

INSTRUCTIONS REGARDING
HOUSE / CONVEYANCE ADVANCE
TO GOVERNMENT EMPLOYEES OF
H.P.

Sr.No.	Letter No.	Dated	
1.	Fin(C)A(3)3/81	17.5.1991	
2.	Fin(C)A(3)3/81-II	7.3.1992	
3.	Fin(C)A(3)11/95	21.9.1998	
4.	Fin((C)A(3)-2/99	8-4-1999	
5.	Fin(D)A(3)1/95	20-9-1999	
6.	Fin(C)A(3)2/99	3.11.1999	
7.	Fin(C)A(3)2/99	14.1.2000	
8.	Fin(C)A(3)2/99	18.4.2000	
9.	Fin(C)A(3)2/99	13-7-2000	
10.	Fin(C)A(3)2/99	25.7.2000	
11.	Fin(C)A(3)3/2000	22.11.2001	
12.	Fin(C)A(3)3/2000	6-5-2002	
13.	Fin(C)A(3)11/95	25.7.2002	
14.	Fin(C)A(3)3/2000	21.8.2002	
15.	Fin(C)A(3)3/2000	9-10-2002	
16.	Fin(C)A(3)3/2000	7-1-2003	
17.	Fin(C)A(3)3/2000	20-3-2003	
18.	Fin-2(C)(10)15/79	27-7-2006	
19.	Fin(C)a(3)3/2000	25.8.2002	
20	Fin(C)A(3)3/2000	20-4-2007	
21.	Fin-2C(10)15/79- II	9-5-2007	

दिनांक: शिमला-2, 17 मई,

कार्यालय ज्ञापन

विषय:-

हिमाचल प्रदेश वित्तीय नियमावली 1971-भाग-1 के नियम 10.13 के अन्तर्गत अस्थाई भूतपूर्व सैनिक कर्मचारियों को भवन निर्माण अग्रिम की पात्रता हेतु सिविल पदों पर न्यूनतम सेवा अवधि का निर्धारण।

उपर्युक्त नियम एवं उसके नीचे उद्धृत वित्त विभाग के पत्र संख्या फिन.सी। 11-9/78-भाग-IV, दिनांक 26-9-1981 के अनुदेशों के अन्तर्गत प्रदेश सरकार के अस्थाई कर्मचारियों को अन्य शर्तों के अतिरिक्त 10 वर्षों की निरन्तर सेवा अवधि पूर्ण होने पर भवन निर्माण अग्रिम की पात्रता है। भूतपूर्व सैनिकों के मामले में जो सिविल पदों पर अस्थाई/स्थानापन्न तौर पर कार्यरत हैं तथा सेना से सेवा-निवृत्ति पर सिविल पदों पर नियुक्त हुए हैं, उपरोक्त अनुदेशों में ढील देते हुए यह निर्णय लिया गया है कि भवन निर्माण अग्रिम की स्वीकृति हेतु उनकी पात्रता सिविल पदों पर 5 वर्ष की निरन्तर सेवा अवधि पूर्ण होने पर होगी, जिस के लिए निम्नलिखित शर्तों की अनुपालना भी सुनिश्चित की जाए:-

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उन्होंने सैनिक सेवाकाल में सेना से ऐसा कोई अग्रिम न लिया हो, जिस के लिए उनसे शपथ-प्रपत्र के रूप में शपथ पत्र/इल्फनामा लेना अपेक्षित होगा।

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उन्होंने सिविल पदों पर नियुक्ति से पूर्व सेना में 5 वर्ष या उससे अधिक सेवाकाल पूरा किया हो। ऐसे मामलों में जिन्होंने सेना में 5 वर्ष से कम सेवा की हो, उन्हें उपरोक्त ढील सेना की वास्तविक सेवा अवधि तक ही सीमित होगी।
ये आदेश तत्काल से लागू होंगे



उप. सचिव, वित्त-विनियम,
हिमाचल प्रदेश सरकार।

भी प्रशासनिक सचिव,
हिमाचल प्रदेश सरकार।

पृष्ठांक सं०. फिन.सी। 131-3/81, दिनांक: शिमला-171002, 17 मई, 1991
प्रतिलिपि अर्पित है:-

1. मण्डलायुक्त शिमला/धर्मशाला/कांगड़ा/मण्डी, हिमाचल प्रदेश।
2. आवास आयुक्त हिमाचल प्रदेश, सिकन्द्रा रोड, नई दिल्ली।

OFFICE MEMORANDUM

Subject:-

Revision of cost-ceiling limit for the purpose of House Building Advance to the All India Services Officers/State Government employees.

The existing cost-ceiling limit for the purpose of house building advance to the All India Services Officers/State Government Employees was prescribed by this Department O.M.No.Fin(C)-A(3)-3/81 dated 8th June, 1989. The question of rationalising the method of calculation of the cost-ceiling limits for the purpose of house building advance has been under consideration of the Government for some time past. It has now been decided that the cost-ceiling limit for the purpose of house building advance will be 150 times the basic pay of the government employees applying for house building advance, subject to a minimum of Rs.2.50 Lacs and a maximum of Rs.6.00 Lacs. However where the Administrative Department /Head of Department is satisfied on the merits of the case, the cost-ceiling upto a maximum of 25% of the prescribed limits may be relaxed in individual cases in consultation with the Finance Department.

These orders will be effective from the date of issue of this Office Memorandum.



Deputy Secretary (Finance) to the Government of Himachal Pradesh

All Administrative Secretaries,
to the Government of Himachal Pradesh.

st.No.Fin(C)A(3)-3/81-II, Dated: Shimla-2, the 7th March, 1992
forwarded to:-

The Divisional Commissioner Shimla/Dharanshala (Kangra)/

GOVERNMENT OF HIMACHAL PRADESH
FINANCE (REGULATIONS) DEPARTMENT

NO. FIN (C) A (3) -11/ 95. DATED SHIMLA-2, THE 2 SEPTEMBER, 1998

OFFICE MEMORANDUM

SUBJECT:- GRANT OF ADVANCE TO THE STATE GOVERNMENT EMPLOYEES
FOR HOUSE BUILDING PURPOSE.

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undersigned is directed to say that consequent upon the revision of pay scales of the State Government employees w.e.f. 1/1/1996, the matter regarding revision / enhancement of the rates/ entitlements/ limits of the House Building Advance admissible to the State Government employees was under consideration of the State Government. The Governor, Himachal Pradesh, in modification of all previous orders issued on this subject, is pleased to order revision/ enhancement of the rates and entitlements for the purpose of House Building Advance as under:-

Sl. No.	Item	Rate / Entitlements
1.	Cost Ceiling limit	The existing cost ceiling limit is revised to 200 times of the basic pay subject to a minimum of Rs.7.5 lakh and maximum of Rs.18.00 lakh. Where the Administrative Department is satisfied on the merits of the case, they may relax the cost ceiling up to a maximum of 25% of the cost ceiling mentioned above in individual cases.

