

## **Candidates for military service**

### **Welcome!**

The Individuals Unit of the Recruitment Office is responsible for handling I.D.F. draftees regarding matters of financial aid and helping with economic, social or family problems.

In the near future, you will be invited for an interview at the Individuals Unit.

It is important that you arrive for your interview at the appointed time, with all the required documents prepared in advance, so that we can best handle your problems, before your draft date.

This bulletin will provide detailed information about all the various requests that may be submitted before you are drafted into the I.D.F. and about the documents required for each type of request.

**Note** that problems having to do with your conditions of service (if there are such) are not relevant to your personal situation.

### **Family payments**

Family payments are meant to provide minimal economic support to the family of an I.D.F. draftee. This support is mandated by law of the state.

Such a request invokes an examination of the maximal combined family income, and, once the request has been granted - the monthly amount of financial support to which the family is entitled is determined.

You may request such support for both parents, or one of them. If you are married, you may request it for your spouse; if you have one or more children, you may request it for your children; and if you are the legal guardian of a sibling, you may request it for your sibling.

Family payments are transferred directly into the bank account of the parents/spouse.

### **1. Documents required for processing a request**

- a. Your parents'/spouse's last 3 months salary statements (depending on the type of request).
- b. The last 3 months bank-account statements of your parents/spouse (depending on the type of request).
- c. Proof of the last 3 months Social Security benefits, if you get it.
- d. A photocopy of one of your parent's I.D. cards, along with the children's addendum (only for requests to get family payments for your parents).
- e. A legal writ of guardianship, when relevant.

- f. A request form for family payments, filled-out and signed by you and your parents/spouse (This form is available in the Family Payments Unit at all the Recruitment Offices/during the interview/at the draftees' website on the Internet at: [www.aka.idf.il](http://www.aka.idf.il)).
- g. Credit card reports from the last 3 months.
- h. A statement of your Israeli shekel credit rating (a general revaluation of your deposits).

**2. If you are recognized as a soldier entitled to family payments – you may get the following assistance:**

- a. A family payment stipend – a soldier, whose parents are entitled to receive family payments, will get a monthly stipend in his military salary.
- b. Holiday gift coupons - a soldier, whose parents are entitled to receive family payments, will also get coupons twice a year (at the Jewish New Year and at Passover) recognized at ca. 50 chain-stores, in addition to the monthly stipend in his military salary.
- c. A sibling stipend - a soldier, whose sibling is entitled to receive family payments, will receive such a stipend, which is determined in accordance with the sibling's entitlement, though this entitlement is usually granted to the most active sibling.
- d. Monetary credit towards the purchase of food products – this is examined and determined in light of the severity of the economic situation after the draft, with the exception of combat soldiers, who are automatically entitled.

**A married soldier**

**When a soldier marries during his/her mandatory military service, he/she is entitled to the following benefits:**

- a. Family payments – in some cases, the I.D.F. approves special family payments to married soldiers in mandatory service, when they meet the relevant legal stipulations.
- b. Marriage leave during mandatory military service - when a soldier marries during his/her mandatory military service, he/she is entitled to a 10-day honeymoon vacation (at the expense of his/her regular leave), and a one-time monetary grant equal to the wages of a private.
- c. Rent/maintenance costs – A married soldier living in a rented apartment is entitled to submit a request for partial rent coverage. This housing-cost benefit changes with each new, relevant submission.
- d. With the birth of a child during military service – a soldier becomes entitled to a one-time monetary grant equal to the wages of a private, an 8-day maternity/paternity leave (at the expense of his/her special leave).

## **A solitary soldier**

The I.D.F. helps solitary soldiers, who have no family support during their term of service (e.g. parents living abroad, solitary new immigrants, orphans, estranged soldiers). If you are a solitary soldier in need of assistance, you should turn to the Individuals Unit of the Recruitment Office and submit a request. After the request is examined, a written reply will be mailed to your home.

