helps in our overall development. This organisation works like an NGO and I invite all of you to cooperate in efficient functioning of this organisation. This organisation is yours and the success of this organisation is your success.

I would like to inform all the newlyweds that this book is designed to act as a guide for you, to help you to adjust to the Naval way of life. The aim of this book is to introduce you to the unique customs, traditions and facilities in the Naval fraternity, and I hope that you will benefit from our effort.

I am grateful to the 'Abhinandan' Team for their contribution in publishing this knowledge bank for the new members of our Naval family.

Jai Hind

Reena Lanba
Reena Lanba
President NWWA



White in Shining Armour

*Hail to you; Oh Armour in White!
With resolve in your soul
And valour in your stride
You march up straight
When duty calls..
Your allegiance supreme..
..till the enemy falls.
Nerves of steel and a heart of gold
Paragon of virtue,
Your stories would be told!
When adversary strikes..
..You stand tall!
Through turbulent seas you shield us all.
Insignia of peace..
..your focus is bright
Sinew of the fleet
..you are the country's pride!
Oh Guardians of the ocean I salute to thee...
Unfathomable, invincible;
Conquerors of the sea!!*

- Vidhi Bajpai

ACKNOWLEDGEMENT

“Acknowledgement is a possession. When you acknowledge, think or have conviction in something, it actually will come true.

Stephen Richards

Our endeavour through this book, 'Abhinandan' is to reach out and cradle our newly married wives for their smooth transition into the Naval way of life.

This book is designed to become a reference point for our Naval wife who is new into the Naval fraternity! To start with, I would like to express my deepest gratitude to President NWWA, Mrs Reena Lanba, who continually supported us, and provided us with valuable guidance, throughout the journey of production of this book. She felt that while we do have a book in our national language, it was time that we reproduce this book in English so that we could reach out to a larger section of the Naval Community.

It is with a great sense of satisfaction we have produced this book and no work is done without an able team. I would like to acknowledge and thank my editorial team, Mrs Vidhi Bajpai and Cdr Abhishek Pathak, who have worked very hard to ensure production of this handy knowledge bank. They were ably supported by the team of Directorate of Naval Education (DNE), who were our pillars of strength and helped us at every step of the way. The contribution of Cdr Vishwanath, Secretary NWWA has been immense as he provided necessary information about the Navy Wives Welfare Association.

No book is complete without a cover because a picture speaks no language, yet has a lasting impression. The cover design is contributed by Capt Rahul Jaitly, a proficient artist and the pictures in the book have been provided by him and Mrs Shashi Tripathi. The photographs are courtesy Capt. Navtej Singh.

The book has been painstakingly made and changed many a hands for scrutiny to achieve perfection and to give authentic information. We take this opportunity to thank all involved in proof reading and assimilation of information. Lastly, I would like to express my deep appreciation towards the book designers and printers, Saurabh Sharma and Rizwan Ali, for working with us tirelessly to produce this attractive manuscript.

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A SAILOR'S PRAYER

**Dear Lord, I'm just a sailor
A protector of our land,
A servant called to battle
When my country takes a stand.
I pray for strength and courage
And a heart that will forgive.
For peace and understanding
In a world for all to live.
My family's prayers are with me.
No matter where I roam.
Please listen when I am lonely
And return me safely home.**

- Author Unknown

EDITOR'S NOTE

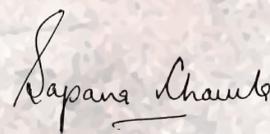
It has been a great honour and privilege for my team to publish the English version of 'Abhinandan', a book we feel is a must read for all the newly wed Naval wives. We understand that joining the Naval family after marriage is a life changing event for most of the ladies, and this book is an attempt by us to make this transition smoother for you.

With the vision of President NWWA, Mrs Reena Lanba, and excellent team of officers and senior ladies, we have curated this book as an encyclopaedia of Naval customs, traditions and values, to help young Naval wives understand this unique service in a much better manner. We hope that this book will make an interesting read for all and help in providing an insight on the basics of the Indian Navy structure and its deep rooted beliefs.

As evident by the name, the book welcomes you into the majestic service, the Indian Navy, and takes you with open arms into the folds of the Naval family. It is an Indian tradition that a newly wed wife is integrated into the family by the elder ladies, through teachings of the family's tenets. Similarly, we, the elder ladies of this extended Naval family, have tried to integrate the young wives into our family by compiling our tenets into this one book, 'Abhinandan'.

The foundation of a strong society is numerous values and traditions which are passed from generation to generation. Similarly, the pillars of a strong and vibrant Naval community are our rich cultural heritage, which we have preserved carefully in form of our practices. 'Abhinandan' is an attempt to pass these practices to the next generation. We are confident that 'Abhinandan' will enrich you with the knowledge of the Navy and also acquaint you with the do's and don'ts.

Lastly, this book is an ode to all the Naval Personnel who live by the motto 'Service before Self', and to their lovely wives, who provide the right environment for them to serve their country first, always and every time.



Chief Editor
Mrs Sapana Chawla



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INTRODUCTION

Congratulations and welcome to the Naval fraternity !

You have married a man in uniform-a Naval sailor, a person who believes in service before self and takes pride in guarding the frontiers of our motherland. You are now a Naval wife and his 'Ardhangini'. You have added a new chapter in your life - the Naval way of life, which is indeed an unique privilege.

The rich culture and diversity of our Nation is best represented in our small Naval community. All of you come from different parts of India. However, your varied backgrounds, amalgamated with your vigour and enthusiasm, will further enrich our fraternity. While you revitalise this community, we think it is essential to make your transition into this entirely new world, as smooth as possible. 'Abhinandan' is a humble effort in this direction. It is a book conceptualised on community living and is a friendly guide to the Naval way of life. Well illustrated to make an interesting read, it will help you in every step of your Naval life.

For a Naval sailor, by dint of being a part of a noble service, it is always the country and duty first! He sails very often and could be deployed within the country or outside. As Naval wives, we must understand his commitment towards the Nation, and wholeheartedly support him in meeting the challenges of his professional life. This could mean that there would be intermittent separation, and you being an independent caretaker, will have to manage your job (in case you are employed), the house and the children all by yourself. Take this in your stride and as an opportunity to step out of your comfort zone and make a mark!

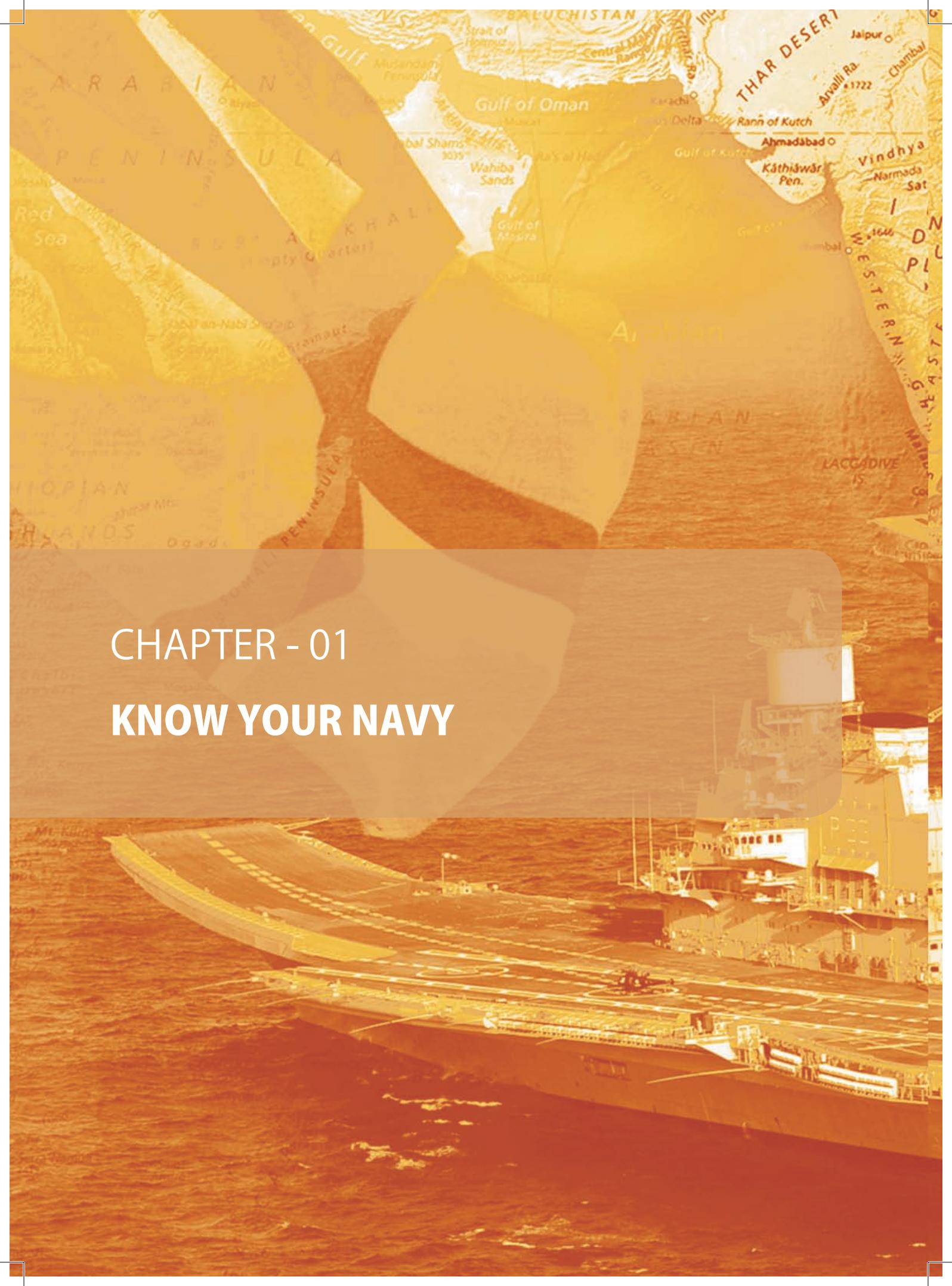
The Navy is like one big happy family. While the husband is sailing, other Naval wives whose husbands are on the same ship, become a part of your extended family. This camaraderie is supplemented with a robust support system in the form of a Liaison Cell with one responsible Sailor in-Charge, who can be called upon in case of emergencies. We also have other experienced ladies in the neighbourhood, always willing to guide and help the new members in settling down. This community gives us a great opportunity to make new friends and that too from almost every state of the country. Our exposure and growth can be exponential because we get to be independent, mostly live in big cities and have a great multispectral environment, where we can take advantage of all the facilities available to us.

India is a large country with a rich and diverse culture, traditions, values and religions. Since the sailors and their wives come from varied backgrounds, the Navy is full of talent and innovativeness. Each lady, irrespective of her background, culture or religion, is an equal as a Naval Wife. The Naval community gives a great platform for the ladies to not only learn new skills and adapt to a new way of life, but also impart their skills and practices to the other fraternity members. It is a brilliant melting pot of rich traditions and practices. Whilst a Naval sailor broadens his horizon sailing across the oceans, the Naval wife broadens her horizon by becoming a multifaceted modern woman, bonding not just with her family but with the extended community. If the men at sea can ride upon the high seas and turbulent waters, we, the women, the 'Nari Shakti', can take on any storm like a strong break water. We truly are the anchors of the family.

Through this book, we welcome all the newly weds into the fold of the Indian Navy. We also want to pay tribute to all the Naval Wives who understand the call of duty, learn to take things in their stride and shoulder their responsibilities with élan and pride.



Indian Navy Contingent at the Republic Day Parade



CHAPTER - 01
KNOW YOUR NAVY



Bay of Bengal

INDOCHINA
PENINSULA

South China Sea

Gulf of Thailand

Spratly Islands

Gunung Kinabalu
4101

Bandar Seri Begawan

Longnavan
1988

BORNEO

Bukit Raya
2778

GREATER
INDONESIA
Java Sea

JAVA

Madura I.
Surabaya

Lesser Sunda Islands

TRENCH

NORTH AUSTRALIAN BASIN

EXMOUTH PLATEAU

Dampier

GHAT

Chota Nagpur Plateau

Kolkata

Sundarbans

Andaman Islands

SRI LANKA

Coromandel Coast

Western Ghats

Eastern Ghats

Malabar Coast

Andaman Arch.

ISTHMUS OF KRA

Malay Peninsula

Sumatra

Java

Borneo

Philippines

Indochina

China

India

South Asia

Southeast Asia

East Asia

South China Sea

Andaman Sea

Bay of Bengal

Arabian Sea

Indian Ocean

Malay Peninsula

Sumatra

Java

Borneo

Philippines

Mount Everest
World's highest point

Ganges

Dhaka

Chin Hills

Mandalay

Rangoon

Irrawaddy Delta

Andaman

Myeik Arch.

Phnom Penh

Ho Chi Minh City

Mekong Delta

Cà Mau Point

Central Highlands

Brahmaputra

Chin Hills

Mandalay

Rangoon

Irrawaddy Delta

Andaman

Myeik Arch.

Phnom Penh

Ho Chi Minh City

Mekong Delta

Cà Mau Point

Central Highlands

Chin Hills

Mandalay

Rangoon

Irrawaddy Delta

Andaman

Myeik Arch.

Phnom Penh

Ho Chi Minh City

Mekong Delta

Cà Mau Point

Central Highlands

Mandalay

Rangoon

Irrawaddy Delta

Andaman

Myeik Arch.

Phnom Penh

Ho Chi Minh City

Mekong Delta

Cà Mau Point

Central Highlands

Rangoon

Irrawaddy Delta

Andaman

Myeik Arch.

Phnom Penh

Ho Chi Minh City

Mekong Delta

Cà Mau Point

Central Highlands

Irrawaddy Delta

Andaman

Myeik Arch.

Phnom Penh

Ho Chi Minh City

Mekong Delta

Cà Mau Point

Central Highlands

Andaman

Myeik Arch.

Phnom Penh

Ho Chi Minh City

Mekong Delta

Cà Mau Point

Central Highlands

Myeik Arch.

Phnom Penh

Ho Chi Minh City

Mekong Delta

Cà Mau Point

Central Highlands

Phnom Penh

Ho Chi Minh City

Mekong Delta

Cà Mau Point

Central Highlands



CHAPTER 1

KNOW YOUR NAVY

India has a rich maritime history and our relationship with the seas around us dates back to thousands of years, much before the birth of western civilisation. During ancient times, the major activities over the seas were focussed on trade and cultural exchanges.

Proof of prosperity of the Indus valley civilisation, and India's cultural and religious influence on South East Asian countries is testimony of our frequent maritime expeditions and trade activities. The Maurya, Chola, Vijaynagaram and Kalinga empires were great maritime kingdoms which extended India's influence from the Mediterranean in the west to South East Asia in the east.

However, the invasion of India by the Central Asian Empires, such as the Mongols, Turks and the Mughals in the 13th century led to a land-centric mindset. Therefore, when European maritime powers arrived on Indian shores in the 15th century, only sporadic resistance could be offered by a few sea warriors such as the Kunjali Marakkars and Kanhoji Angre. It is important to remember that India never truly lost her independence until she lost control of the seas around us.

*"I must down to the seas again, to the lonely sea and sky,
And all I ask is a tall ship and a star to steer her by"*



The history of the Indian Navy dates back to September 1612, when Great Britain established the 'Indian Marines' in Swally, near Surat.

Changing times witnessed various names of our Navy, which included the 'Royal Indian Marine', the 'Bombay Marine' (1686), the 'Indian Navy' (1830), again the 'Royal Indian Marine' (1892), and the 'Royal Indian Navy' (1934). After independence, with the adoption of the Constitution on 26 January 1950, the Royal Indian Navy was rechristened with its current name 'Indian Navy' or 'Bhartiya Nausena'.

Significance of the Indian Navy



Our country is surrounded by seas on three sides and it has a vast coastline of more than 7500 kms. A large part of our population resides in the littorals (areas close to the sea coast) and their livelihood depends on the seas. For the safety of this population from external threats, our

brave sailors are deployed round the clock at sea, manning the most modern warships, submarines and aircraft.

India is the prime maritime power in the Indian Ocean, with the Indian Navy having capabilities in all three dimensions viz. surface, underwater and air. The

continues...

Western Naval Command

The units of this command are shown in red. All the ships, submarines and aircraft based on the western seaboard, and Naval establishments from Gujarat to Karnataka functions under the administrative control of the Western Naval Command. Western Fleet, the sword arm of the Indian Navy is located in Mumbai and is part of the Western Naval Command. The major Naval bases of the Western Naval Command are Mumbai, Goa, Karwar, Porbandar and Okha.

Eastern Naval Command

The Eastern Naval Command is displayed in Blue. All the ships, submarines and aircraft based on the Eastern Seaboard, and establishments from West Bengal to Tamilnadu function under the administrative control of the Eastern Naval Command. The very powerful Eastern Fleet is a part of Eastern Naval Command, and is based at Vishakhapatnam. Major Naval bases of the Eastern Naval Command are Kolkata, Vizag, Chennai, Ramnad, Thirunelveli and Rambilli.

Southern Naval Command

The units/establishments of Southern Naval Command are shown in yellow colour. As Shown on the map, the establishments of this command are located at various places in the country. This command primarily functions as the Training Command of the Indian Navy. The headquarters of Southern Naval Command is at Kochi. Important establishment of this Command are INS Chilka (Balugaon, Orissa), INS Venduruthy (Kochi), INS Zamorin/ Indian Naval Academy (Ezhimala, Kannur), INS Shivaji (Lonavla), INS Hamla (Mumbai), INS Valsura (Jamnagar) and a detachment in Lakshadweep islands.

- NHO, Dehradun
- IHQ MoD(N), New Delhi

IHQ MoD (NAVY)

The highest office of the Navy is Integrated Headquarters of Ministry of Defence (Navy) located at Delhi. The office of the Chief of the Naval Staff is at the South Block in New Delhi, in the same building where the Prime Minister's and Defence Minister's Offices are located. Other offices of IHQ MoD (Navy) are at Sena Bhawan, RK Puram, Kailash Colony, Shankar Vihar and Talkatora Stadium. In addition, the National Hydrographic office is located at Dehradun.

INS Dwarka, Okha

● INS Valsura, Jamnagar

● INS Sardar Patel, Porbandar

WESTERN NAVAL
COMMAND, MUMBAI ●

● INS Hamla

● INS Shivaji Lonavala

INS Hansa, Goa
Naval Base, Karwar ●

INS Zamorin, Ezhimala ●

N D Kavarati, Lakshadweep

SOUTHERN NAVAL
COMMAND, KOCHI ●

TRAINING COMMAND

INS Rajali ■ ■ INS Adyar, Chennai

Eastern Fleet

Rambilli

■ INS Purundu, Ramnad

■ INS Kattaboman, Tirunelveli

■ INS Netaji
Subhash, Kolkata

EASTERN NAVAL
COMMAND, VIZAG

● INS Chilka

Tri Service Command
Port Blair

INS Baaz, Car Nicobar

Tri Service Command

The Tri Services Command is located at Andaman and Nicobar Islands with its headquarters situated at Port Blair. The Andaman and Nicobar Command is equipped with ships and aircraft of the Indian Navy in addition to aircraft of the Indian Air Force and Infantry regiments of the Indian Army. The Command is headed by a three star Flag Officer called CINCAN.