NOTE: In regard to minimum cost ceiling, it is clarified that the minimum cost ceiling has been laid down to enable employees to avail House Building Advance to acquire/construct houses upto this ceiling even if their cost ceiling according to their basic pay is less. Otherwise any Government servant can avail of House Building Advance irrespective of his basic pay, subject to compliance with other requirement of House Building Advance Rules.

2. Quantum of House Building advance.

The existing entitlements are revised to 50 months basic pay or the estimated cost of the house or the repaying capacity of the Government servant, whichever is least, subject to a maximum of Rs. 7.5 lacs.

NOTE : The advance will be recoverable in equal monthly instalments to be fixed at the time of sanction, subject to a maximum of 180 instalments.


3. Quantum of Advance for repair / enlargement of the existing house.

20 months basic pay or Rs.1,80,000/ or actual estimated cost of repair/enlargement or the repayment capacity whichever is least.

Other terms and conditions for the grant

Building Advance shall remain the same as prescribed from time to time.

These orders will be effective with effect from 1st October, 1998.


(MOHAN CHAUHAN)
JOINT SECRETARY(FINANCE)
TO THE GOVERNMENT OF H.P.


To

All Administrative Departments of the
Government of Himachal Pradesh.

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NO. FIN(C) A (3) -11/ 95. DATED SHIMLA-2, 21 SEPTEMBER, 1998

1. All Divisional Commissioners in H.P.
2. All Heads of Departments in H.P.
3. All District & Sessions Judges in H.P.
4. All Deputy Commissioners in H.P.
5. The Accountant General (Audit), H.P., Shimla-3 with 20 copies
6. The Sr.Dy.Accountant General(A&E),H.P.,Shimla-3(20 copies).
7. All District Treasury Officers / Treasury Officers in H.P.
8. All Boards / Corporations / Universities in H.P.
9. All Sections of Finance Department, H.P. Secretariat.
- 10.The Controller, Printing & Stationery, H.P.,Shimla-5.
- 11.The Director, Public Relations, H.P., Shimla-2.
- 12.Guard File / Spare copies -- 200.


(Mohan Chauhan)
Joint Secretary (Finance) to the
Government of Himachal Pradesh.

Bhardwaj, M.K.

NO. FIN(C)A(3)-2/99
GOVERNMENT OF HIMACHAL PRADESH
FINANCE (REGULATIONS) DEPARTMENT

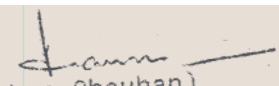
DATED SHIMLA- 171002, THE 8th APRIL, 1999

OFFICE MEMORANDUM

SUBJECT:-

REVISION OF RATES / ENTITLEMENTS OF H.P. GOVERNMENT
EMPLOYEES FOR HOUSE BUILDING ADVANCE.

The undersigned is directed to invite a reference to this Department's Office Memorandum No. Fin (C) A (3) 11/95, dated 21st September, 1998 on the subject mentioned above and to say that in case of those employees who have opted for un-revised scales of pay or whose pay scales have not yet been revised, "Basic Pay" for purpose of determining entitlement for House Building Advance will mean as "Basic pay in un-revised scale + Dearness Allowance admissible on 01/01/1996 + First two instalments of Interim Relief which were allowed in un-revised scales of pay".



(Mohan Chauhan)
Additional Secretary (Finance)
to the Government of H.P.

To

All Administrative Departments of the
Government of H.P.

NO. FIN(C) A (3) -2/99. DATED SHIMLA-2. 8th April, 1999

1. All Divisional Commissioners in H.P.
2. All Heads of Departments in H.P.
3. All District & Sessions Judges in H.P.
4. All Deputy Commissioners in H.P.
5. The Accountant General (Audit), H.P., Shimla-3 with 20 copies
6. The Sr.Dy.Accountant General(A&E),H.P.,Shimla-3(20 copies).
7. All District Treasury Officers / Treasury Officers in H.P. -
8. All Boards / Corporations / Universities in H.P.
9. All Sections of Finance Department, H.P. Secretariat.
- 10.The Controller, Printing & Stationery, H.P.,Shimla-5.
- 11.The Director, Public Relations, H.P., Shimla-2.
- 12.Guard File / Spare copies -- 200.


(Mohan Chauhan)
Additional Secretary (Finance) to the
Government of Himachal Pradesh.

Bhardwaj, M.K.

No. Fin.-D-A(3)-1/95
Government of Himachal Pradesh
Department of Finance(Section-D)

From

The FC-cum-Secretary (Finance) to the
Government of Himachal Pradesh.

To

All the Administrative Secretaries to the
Government of Himachal Pradesh,
Shimla.

Dated Shimla-2, the 28-9-1999.

Subject:-


Simplification of procedure for sanction of
House Building Advance.

Sir,

I am directed to say that the matter regarding simplifying the procedure for sanction of House Building Advance to the State Government Employees was under consideration/examination of the Government and now in partial modification to this department letter No. 5-5/72-Fin (W&M) dated 9.10.72, it has been decided that in future the Blue print/estimates of building shall not be required by the Finance Department and the Government employee need not be asked to submit these documents with his application for obtaining the House building advance.

Secondly, the Administrative approval of the concerned Secretaries was also obtained earlier in such cases before forwarding the applications/ cases to the Finance Department by the Department which takes time to finalise the case. Now, therefore, it has also been decided that necessity of Administrative approval of the concerned Secretary be done away with and all such cases should be forwarded by the Branch officer directly to the Finance Department in future.

Yours faithfully,


J. Commr.-cum-Secretary (Fin.) to the
Government of Himachal Pradesh.

P.T.O

NO. FIN(C)A(3)-2/99
GOVERNMENT OF HIMACHAL PRADESH
FINANCE (REGULATIONS) DEPARTMENT

DATED SHIMLA-171002, THE 3rd NOVEMBER, 1999.

To

1. All Administrative Secretaries
to the Government of H.P., Shimla.
2. All Heads of Departments in H.P.
3. All Boards / Corporations / Universities
in H.P.

SUBJECT: HOUSE BUILDING ADVANCE TO THE GOVERNMENT EMPLOYEES --
ALLOWING OF ENHANCEMENT / DIFFERENCE AMOUNT IN PAST
CASES.