### **1. The documents required for a request to be considered:**

- a. A candidate for the draft who is a solitary immigrant – passport copy.
  - b. A candidate for the draft whose parents are Israeli emissaries abroad – an affidavit from the agency that sent the parents, indicating their return date.
  - c. A candidate for the draft whose parents have emigrated from Israel - an affidavit from the parents prepared before a military attaché at a consulate, regarding the reason for their departure, whether they intend to return.
  - d. A candidate for the draft whose parents are deceased – No presentation of permits is required.
  - e. A candidate for the draft who is estranged from his/her family – a report from a social worker or advisor accompanied by a recommendation from a recognized welfare agency.
- \* Bank-account statements.
  - \* Pay slips and credit card reports.
  - \* New Israeli Shekel (NIS) credit statements for the last 3 months.

### **2. If you are recognized as being a solitary soldier, you are entitled to the following assistance:**

#### **Monetary benefits**

- a. A monthly stipend – this stipend is issued monthly in addition to the military salary. The size of this stipend is 100% of a private's pay.
- b. Holiday gift coupons – the solitary soldier receives gift coupons twice a year (at the Jewish New Year and at Passover) recognized at ca. 50 chain stores.
- c. Partial payment of tickets for parental visits – the Friends of the Israel Defense Forces participates in the costs of flights made by solitary soldiers to visit their parents abroad once during their period of service, in accordance with I.D.F. criteria.

### **Entitlement to monetary support for purchase of food**

The I.D.F. helps soldiers with severe economic problems by granting them a food stipend. This benefit consists of regular monthly payments for the purchase of food products in the "Shufersal" supermarkets across Israel.

### **Housing benefits**

#### **Entitlement to housing benefits is contingent on the type of entitlement confirmed, based on I.D.F. criteria, as listed below:**

- a. Rent – A request for rent will be submitted for you, if you are recognized by the I.D.F. as being a solitary soldier in need of rent support (not all solitary soldiers are entitled to rent support). In order to get confirmation of your request, you must present your original rental contract. If your rent support request is granted, you will receive it from the day you enlist.

In addition, the I.D.F. may also participate in housing maintenance expenses (e.g. taxes, water, gas, etc.), if you are entitled to it as well.

- b. Singles apartments – It is possible to reside in one of the apartments belonging to the Friends of the Israel Defense Forces located throughout Israel. These apartments are furnished and equipped, so that a soldier can live comfortably during his/her period of service. The soldier pays no rent or taxes.
- c. Kibbutz accommodations – Tens of kibbutzim across Israel, belonging to the Kibbutzim Movement (*Tenu'at ha-Kibbutzim*), offer residential accommodations only to soldiers serving in the closed units. These soldiers enjoy the services rendered by the kibbutz, e.g. laundry, and they receive 150 NIS pocket money.
- d. Soldier Home Lodging – The Friends of the Israel Defense Forces run hostels across the country: Kiryat Shemonah, Tiberias, Jerusalem, Haifa, Tel-Aviv, Beersheba, that offer soldiers lodging, as well as laundry and food services.

### **Concessions re. conditions of service**

The purpose of these concessions, regarding the conditions of service, is to make it easier for/to help the family of the I.D.F. draftee, in cases with unusual family problems requiring special conditions of service for the draftee.

The amount of concessions granted is determined in accordance with the problem and the criteria.

#### **1. Documents required for processing a request:**

- a. Current medical/psychiatric affidavits attesting to family medical problems.
- b. Documents attesting to financial debts, if there are such.
- c. Financial statements (bank statements, credit card reports, etc.)

- d. Your parents' salary statements.
- e. A social welfare report, if there is such.
- f. Any other documents relevant to the request.

### **Moving-up/postponing the draft**

If you wish to move-up or postpone your I.D.F. draft date, due to family/economic problems, you must turn to the Individuals Unit of the Recruitment Office, and present the relevant documents in support of your request.

### **A single child**

A single child (to one or both of his/her parents) is not required to serve in combat zones or combat positions.

If, despite this fact, you are interested in serving in a combat unit, and if your parents agree to this, you must turn to the Individuals Unit requesting to fill out a "Voluntary Service Statement" form (also available on the Internet website, [www.aka.idf.il](http://www.aka.idf.il)).