- Units Under IHQ Mod (Navy)
- Units Under Western Naval Command
- Units Under Southern Naval Command
- Units Under Eastern Naval Command
- Units Under Tri Service Command

Significance of the Indian Navy

continues from page 01

Indian Navy not only protects the country from external aggression, but also safeguards all the natural resources in the seas, including oil, natural gas, biological resources and minerals.

90% of India's trade by volume and 70% by value is transported over the seas. The Indian Navy ensures the safety of this trade, thereby contributing significantly in building a strong national economy.

The Indian Navy also plays a significant role in developing good relations with other countries through goodwill visits, joint exercises and humanitarian assistance during natural calamities.

Roles of the Indian Navy

The roles of the Indian Navy can be broadly arranged into four categories. These are:-

Military Role. This includes offensive/ defensive action against enemy Navies and is the basic role of the Navy.

Diplomatic Role. This involves building good relations with other countries by regular interaction through foreign visits, joint exercises, training etc.

Benign Role. This involves supporting people in distress, such as natural calamities, evacuation of civilian from war zones, etc.

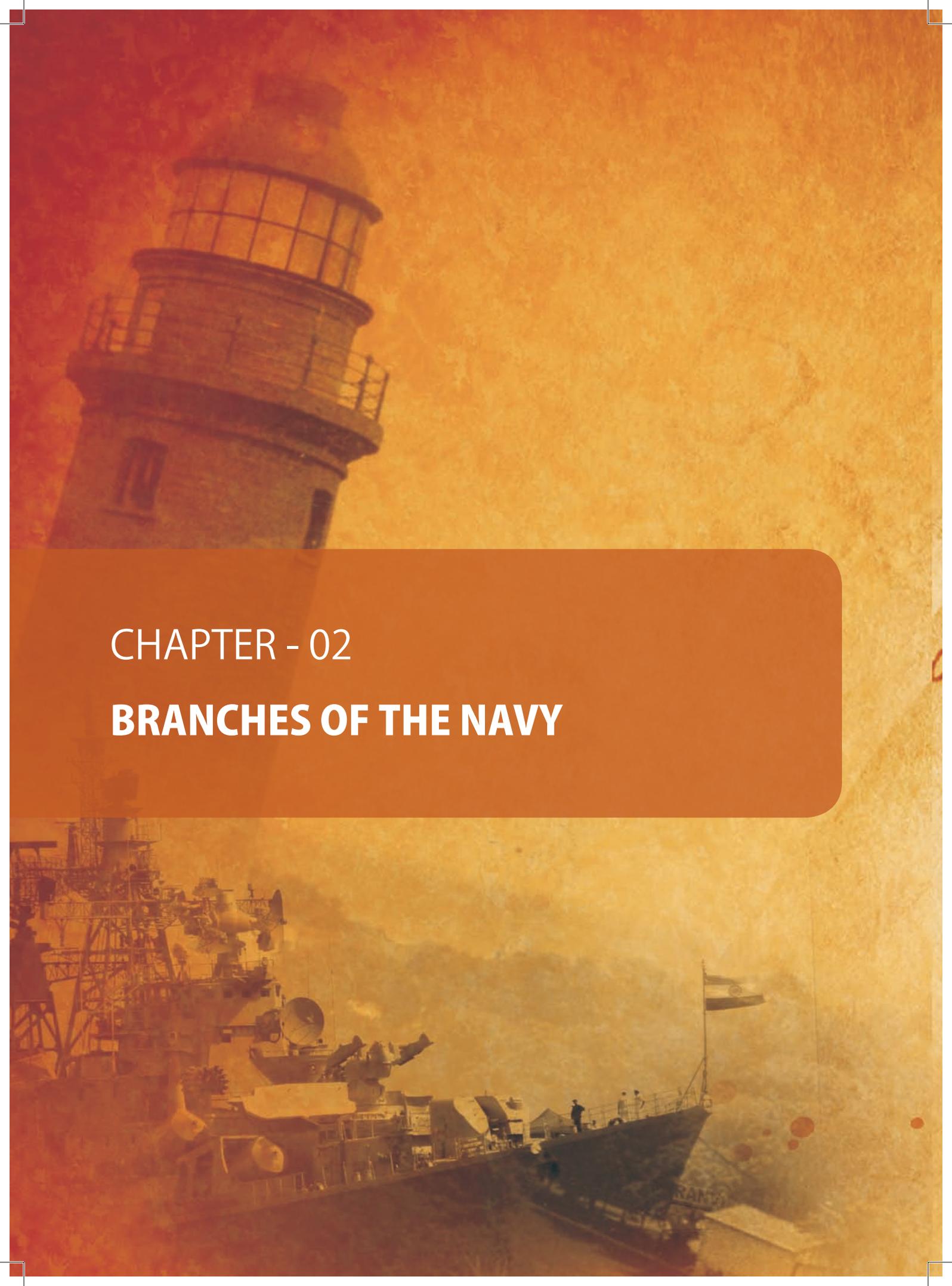
Constabulary Role. This involves policing at sea to ensure peace and stability against anti social elements such as pirates, terrorists, smugglers, etc.

Structural Framework of the Navy

The Indian Naval organisation is structured around the Naval Headquarters, located at New Delhi. The head of the Navy or 'Chief of the Naval Staff' is of the rank of 'Admiral' and he controls the functioning of the organisation through his four Principal Staff Officers (PSOs) of the rank of Vice Admirals. These PSOs are Vice Chief of the Naval Staff (VCNS), Deputy Chief of the Naval Staff (DCNS), Chief of Personnel (COP) and Chief of Material (COM).

For functional purposes, the Indian Navy is divided into three Commands – Eastern Naval Command (ENC), Western Naval Command (WNC) and Southern Naval Command (SNC). The headquarters of these Naval Commands are at Visakhapatnam (ENC), Mumbai (WNC) and Kochi (SNC), each commanded by an officer of the rank of Vice Admiral, called the Flag Officer Commanding-in-Chief (FOC-in-C). WNC is responsible for operations on the western sea board of India, whereas the eastern sea board is looked after by the ENC. SNC is the training command and is responsible for training of all personnel. Other than the three Naval Commands, the Indian Navy is an important component of the Tri Services Andaman and Nicobar Command (ANC) situated at Port Blair and the Strategic Forces Command (SFC) located at New Delhi.

All the large warships in the Navy are distributed amongst two Fleets named Western and the Eastern Fleet, based at Mumbai and Visakhapatnam respectively. The smaller warships are arranged into Flotillas for coastal defence. All these ships are deployed round the clock to provide protection to ports, island territories, littoral infrastructure, offshore installations and trade. In addition, the Navy is equipped with modern aircraft and submarines to counter threats in other two dimensions. The Fleet Air Arm of the Navy is situated at Goa whereas the headquarters of the submarine branch is at Visakhapatnam. Maintenance and repairs of the ships are undertaken by two large dockyards, in Mumbai and Visakhapatnam, and numerous minor ship repair yards in many other ports.



CHAPTER - 02

BRANCHES OF THE NAVY





CHAPTER 2

BRANCHES OF THE NAVY

*They proudly wear the uniform,
And go where duty calls.
Although they grieve, yet they fight on,
Each time a good friend falls.*

*No enemy will overcome,
my country by force.
Old glory flies because of the sailors,
Who bravely stay the course.*

*They share a bond with all who have fought,
at sea, in air and on shore.
They'll always keep our country strong,
It is their noble Chore.*

Seamen Branch

This is the largest branch of the Indian Navy and is considered as the backbone of the force. A seaman is involved in wide-ranging duties which includes operation of weapons & sensors, navigation of the ship and ship management. Every seamen can specialise in one of the following :

- **Gunnery and Missiles.**
- **Anti-Submarine Warfare.**
- **Navigation and Direction.**
- **Diving.**
- **Hydrography**
- **Physical Training**
- **Marine Commando.**



Seamen Branch



Sailors of Communication Branch

Communication Branch

The sailors of this branch specialise in the operation of modern communication and electronic equipment fitted onboard ships and submarines, for wireless communication and Electronic Warfare. They are also responsible for operating all satellite communication equipment on ships, submarines and aircraft.

Airmen Branch

The Navy operates a number of fixed wing (manned and unmanned) and rotary wing aircraft, both from deck and ashore. The sailors of the Naval Airmen branch are trained for ensuring operational readiness of all these Naval aircraft. They specialise in Air Engineering, Air Radio, Air Ordnance, Air Electrical, Air Handler, Air Photo, Air Safety and Meteorology trades, and are responsible for safe flying operations.



Airmen Branch Sailors on board Aircraft Carrier



Medical Branch Sailor Working in Sickbay of a Ship

Medical Branch

The sailors of this branch are trained in providing medical care to ill and wounded personnel of the Navy. They are specialised in various medical fields such as physiotherapy, advanced nursing, radiography, laboratory analysis, operation theatre technician jobs, and dental treatment.

Ship Wright Branch

A Ship Wright sailor builds and repairs boats and ships of all sizes, from handmade canoes to large Naval vessels. They are expert in handling ship building, hand and power tools and are also employed to oversee teams of ship builders.



Ship Wright Sailor

Logistics Branch

The logistics branch is responsible for providing logistics and administrative support to all other branches of the Navy. The Logistics branch is arranged into following sub-branches:-

- **Logistics (Finance and Administration)**
- **Logistics (Material)**
- **Stewards**
- **Chefs**
- **Hygienists**



Logistics Branch Sailors Working in a Ship's Galley

Engine Room Branch

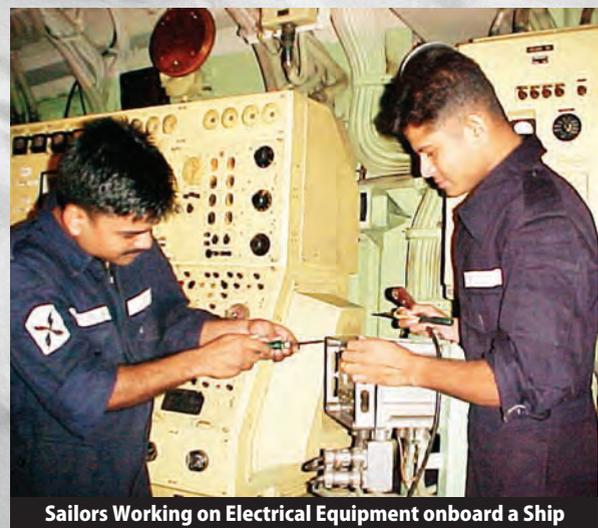
Modern warships, submarines and aircraft are made up of advanced, sophisticated and complex machinery for propulsion, distribution of oil/ lubricants/ water, ventilation and safety against fire/ flooding. An Engine room branch sailor is trained in operation, maintenance and repair of these machines. Depending upon the qualification and nature of work, the sailors of the Engine room branch are either Artificers (diploma holders) or non-Artificers.



Inside View of a Ship's Engine Room

Electrical Branch

A ship is a small floating city which has its own electricity generation and distribution systems. In addition, electronic and electrical systems form important part of weapons, sensors, radars and radio equipment. The sailors of the Electrical branch are responsible for operation, upkeep and maintenance of all electrical and electronic systems onboard ships, submarines and aircraft. In the Electrical branch also, depending upon the qualification and nature of work, the sailors are classified as Artificers (diploma holders) or non-Artificers.



Sailors Working on Electrical Equipment onboard a Ship

Regulating/ Provost Branch

This branch is akin to the Police in the civil world. Personnel of the Regulating branch ensure discipline onboard ships, bases and residential areas. They also liaise with the civil police in case of any help required by Naval personnel. Regulating sailors are experts in Naval law and are mainly involved in maintenance of law and order in the Naval community.



A Provost Branch Sailor



Performance by Naval Symphonic Orchestra

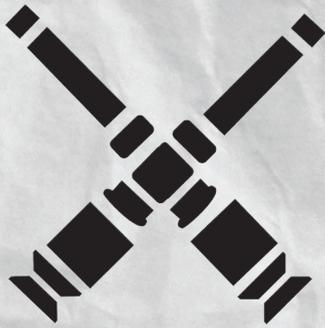
Musician Branch

The sailors of this branch are part of the Naval Band and are trained in playing various musical instruments. The Indian Naval Band is amongst the best music band in the world and participates in various concerts/ orchestras around the globe.



Arm Badges

(Worn by Sailors on their uniform, these badges denote their Branch/ Specialisation)



Gunnery



Communication



**Radar Plotter
(Navigation & Direction)**



Regulating/Provost



Anti Submarine Warfare



Physical Training



Survey Recorder



Aviation

Arm Badges

(Worn by Sailors on their uniform, these badges denote their Branch/ Specialisation)



**Chef &
Stewards**



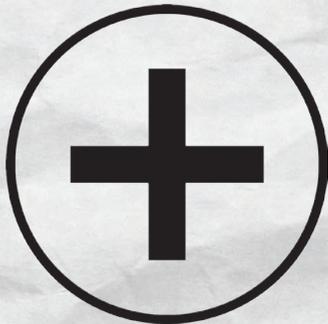
**Log
(F&A)/(M)**



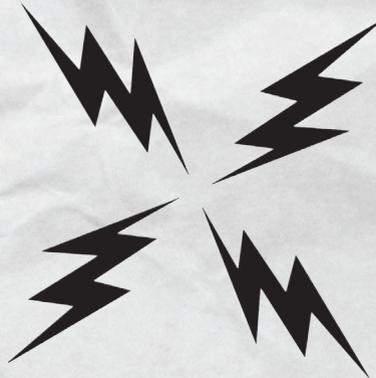
Diver



Musician



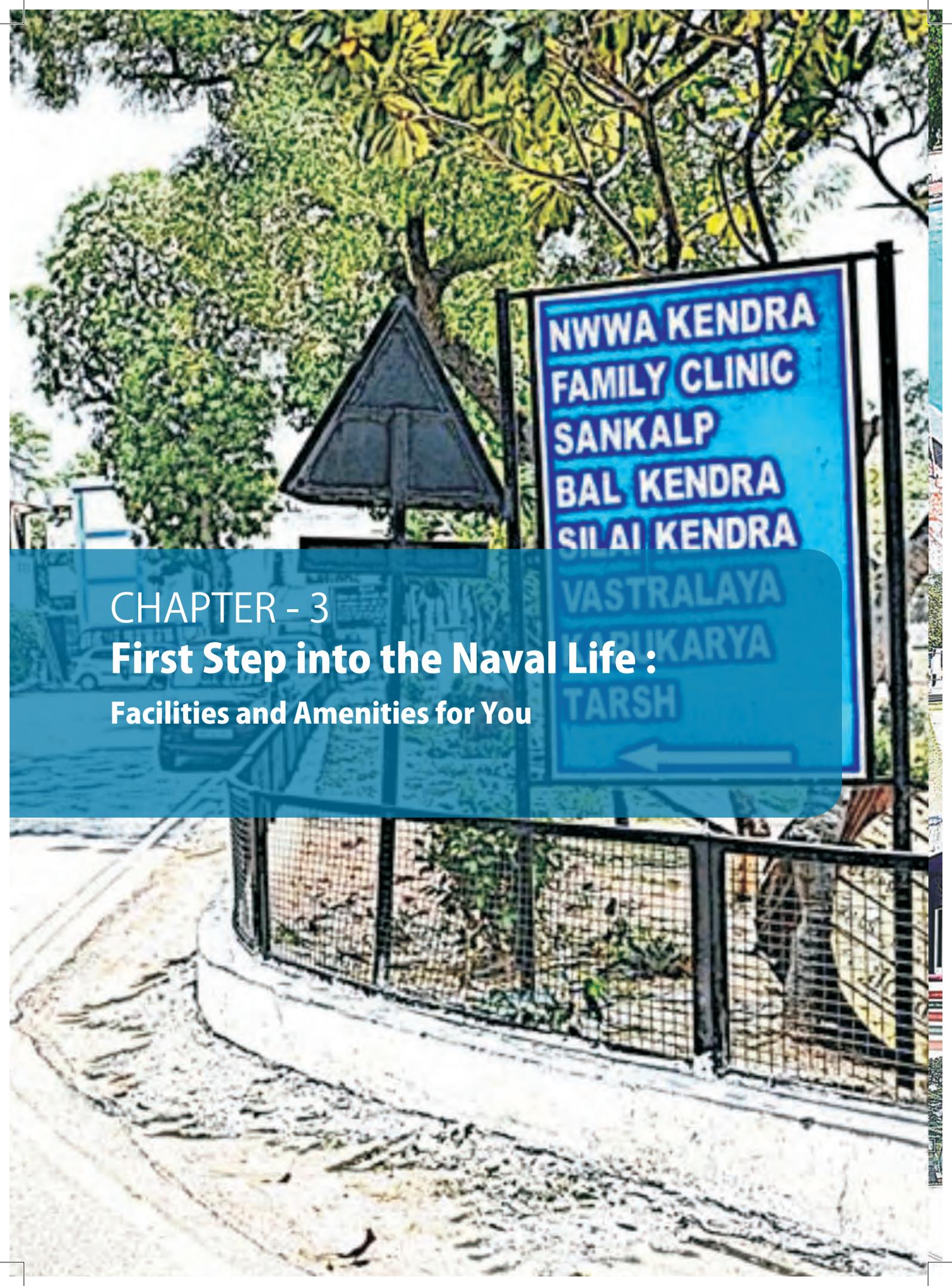
Medical Assistant



Electrical



Engine Room



CHAPTER - 3

First Step into the Naval Life :

Facilities and Amenities for You



CHAPTER 3

FIRST STEP INTO THE NAVAL LIFE: FACILITIES AND AMENITIES FOR YOU

Heartiest Congratulations to you on your marriage. We welcome you into the Naval family which symbolises strength and character.

All of us have certain expectations from our partner and from the new life we are about to begin. Getting married to a Navy man provides us with both, the adventure we are looking for as well as a fulfilling life.

The Naval fraternity offers you an ocean of opportunities for self-development and growth through numerous facilities, while you continue supporting your husband in all his endeavours. The nature of your husband's duties may require him to be away from home for long durations, therefore you would need to have a basic understanding of financial matters and good housekeeping skills. You will also be expected to participate in various community events.

Formalities Immediately after Marriage....

After marriage you have started a new life. Marriage is a legal relation and thus there is a need to complete some formalities immediately after marriage. These are important, and would be necessary for not only availing facilities in the Navy, but also for other important requirements such as opening a bank account, Aadhar Card or for higher education/ jobs etc.

A few suggestions are enumerated below which will prove useful to you. You are required to complete these formalities as soon as you arrive in the Naval fraternity.

- Open a joint bank account. It would be better to open the account in a Nationalised Bank. Keep your cheque book, passbook and ATM card (especially the password) in safe custody.

- Register your marriage immediately. A copy of the certificate should be kept at home with you.