Sir,

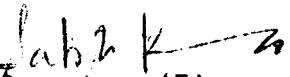
I am directed to invite a reference to the subject mentioned above and to say that it has been decided by State Government to allow enhancement / difference amount on House Building Advance to the employees of State Government in past cases where all four instalments were drawn by the employees prior to revision of rates / entitlements of HBA after 1/1/1996 (issued vide this Department's O.M. No. Fin(C)A(3)-11/95, dated 21/9/1998). This enhancement will be subject to following terms / conditions:

1. Difference amount of HBA will be allowed in all cases where HBA has been drawn on or after 8th June, 1989.
2. Entitlement will be determined keeping in view the present basic pay of the employee. The term 'Pay' in r/o those employees whose pay scales have not yet been revised will mean as "Basic Pay in un-revised scale + D.A. admissible on 01-01-1996 + 1st two increments (1st fixed and second @ 10% of Basic pay on pre-revised scale) sanctioned prior to 01-01-1996.
3. Amount of original loan plus inflation @ 10% (compounded annually) will be deducted from the present entitlement while calculating the difference amount. Compounding will start from the date of sanction of first instalment and shall be upto 31/12/1998 in respect of those who get difference in 1999 and for those who get difference in the year 2000, compounding will be upto 31/12/1999 and so on. For purpose of calculation of inflation weightage, the fraction of an year less than 6 months shall be ignored and over 6 months shall be rounded off to next year.

Contd...2..

4. Rate of interest on the difference will be as under:
 - (a) For those whose basic pay is less than Rs.4400/ per month Normal rate of interest as prescribed by the Government.
 - (b) For those who get difference amount upto Rs.2.00 lacs- @ 11%
 - (c) For those who get difference amount above Rs.2.00 lacs- @ 3%
5. The difference / enhancement will be allowed to the employees for completion of the house and making the house habitable.
6. The employees will have to submit revised estimates.
7. Difference amount of HRA will be allowed for one house only.
8. New loan i.e. the difference amount will be treated as a separate loan.
9. Applications for difference / enhancement will be entertained only upto 31/3/2000.
10. The employees will have to exercise a supplementary mortgage deed.
11. Recoveries of the Principal amount of original loan plus difference shall be ensured within the service period of the employees.
12. As far as possible, the sanction of enhanced HRA upto Rs. 2.00 lacs may be given in one instalment. This will, however, be subject to availability of the funds.
13. Above difference will be allowed as one time relaxation of the provisions of the rules / instructions.
14. Above conditions / provisions should invariably be indicated in the sanctions for difference amount.

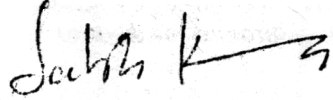
Yours faithfully,


Under Secretary (Finance) to the
Government of Himachal Pradesh.

No.Fin(C)A(3)-2/99. Dated Shimla-2, the 3rd November, 1999.

Copy for information / necessary action to:

1. The Accountant General (Audit), H.P., Shimla-3 (10 copies).
2. The Sr. D.A.G. (A&E), H.P., Shimla-3 (20 copies).
3. All District Treasury Officers / T.Os. in H.P.
4. Sh.S.K.Duggal, 3246, Mohindra Park, Shakur Basti, Delhi-110034
5. Guard File / Spare copies --50.


Under Secretary (Finance) to the
Government of Himachal Pradesh.

GOVERNMENT OF HIMACHAL PRADESH
FINANCE (REGULATIONS) DEPARTMENT

NO. FIN(C)A(3)-2/99 DATED SHIMLA-171002, THE

4th JANUARY, 2000

OFFICE MEMORANDUM
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SUBJECT:

HOUSE BUILDING ADVANCE TO THE STATE GOVERNMENT
EMPLOYEES OF HIMACHAL PRADESH -- REVISION OF
PROVISIONS RELATING TO RECOVERY OF PRINCIPAL
AMOUNT/ INTEREST THEREON.
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The undersigned is directed to say that as per existing provisions of rules / instructions regulating recovery of Principal amount of HBA and interest thereon, recovery of principal amount starts within 24 months of drawal of first instalment (in cases where HBA is allowed in installments) and within six months in the cases of repair/renovations and with effect from 4th issue of pay after the advance is taken in cases where advance is taken for purchase of land or ready built house/flat etc. Recovery of Principal amount is completed in 180 installments first and thereafter, the recovery of interest is started.

2. Matter relating to change / revision of existing procedure for recovery of Principal amount of HBA and interest thereon was under consideration and it has been decided that with effect from 1st January, 2000, following revised procedure for recovery of Principal amount of HBA and interest thereon shall be observed:

Revised procedure / rules shall come into force w.e.f. 01/01/2000 and will be applicable to all such fresh cases which are received in F.D. on or after 01/01/2000.

2. Henceforth, HBA will be admissible to permanent Government servants. Temporary Government servants with minimum service of 5 years will also be eligible for HBA but they will have to furnish surety of a permanent employee.

Contd..2..

3. Procedure / schedule for recovery of principal and interest thereon has been changed. Recovery of Principal and interest will start simultaneously in equated monthly installments subject to a maximum of 240 installments. Formula of calculation of interest on HBA will remain same. Number of installments for recovery of principal / interest will now be subject to a maximum of 240. In case the advance is for repairs/renovations and if the advance is taken for purchase of land/plot only, the maximum number of installments will be 150. The employees will have option to repay the loan / interest in lesser number of installments if they so desire.
4. The amount of instalment of recovery of principal and interest shall be restricted to such an amount so that it should not exceed 50% of the gross salary (total emoluments) of the employee.
5. The Departments / Admn. Departments, while examining and forwarding the cases for HBA of employees to the Finance Department shall ensure that amount of HBA alongwith interest thereon will be recovered before the retirement of the Govt. servant or in any case, if some amount remains to be recovered, it can be deducted from the Gratuity of the concerned

to repay the loan earlier than w.e.f. 24th month, he can do so by giving his consent in writing. In that case, the recovery of interest will also commence simultaneously alongwith recovery of principal.

7. In above type of cases (mentioned at sl.no.6), in cases where all four instalments have been sanctioned within 24 months and recovery is started after drawal of fourth instalment, final recovery schedule for recovery of principal / interest, shall be prescribed at the time of sanction of fourth instalment which shall not be subjected to any change.

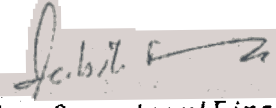
8. However, in some cases, where the fourth instalment is not sanctioned within 24 months with effect from the date of drawal of first instalment, recovery of principle shall start w.e.f. 24th month or earlier as the case may be alongwith recovery of interest. In such cases, as final amount of interest can not be calculated/ estimated till fourth instalment is allowed, simultaneous recovery of interest instalment shall start with principal amount for amount sanctioned till that date, till such time 4th instalment is allowed. At the time of allowing fourth instalment the recovery schedule for interest shall be revised keeping in view final amount of interest. Instalment of interest in such case shall be fixed in such a way so as to enable adjustment of interest, including that recovered previously prior to issuance of final schedule, in the total number of instalments, prescribed under the rules (i.e. maximum 240) or opted by the employee.