Affidavits must be filled-out by your, your parents and a military advocate at your local Town Major's office.

It is very important to prepare these affidavits before enlisting in the I.D.F., to insure that your wishes can be best met by the I.D.F. in accordance with your skills and needs.

### **Food allowance for vegans**

A draftee who follows a vegan lifestyle, by virtue of ideology or for health reasons, is entitled to submit a request to the Individuals Unit for recognition as a vegan.

Such a request may be submitted to the Individuals Unit of the Recruitment Office and, if granted, you will be entitled to a food allowance, so you will be able to supplement your diet accordingly.

### **The documents required for such a request to be considered:**

1. A sworn affidavit made before a military advocate at your local Town Major's office, attesting to your vegan lifestyle.
2. A sworn statement given before a lieutenant colonel at a Recruitment Office.
3. Documentation from the family physician at your HMO confirming that you are a vegan.
4. Official confirmation from your HMO dietician.

### **A work permit for outstanding/active athletes/sports-people:**

I.D.F. policy, in regard to outstanding/active athletes/sports-people, allows them to have comfortable conditions of service, so that they can maintain their training programs and continue to represent the State of Israel at various national and international athletic/sports competitions. If you are recognized as being an outstanding/active athlete/sports-person, you must submit a request for a work permit before enlisting in the I.D.F. This work permit is meant to regulate your activities during your mandatory military service and to allow you to be paid for your activities in the field of athletics/sports.

If you have been recognized as being an outstanding/active athlete/sports-person, forms will be sent to your home to be filled-out with your sports association.

### **Below is a list of the benefits that may be considered during the period of military service in cases of soldiers with economic problems:**

- a. **Financial aid** – If a soldier encounters serious economic difficulties, he/she can avail him/herself of monetary help provided by the Friends of the Israel Defense Forces. Such monetary support applies to food allowances, basic personal equipment needs, clothing and crucial electrical appliances.
- b. **Entitlement to a food allowance** – as detailed above.
- c. **A command stipend** – granted in response to a soldier's urgent economic problem or one encountered by his/her family.
- d. **A loan** – A loan may be approved, as needed, after investigating the economic problem.
- e. **Special leave** – A soldier with a severe or an urgent monetary problem, or some other personal or unusual problem, is entitled to request a special leave, in order to work, but only after having exhausted all his/her regular leaves (Days of special leave may not exceed 30 days during a year of service.).
- f. **Permit for private work** – a soldier suffering economic difficulties may submit a request for a permit to work privately after hours in his/her unit. Receiving such a permit is contingent on approval by the unit's commander, with a rank of colonel, after all the documents have been checked, as have been the type of work proposed and the soldier's conditions of service.
- g. **An immediate loan** – A soldier who has served at least one year of his mandatory service and has at least half a year remaining is entitled to a loan from the staff dealing with service conditions by just filling-out a form (no documents need be submitted). This is a 500 NIS loan, paid back in equal portions, coming off his/her soldiers' wages starting the following year.
- h. **An "instant" grant** – a soldier attesting to being in a state of economic distress may submit a request for a grant, which can be received up to twice per year and up to a maximal sum of 150 NIS each time. For additional information, please turn to the staff dealing with service conditions in your unit.

### **In conclusion**

The sooner you present the Recruitment Office with evidence of your personal and family problems, the greater your ability to affect the nature of your service. This makes it possible to provide high-quality handling of your problems even before you enlist, to find solutions and place you in a viable position and an appropriate unit, as per your entitlement.

Cooperation on your part, by your coming to the interview at the Individuals Unit and by bringing the required documents, is essential to the completion of the processing of your case before you actually enlist in the I.D.F.

**It is important that you know** that all the decisions made and entitlements determined before you enlist are transferred to your unit, your commanders, and various other parties relevant to your case, once you have enlisted.

**Note!** - There may be occasional changes or updates from time to time in the various benefits detailed above; you must stay informed by contacting the Office of the Conditions of Service after enlisting.

Best wishes,

PRAT & MEITAV (Individuals & Benefits) DEPT.  
Human Resources Branch