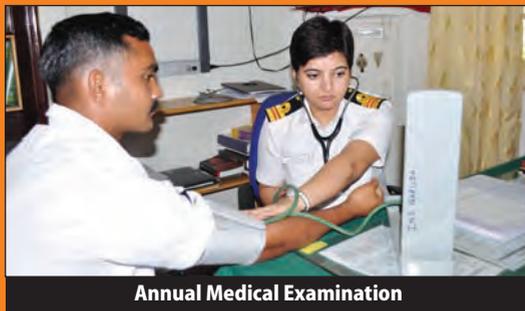
- Declare your marriage immediately and ensure that the declaration is endorsed in your husband's Service Document. A new picture of husband and wife is also to be pasted in the Service Document.
- Update your new address and mobile number in bank account, credit card etc.



Open a Joint Bank Account



Nomination Form



Annual Medical Examination



Identity Documents

- Ensure that your husband updates all nomination forms, including insurance, Will etc and that a countersigned copy is kept at home with you.
- Get your PAN, Aadhar, Voter ID Card and, if required, passport also updated. It is advisable to keep your original Date of Birth Certificate, 10+2 Certificate etc with their photocopies with you.
- Ensure that your husband's name is registered in the Accommodation roster (registration is allowed only if age of the sailor is more than 25 years.)
- In Naval life, health has a great significance and hence insist on your husband getting his Annual Medical Checkup done on time. Apart from ensuring good health, not getting his Annual Medical Checkup may deprive your husband from higher appointments/ annual increments, and even from promotion. Please keep the record of his annual check ups in your Medical File.

A Glance at the Facilities in the Navy

In the Naval community every sailor takes immense pride in his work and puts in sincere effort towards achieving excellence. At work, he is confident that his family is being well looked after, while he is safeguarding the nation's maritime frontiers. Thus, to ensure a safe and comfortable life to sailors' families, the Navy provides numerous facilities and amenities. The Naval residential areas are completely self-contained with facilities such as schools, hospitals, shopping centers, canteens, libraries, sports infrastructure, hobby classes, tuition classes for children, medical care for senior citizens etc. Apart from this, there is provision for entertainment and socialising for all age groups, where they can interact and meet on various occasions. These facilities are equally available to one and all, promoting a strong bond within the community. A brief description of the facilities and amenities provided is enumerated in the succeeding paragraphs.

Administrative Office. The administration of our residential areas is performed through Administrative Offices. The security arrangements are also provided by the Admin Offices with the help the Naval Police, which keeps vigil in both Naval and surrounding areas. The Naval residential areas are gated societies and record of the people entering and leaving these areas is maintained for security reasons. The Admin Office is responsible for this record keeping, and issues passes to the Naval wives, children and visitors in our residential areas. Thus, you will be required to visit Admin Office frequently for issuance of passes for your relatives, who are planing to visit you in the near future. Complaints by the residents are also dealt with mainly by these offices to ensure comfortable stay for occupants of the houses in the residential areas. Each Administrative Office has an Officer in-Charge responsible for its smooth functioning.

Naval Canteens. Indian Naval Canteen Service (INCS) outlets function in each residential area and contain both Grocery & miscellaneous sections. In addition, Command Canteens run on a larger scale and have many facilities similar to a Mall. All items like food, garments, daily needs and costly items including vehicles are available in the Canteens at cheaper than market rates.



INCS Outlet



Family Clinic

Medical Facilities. All Naval stations are provided with health care facilities for Naval personnel in the form of multi-speciality Naval hospitals with qualified doctors to ensure treatment of all types of diseases. These hospitals are equipped with most modern equipment with availability of medicines round the clock. In addition, family clinics are provided in residential areas to cater for basic medical needs

Community Halls. Each residential area has a Community Hall with seating arrangements and a small stage for social functions. These halls are used by the residents for activities such as movie screening, live performances, cultural programmes and meetings. Many new facilities have been added to the Community Halls now a days which includes refreshment galleries, coaching classes, bank ATMs, travel agents etc.



Nausainik Vihar



Indoor Gymnasium

Shopping Complex. All Naval stations are equipped with shopping complex for providing daily utility items to their residents. These are in close vicinity of residential areas, for convenience of ladies and children, to provide quality products at reasonable rates. Other facilities such as barber shops, laundries, vegetable vendors, grocery shops, milk booths and stationery shops are also available in these shopping complexes.

Sports Facilities. The Navy provides you with world class sporting facilities at no cost. There are numerous grounds, play fields, gymnasiums, indoor stadiums, swimming pools and gardens in all Naval bases for use by the residents. The Navy also ensures availability of experienced coaches and instructors for training of personnel and their families.



Shopping Complex



Little Angels School. This pre-school is run by NWWA where tiny-tots are kept busy in creative work before joining a formal school. These schools are the foundation of your child where he/ she learns to become self-confident. The Navy ensures that qualified teachers are appointed in these schools to provide best care and values to the young kids.

NWWA. Naval Wives Welfare Association is an institution where all Naval wives, automatically become members, and contribute towards the welfare of the Naval society in their free time. Many social, welfare and cultural events are organised by NWWA and you should also be involved actively in this organisation.



Little Angels School



Naval School

Naval Schools. Depending upon the number of residents, every Naval residential area has a network of Naval schools run by an independent Navy Education Society. These schools follow the CBSE curriculum, with the aim of all-round educational development of our children. Navy Children Schools are amongst the best schools in every city where they are situated. School buses are available for commuting students to and from the school.

NWWA Complex. A NWWA Complex is located near all residential areas for benefit of ladies. Various classes such as tailoring, printing, computer education, English learning, fitness, tuition for children, hobby classes etc. are organised at the NWWA Complex. In addition, facilities such as beauty parlours, libraries, internet cafe etc. are also available.



NWWA Centre, Workshop

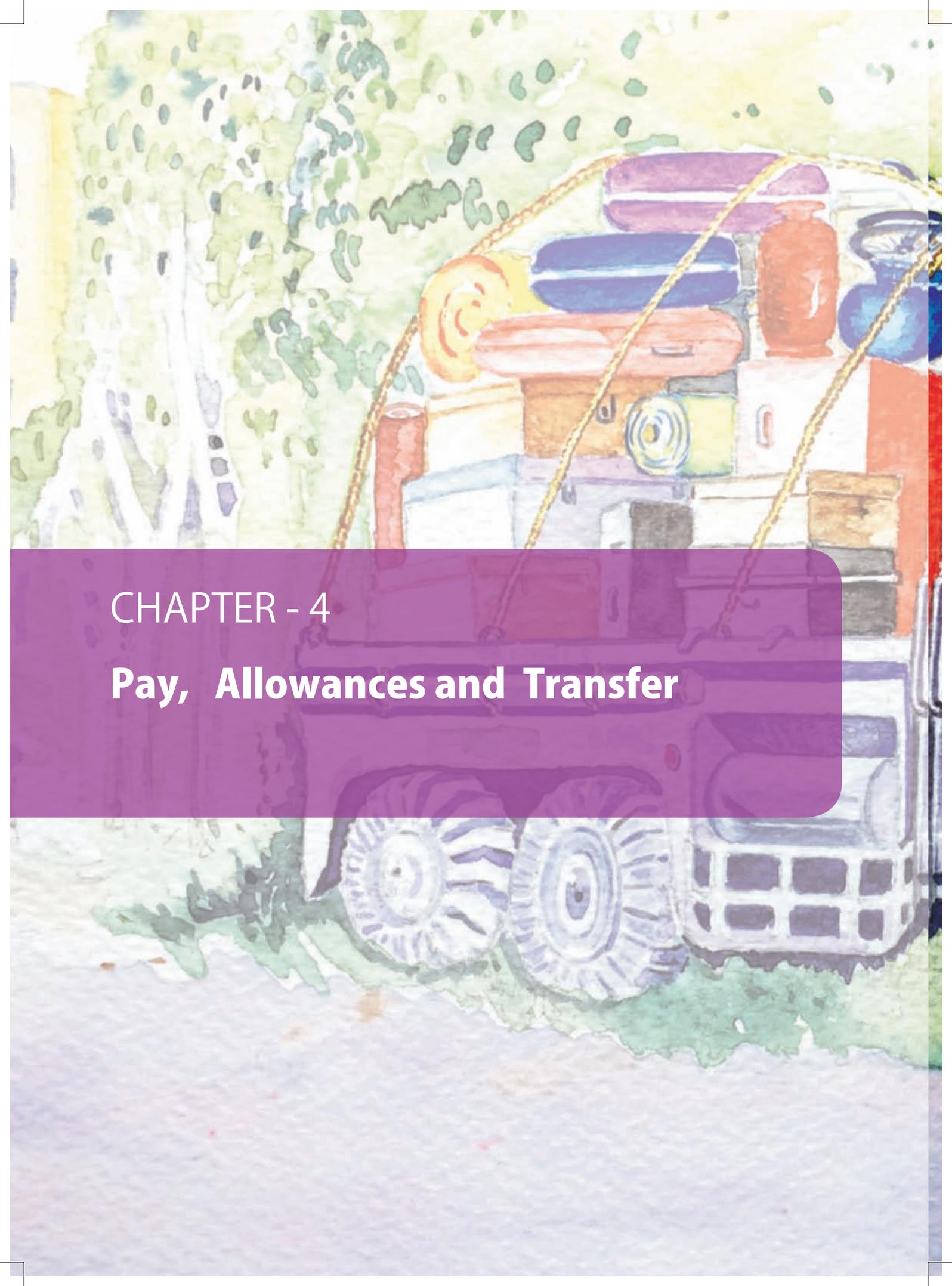


Ration Stand

Ration Distribution Centres. Every Naval Station has a Ration Distribution Centre for sailors. The families can avail fresh and dry ration according to the authorisation from the ration centres. The sailors have an option to choose ration of their choice. Dry rations are issued once a month which include all the items of daily needs. It is worth mentioning that the entire ration is the entitlement for the sailor alone and not his family. Thus, the amount of ration is for one person only. Apart from this a sailor can purchase limited ration at discounted rates on payment from the Ration Distribution Centres.



The Indian Navy currently has about 67000 + personnel on active duty, including 5000 members of the Naval Aviation branch, 8000 Submarine Arm personnel, 1200 Marine Commandos and 1000 Sagar Prahari Bal sailors, making it the world's fifth largest Navy in terms of personnel. The Indian Navy currently operates more than 130 vessels including Aircraft Carrier Vikramaditya, about 20 submarines including two nuclear submarines and 250+ different types of aircraft.



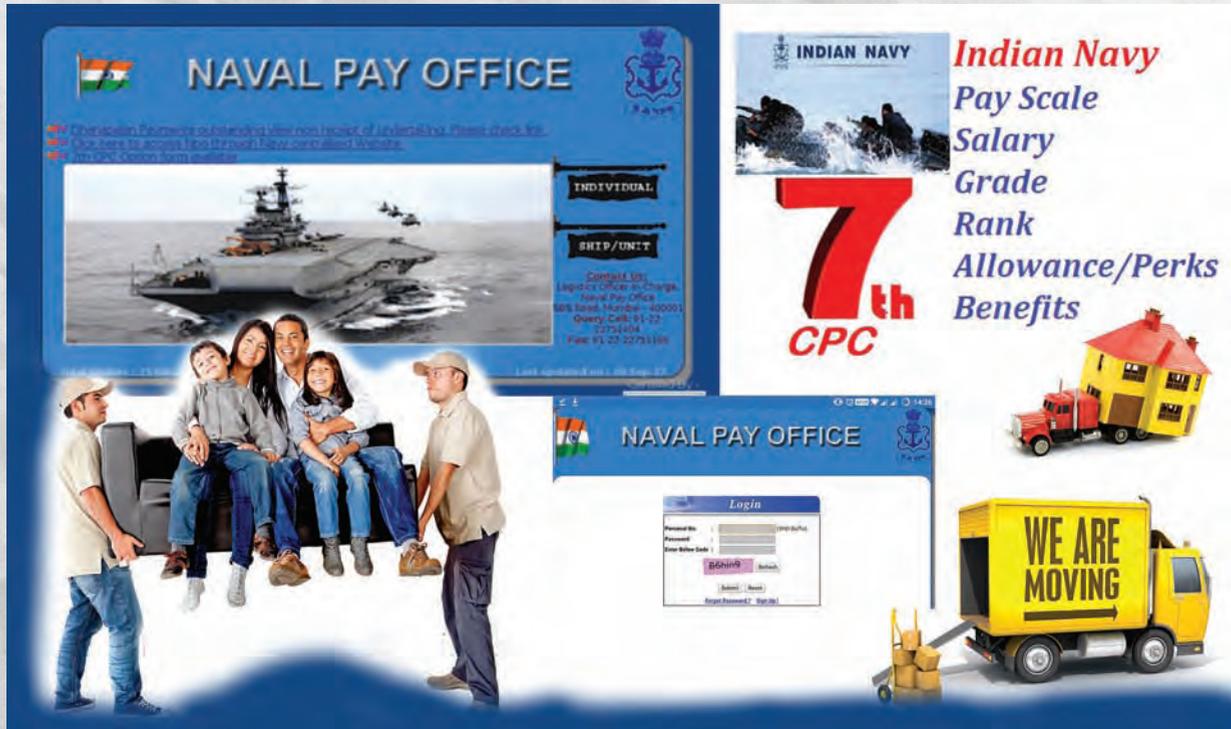
CHAPTER - 4

Pay, Allowances and Transfer



CHAPTER 4

PAY, ALLOWANCES AND TRANSFER



Entitlements of Pay & Allowances

Conveyance. A sailor's wife, while going to her husband's duty station for the first time after marriage, will be entitled for free conveyance from her hometown to his duty station. This entitlement is valid only if the sailor is either staying in a quarter allotted by the government or drawing House Rent Allowance (HRA).

Declaration regarding Marriage/Nomination. After marriage all sailors will have to make a declaration of their marriage. They will have to submit a new nomination form, indicating their wives as their nominees for Next of Kin (NOK), for the purpose of NGIS & AFPP fund. Their names should also be included in the Service Documents (SDs)/ Divisional Records.

Accommodation. All married sailors above the age of 25 years, residing with their families are entitled for free govt. married accommodation, subject to availability. Alternately, they are entitled to House Rent Allowance (HRA) as per the rank held by them.

Ration Allowance. In case a sailor is residing with his family at his duty station, he is eligible to draw money in lieu of ration. He can also opt for free ration / Ration-in-kind (RIK) if he desires so.

Pay. At the end of every month, the monthly salary of the sailor is directly credited to his bank account by the Naval Pay Office.

Children Education Allowance. Children Education Allowance is admissible in respect of two elder children of the sailor, up to Class XII, on monthly basis. This includes two Nursery/ Kindergarten classes prior to Class I.

Entitlement of Leave. A sailor is entitled to avail 30 days of Casual Leave and 60 days of Annual Leave in a calendar year which is subject to service exigencies. However, it must be remembered that leave is an entitlement and not a privilege. Leave is always subject to service requirements.

Leave Travel Concession (LTC). Free travelling allowance will be admissible for the sailor and his dependent family members once in a calendar year for visiting his home town / any other place within the country. In a block of two years, he can avail LTC to his hometown one year, and for any other place in the country the next year.

Cash Payment in Lieu of Leave. A sailor can accumulate thirty days of annual leave (maximum 300 days in his entire service) for encashment, which will be paid to him at the time of his retirement. There is a provision to encash 10 days leave at a time, with the annual leave, maximum six times in entire career.

Medical Facilities. The sailor and his dependent family members are entitled to avail free medical treatment in all Military Hospitals through out the country. However, this facility cannot be extended to the parents of his wife. Cards for the

dependents must be made as soon as possible to avail this facility.

Canteen. The sailor and his dependent family members are eligible for availing INCS (Indian Naval Canteen Services) facilities. To avail canteen facilities, Canteen Smart Cards must be prepared at the earliest.

Advances. The Indian Navy provides various advances/ loans on easy instalments and competitive interest rates for purchasing a house, car, scooter, etc.

Outfit. Every sailor in the Navy is provided allowance for purchase and maintenance of uniform on a yearly basis. Some uniform items are also issued by the government depending upon requirement and condition of work.

Naval Housing Scheme. The Air Force Naval Housing Board (AFNHB) is a benevolent institution which is committed to cater to the residential requirements of Naval and Air Force personnel, purely on no profit no loss basis. This organisation enables officers and sailors to acquire their own houses at selected stations. AFNHB generally builds two types of residential units - one for the officers of the Navy and the Air force, and the other for the Sailors and Airmen. Fund for these residential units are arranged through self-financing schemes, wherein approx. 10% of the estimated cost of the flat is deposited at the time of registration and the balance amount is paid in easy instalments.



Naval Group Insurance Scheme (NGIS). The Navy provides a superior life insurance coverage at minimum monthly premium to all its serving personnel. Naval Group Insurance Scheme is a risk-cum-savings scheme for Naval personnel in which insurance cover is provided to the family, and assured benefits are received at the time of retirement. This scheme is run by IHQ MoD (N) under the patronage of Indian Navy Benevolent Association (INBA). The salient features of this Insurance Scheme is a death-cum-retirement gratuity along with other benefits, which, if invested wisely and added to the pension, is nearly equal to, or more than the maximum basic pay at the time of retirement.

TRANSFERS

Transfers are an integral part of the Navy, therefore, one should always be prepared to move at short notice. When you move to a new station, you settle in your new house, admit your children to a good school and make new friends, but after some time you are required to move again. This is a way of Naval life and you should accept it. Movements are service requirements and we should be mentally prepared for it. We should not be attached to any one place/ city and should be ready to go wherever the Navy sends us.

If you plan carefully and have a positive attitude, then movement and transfers can be an enjoyable experience, as you get to see new places and meet new people.

Entitlements on Permanent Transfer. The entitlements admissible during permanent transfer from one duty station to another are as mentioned below:-

- Free travel allowance for self and dependent family members for conveyance from the present duty station to the new station.



- Composite transfer grant.
- Freight charges for personal belongings as per rank.
- Freight charges for personal vehicle as per rank.

Things to do. First and foremost is to make a priority list of things to do before you start packing. A 'Things To Do' list will ensure that you don't miss anything during the transfer. Moving from one city to another requires detailed planning and coordination of a number of activities, which can be completed flawlessly only if a thorough 'To Do List' is available. Some examples of the things in 'To Do List' would be packing of household items, transfer of gas connection, transfer of bank account, collection of Transfer Certificate (TC) for children etc.

Children's Schooling. If your child is in school, then obtaining the Transfer Certificate (TC) should be your first task. It is preferable to admit your child in our own Navy Children School or KV, where the process of admissions and transfers is relatively simpler as compared to a private school.

Clearance of Dues. Ensure that you pay all your outstanding bills, such as Electricity, Cable TV, Library etc. and obtain a “No Dues” clearance for them. It is difficult to obtain these clearances after you have moved out.

Packing. With passage of time, packing and unpacking becomes an integral part of a Naval personnel’s life and through careful planning we can make this a painless task. The assistance of professional movers and packers can be taken if required. We must take proper care and precautions while packing sensitive and valuable items such as electronic gadgets, crockery etc.