9. In other cases of HBA like loan for purchase of plot, HBA for purchase of ready built house or loan for repairs/ additions etc., where loan is allowed

in lump-sum, recovery of principal and interest thereon shall start with effect from fourth issue of pay after the advance is drawn.

10. In order to facilitate proper accounting of HBA and interest thereon, different recovery schedules for principal and interest shall be prepared by the DDO.

Relevant rules / instructions regulating House Building Advance shall be deemed to be amended to the extent indicated above. All Administrative Departments / Heads of Departments are requested to bring the above orders to the notice of offices under their control.


Under Secretary (Finance)
to the Government of H.P.

To

All Administrative Departments
of the Govt. of H.P.

NO. FIN(C)A(3)-2/99. DATED THE. 14th JANUARY, 2000
Copy to:

Copy is forwarded for information and necessary action to :-

1. The Accountant General (Audit) H.P. Shimla-3 with 20 spare copies.
2. The Senior Deputy Accountant General (A&E) H.P. Shimla-3, with 20 spare copies.
3. All Secretaries to the Govt. of Himachal Pradesh.
4. All Heads of Departments in Himachal Pradesh.
5. The Resident Commissioner, H.P. Himachal Bhawan, Sikandra Road, New Delhi.
6. All Deputy Commissioners in Himachal Pradesh.
7. All District and Sessions Judges in Himachal Pradesh.
8. The Director Treasuries and Accounts Organisation, Shimla-9.
9. All District Treasury Officers/ Treasury Officers in H.P.
10. The Resident Commissioner, Pangi, Chamba, Himachal Pradesh.
11. All Public Sector Undertakings/ Boards/ Universities in H.P.
12. The Examiner, Local Audit Department, H.P. Shimla-2.

NO. FIN(C/A)3)-2/99
GOVERNMENT OF HIMACHAL PRADESH
FINANCE (REGULATIONS) DEPARTMENT

DATED SHIMLA-2, THE

18th April, 2000.

From

The Commr.-cum-Secretary(Finance) to the
Government of Himachal Pradesh.

To

All Administrative Secretaries of the
Government of Himachal Pradesh.

2. All Heads of Departments in H.P.
3. All Deputy Commissioners in H.P.
4. All District & Sessions Judges in H.P.

SUBJECT: VEHICLE LOAN SCHEME FOR THE EMPLOYEES OF H.P.
GOVERNMENT DEPARTMENTS, CORPORATIONS AND OTHER
STATUTORY BODIES FOR THE PURCHASE OF CAR/ SCOOTER/
MOTORCYCLE ETC.

Sir,

I am directed to invite a reference to the subject mentioned above and to say that it has been decided by the State Government that in future, no advance for purchase of conveyance shall be allowed by the Government to Government servants. In this regard matter was taken up with Coop Banks in H.P. and these banks have agreed to allow advances to Government servants for purchase of conveyance. A scheme for allowing vehicle loan to Govt. employees has been notified by the Kangra Central Coop Bank.

2. Some salient features of this scheme are given below:
 - a) Loanee has to become "B" class nominal member by paying some amount.

- b) Applicant should be permanent employee or should have put in 3 years service and also furnish surety of a permanent employee.
- c) Maximum loan should be restricted to Rs. 3.5 lacs.
- d) Loan & interest shall be recovered in 180 instalments.
- e) Rate of interest will be 14% with half yearly rest. Rebate of 1/2% for timely payment and penal interest at 1/2% for delayed payment will be charged.
- f) The borrower shall have to execute loan documents on prescribed proforma.
- g) The vehicle will be insured jointly in name of bank and the concerned employee and insurance charges will be borne by the employee himself.

3. You are requested to kindly bring above to the notice of all DDOs under your control and issue instructions to them to ensure action on the following points in cases where employees apply for loan under above scheme from the Bank:

i) DDO certificate to the effect that monthly loan instalments will be deducted from the salary of the borrowing employee and same will be remitted by the DDO to the concerned bank branch from where loan is obtained.

ii) In the event of transfer of loanee employee from one office to other, the DDO concerned shall incorporate the balance amount in the LDC of the concerned employee.

iii. During the currency of loan if borrower employee is transferred out of the area of operation of the bank, then DDO will ensure remittance of loan instalments by way of bank draft at par or as per mutual arrangements.

iv) In the event of death of employee while in service the amount will also be deducted by the concerned DDO/ Head of Office from the DCRG and other dues, so that the Bank may not suffer. With regard to any remaining after this, the legal heirs shall be liable to repay the same.

4. It is further requested that contents of letter may also be brought to the notice of all employees under your control so that willing employees can apply to above bank for obtaining loan. Further details of the loan scheme are available with the all branches of above bank

Yours faithfully,

Under Secretary (Finance)
to the Government of H.P.

No. Fin(C)A(3)-2/99 Dated the 18th April, 2000.
Copy to:

1. The Accountant General (Audit), H.P., Shimla-3.
2. The Sr. Dy. A.G. (A&E), H.P., Shimla-3.
3. All District Treasury Officers / Treasury Officers in H.P.
4. Managing Director, Kangra Central Co-op Bank, Ltd. Dharamshala-176215.
5. The General Manager, H.P. State Cooperative Bank Ltd, The Mall, Shimla.
6. The General Manager, The Jogindra Central Co-operative Bank, Head Office Solan.
7. Guard File / Spare copies -- 50.

Under Secretary (Finance)
to the Government of H.P.

NO. FIN. (C)A(3)2/99
Government of Himachal Pradesh
Finance (Regulations) Department

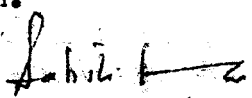
...
Dated Shimla-2, the 13th July, 2000.

OFFICE MEMORANDUM

SUBJECT: GRANT OF HOUSE BUILDING ADVANCE TO GOVERNMENT EMPLOYEES - PURCHASE OF SLABS/LANTERS ETC. AND MORTGAGE THEREOF.

The undersigned is directed to invite a reference to the subject mentioned above and to say that clarifications have been sought by some departments regarding purchase of slabs/lanters etc. and obtaining of House Building Advance from Government against them and subsequently mortgaging said property with the Government.

2. Matter has been examined in consultation with the Revenue Department and it is clarified that as per provisions of the H.P. Apartment Ownership Act, 1978, a part of a building i.e. lintel (lanter) or slab can be purchased or sold and there is no bar for mortgage of such property with the Government or any other agency against House Building loan.


Under Secretary (Finance) to the
Government of Himachal Pradesh.

To

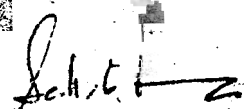
All Administrative Secretaries
to the Government of Himachal Pradesh,
Shimla-171002.

NO. FIN. (C)A(3)2/99,

Dated, the 13th July, 2000.