Useful Tips for Packing. Prepare a kit containing small and big cardboard cartons, old newspapers, strings, adhesive tapes, scissors and packing cases.

- Keep the items separately so that items made of glass, china, wood and metals can be packed separately.
- Books are heavy items. Keep them inside the carton in small packs and tie them in sacks bags.
- Delicate and flat materials such as glass-frame and glass top should be well packed keeping them between linens.
- After closing the packing case, make sure that there are no loose items. To keep things secure, fill newspapers in between them. Old newspapers or thermocol chips can also be used to cushion articles.
- Give a number to each carton/ trunk/ box and make a list of items in each carton/trunk/box. This will help during unpacking and for accounting of your belongings.

Do’s and Don’ts (of packing)

- Don’t stuff your fridge with heavy objects, especially sharp metal items which can pierce the lining or the gas pipes.
- Always prepare a bag containing naphthalene balls, Odonil sachets or aromatic moth repellents. Keep these things inside the carton, in sufficient quantity, so that the kit remains germ free till the pack is dismantled.
- Never pack valuables and ornaments in unaccompanied luggage. Take extra care of them, particularly in last days of packing and movement.
- To save the music system and other electronic goods from moisture, keep silica gel pouches inside the packing.
- Before dispatching the luggage, pack your personal bags, so that anything that does not fit inside your suitcases, can be sent along with the luggage.

Handing Over House. The Navy provides you with government accommodation free of cost. As a good citizen, it is your duty to take care of this house and hand it over to the authorities without any damage. Some



key factors to be kept in mind are :-

- It is your duty to handover the house in the same state in which you have received it, that is clean and tidy.
- Any damages/ breakage are to be repaired before handing over.
- All nails are to be removed and holes filled using cement/ plaster of paris.
- Thorough cleanship is to be carried out before handing over .
- No luggage/ items are to be left in the house.
- All taps are to be shut.
- All lofts/cupboards are to be cleaned.
- Any furniture deposited with MES (Military Engineer Services), to be brought back.
- Co-operate with MES (Military Engineer Services) reps during handing over.

Electricity.

- Meter Reading is taken every month and bills are sent on quarterly basis (March, June, September and December) for recovery from the pay. The tariff is based on the existing rates adopted by the concerned State Electricity Authority.
- During transfer, the last reading is taken during handing over of house by the MES (Military Engineer Services) rep, prior locking the house.
- After meter reading, bills are prepared and



sent to the Naval Pay Office (NPO), Mumbai for recovery. NPO, Mumbai deducts the amount from the pay of the sailor and this recovery may take place after 4-6 months of leaving the house.

Baggage Book. Every time you move on transfer, it is important to prepare a baggage book carefully. Baggage book will come handy, as due to large number of baggage pieces, it becomes difficult to remember each and every item inside the boxes.

- Prepare a list of all the items in the cartons and allot a number to each carton.
- While making a decision with regard to placement of the cartons in the store, the baggage book will be of great help. It ensures that by mistake carton full of books is not kept above the carton of glassware or electronic items. A carton of linen should not be stowed in any place which is likely to be flooded or have white ants.
- A separate bag should be kept for keys. This facilitates writing of the key numbers with the box number in the baggage book.
- Always keep the baggage book in your handbag so that it is handy. Pack it in the end and unpack it in the beginning.

“Ready Use Box”

- Keep a “Ready Use Box” with you that can be carried with your personal luggage. This box may contain basic linen, utensils etc. which will be of immediate use at the new station, even as you take time to unpack rest of the luggage.



On Reaching the New Station

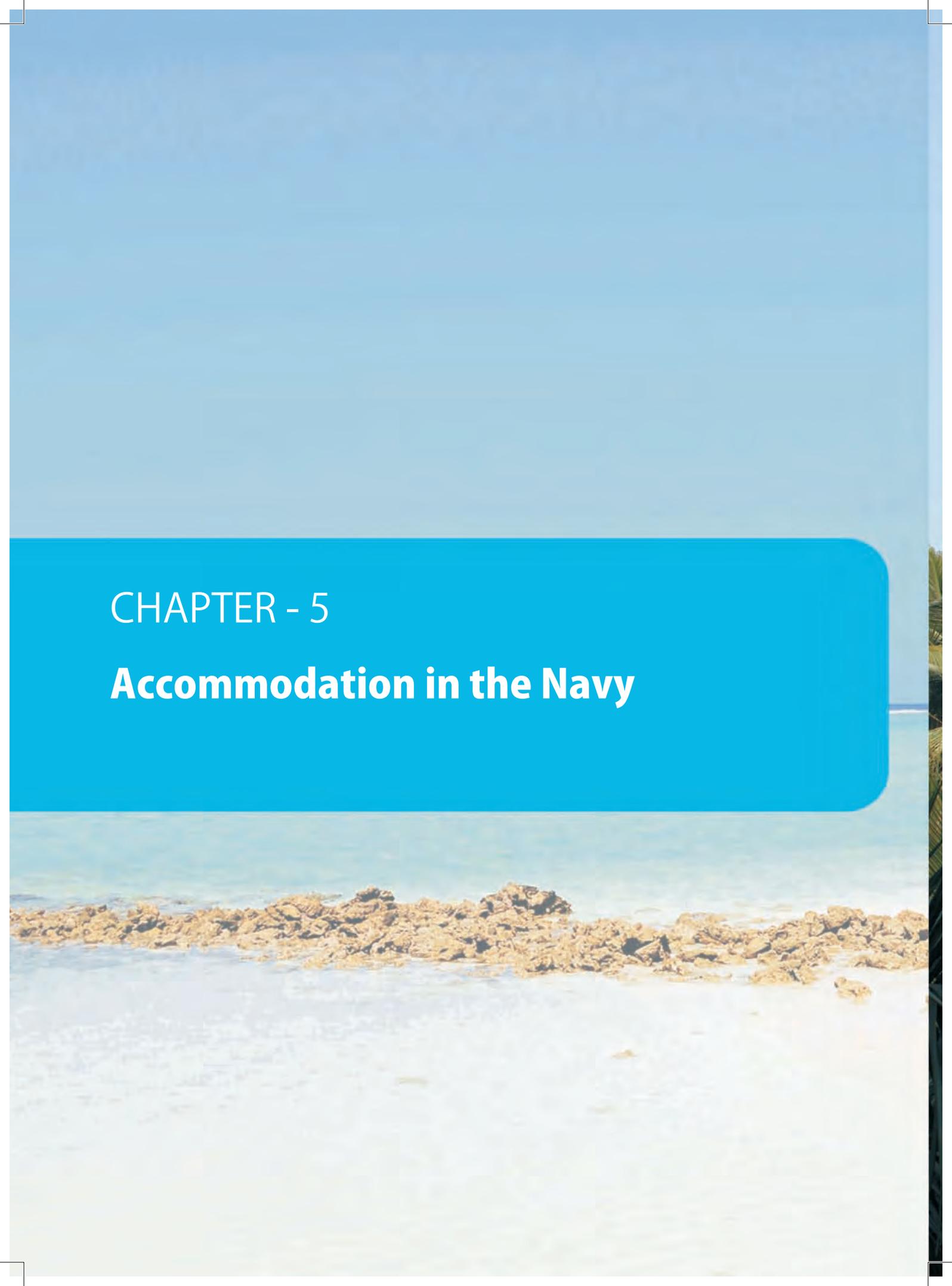
The Naval fraternity always provides assistance during your transfers. While old friends and colleagues help during packing and moving, new neighbours welcome you with a hot meal or a cup of tea during unpacking and settling down. One should remember to reciprocate these thoughtful gestures.

Excitement and thrill to reach a new station is always there. Each Naval Station has some unique procedures which make it easy for residents to stay there and make in/ out transfer comfortable. Follow these procedures as these have been established over the years specifically for that place

and have stood the test of the time. After reaching to new station, things like applying for gas connection, application for school bus, monthly subscription etc should be given immediate attention. Therefore, the following suggestions may be considered.

- Keep adequate number of passport-size photographs of all the family members, as they may be needed for filling up of different forms.
- Keep a multi-city cheque book with you.
- Keep vehicle passes issued by Naval Police station with you.
- Keep using dependent’s identity cards issued by your previous station, if they are still valid (date has not expired), until new passes are issued in the new station.
- Activate your cooking gas connection (it would be better if you take transfer voucher from your previous station).
- Keep important telephone numbers required during transfer (eg. Gas agency, electrician, plumber, carpenter etc.) with you.





CHAPTER - 5

Accommodation in the Navy



CHAPTER 5

ACCOMMODATION IN THE NAVY

As a member of the Naval community, it is important for us to know about the accommodation facilities provided by the Navy. Separate accommodation areas are provided for Naval sailors and their families in all Naval stations. In Mumbai, Vizag & Kochi, allotment of married accommodation is controlled by the Command Quartering Office and handing over is undertaken by the Barrack Store Office (BSO). The accommodation is maintained by the Military Engineering Services (MES). Once an accommodation is allotted, some basic "Welcome Maintenance" is provided by MES, which includes fresh distempering/ white wash and replacement/ repair of broken furniture, windows, etc. At Naval Stations other than Mumbai, Vizag and Kochi the responsibility of allotment and maintenance of residential accommodation rests with the Area/ Station Commander. This chapter will enumerate some of the important guidelines with respect to accommodation in the Navy.

Being a Good Guest : Staying at a Friend's House

During the course of his service, your husband would have made a number of friends who would willingly permit you to share their house till such time that you are allotted your own accommodation. It is important that you don't take their hospitality for granted and along with the house, also share their concerns and responsibilities.

Points to remember while staying at your friend's house during her absence:-

- 🏠 Please remember to look after your friend's house during her absence and hand it over in a good condition.
- 🏠 If you are employing a domestic help, then please be kind and courteous to him/ her and clear all the dues/ payments before leaving the house.
- 🏠 It will be in your interest to inform the house owner before getting any maintenance/ servicing work done.



Sailors Accomodation in Delhi

- 🏠 Treat the house as if it is your own. Consume electricity, water etc. in a sensible manner.
- 🏠 Needless to mention, you should participate in all major and minor household works. Most importantly, do not forget to help others in the same way as somebody has helped you.

Getting your own House : Taking Possession

There may be occasions when you may be required to take over possession of your house in the absence of your husband, as he may be away on duty. While taking over the house, you should examine the condition of the house and its fittings/ furniture and report any damages/ deficiencies. Ensure that the person handing over the house makes a note of this.

To assist you in taking over the possession of the house the following guidelines would be helpful :-

- 🏠 Barrack Stores Officer (BSO) should be informed one week before taking possession of the flat.
- 🏠 Please check that MES guidelines with regard to colour on the walls and tiles etc. have not been changed by the previous occupants.
- 🏠 If the house (including servant quarters, if available) has not been distempered or white washed for the last one year it should be completed now and if it has already been done, it should be given a final touch.

- 🏠 Repair or replacement of the defective fittings in the kitchen/bathroom should be completed before taking over.
- 🏠 Damaged mosquito proofing and wire mesh should be repaired or replaced.
- 🏠 Damaged doors, windows, and window panes to be repaired or replaced wherever necessary.
- 🏠 Repair of damaged plaster/ flooring to be completed.
- 🏠 Testing and repair of main switch board to be completed.
- 🏠 Check if all the electric and water supply fittings are in working condition.
- 🏠 Since most of the Naval Stations are in humid and rainy areas, it is advisable to make the allotted quarter free from germs, termites and other insects. On allotment of a quarter, you will be required to contact Station Health Office (SHO) for pest control. Due to busy schedule of the SHO, you may have to fix a prior appointment for pest control.

While these simple guidelines are to be followed before taking possession of any house, they are not exhaustive and there could always be exceptions. There are many other aspects that need personal attention while taking possession of the house. During this process, it is important to know your own requirements. Your requirements will depend upon your living style, habits and luggage/furniture/items you possess. But, keep in mind that there is a need to maintain similarity in all the houses of the society and thus, it will be not be possible for the MES to make any major change in the house. Thus, keep your requirements limited to maintenance/ repairs/cleaning, and do not expect any addition / alteration in the house

Our Responsibility towards our Allotted House.

It is our responsibility to take care of our allotted house to the extent possible. Apart from various maintenance works undertaken by MES such as painting, repairs and replacement etc, we as responsible residents of Naval community, should contribute in the maintenance of our surroundings. Housewives play the most important role in the maintenance of the houses, and certain guidelines as enumerated below can make our home a pleasant place to live :-

- 🏠 We should keep basic structure/painting/ flooring intact and not demand too many changes. The house should be kept in their original form as the next occupant might not have the same taste as you.
- 🏠 It is important to keep the common areas/ staircases/ balconies clean. Do not place household items or hang clothes for drying in common areas as they would present a dirty image and would not bring a good name to our community.
- 🏠 Use disposable bags to fill garbage/ waste and dispose it in garbage bins only. Cleaning your own house & littering common areas is a strict NO in the Naval community.
- 🏠 Use of different colour garbage bags for organic and inorganic waste is being promoted in Naval residential areas. You must support this initiative to ensure a pollution free society. Some of the examples of organic and inorganic

waste are as follows :-

Organic Wastes (In white bags): Left over food, papers, plant leaves, remains of uncooked vegetables, grass and dried leaves should be kept in white bags.

Inorganic wastes (in black bags): Plastic, polythene, coir, shell, thermocol, broken glass, metal etc. should be put in black bags.

- 🏠 Moisture is primary cause of stench and bacterial growth. Water accumulation in any common area must be reported to authorities immediately to prevent breeding of mosquito and other insects. You should also ensure no water leakage is there in your house/ building.
- 🏠 Importance of a clean and tidy house should be understood by all of us. Cleaning of fans, electrical/ bathroom fittings, wire meshes etc. should be undertaken regularly. Cleaning of closed drains should also be undertaken regularly to ensure a hygienic environment.

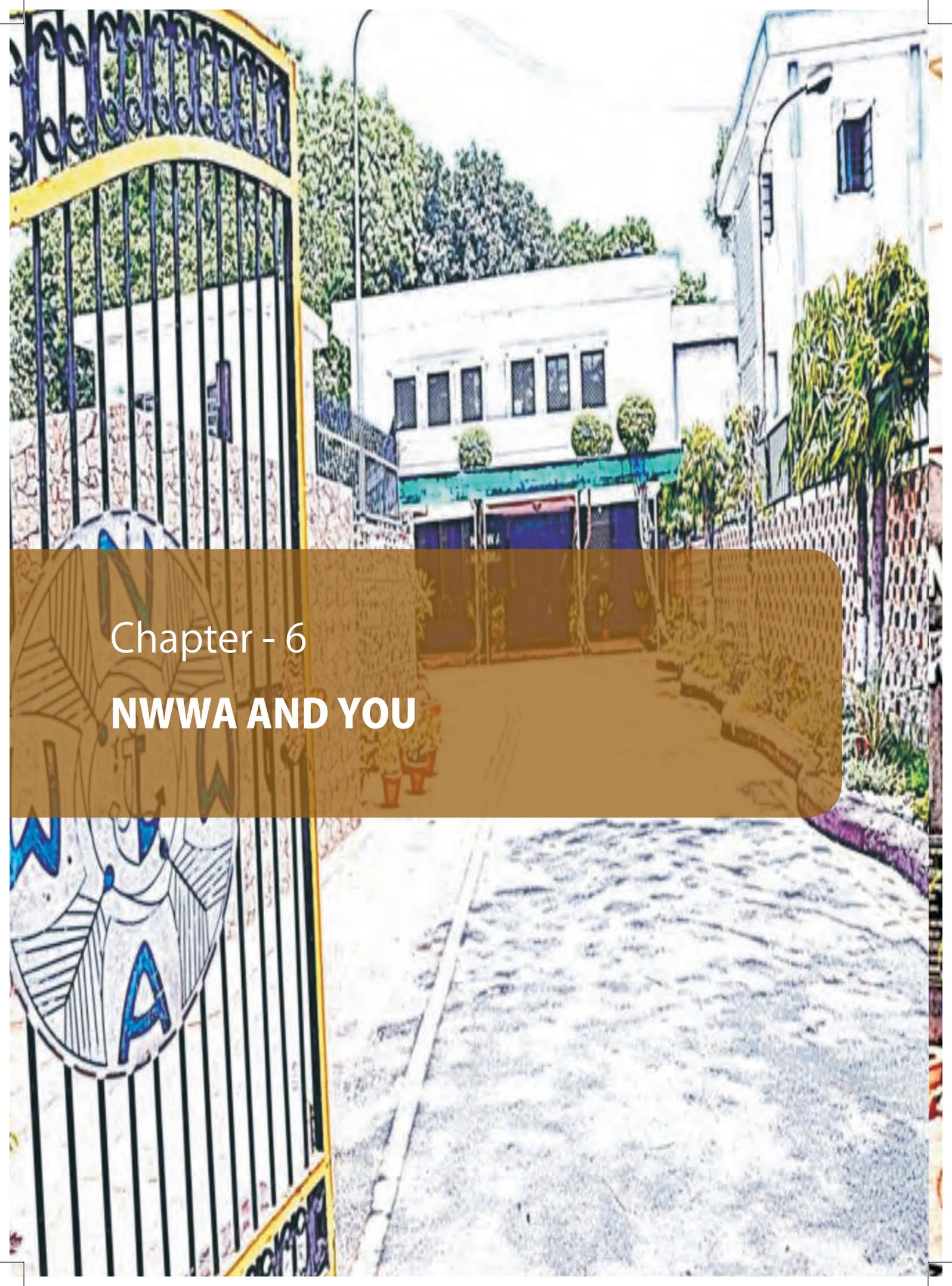


Handing Over the House

It is said that kindness is a two-way approach and we should remember that it should be expressed in our behaviour, especially in the context of Navy, where living with a sense of community is an integral part of our existence. As we expect a clean house to be allotted to us, similarly, we should hand over the house clean and intact to others. While shifting, multiple tasks confront us and we feel weighed down by them. But, it is our duty to get some time out to clean the house after shifting all the heavy items. In addition to cleaning, the following should also be ensured while handing over the house :-

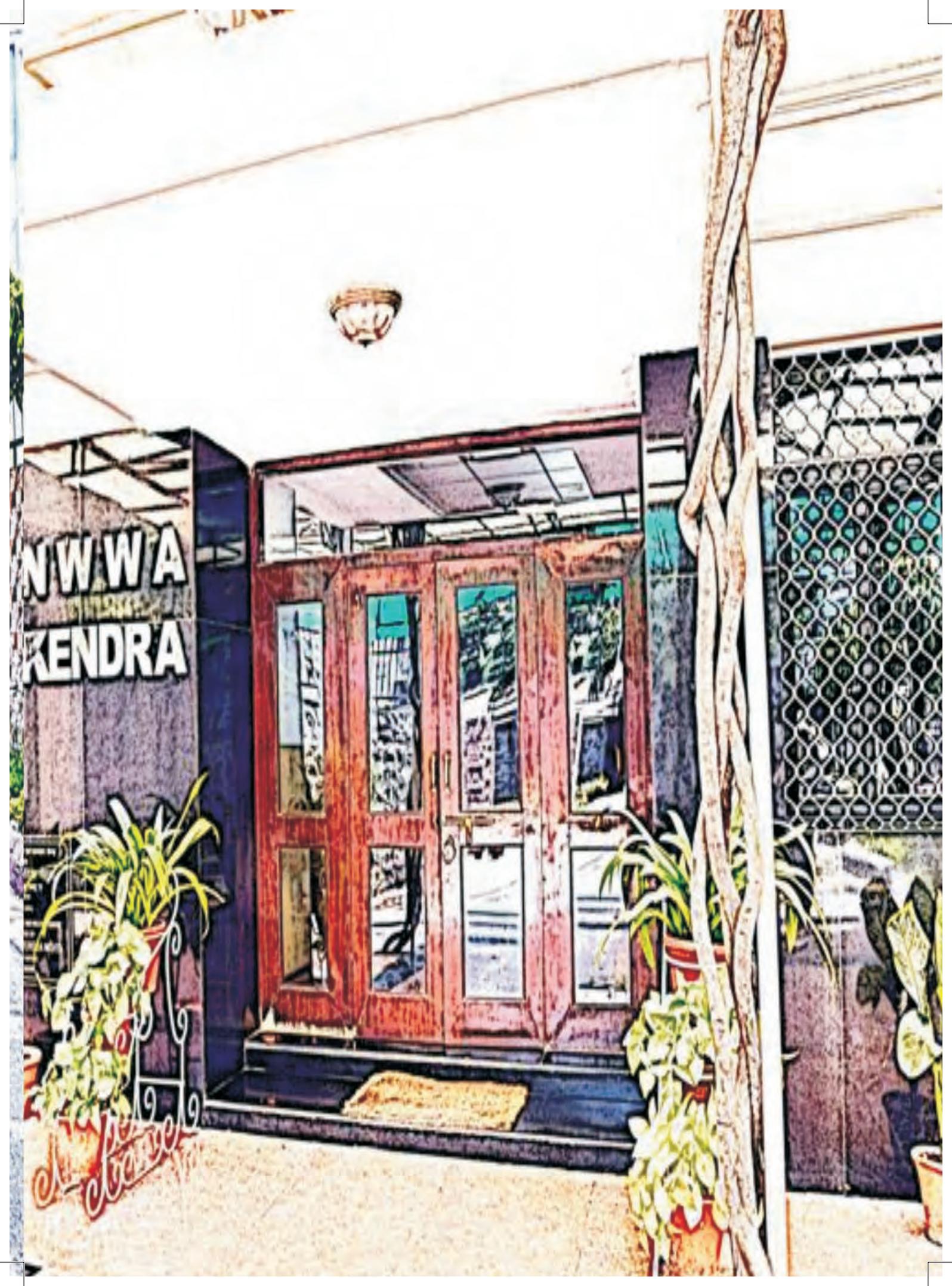
- Before getting the final clearance from the BSO, we should obtain clearance from the concerned MES offices.
- The garage and lofts should be checked before leaving the quarter, to ensure that your personal belongings are not left by mistake.
- Dustbins should be emptied, kitchen/ sinks/ bathrooms should be cleaned and the drains/ stores should be sanitised with pesticides/ cockroach repellents.
- Remove all the nails and plaster the walls if necessary.
- Check for the drawers and remove the sheets of newspapers from almirahs/ cupboards.
- It would be better if any problem like seepage from any window etc. is written on a small note and pasted on the shelf. The next allottee would be grateful to you for such useful information.
- It is always advisable to leave your future address for communication purpose so that after leaving the quarter some important letter/information/bill, may be sent to your new address.



A photograph of a school gate. The gate is made of black metal bars with a decorative top section. A large, stylized letter 'A' is visible on the gate. In the background, there is a white building with several windows and a green awning. The scene is outdoors with trees and a clear sky.

Chapter - 6

NWWA AND YOU



NWWA
KENDRA

Handwritten signature or text in red ink.

CHAPTER 6 NWWA AND YOU



The Navy Wives Welfare Association (NWWA) logo exemplifies strength of unity of the Naval wives from different regions. Four ladies (in orange) in the logo represent each region North, South, East and West and are seen emerging from the ocean, holding hands in unison, ever so strong and victorious, against all odds.

The waves depict the sea-going nature of their husband's job and challenges it brings along. The anchor depicts the stability which a Naval wife provides to her husband and keeps him rooted at all times. The anchor has a 'W' entwined in it, depicting "Women" and all her associated virtues. The word 'Reaching out' encourages us to reach out and bond with our neighbours, our community, our Navy and finally our country. The Logo has the colours Red, Orange, Blue and White incorporated to symbolise the attributes of strength, valour, courage, trust and peace.

The day a young woman gets married to a Naval personnel, she becomes a part of the '**Navy Wives Welfare Association**' i.e NWWA family.

When our Naval personnel are busy performing their duties, protecting our maritime borders, his family members get total support from our organisation. The main aim of this organisation is to co-operate with each other.

AIMS OF NWWA

- Keeping wives of all Naval personnel in touch with each other for their mutual benefit.
- Development programmes in times of peace.
- Providing all possible help to the families of personnel who are out at sea during war.
- Rehabilitating widows and families of deceased Naval personnel.
- Facilitating development of academic and vocational skills amongst Naval ladies.
- Implementing programmes for community development.
- Relieving hardships of people affected by natural disasters

NWWA unstintingly works towards achieving visualised objectives. This organisation is constantly changing its programmes and has launched a wide range of projects, keeping in mind the growing needs of the community and changing concepts of welfare. Our activities include:

- Women Empowerment and Welfare
- Community Support
- Education
- Health Care
- Social Welfare
- Environmental Conservation



NWWA Computer Classes

WELFARE

NWWA aims to empower all its members not only with professional prowess but also financial independence and entrepreneurial skills to initiate new ventures or get suitable employment. NWWA provides a platform to ladies to “learn and earn” through its various hobby and professional classes.



NWWA Divas

Pragati: Welfare of All

Welfare is one of the focal points of NWWA and several measures have been taken to inculcate various skills amongst the ladies through hobby classes such as hand embroidery, painting, tailoring, beautician courses etc. After completion of these courses, the ladies are employed for different NWWA ventures. NWWA also runs highly professional crèches, which are haven for ladies undergoing such courses, and working mothers.



Stitching Unit

Udyogika:

Tailoring and Handicraft Unit

This unit undertakes orders for stitching good quality garments at an affordable cost. Training in Fashion Designing also helps ladies learn the cutting and stitching of simple, ethnic and evergreen garments that are sold through the NWWA shops. Wives of the Naval personnel are employed by NWWA

to gain experience and financial independence. Indian handicraft known for their ethnicity, workmanship and quality are also made by our ladies and sold at NWWA shops at different regions.



Accomodation for Girls

Hostels

Hostels for boys and girls have been built to cater for the needs of children, whose parents have been posted out, and are in need to continue their education in the same station. This facility goes a long way in “peace of mind” for Naval families, as they know that their children are safe in a protected environment.



Self Help Workshops



Beauty Parlour

Self Help Workshops

Workshops by professional trainers, including ones on, ‘Parenting’, ‘Personality Development’, ‘Enhancing Marital Relationships’ etc are held on a regular basis for the wives of Naval personnel. Talks are also conducted by medical professionals on various aspects related to health and hygiene.

Beauty Parlour

The NWWA Beauty Parlours are run by talented and professionally qualified Naval wives. Courses of different duration are also conducted by professionals to train our ladies in this field, thus increasing their job opportunities.

COMMUNITY SUPPORT

NWWA is dedicated not only to the welfare of the Naval wives but to the entire Naval community including children, senior citizens and special children. The community development programmes run by NWWA aim at different facets of life, there by enriching the fabric of Naval society in multifarious ways.



Listening to Veernari



Sahara Get Together



A Counselling Session

Sahara: Widow Rehabilitation

Life in the armed forces is not easy and often unpredictable. This arm of NWWA takes an active interest in providing emotional support, financial security, moral support and also serves as a forum to provide job opportunities to Naval wives who have lost their spouses during their service to the nation.

NWWA regularly conducts contact programmes with these ladies regarding scholarships and education of their children, pension schemes, medical aid etc. so that they can be drawn out of their shell and are able to bear their loss. They are also provided special vocational training to inculcate a feeling of self-sufficiency and confidence.

Sakhi : Counselling for a Better

Tomorrow

Access to an understanding and compassionate voice may be the key to providing support to distressed Naval families facing personal problems. Professional counsellors and Regional Presidents counsel the families in a friendly and cordial atmosphere while protecting their privacy and identity.

COMMUNITY SUPPORT



Boat Cruise for Senior Citizens

Ashirwaad: Blessings of Our Elders

This is the wing of NWWA which looks after the 'golden age group' of citizens. Spiritual evenings, get togethers, health checkups, physiotherapy sessions, etc. are organised for the benefit of parents of Naval personnel. Recreation rooms and libraries are also set up for them. To strengthen the bonds of togetherness, senior citizens are invited for festivals and parents' day celebrations.



Anubhavi Get Together

Anubhavi: Support of Elders

The wives of retired naval personnel, who have built the foundation of NWWA, are always looked up to and respected. NWWA has a special branch that looks after the needs and interests of these former NWWA members. Every year, a special function dedicated to them is organised by NWWA.



NWWA Shop at Delhi

Samudri: NWWA Shop

The NWWA shops serve as a unique outlet for ladies to work together to provide the Naval community with quality products from all over India. These shops also offer an opportunity for Naval wives to showcase their talents and find an outlet for their creations.



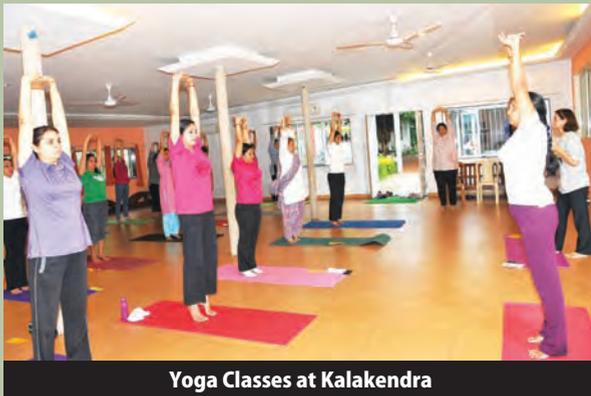
Veerangana

Sanchar: Communication

This is the arm of NWWA which connects, informs and reports the vast panorama of NWWA activities through quarterly newsletters and its Annual Magazine, VEERANGANA. Sanchar, provides a platform for every member of the Naval family to share their experiences and voice their opinions through articles, poems, anecdotes, paintings, etc.



Performance by Naval Children



Yoga Classes at Kalakendra

Kala Kendra: Art & Culture

It provides a forum for self expression through dance, drama and music. Various courses are organised for women and children in fitness, dance, music, performing arts and handicrafts. Showcasing such diverse talents help to boost the confidence and abilities of children as well as wives of Naval personnel.

VOCATIONAL COURSES



TISS- EVE : Education to Our ladies

NWWA-TISS-SVE VOCATIONAL EDUCATION PROGRAM

With women empowerment and welfare in mind, NWWA has signed a MoU with the reputed Tata Institute of Social Sciences, School of Vocational Education, (TISS-SVE) to provide vocational education to our ladies by conducting Diploma/Degree courses in 'Early Child Development Education', thus enabling

Naval wives to be professionally qualified and work as pre-primary school teachers. This course involves a comprehensive training program which will enable them to gain skills by practicing real time in the Kindergarten schools while doing the course. This program has commenced in Mumbai and Delhi, and will be soon starting in Visakhapatnam and Kochi also.

Tarsh: Block Printing Unit



Block Printing

With a two pronged aim of "Swawalamban" (self sufficiency) and "Laghu Udyog" (Cottage Industry), block printing units have been set up in all the regions of NWWA to train ladies in this traditional art. Cloth, colours and patterns are improved and updated regularly to bring finesse in the products.

EDUCATION



Jagriti Event at NCS, Delhi

Jagriti: Enlightenment Through Knowledge

This is the “Awakening Group” of NWWA which conducts various activities and competitions at the Navy Children Schools. In addition, this group also provides scholarship incentives to gifted children and young achievers.



Children’s Day at NCS

Little Angels School: For Our ‘Tiny Tot’ Angels

In these preschools, NWWA strives to inculcate traditional Indian values as well as to develop the latest talents and skills of our young toddlers. Teaching methodology and play equipment is updated regularly in keeping abreast with changing times and needs.



Ship visit for Balwadi children

Balwadi/ Bal Pathshala: School for Children of Domestic Help

NWWA promotes the social cause of basic education for all. Children of domestic help in all the regions are provided with free education and their all round development is ensured. All major festivals and national days are celebrated to give the children a “peep” into the rich cultural heritage of India.

Sankalp: School for Differently Abled Children



Interaction with Sankalp Childrens



Training for Special Children

Believing in the motto of "TOGETHER WE CAN" this group endeavours to create a loving and caring atmosphere for special children of the Naval community. They are trained in both academics and vocational subjects and are encouraged to interact with children of regular schools.

The special children are taught to make greeting cards, incense sticks, paper bags and envelopes and are also trained in woodwork etc. Their products are then sold at all NWWA shops.

Teachers, helpers and children celebrate all the festivals together to make them understand the importance of Indian culture. Regular workshops and counselling sessions are held for the parents for orientation, acceptance and improvement of these children, so that they can become responsible citizens.

HEALTH CARE



Medical Camp by Arogya

Arogya: Health: The Ultimate Wealth

A healthy mind, a healthy body and a healthy spirit is the motto of this group. Regular visits to family, paediatric, oncology and haematology wards in Naval Hospitals are made to ensure patients' comfort and care, as well as to spread a message of solidarity and cheer among the Naval family members. In

collaboration with the medical departments, talks, seminars and discussions are organised to address various health issues. Medical camps for detection and cure of diseases are organised regularly in all the regions. Healthy Baby Shows and Walkathons for noble causes such as AIDS and Cancer awareness are also organised.



Counselling Session

Professional Counselling: Healing Touch

Professional counsellors are appointed by NWWA to ensure professional and timely help to all families. Confidentiality is maintained and families are encouraged to use this facility to help them cope with a wide variety of issues including marital problems, parenting issues, learning disorders, coping with stress etc.

SOCIAL WELFARE

Spارش : Reaching Out to Other Communities



NWWA believes in reaching out and taking the responsibility for upliftment of the communities, outside the Naval community, through its various outreach programmes. Whether it is the fisherman community, the ethnic weaver groups, orphanages or old age homes, NWWA organises numerous programmes to address their financial, emotional and employment needs. Donations of ration, clothes, stationery, medicines, blankets and other utility items are made to meet the daily requirements of the needy at orphanages, old age homes and destitute homes. Health and sanitation camps are conducted at weaver's colonies to improve their living conditions.



Care for Patients in Hospitals

Prerna: Inspiration to Overcome

It is a tri-services group that lends a helping hand at cancer wards and provides moral support to patients at hospitals in different regions.

ENVIRONMENTAL CONSERVATION

Prakriti : Care for Environment



Tree Plantation Drive

One of the primary concerns of NWWA is to create awareness about our environment and its preservation among the Naval fraternity, especially children. Indoor and outdoor activities, which are educative as well as filled with fun, are carried out so that the community becomes conscious of the three R's - Reduce, Reuse and Recycle waste for a better, cleaner, healthier tomorrow. Walks, slide shows, films etc. are organised to promote awareness about conservation of natural resources, global warming, pollution control etc. This arm of NWWA addresses the burning issue of environmental conservation in all the regions.

VOLUNTEERS OF NWWA

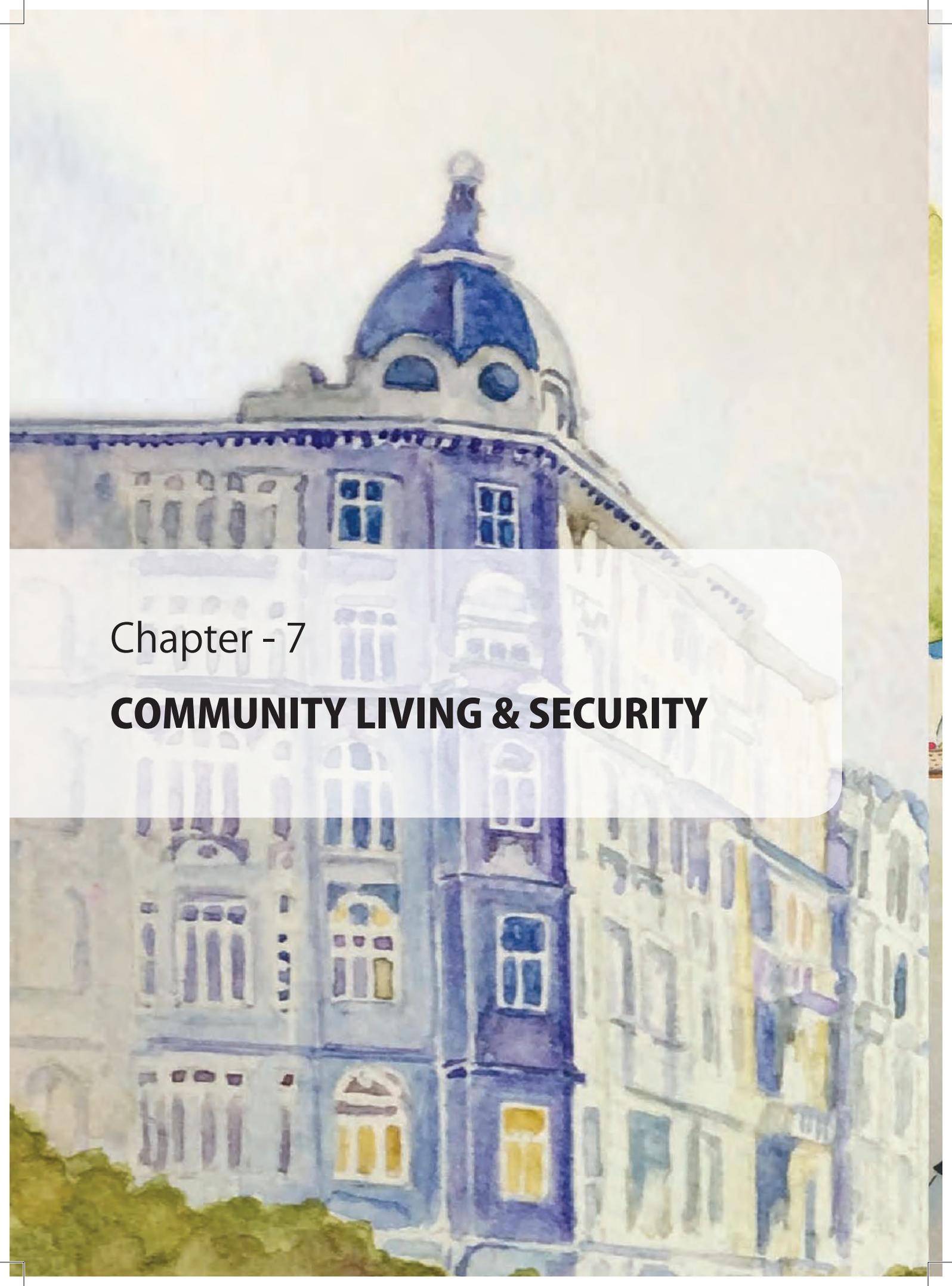
A NWWA volunteer does not require any special skills. You have to be dedicated and should have a positive attitude. As a NWWA volunteer you not only develop a bond with the other members but also grow as a person.