Copy to:

1. The Commissioner (Revenue), H.P., Shimla-171002.
2. All Heads of Departments in Himachal Pradesh.
3. All Deputy Commissioners in H.P.
4. All District & Sessions Judges in H.P.
5. The Accountant General (Audit), H.P., Shimla-3 with 20 copies.
6. The Sr. Dy. Accountant General (A&S), H.P., Shimla-3 with 20 copies.
7. All Boards/Corporations/Universities in H.P.
8. All District Treasury Officers/Treasury Officers in H.P.
9. All Sections of Finance Department.
10. The Director, Public Relations, H.P.
11. Guard File/Spare copies - 100.



Under Secretary (Fi

NO. FIN(C)A(3)-2/99
GOVERNMENT OF HIMACHAL PRADESH
FINANCE (REGULATIONS) DEPARTMENT

Dated Shimla-2, the 25 July, 2000.

CORRIGENDUM

The undersigned is directed to refer to this Department's Office Memorandum of even number dated the 13th July, 2000 and to say that the words "or sold" appearing after the word "purchased" and before the word "and" in the fourth line of second para of above Office Memorandum are hereby deleted.


Under Secretary (Finance)
to the Govt. of H.P.

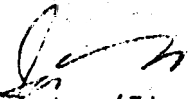
To

All Administrative Secretaries of the
Government of Himachal Pradesh.

=====

NO. AS ABOVE. DATED THE JULY, 2000
COPY TO:

1. The Commissioner (Revenue), H.P., Shimla/171002.
2. All Heads of Departments in Himachal Pradesh.
3. All Deputy Commissioners in Himachal Pradesh.
4. All District & Sessions Judges in H.P.
5. The Accountant General (Audit), H.P., Shimla-3
with 20 copies.
6. The Sr. Dy. Accountant General (A&E), H.P., Shimla-3
with 20 copies.
7. All Boards/Corporations/Universities in H.P.
8. All District Treasury Officers/Treasury Officers
in H.P.
9. All Sections of Finance Department.
10. The Director, Public Relations, H.P.
11. Sh. S. K. Duggal, 3246, Mohindra Park, Shakur Basti,
Delhi-110034.
12. Guard File/Spare copies-100


Under Secretary (Finance) to the
Govt. of Himachal Pradesh.

OFFICE MEMORANDUM

SUBJECT: PROCEDURE FOR RECOVERY OF PRINCIPAL AMOUNT AND INTEREST ON H.B.A.

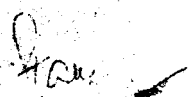
The matter relating to change in the procedure of recovery of House Building Advance and interest thereon was under consideration of the State Government for sometime past. After careful consideration, it has now been decided that the recovery of principal amount of HBA and interest thereon shall be effected in the following manner:

1. The principal amount of HBA will be recoverable in monthly instalments subject to maximum of 144 instalments.
2. Recovery of interest on HBA will start after completion of the recovery of principal and recovery of interest will be made in monthly instalments subject to maximum of 60 instalments.
3. The rate of interest on HBA will be as under:

Sl.No.	Sanctioned Advance upto	Rate of Interest p.a.
1.	Rs.50.000/-	7.5%
	Rs. 1.50 lakh	9%
	Rs. 5.00 lakh	11%
	Rs.7.50 lakh	12%

4. House Building Advance will be allowed to permanent Government servant. However, temporary Government servants who have put in 5

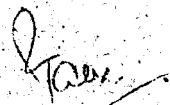
5. years service will also be eligible for HBA subject to surety of a permanent Govt. servant.
6. The revised procedure will come into force with effect from 1st of January, 2000.
7. In cases where recoveries of Principal / Interest in EMIs. have been effected in pursuance to this Department's O.M. No. Fin(C)A(3)-2/99, dated 14/1/2000, the recovery (per month) will be treated as recovery of principal amount.


 Additional Secretary (Finance) to the
 Government of Himachal Pradesh.

To
 All Administrative Secretaries
 of the Government of H.P.

NO. AS ABOVE. DATED SHIMLA-2, THE 22nd NOVEMBER, 2001.

1. All Heads of Departments in Himachal Pradesh.
2. The Accountant General (Audit), H.P., Shimla-3 with 10 copies.
3. The Sr. Dy. A.G. (A&E), H.P., Shimla-3 with 10 copies.
4. All Boards / Corporations / Universities in H.P.
5. All District Treasury Officers / Treasury Officers in H.P.
6. The Controller, Printing & Stationery, H.P., Shimla-5.
7. Department of Personnel (Appointment-III) H.P. Sectt., Shimla.
8. Finance Department - D Section, with 5 copies.
9. Sh. S.K. Duggal, 3246, Mohindra Park, Shakur Basti, Delhi-110034
10. Sh. Ganga Singh Thakur, President, NGOs. Federation, O/O S.E-IVth Circle, HPPWD, Winter Field, Shimla-1.
11. Sh. P.S. Bharmoria, Secretary General, NGOs. Federation, O/O Executive Engineer, HPPWD, Hamirpur, H.P.
12. Sh. Kanti Prashad Sharma, President, H.P. Sectt. Services (Class-III) Association, H.P. Sectt., Shimla-2.
13. Sh. Daulat Ram Chauhan, General Secretary, H.P. Sectt. Services (Class-III) Association, H.P. Sectt., Shimla-2.
14. Sh. O.P. Sharma, Secretary General, H.P. Employees Confederation, Office of Directorate of Health Services, H.P., Shimla.
15. Guard File / Spare copies - 200.


 Additional Secretary (Fin.) to the
 Government of Himachal Pradesh.

GOVERNMENT OF HIMACHAL PRADESH
FINANCE (REGULATIONS) DEPARTMENT

FIN(C)A(3)-3/2000 DATED SHIMLA- 2nd MAY, 2002.

OFFICE MEMORANDUM

SUBJECT HOUSE BUILDING/CONVEYANCE ADVANCE TO STATE GOVERNMENT EMPLOYEES BY VARIOUS COOPERATIVE BANKS / PUBLIC SECTOR BANKS.

The undersigned is directed to invite a reference to the subject mentioned above and to say that as per provisions of the Finance Rule and instructions issued there under, Government servants can be sanctioned HBA in two instalments subject to availability of funds. Keeping in view the attractive interest being offered by the Banks / Financial Institutions, employees are opting for House Building / Conveyance loans from Cooperative Banks or Public Sector Banks.