The wife of any Naval personnel, irrespective of her qualifications and background, can make a significant change to NWWA. Each one of us can contribute to this selfless organisation and benefit from it. Even a working woman can spare some time from her busy schedule to volunteer for NWWA, if she chooses to do so.

NWWA has involved itself with all facets of community living and works endlessly to fulfil the tasks it has set out to achieve.

Working as a volunteer of NWWA enables us to influence our surroundings and make our community a better place to live in. It gives us a sense of great satisfaction and joy to be a part of this noble organisation.



A watercolor illustration of a multi-story building. The central part of the building is painted in shades of blue and purple, featuring a prominent blue dome with a small finial on top. Several windows are visible, some of which are painted in bright yellow, suggesting they are lit from within. The rest of the building and the background are rendered in lighter, more muted tones of blue, grey, and white, with soft, blended edges characteristic of watercolor painting. The overall style is artistic and somewhat ethereal.

Chapter - 7

COMMUNITY LIVING & SECURITY



CHAPTER 7

COMMUNITY LIVING AND SECURITY

The Navy comprises personnel from different parts of the country and different walks of life who come together to form a single community, representing 'Unity in Diversity'. When they get married, their young brides too become a part of this community and it becomes important for them to integrate into this family and benefit from its rich traditions. While their husbands are away at sea for long periods, the Naval personnel's wives have to take the responsibility of managing their houses, looking after their

children and doing other household tasks.

On one hand due to the advancement in the fields of technology and communication distances have been reduced, but, it has also made us more vulnerable to our enemies' attempts to steal information. In today's world the security of our Nation cannot be left solely in the hands of Government and security personnel. As a Navy sailor's wife, it is our responsibility to educate our children and other dependents on these subjects.

Community Living

In Naval service there are times when our husbands have to go on long sailings, courses or for other important assignments. During these times we face various difficulties and also get a chance to interact with our neighbours and other members of the community, who help us overcome these challenges. 'Community Living' means living together and bonding with each other. We should work together to keep our environment and residential areas clean, ensure security and build good relations between the members of the command.

Our Naval bases and stations are located in metropolitan cities like Mumbai,

Vishakhapatnam, Kochi and Delhi. In these cities we get ample facilities and special privileges and this should encourage us to become responsible citizens. It is a matter of pride that our residential areas are admired and regarded by the civilians as perfect examples of community living. The infrastructure within our residential areas include schools, hospitals, banks, hostels, shopping complexes, sports facilities, cinema, institutes, etc. to improve our quality of life. As part of the Naval family, it is our duty to make our community and surroundings a better place to live, by keeping it neat and clean and well maintained

Spirit of Ideal Citizenship in Naval Community

The credit for beautification, greenery and upkeep of the Naval areas goes to the Naval administration and personnel working with it. They work day and night and ensure that we live happily in a peaceful, healthy and clean environment. Our contribution in supporting them is very important. Certain facts which should be kept in mind are :-

- Throw garbage in the dustbins. Keep surroundings clean, as you keep your house tidy.
- Throw Biodegradable and Non-Biodegradable waste in separate bins.
- Follow road etiquettes while driving as well as walking. Walk on footpaths only.
- Do not make noise/ light fire crackers on road or common areas.
- Do not get involved in children's fights.
- If you are staying on the upper floor, you should look after the people staying on the ground floor. Do not throw garbage or water in their house/ in common areas.
- Do not pollute the area.
- Do not damage plants/ trees and do not pluck flowers / leaves.
- Do not fight over water. If there is scarcity of water, try to use it economically.
- If your neighbour is out on sailing or ty-duty, you should help his family members.
- Behave in a dignified manner when you are at public places like hospitals, cinema halls, canteen and ration stands. Always stand in a queue and give priority to old and differently abled.
- Do not litter in lifts, gardens and other public places.
- Neighbours belonging to different regions, speaking different languages should have cordial relations. Interact with your neighbours and understand each other's customs and festivals and respect them.
- If any problem arises, do inform superior authorities.
- Give respect to other members of society, especially elders and superiors of your husband.
- Greeting/wishing others is a sign of good upbringing and etiquettes. The way we expect our children to wish elders, similarly you are also required to wish others.



Security

Security is not the responsibility of security personnel only. It is the responsibility of each and every citizen. Certain points to be kept in mind are as follows:-

- Encourage the security guards to check your Identity Card at the gates.
- Co-operate in security exercises.
- Inform Naval Police about suspicious people and strangers in residential area.
- If you come to know about official information, do not discuss it with others .
- Do not spread rumours and do not give any attention to them.
- Do not discuss your husband's sailing programme or ship's details on phone or in public places.
- Do not upload photographs of ships, submarines or aircraft on social networking sites. Do not upload your husband's or his friends' photos in uniform.
- Avoid sharing official or personal information on Internet or e-mail as it might invite the enemy to take undue advantage.
- Do not talk about any information related to Navy especially a ship's programme, in public.
- Don't be friends with unknown people. Do not invite new friends about whom you don't know properly (especially facebook/whatsapp friends) to your home/Naval residential areas/Naval dockyards for visit.
- It is mandatory for foreign nationals (friends or relatives of Naval families) to take permission from higher authorities to visit Naval residential areas.
- Do not invite foreigners without permission.
- Your civilian friends should also follow these security instructions.



Do not discuss about your husband's sailing programme in public places.

Information Security



Be careful while speaking on the phone, especially regarding work-related issues, such as appointments, transfers and sailing programmes of ships/submarines. Considering the importance attached to these issues, there are times when we unknowingly disclose such information which might sound 'innocent', and 'personal', but is actually delicate and confidential. Sharing of official documents, presentations, photos, etc on phone/ internet/ email/ social networking sites is a crime under IT act and should not be done. Divulging such sensitive information on internet not only makes you vulnerable but is also a serious threat to national security.

Use of Social Networking Sites

- Today the internet is a powerful tool and has become a part of our lives. However, we have to be careful whilst accessing unknown or spurious sites or interacting on social media.
- Do not divulge any information regarding your husband's work on social networking sites. Avoid discussing the whereabouts of your husband or of a particular ship in casual conversation, or with friends on whatsapp, facebook or email. Also, speaking about such matters on the cell phone should be avoided.
- There are many 'pages' or 'groups' on social networking sites that look or pose as official sites of the Indian Navy. Beware! these could be of doubtful nature and may try to trap you and your families.
- Do not upload photographs of official Naval functions involving ships, submarines, etc. on these sites as it might amount to compromising national security.
- It is not appropriate to upload personal pictures with objectionable or controversial contents/comments.
- Do not share operational information such as station/unit of transfer, details of ships and their location, sailing programmes or planned exercises and employments. Such information could compromise the security and safety of Naval personnel and assets.
- Never post any confidential or personal information (date of birth, identity proof, service particulars, address, bank details, credit/debit card account numbers etc). Do not register at any networking site that asks for such information.
- Most of the sites have an option of privacy. Check your settings regularly so that unknown people cannot access your profile.
- Do not download unknown applications. Some of them may have been created to access, penetrate into your profile or account.

CHAPTER - 8

SOCIAL GRACES



CHAPTER 8

SOCIAL GRACES

Social graces are skills used to interact politely in social situations. They include good manners, etiquettes, dressing sense, communication and conduct. The Indian Navy not only has its unique traditions but also expects social graces from its members. It is of importance for us, as Naval wives, to be well versed with the social etiquettes so that we could portray the poise and grace expected of us.

The following article has been carefully written to help our newly married ladies in understanding this important facet of Naval life.

Everyday Courtesies

The Navy is a small community and our conduct and behavior is watched by everyone. Thus, it is important that we imbibe some basic courtesies in our everyday life. These are nothing new, but have been taught to us right from childhood. A quick reminder of these virtues is as under:-

- Wishing elders has been our Indian Culture and has been taught to us since childhood. It shows good manners and our upbringing. Wishing 'Good morning/ afternoon/ evening' or a simple 'Namaste' to all elders, senior ladies and officers will always be appreciated and reciprocated.
- Punctuality is a trademark of a defence personnel and by virtue of being married to one it is also expected from you as well. Ensure that if you have to attend an official or social function, you are at the venue five minutes before the time given to you. Even if you are invited for dinner or a get together at a friend's house, do not make them wait, and be there on time.
- In official functions, the seating is marked as per the Rank, or Enclosure wise for 'Officers', 'Senior Sailors' and 'Junior Sailors'. Take your seat accordingly.
- It is a Naval custom that on completion of any function/ get-together/ event, the departure is in order of seniority. Never leave the venue before officers/ sailors who are senior to your husband.
- Naval society teaches us to share. Since we live in close knit society, all amenities are for everyone. Thus, be courteous in using common spaces of buildings, parking places near house and market, etc. This means that you should not keep your luggage in stair/ common areas of your building, or park your vehicle in such a way so as to make it inconvenient to others, or waste water, etc.
- You will find that there are a number of sailors on duty in facilities near our accommodation eg. security guards at gates, Naval petrol pump, gas agency, ration distribution counters, hospitals etc. Be polite with them and cooperate in their functioning.
- Talk softly in your house. As a general rule, what you talk in one room should not be audible to people in other rooms.

- Do not play loud music at odd hours, or perform religious ceremonies in common areas/ using loud speakers, or organize late night parties in the open. The comfort of others should be taken into account when planning such events.
- Be a good neighbour. Help your neighbours and respect their privacy and comfort.

Dressing Etiquettes

“Being well dressed is a beautiful form of politeness”

As a Naval wife you will be expected to be a part of various social gatherings and will be expected to dress accordingly. These may be broadly divided into three categories - formal, semi- formal and casual

Formal Attire. A basic rule to be followed is that when your spouse is in uniform or in shirt and trousers you are expected to wear a sari or traditional salwar suit with a dupatta. This code is to be strictly adhered to in all formal gatherings. For example Milans, ship visits and ‘Barakhana.’



Semi-Formal Attire. Semi-formal occasions include Diwali Mela, Navy Week, Community centre events, NWWA Centre events, etc. Here the dress code is similar to the formal dress code except that it allows greater flexibility in the type and form of salwar suits

and saris that may be worn. A thumb rule here is that whenever your spouse is dressed in semi-formal attire (eg. half sleeve shirt and trousers), you follow the semi-formal code (eg. semi-formal kurtis, etc).



Casual Attire. There are various other commitments and gatherings where one can dress casually. This would include going to the market, visit to a friend’s house, visit to the hospital, visit to the school (NCS), a movie hall or a family outing. Here dresses like kurta and chooridar, pants and tops, leggings with long tops, etc may be worn.



One has to remember that whatever we wear we should look graceful and elegant in it. “Clothes maketh the woman”and rightly so.

We should spend some time thinking, visualising and deliberating about our appearance. This will ensure that we never go wrong with our clothing.

Another point that needs mentioning is our make up and hair-do. We should ensure that the make-up we do should compliment us. It should neither be bold nor loud. Subtle make up enhances our beauty and looks elegant.

Similarly, if our hair is long, it should be neatly tied either in a bun or plait so that it doesn't cover our face. If we choose to leave our hair open, we should have a neat hair cut. The bottom line is that our face should be clearly visible at all times.

Manners in the Dining Area

Your conduct during meals on social occasions is as important as dress etiquettes. At these gatherings, it is customary for the ladies to serve themselves before the gentlemen.



Please do not crowd at the serving counters in a buffet, instead queue up in an orderly fashion and wait for your turn.

Do not overload your plate. Take as much food as you would be able to eat, it is bad manners to waste food.

After finishing your meal put your used plate in the area marked for it. Do not leave it lying around carelessly. Avoid tossing empty paper cups, napkins, paper plates, etc. on the floor. Use a dustbin instead.

Whilst eating, avoid talking with your mouth full.

These social gatherings are a platform for you to interact with other members of the Naval community and you must make an effort to introduce yourself to other ladies present. This would help you to bond with each other.

It is customary to thank the host before leaving the venue. In a large formal gathering/ official function, wait for your seniors to leave before you do.

When Corresponding

In today's day and age, we are all tech savvy and have easy access to internet. Hence it is important to observe the following guidelines while corresponding:-

Returning E-mails/ messages. Try your best to respond within 24 hours.

Expressing Gratitude. When you receive a gift or someone does you a favour, send a short handwritten thank you note.

E-mail/ SMS/ Whatsapp Greetings and Sign-Offs. It's OK to drop the "hello" and "many thanks" after some back-and-forth. Pay attention to a person's signature. Does she go by her full name or a nickname? Then opt for her choice in future correspondence.

ReplyAll. Click this when you need to address the whole group. But if what you have to say concerns only the organiser, spare everyone else.

Manners while Travelling by Public Transport

Armrests. The person in the middle seat gets both, because he doesn't have the aisle armrest or the window to lean on.

Headphones. The volume shouldn't be so loud that your seat mates can hear it.

Putting Your Feet Up. Please refrain from putting your feet on the seat or leaning them against the seat in front.

Crying Kids. There's not much you can do except slip on ear plugs and offer a sympathetic look to the parents, who already realise that the noise is disturbing everyone on board.

Giving Up Seats. Please stand up and let pregnant women, young children, the elderly and anyone with a physical impediment to use your seat.

- All in all be an understanding traveller and remember your basic courtesies.



Manners for Evening Out

Evening out is family entertainment time and therefore we must adhere to certain code of conduct to make it enjoyable for everyone.

If we choose to watch a movie or a play in an auditorium, we must remember to move cautiously to our designated seat without troubling others who are already seated.

It goes without saying that at this point our mobiles should be on silent and if we are needed to take a call we must go outside and do so.

Smartphone Etiquettes/ Digital Decorum

Since, Smartphones are now an intrinsic part of our lives we sometimes forget our phone etiquettes.

While we all enjoy posting pictures of our friends and family on social media, we should remember that whatever we post on the internet can never be completely deleted or retrieved. As Naval wives, we have a great responsibility towards the nation and we cannot post pictures of our men in uniform or disclose their service locations. This is a major offence and can be prosecuted.

Our children are also made aware of the issue at schools, where expert teams talk about cyber security and safe internet usage.

We should regularly talk to our children about the same and monitor their internet usage. This is for their own safety and should be clearly explained to them.

Housekeeping

Social graces include virtues of house keeping and hygiene of self and surroundings. This means we should keep our homes well maintained both inside and outside; keeping in mind that whatever we put outside our home reflects on us. For example, if we hang clothes outside, the impression we create is of shabbiness and of being uncultured. Whereas, if we decorate the exteriors of our house with potted plants and beautiful artefacts it shows care and elegance. It is also our duty to keep our surroundings like shopping complex, parks, etc clean by throwing the garbage in the dustbins only.



SOCIAL GRACES



Do not crowd at the food stall.



Always wait for your turn in a queue.



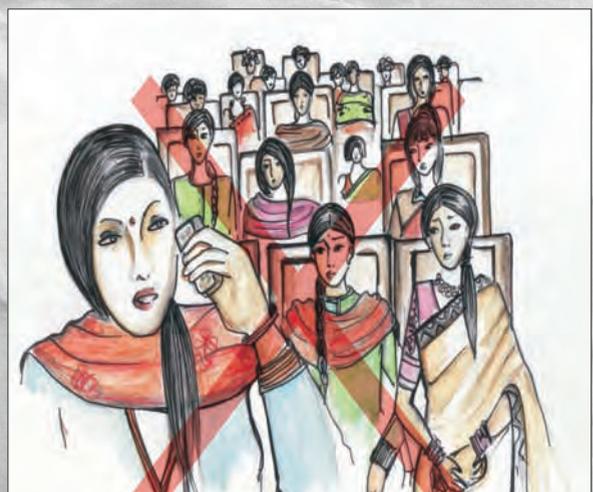
Don't dry your clothes on the railing of balcony.



Please dry your clothes on the stand provided in the balcony.



Leave your child at a crèche before you go to a Get Together.



Don't use your mobile phone while attending a Get Together.

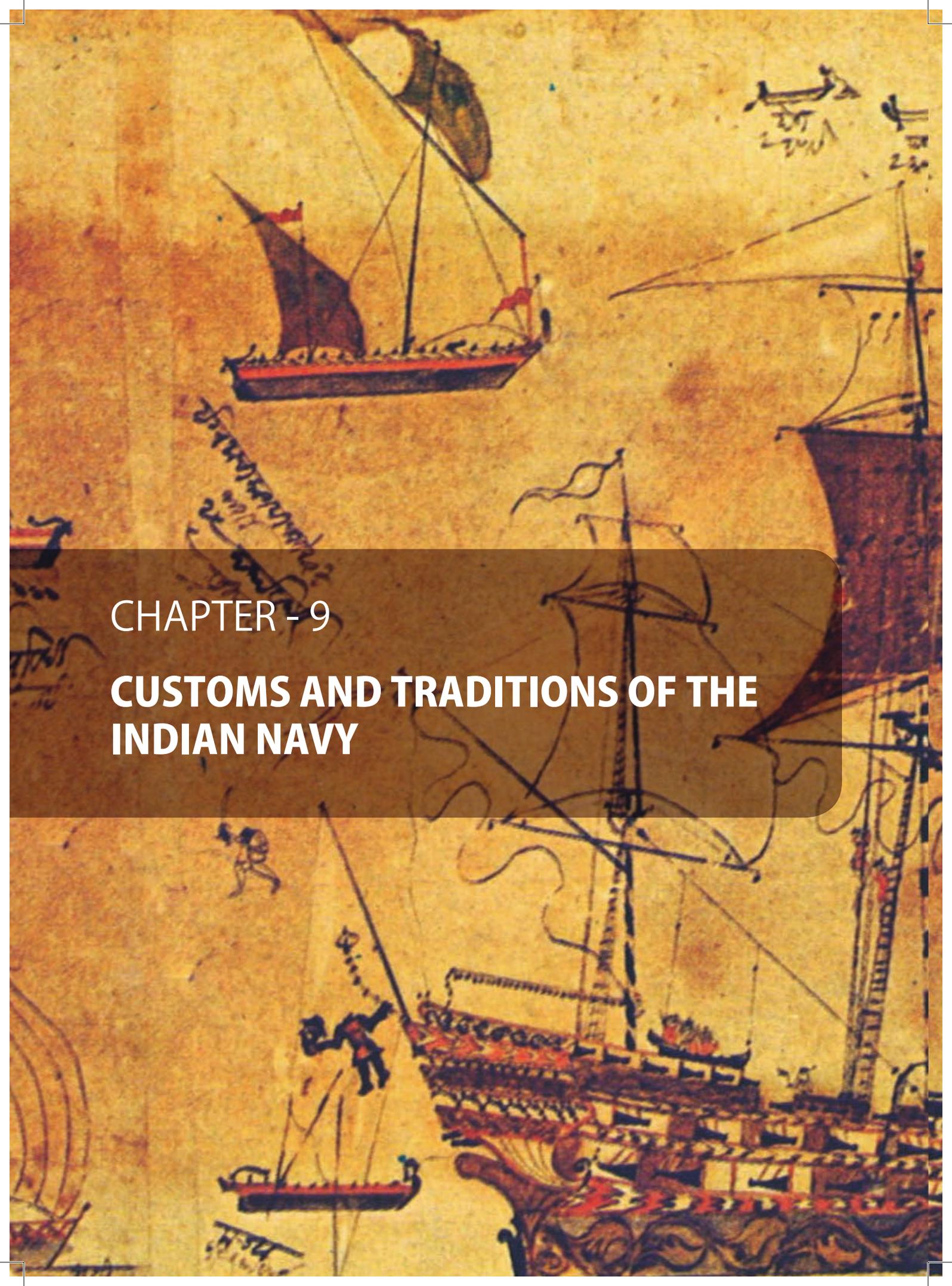


Through the storms, the action and wars..
You rise above, you've gone beyond;
Maintained a calm throughout, Oh you!
And the oceans have remained a turquoise blue.

Sharpening the weapons, polishing our pride!
Creating an armour, outdoors and inside!
Nothing can touch, can break, can fight;
"Veerangana", you hold our ship, you rise!

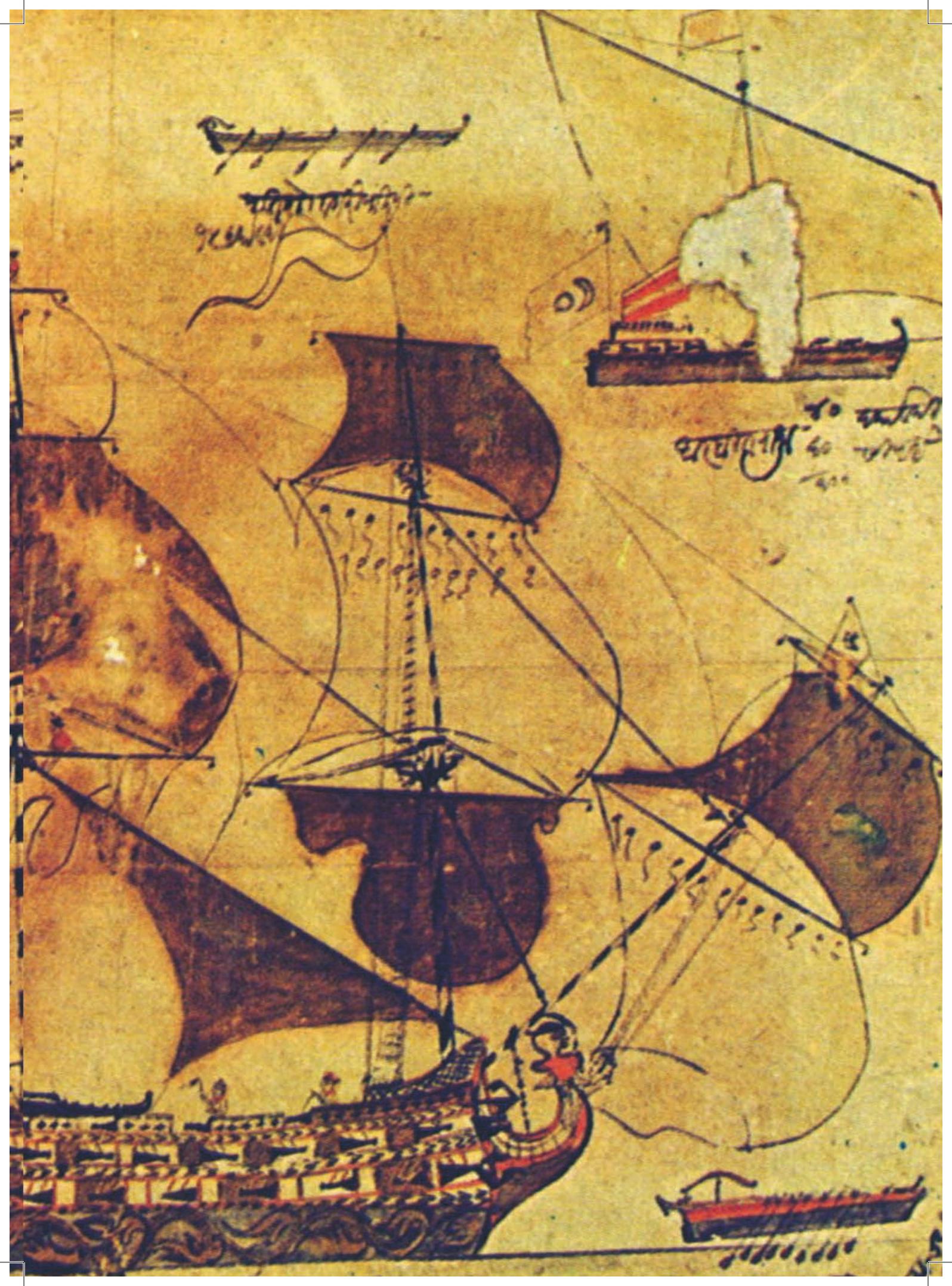
- Vidhi Bajpai





CHAPTER - 9

**CUSTOMS AND TRADITIONS OF THE
INDIAN NAVY**



CHAPTER - 9

CUSTOMS AND TRADITIONS OF THE INDIAN NAVY



Customs and traditions are important to provide a unique identity to a group or community and keeping its members united. The Navy has its own unique traditions, which originated centuries ago and were refined with the changing times. Since the Navy is all about the seas,

most of these traditions are followed on board ships or at sea. Every sailor and his family must be aware of these traditions and should be proud of following them. Some of the important customs and traditions in the Navy are explained in the succeeding paragraphs.

Pulling Regatta

'Pulling Regatta' is a prestigious event, where officers and sailors compete in 'Whaler' boat rowing. Personnel prepare very hard for this event and practice rowing the whaler boat for months prior to the competition. Winning the 'Regatta' is considered as proof of the might and spirit of any ship. The winner of the 'Regatta' is awarded a trophy in the shape of a rooster, and thus one can hear loud cheers of 'Murga Kiska' on the day of the competition. Betting of small amounts is also permitted on the Regatta day and people place bets on their favourite boat. The ship with maximum wins in the various races receives the prestigious trophy and is called the 'Cock Ship' of that year.



Boat Pulling Regatta

Families' Day at Sea

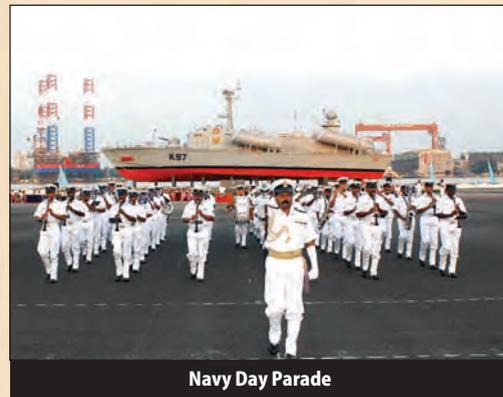


Our sailors remain at sea for long durations and safeguard the country from any threat emanating from the seas. Their family members get an opportunity to witness their work and routine onboard a ship at sea on Families Day at Sea. This is one day when the sailors' family members and relatives can join them onboard a ship for a sea sortie. The family members embark the ships of the fleet in harbour

and then sail out for a day long exercise, which includes replenishment at sea, aircraft operations, firing of weapons, etc. The opportunity to witness warship operations in real time is a unique privilege available only to the family members and friends of Naval personnel. This experience is especially interesting for children.

Navy Day

The Fourth of December every year is celebrated as Navy Day in commemoration of the Indian Navy's successful attack on Karachi harbour during the 1971 war. On this day, warships of the Indian Navy closed Pakistan's coast and carried out coordinated missile attacks resulting in heavy damage to Karachi harbour and Pakistan Navy ships. This attack played a big role in the overall defeat of Pakistan in the war. To celebrate this victory, various events/ programmes are organised every year. Warships, establishments and dockyards remain open for the general public to visit. Events such as lunch for veteran sailors, Navy Day Mela, performance by Naval Band, entertainment programmes, community welfare events and competitions are also organised. This is a great opportunity for people of our country to learn about the Navy. The highlight of this day is the famous Op Demo (Operational Demonstration) wherein warships, submarines and aircraft of the Navy demonstrate their operational readiness.



Naming and Launching of a Ship

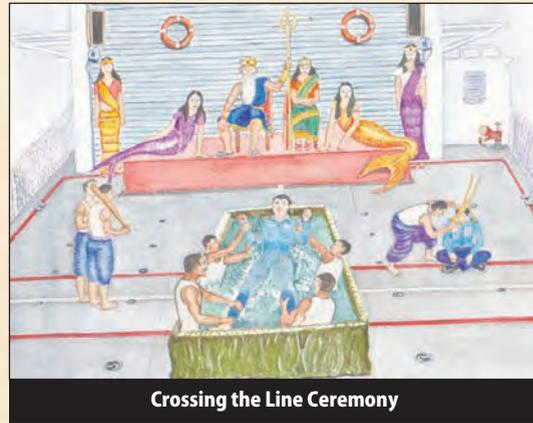
Ships are built in dry docks or slipways. On completion of construction, the launch of the ship into water and her naming is celebrated in a grand manner. The honour of launching and naming the ship is given to a lady. The newly-built ship is decorated by wrapping it with bunting in national colours and a religious ceremony is performed. The lady who performs the ceremony, breaks a coconut on the ship's hull. Thereafter, the ship is slowly slipped into the water where it will spend its life. In essence, the ceremony is like the birth and naming ceremony of a child.



Naming and Launching of a Ship

Crossing the Line

Whenever a warship crosses the Equator, 'Crossing the Line' ceremony is organised on board to gratify Lord Varuna, the lord of the oceans. In the ceremony, a sailor dressed as Lord Varuna, with a trident in hand, sets up his court on the deck of the ship. He is accompanied by his two wives – Ganga and Yamuna. His royal court has a barber, a doctor, a dentist and mermaids, who carry their instruments, normally used to give comic punishments to officers and sailors of the ship. All these characters are selected with a lot of caution. Punishments include dancing with the mermaids, massaging with ship's grease and diesel, drinking sea water etc. A large canvas pool filled with sea water is made, in which almost everyone including senior officers have to take a dip.



Crossing the Line Ceremony

Stone Frigate



In the Indian Navy, establishments located ashore are also called ships and their names are prefixed with the title 'Indian Naval Ship'. These establishments are also called Stone Frigates. Various areas in these Stone Frigates are also named like different parts of the ship. For example, the naval base in New Delhi is called Indian Naval Ship India. In INS India, the area where the flag is hoisted is called the Quarter Deck, the hospital is Sick Bay, the kitchen is the Galley, the Administration Block is the Ship's Office and Officers' Dining Room is known as Ward Room. This nomenclature is to ensure that no one forgets that the essence of the Navy is a ship. It also helps in simplifying the transition of sailors from ship to shore and vice-a-versa.

Ship's Bell

Every ship has a large brass bell which is normally placed at the gangway or the quarter deck. The Ship's name and year of its commissioning is engraved on this bell. In the old days, there were no watches to keep time. Thus, a sailor called the Quarter Master used to maintain time at the entrance of the ship and would ring the bell in a specified manner. Now-a-days these bells are placed onboard ships for ceremonial purposes and rung on events such as ringing in the New Year.



Saluting Ladies at the Gangway



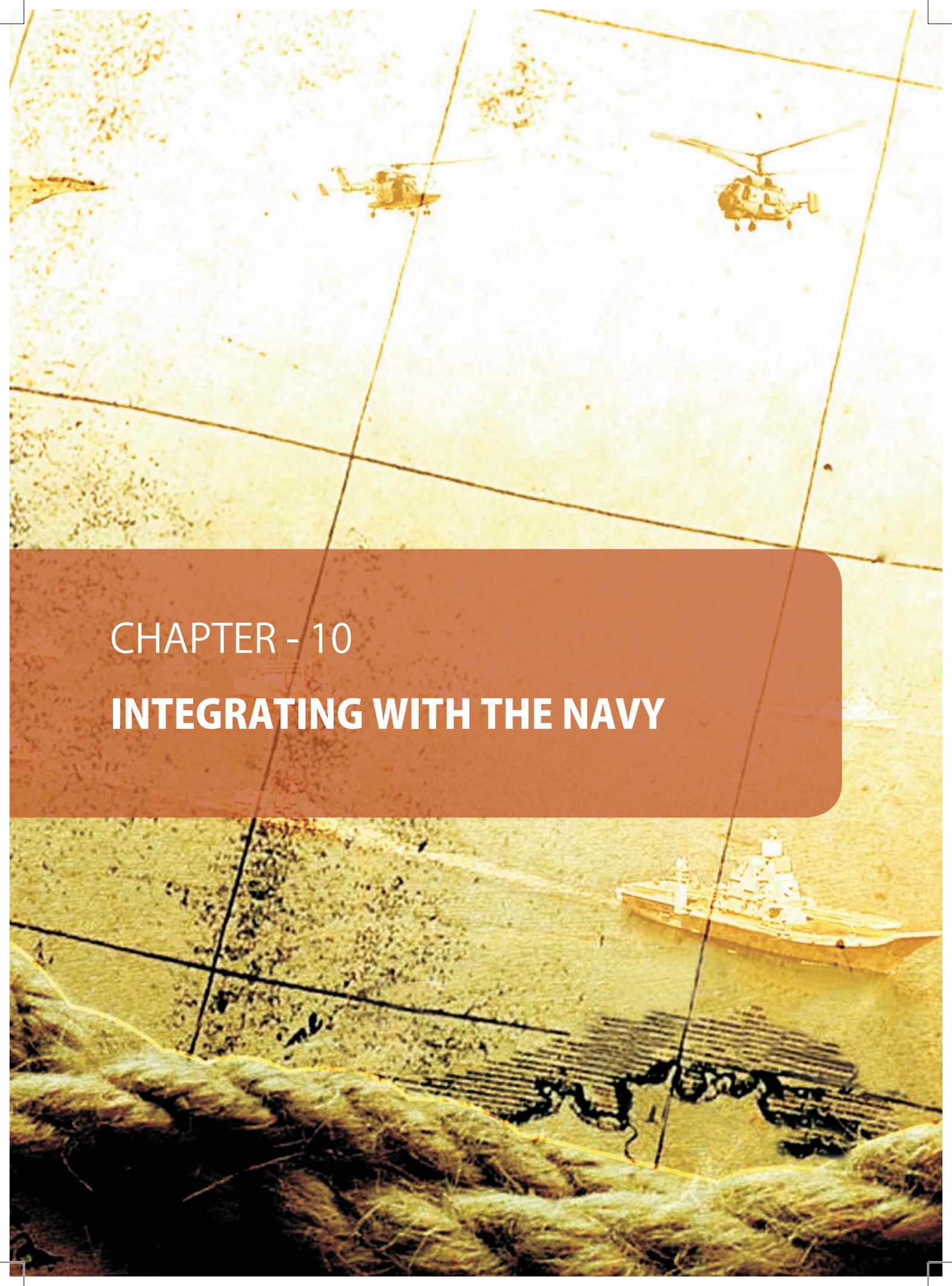
Saluting Ladies at Ship's Gangway

The Indian Navy has a tradition of saluting all ladies entering the ship. This tradition is in vogue from the times of the Royal Indian Navy. As a Naval wife you should understand that the gangway staff salutes you as a mark of respect and you must return the compliment by greeting 'Good Morning/ afternoon / evening' or a traditional 'Namaste'.

The traditions of the Indian Navy are unique and important. Every sailor of the Navy is proud of its culture and traditions. You, as a Naval wife must know these traditions and feel honoured to be spouse of a man who is part of a family with such rich culture.

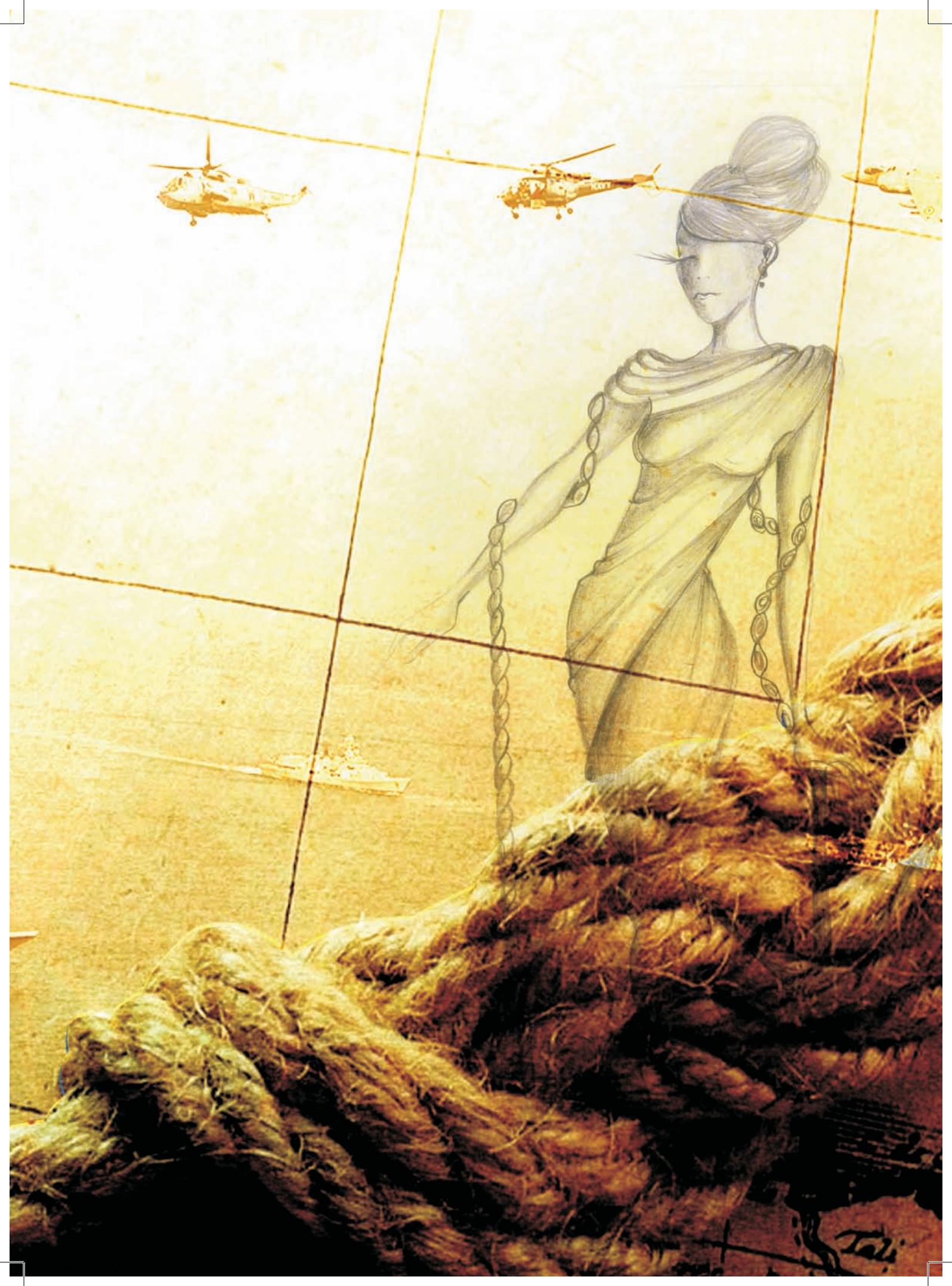


Indian Navy Contingent at India Gate

An aerial photograph of a map with a grid overlay. Two helicopters are positioned in the upper half of the map, and a large ship is visible in the lower right quadrant. The map shows various terrain features and lines. A semi-transparent brown banner is overlaid on the bottom half of the image.