It has come to the notice of this department that Banks are facing problems in matters of granting house building advance / conveyance loan and recovery thereof in respect of those employees who want to avail such loans from the Cooperative Banks / Public Sector Banks for the reasons that DDOs do not issue necessary salary certificates and undertaking with regard to the recovery of such advances. Matter has been examined / considered in the Finance Department and following guidelines are prescribed for regulating such cases:

Before granting loan to Government servants for purpose of building a house or purchase of house, the Bank require a certificate of salary from the concerned DDO. Hence, all DDOs will issue such certificate on demand from the banks or to the concerned employees for obtaining House Building / Conveyance loans from B

2. An employee desirous to raise House Building/ Conveyance Loan from Bank will give an **Undertaking** to the DDO as per Annexure A to the effect that he will refund the loan and interest thereon regularly in monthly installments and in the event of default the DDO will deduct and remit the same to the Bank concerned. On receipt of this undertaking from the employee, the DDO will furnish undertaking to the concerned branch of the bank as given in the Annexure B
3. As and when a loan is obtained by the concerned employee from the bank, he shall report it to the DDO immediately. Simultaneously, the Branch Manager of the sanctioning branch will also send intimation to the D.D.O.
4. On receipt of information relating to loan entry should also be made in the Service Book and other relevant service record of the employee that the employee has obtained loan from Cooperative / Public Sector Banks so that in the event of transfer to new place, the new DDO should be aware of the facts
5. All DDOs will invariably indicate details of loans and advances taken from Cooperative or Public Sector Banks by the Government servants in the LPC in the event of transfer of such employees to another station.
6. As the loans / advances taken from the Cooperative / Public Sector Banks do not fall within definition of "Government dues" under the CCS(Pension) Rules, in order to enable the employees retiring within short periods to obtain above loans from Cooperative Public Sector Banks, an undertaking as contained in

third para of Annexure-A may be obtained from such employees desirous of obtaining loans from above banks.

7. Before giving no due certificate, the Head of Office / Department will satisfy himself that no such loans/ advances taken from the above banks are outstanding and have been fully repaid to the concerned bank.

Above instructions / guidelines may kindly be brought to the notice of all DDOs for necessary action and compliance.

(Dr. R. N. BATTIA)
Additional Secretary (Finance) to the
Government of Himachal Pradesh.

To

All Administrative Secretaries of the
Government of Himachal Pradesh.

=====

NO.FIN(C)A(3)-3/2000 DATED SHIMLA-2, 6 MAY 2002.

Copy to:

1. All Heads of Departments in Himachal Pradesh.
2. The Accountant General (Audit) H.P., Shimla-3 with 10 copies.
3. The Sr. Dy. A.G.(A&E) H.P., Shimla-3 with 10 copies.
4. All Boards / Corporations / Universities in H.P.
5. All District Treasury Officers/Treasury Officers in H.P.
6. The Controller, Printing & Stationery, H.P., Shimla-5.
7. Department of Personnel (Appointment-III) H.P.Sectt., Shimla.
8. The Managing Director (1) H.P. State Cooperative Bank Ltd., The Mall Shimla-171001, (2) The Kangra Central Cooperative Bank Ltd., Dharamsala, Distt. Kangra, (3) The Jogindra Central Cooperative Bank Ltd, Ganj Bazar, Solan, H.P.
9. Finance Department - D Section, with 5 copies.
10. Sh. S.K. Duggal, 5246, Mohindra Park, Shakur Basti, Delhi-110034
11. Sh. Ganga Singh Thakur, President, NGOs. Federation. O/O S.E-IVth Circle, HPPWD, Winter Field, Shimla-1.
12. Sh. P.S.Bharamania, Secretary General, NGOs. Federation. O/O Executive Engineer, HPPWD, Hamirpur, H.P.
13. Sh. Daulat Ram Chauhan, General Secretary, H.P.Sectt. Services(Class-III) Association, H.P.Sectt., Shimla-2.
14. Sh. O.P.Sharma, Secretary General, H.P. Employees Confederation, Office of Directorate of Health Services, H.P., Shimla.
15. Guard File / Spare copies - 200.

(Dr. R.N. BATTIA)
Additional Secretary (Finance) to the
Government of Himachal Pradesh.

ANNEXURE-"A"

UNDERTAKING TO BE OBTAINED FROM THE EMPLOYEES

I (name of the employee) S/O Sh. (name employed as designation of employee), present working at (name of office where ly working be given) am availing a loan of Rs. (amount to be specified ords and figures) from (name of the bank and name of branch)

I undertake to make payments of instalments regularly fixed by the bank every month. In the event of default of ~~three~~^{TWO} consecutive instalments in my making payments to the above bank on receipt of intimation request from the bank, the DDO is authorized to deduct instalments (including defaults and balance installments) from my salary and remit the same to the concerned branch of bank.

further undertake that in the event of any dues which remain unpaid to (name of bank) the DDO can make recovery from my DCRG and remit same to bank.

Name of the employee:
Department in which employed:
Present place of posting:

ANNEXURE "B"

UNDETERTAKING BY THE D.D.O.

pon the written undertaking tendered by Sh. (name and designation of the employee), I hereby undertake to deduct the amount of balance loan in the event of default (which would imply default of more than ~~three~~ ^{two} installments) by the employee and upon a written request received from the bank, from the salary of Sh. (name and designation of the employee), being monthly instalment(s) of House/Conveyance loan availed by Sh. (name and designation of the employee), and remit the same to the said bank.

DATED:

Name of the officer:

Designation:

✕

GOVERNMENT OF HIMACHAL PRADESH
FINANCE (REGULATIONS) DEPARTMENT

1/95

Dated Shimla-171002, the 25th July, 2002.

OFFICE MEMORANDUM

Grant of Advance to the State Government Employees for House Building purposes.

The Undersigned is directed to refer to the Office Memorandum of even number dated 21st September, 1998 on the above cited subject and to say that the matter relating to the reducing of the maximum limit of the House Building Advance to the State Government employees was under consideration of the Government for some time past. The Governor, Himachal Pradesh is pleased to order that the provisions prescribed against Item No.2 of the O.M. as quoted shall be substituted with the following:-

2. Quantum of House Building Advance: The amount of HBA will be 50 times of the basic pay of a Government servant or the anticipated cost of the House or the repaying capacity (No. of years left for retirement) of the Government servant, whichever is least, subject to the condition that maximum amount of House Building Advance shall not exceed of **Rs. 4.00 lacs.**

2. Other terms and conditions for the grant of House Building Advance shall remain the same as prescribed from time to time.

3. These orders will be applicable with immediate effect.

(4/9/02)
Special Secretary (Finance) to the
Government of Himachal Pradesh.

To

All Administrative Secretaries of
The Government of H.P.

Endst. No. Fin(C)A(3)11/95 Dated Shimla-171002, the 25th July, 2002.

Copy to:

1. All Heads of Departments in Himachal Pradesh.
2. The Accountant General (Audit), H.P., Shimla-3 with 10 copies.
3. The Sr. Dy. A.G. (A&E), H.P., Shimla-3 with 10 copies.

contd. - -2.