CHAPTER - 10

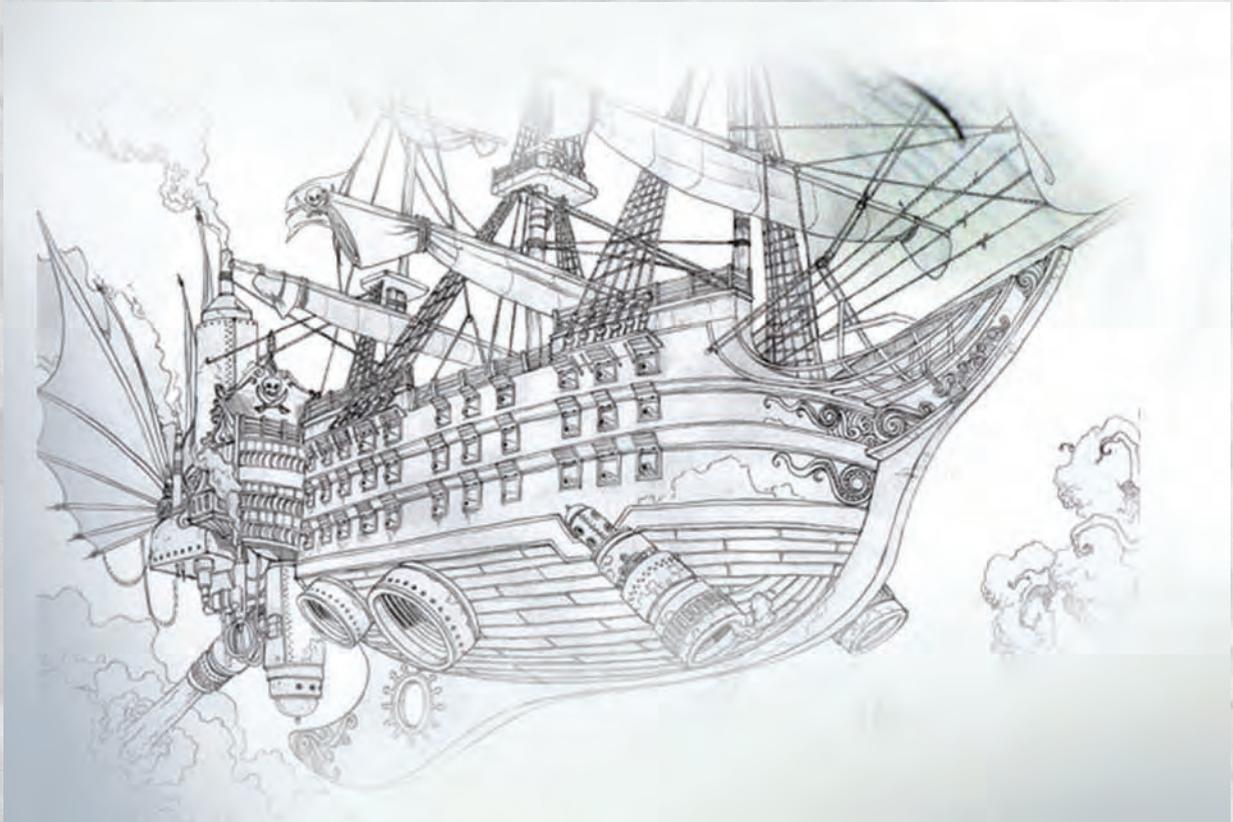
INTEGRATING WITH THE NAVY



Tali

CHAPTER – 10

INTEGRATING WITH THE NAVY



You have started a whole new life. A life which is very different from the civilian world from where you have arrived. This is the life of a mariner's family. Your husband works in a different environment where the traditions, customs, working culture and even the language is totally different. Since you are a part of this family, it is important for you to learn about this life and adapt it. We know it is our duty to ensure that your integration into the Navy is smooth. Thus, in this chapter we will discuss about your husband's work place. We will tell you about ships, submarines, aircraft, rank structure and uniform.

Ship in the Indian Navy



Aircraft Carrier



Destroyers



Frigates



Corvettes



Landing /Amphibious Ships



Mine Sweepers



Missile Vessels



Patrol Vessels



Tankers



Research / Survey Vessels



Training Ships



Auxiliaries

Submarines in the Indian Navy



Nuclear Submarines



Sindhughosh Class



Shishumar Class



Scorpene Class

Aircraft in the Indian Navy



Fighters



Maritime Reconnaissance



Helicopters



UAVs

Shore Establishments in Indian Navy

INS India, New Delhi

INS Angre, Mumbai

INS Circars, Vizag

INS Venduruthy, Kochi

INS Hansa, Goa

INS Kadamba, Karwar

INS Sardar Patel, Porbandar

INS Dwarka, Okha

INS Netaji Subhash, Kolkata

INS Adyar, Chennai

INS Parundu, Ramnad

INS Kattabomman, Thirunelveli

INS Chilka, Balugaon

INS Zamorin, Ezhimala

INS Shivaji, Lonavla

INS Hamla, Mumbai

INS Valsura, Jamnagar

INS Jarawa, Port Blair



Ranks and Stripes/ Badges/ Insignia in Indian Navy

Rank	Officer's Badge / Insignia	Rank	Sailor's Badge
Admiral		Honorary Lieutenant	
Vice Admiral		Honorary Sub - Lieutenant	
Rear Admiral		Master Chief Petty Officer Ist Class	
Commodore		Master Chief Petty Officer IInd Class	
Captain		Chief Petty Officer	
Commander		Petty Officer	
Lieutenant Commander		Leading Rate	
Lieutenant		Seaman Ist Class	NIL
Sub Lieutenant		Seaman IInd Class	NIL

Ranks and Stripes/ Badges/ Insignia in the Indian Navy

Name	Sailor's Badge	Name	Sailor's Badge
Surface Warfare		Air Support Specialisation	
Submarine		Good Conduct Badge I	
Marine Commando		Good Conduct Badge II	
Diver		Good Conduct Badge III	

Promotion to Officer Rank

There are two schemes of promotion in the Indian Navy where the traits of hard work, sincerity, skill and talent find due recognition and promotion is given on the basis of these very qualities. These two schemes are as follows:-

CW Scheme

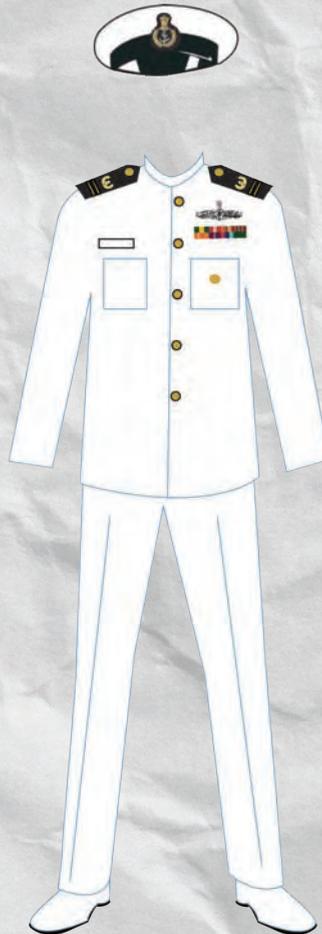
SD Scheme

Naval sailors' having leadership qualities and age as per prescribed rules, are given an opportunity for promotion to the Rank of officer under CW Scheme and SD Scheme. These officers can also attain higher ranks based on their continued good performance. Therefore, every Naval Personnel should do his work with efficiency and dedication.

Naval Uniforms



Dress Number 1
Winter ceremonial dress

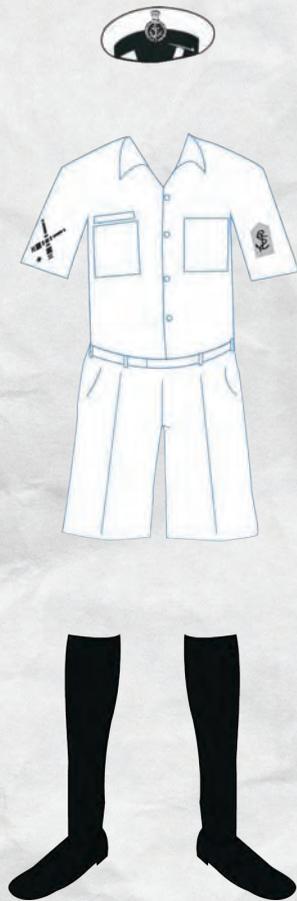


Dress Number 2
Summer ceremonial dress

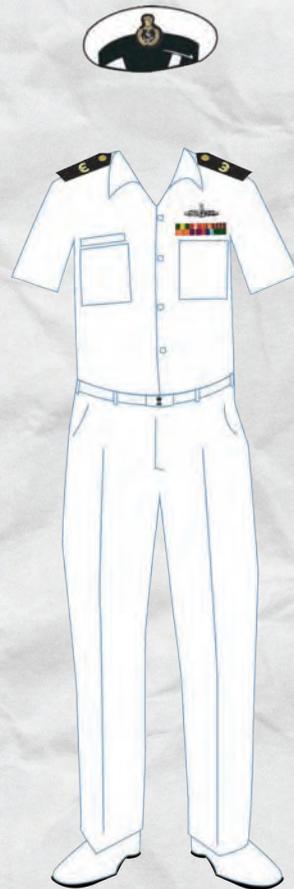


Dress Number 7
Winter working dress

Naval Uniforms



Dress Number 8
Summer working
dress



Dress Number 8A
Summer working
dress



Dress Number 9
Overalls

Naval Uniforms



Dress Number 10
Blue working Dress
generally worn at sea



Dress Number 10A
Summer working
dress normally worn
on Fridays



Women in Whites : Discovering New Horizons

FACILITIES IN MAJOR NAVAL STATIONS

Delhi

Chanakya Bagh (Chanakyapuri)

- Shopping Complex, Near Nau Sena Bagh
- Transit Accommodation
- Schools – Navy Children School and Little Angels
- School for Special Children Sankalp
- Facilities in NWWA Centre
 - Sewing Classes
 - Family Clinic
 - Welfare Centre
 - Block Printing Centre
- Swimming Pool
- Gymnasium
- Basket Ball Courts
- Volley Ball Courts
- Football Ground
- INCS Extension Counter
- NWWA Library
- Beauty Parlour
- Children Park
- Varunika Auditorium and Movie Hall
- SBI ATM
- Temple
- RO Plant – for drinking water

Naraina Bagh (Naraina)

- Shopping Complex
- Transit Accommodation
- School – Kendriya Vidyalaya –III
- RO Plant – for drinking water
- Facilities in NWWA Centre
 - Sewing Classes
 - Family Clinic
 - Community Hall
- Gymnasium
- Basket Ball Courts
- INCS Extension Counter
- NWWA Library
- Beauty Parlour
- Children Park
- Joggers Park

Palam Bagh (Palam)

- Facilities in NWWA Centre
 - Sewing Classes
 - Family Clinic
 - Little Angles School
 - NWWA Library
- INCS Extension Counter
- Gymnasium
- Basket Ball Courts
- Volley Ball Courts
- Children Park
- ICICI ATM
- RO Plant – for drinking water

Mumbai

Old and New Navy Nagar

- Shopping Complex
- Transit Accommodation
- Schools
 - Navy Children School
 - Little Angels III and IV
 - Naval KG
 - Kendriya Vidyalaya I and II
 - School for Special Children – Sankalp
- Facilities in NWWA Centre
 - Kalyan Kendra I and II
 - Block Printing Centre
 - Naval Memorial Hostel
- Naval Girls Hostel
- Station Health Organisation
- Family Clinic I and II
- Sailor's Institute Tarang
 - Swimming Pool
 - Swagat Restaurant
 - Sagar Smart Party Hall
 - STD/ PCO Booth
 - Icecream cum Milk Booth
 - Dance Class
 - Track Finder Transport Service
 - Beauty Parlours
 - INCS Extension Counter
 - Family Clinic
 - Ladies Health Club
 - Chiraag Library
 - Cyber Café
 - INEP Study Centre
 - Creche

Kochi

- Facilities at NWWA Centre
 - Tailoring Classes
 - Spoken English Classes
 - Library
 - Counselling Centre
 - Creche
- Schools
 - Navy Children School
 - Little Angels,
 - Naval KG
 - Kendriya Vidyalaya I and II
 - Sankalp - School for Special Children
- Ladies Spa and Beauty Parlour
- Gymnasium
- Ladies Health Club
- Family Clinic
- Swimming Pool
- Shopping Complex
- Children Park
- SNC Gas Agency
- Sailor's Institute
- INCS Extension Counter
- Playfields / courts - Basketball, Volleyball, Football, badminton, squash

Vishakhapatnam

- Shopping Complex
- Schools
 - Navy Children School
 - Little Angels
 - School for Special Children – Sankalp
- Facilities in NWWA Centre
 - Sewing Classes
 - Family Clinic
 - Welfare Centre
- Swimming Pool
- Gymnasium
- Basket Ball Courts
- Volley Ball Courts
- Football Ground
- INCS Extension Counter
- NWWA Library
- Beauty Parlour
- Children Park
- Sailor's Institute

Terms from Sailors' Language

The sailors employed onboard warships and submarines have some unique traditions which they learn over years with regular practice and experience of being at sea. In the same way, they have a distinctive language which can be called 'sailors' or maritime' language. This language has some interesting nautical terms, which will be of interest to you. Meaning of some of the unique words used in the Navy are as follows:-

- **Ahoy.** A term to attract attention of other boats or ships.
- **All at Sea.** A terminology used for a confused or distracted person.
- **Secure.** A term used to describe the end of the day's work and start of shore leave for sailors.
- **MLR Liberty Men to Clean.** An announcement on ships/ submarines indicating clearance for married sailors to proceed ashore.
- **Stand Easy.** A tea break once in the morning at 1030 h and once in the afternoon at 1530 h.
- **Hands to Tea/ Lunch/ Dinner.** An announcement on ships/ submarines indicating starting of tea/ lunch/ dinner time.
- **Division.** Inspection of sailors by the Commanding Officer on board a ship/ submarine or establishment. Also, the term is used for division of sailors into different departments for ease of administration.
- **Daily Order.** Instructions / Orders for the next day issued by the ship's Executive Officer informing routine and activities planned.
- **Gangway.** Entrance of a ship or a Naval base.
- **Quarter Master.** A sailor who steers the ship at sea, and in harbour mans the gangway.
- **OOD.** Officer of the Day is an officer on duty who is responsible for safety and administration of the ship or establishment after working hours of the day.
- **Alongside.** When a ship/ submarine is tied to a jetty, she is stated to be along side.
- **Galley.** Kitchen of a ship.
- **Bara Khana.** A lunch organised by ships/ submarines/ establishments for sailors and their families on occasions such as Ship's Anniversary.
- **Port.** The left side of the ship.
- **Star Board.** The right side of the ship.
- **Master Chief Saab.** A sailor of the rank of Master Chief Petty Officer.
- **Chief Saab.** A sailor of the rank of Chief Petty Officer.



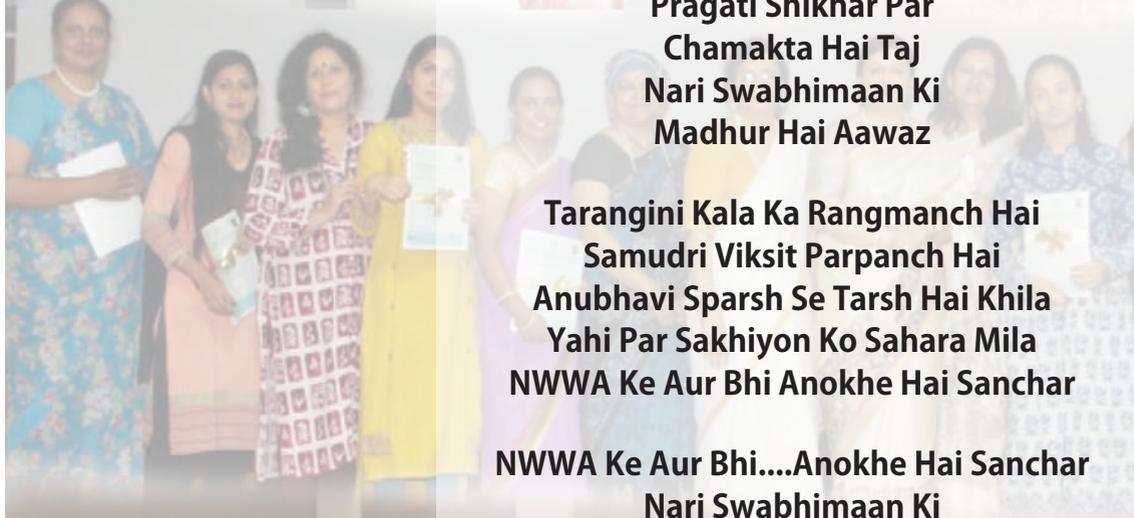
NWWA Par Sabhi Ko Hai Naaz

- Captain Sudip Sen

**Nari Swabhimaan Ki
Madhur Hai Aawaz
NWWA Par Sabhi Ko
Isliye Hai Naaz**



**Surakshit Ho Desh Ka
Aane Wala Kal
Sagaron Me Hai Viraj
Nausena Ka Bal
Nari Swabhimaan Ki
Madhur Hai Aawaz**



**Jagriti Aur Prakrati Sheersh Ang Hai
Aashirwad Aur Sankalp Abhinn Rang Hai
Pragati Shikhar Par
Chamakta Hai Taj
Nari Swabhimaan Ki
Madhur Hai Aawaz**



**Tarangini Kala Ka Rangmanch Hai
Samudri Viksit Parpanch Hai
Anubhavi Sparsh Se Tarsh Hai Khila
Yahi Par Sakhiyon Ko Sahara Mila
NWWA Ke Aur Bhi Anokhe Hai Sanchar**

**NWWA Ke Aur Bhi....Anokhe Hai Sanchar
Nari Swabhimaan Ki
Madhur Hai Aawaz
NWWA Par Sabhi Ko
Isliye Hai Naaz**