NOTIFICATION

The Governor, Himachal Pradesh is pleased to order insertion of a new clause (ix-a) after existing clause (ix) and before clause (x) of the rule 10.16 of the H.P.F.R. Volume-I, so as to enable the State Government servant to create a second charge for obtaining additional loan from Public Sector Banks, Cooperative Banks and financial institutions specified in Annexure to this notification for meeting balance cost of the House /Flat, namely:

“(ix-a) The State Government servants can obtain additional loan from the Public Sector Banks, Cooperative Banks and financial institutions etc. specified in Annexure to this notification and create a second charge subject to the terms and conditions specified therein.”

3. This will come into force with immediate effect.

BY ORDER

(S.K. SOOD)
PRINCIPAL SECRETARY(FINANCE)
TO THE GOVERNMENT OF H.P.

NO. Fin(C)A(3)3/2000. DATED SHIMLA-2, the 21st AUGUST, 2002
COPY TO:

1. The Accountant General, Himachal Pradesh, Shimla-171003
2. The Senior Deputy Accountant General (A&E), Himachal Pradesh, Shimla-3
3. The Commissioner Revenue, Himachal Pradesh, Shimla-171002.
4. The Resident, Commissioner, H.P. Himachal Bhawan, Sikandra Road, New Delhi.
5. All Heads of Departments in Himachal Pradesh.
6. The Secretary, H.P. Electricity Regulatory Commission, Khalini, Shimla.
7. All Deputy Commissioners in Himachal Pradesh.
8. All Superintendents of Police in H.P.
9. The Registrar, High Court, H.P. Shimla.
10. The Registrar, H.P. Administrative Tribunal, Shimla-171002.
11. The Secretary, H.P. Vidhan Sabha, Shimla-171004.

GENERAL TERMS AND CONDITIONS FOR CREATION OF
SECOND CHARGE BY GOVERNMENT SERVANTS

- (1) Prior permission of the "Appointing Authority" should be obtained by concerned Government servant for creation of second charge.
- (2) Concerned government servant will apply to the "Appointing Authority" by submitting simple application giving therein details about concerned bank/ financial institution from which loan is proposed to be obtained, amount of loan and other relevant information if any.
- (3) On receipt of request from the concerned Government servant, "Appointing Authority" will look into the matter and after satisfying himself that terms and conditions laid in this Annexure are satisfied, grant permission for second mortgage. A copy of permission will also be sent to the concerned bank / financial institution and it will be clearly mentioned therein that the rights of second Mortgagee will be subordinate to the rights of first Mortgagee i.e. Government.
- (4) The second charge can be created by the Government servants only in respect of loans to be granted for meeting balance cost (including revised) cost of the house / flat.
- (5) The loan to be granted should be by Public Sector Banks, cooperative Banks or public sector financial institutions like ICICI, HDFC, HUDCO, LIC.
- (6) The total amount of HBA granted by the State Government and the loan raised from above institutions taken together should not exceed the prescribed cost ceiling limit applicable to the concerned government servants as notified by the

Stamps

State Government from time to time. It is clarified that presently, the cost ceiling limit is 200 times of the basic pay of concerned government servant subject to minimum of Rs. 7.5 lakh and maximum of Rs. 18.00 lakh as notified vide F.D's O.M. No. Fin(C) A (3)-11/95, dated 21st September, 1998.

- (7) Following additional clause will be inserted in the mortgage deed (form-14) as para-7 :

"That the Mortgager shall not, during the continuance of these presents, charges, encumber, alien, or otherwise dispose of the mortgaged property. However, if the Mortgager covenants to create a second mortgage in favour of any other financial institution, he shall not do without obtaining the prior permission of the Appointing Authority and on the consent being given, the draft of second mortgage will be submitted to the Mortgagee for approval."



Government of Himachal Pradesh
Finance(Regulations) Department

No.Fin(C)A(3)3/2000 Dated Shimla-171002, the 9th October, 2002.

OFFICE MEMORANDUM

The Undersigned is directed to say that every year a number of cases are received in the Finance Department for grant of House Building Advance from the employees. It is not always possible to earmark sufficient funds to cater to the ever increasing demand on this account. Therefore, vide Order dated 21st August, 2002, the Finance Department had prescribed norms and guidelines for the D.D.O.s to enable their staff to approach the Commercial Banks for such loans. However, the cases relating to release of second instalment are not covered under the above referred Notification. Therefore, employees who have received their first instalment are again on the queue for the release of second instalment.

In order to enable them to approach the Cooperative Banks, it has been decided that they will be authorized to approach the Commercial Banks for a "Bridge Loan" on the following terms and conditions:-

1. Bridge Loan can be granted by the Bank equivalent to the amount of instalments due from the govt.;
2. The D.D.O. will give undertaking on the proforma as per Annexure-"A" that as soon as the instalments are sanctioned by the Govt. the same will be paid to the Bank direct by the DDO;
3. As the releases from the Govt. are fully secured, there should be no need to seek second charge;
4. The employee will be responsible to the Bank for the direct payment of interest etc. for the period i.e. from the date of obtaining loan/instalment from bank and release of the same from the govt.

The above will be come into effect from the date of issuance of these orders.

By Order

(S.K. Sood)

Principal Secretary(Finance) to the
Government of Himachal Pradesh.

No.Fin(C)A(3)3/2000 Dated Shimla-171002, the 9th October, 2002.

Copy to:-

1. The Accountant General (Audit), H.P., Shimla-3 with 10 copies.
2. The Sr. Dy. A.G.(A&E), H.P., Shimla-3 with 10 copies.
3. The Commissioner, Revenue, H.P. Shimla.
4. The Resident Commissioner, H.P., Himachal Bawan, Sikandra Road, New Delhi.
5. All the heads of departments in H.P.
6. The Secretary, H.P. Electricity Regulator.

No. Fin(C)A(3)-3/2000
Government of Himachal Pradesh.
Finance (Regulations) Department.

From

The Principal Secretary(Finance) to the
Government of Himachal Pradesh.

To

The Managing Director,
The Himachal Pradesh State Co-operative Bank Ltd.
The Mall, Shimla-1

Dated Shimla-171002, the 7th January, 2003.

Subject:

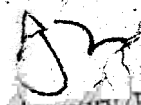
Allowing Bridge Loan to the employees of the Government
whom HBA has been sanctioned by the Government of
H.P. but could not get the remaining amount after 1st
instalment.

Sir:

I am directed to refer to your letter No. BDD/42/HQ dated
Nov. 14, 2002 on the above-cited subject and to say that the orders contained
in this Department's office Memorandum No. Fin(C)A(3)-3/2000, dated 9th
October, 2002 provide that the Government servants may approach the
commercial banks as well as Cooperative Bank for Bridge Loan on certain
terms and conditions. The instructions issued by the state Government do not
prohibit the Cooperative Banks from entertaining the applications for grant of
Bridge Loan for the house building purposes.

It is, therefore, requested that the applications received from
Government employees under these orders may be considered for grant of
Bridge Loan on merit and there is no need to issue any clarification further as
the instructions already issued vide OM No. Fin(C)A(3)/2000, dated 9th
October, 2002 and order of even number dated 2-08-2002 are self
explanatory.

Yours faithfully,


Additional Secretary (Finance) to the
Government of Himachal Pradesh.

GOVERNMENT OF HIMACHAL PRADESH
FINANCE (REGULATIONS) DEPARTMENT

No. Fin(C)A(3)-3/2000 Dated Shimla-171002, the 20th March, 2003.

OFFICE MEMORANDUM

In partial modification of this Department's OM of even number dated 6th May, 2002, the undersigned is directed to say that the word "three" appearing in 2nd paragraph of the Annexure-"A" of the OM dated 6th May, 2002 may be substituted with the word "two".

2. Further in partial modification of the OM of even number dated 6th May, 2002, in the Annexure "B", the words 'more than three' appearing in third line of the Annexure "B", shall be replaced by the words "more than two".

The effect of this amendment would be that the Banks/Financial Institutions advancing House Building/conveyance loans shall be free to authorize DDOs, to deduct instalments including defaults and balance instalments in case of two consecutive defaults instead of three consecutive defaults and remit the same to the lender banks/financial institutions.


Additional Secretary(Fin.) to the
Govt. of Himachal Pradesh.

To

All Administrative Secretaries,
Government of Himachal Pradesh.

Endst. No. Fin(C)A(3)3/2000, Dated Shimla-171002, the 20th March, 2003

Copy to:-

1. All Heads of Departments in Himachal Pradesh.
2. The Accountant General(Audit), H.P.Shimla-3 with 10 copies.
3. The Sr. Deputy Accountant General(A&E), H.P.Shimla-3 with 10 copies.
4. The Resident Commissioner, H.P. Himachal Bhawan, New Delhi.
5. All Deputy Commissioners in Himachal Pradesh.
6. All Distt. and Session Judges in Himachal Pradesh.
7. The Resident Commissioner, Pangi, Chamba, H.P.
8. The Director, Treasury & Accounts, H.P.Shimla
9. All Boards/Corporations/Universities in Himachal Pradesh.
10. All Distt. Treasury Officers/Treasury Officers in H.p.
11. The Secretary, H.P.Electricity Regulatory Commission, Khalini, Shimla.

GOVERNMENT OF HIMACHAL PRADESH
FINANCE (REGULATIONS) DEPARTMENT

NO.FIN.2-C(10)15/79-Part DATED SHIMLA-171002, THE 27th JULY, 2006

OFFICE MEMORANDUM

Subject:- Confessional rate of interest on House Building Advances for promoting small family norms-clarification thereof.

In continuation of this Department's O.M.No.No.Fin.2-C(10)15/79, dated 29th September, 1981, I am directed to say that the cases for allowing of ½% rebate on rate of interest on House Building Advances to such Government servants who volunteer for sterilization are being received in Finance Department for clarification as to whether this incentive is admissible on the difference amount which has been allowed as per guidelines issued by the Finance Department vide Letter No.Fin(C)A(3)-2/99, dated 3rd November, 1999 and on the loan taken for repair of house.

2. Matter has been examined in Finance Department and it is clarified that ½% rebate on House Building Advance to such govt. servants who volunteer for sterilization will be admissible only once on original loan taken either for construction of house/purchase of house or for repair of house. It is requested that such cases may be decided accordingly.

[Signature]
Additional Secretary(Finance) to the
Government of Himachal Pradesh.

All the Administrative Secretaries
H.P.Govt., Shimla-171002.

NO.FIN.2-C(10)15/79-Part DATED SHIMLA-171002, THE 27th JULY, 2006.

Copy to:-

1. All the Heads of Departments in Himachal Pradesh.
2. The Accountant General(Audit), H.P.Shimla-171003.
3. The Sr. Dy. Accountant General(A&E), H.P.Shimia-171003.

GOVERNMENT OF HIMACHAL PRADESH
FINANCE (REGULATIONS) DEPARTMENT

No. Fin(C)A(3)3/2000 Dated Shimla-171002, the 25th August, 2006.

OFFICE MEMORANDUM

Subject:- Grant of advance to the State Government Employees for House Building purpose- Revision of quantum/ upper ceiling and entitlement thereof.

I am directed to refer to the subject cited above and to say that the upper ceiling of House Building Advance was enhanced from existing level of Rs.4.00 lakh to Rs.7.50 lakh vide this Department's OM of even number dated 5th July, 2006. The amount of HBA admissible was equal to 50 times of Basic pay plus Dearness Pay. These orders were given prospective effect. Since the order of merger of 50% DA with Basic Pay has been made effective retrospectively i.e. w.e.f. 1.4.2004, as such, the issue regarding revision of HBA ceiling/quantum of advance w.e.f. 1.4.2004 was under consideration of the government for some time past.

2. The Governor, Himachal Pradesh is pleased to order that the quantum of amount of HBA will be 34 times of Basic Pay plus DP instead of 50 times of Basic Pay plus DP of a govt. servant or the anticipated cost of the house or the repaying capacity (number of years left for retirement) of the govt. servant whichever is least, subject to the condition that maximum amount of HBA shall not exceed Rs.7.50 lakh.

3. The enhancement/revision will be admissible only in those cases of House Building Advances where either the fresh cases of HBA or installments were/are pending for sanction on or after 1.4.2004.

4. The rate of interest as per the revised orders will be charged for the entire amount of HBA i.e. amount originally sanctioned plus enhanced amount.

5. These orders will be applicable w.e.f. 1.4.2004.

6. The cases for revision of HBA received in F.D. after 31.12.2006 will not be entertained.

(Dr. R.N. Batta)

Additional Secretary (Finance) to the
Government of Himachal Pradesh.

All the Administrative Secretaries to the
Government of Himachal Pradesh.

GOVERNMENT OF HIMACHAL PRADESH
FINANCE(REGULATIONS) DEPARTMENT

No.Fin(C)A(3)-3/2000,dated Shimla-171002, the 20 April,2007.

OFFICE MEMORANDUM

SUBJECT: HOUSE BUILDING ADVANCE TO GOVERNMENT EMPLOYEES--SANCTIONS THEREOF.

The Undersigned is directed to invite a reference to the subject mentioned above and to say that while issuing sanctions for allowing HBA to the State Government employees, details of rate of interest, number of instalments in which recovery of principle /- interest is to be made, month from which recovery of principle / interest thereon is to commence etc. are required to be indicated in each & every case so that recovery can be effected accordingly. It has, however, been observed that in most of cases, sanctions for House Building Advances are not being issued as per provisions of rules/ instructions which is resulting in different interpretations by various authorities as per their discretion. In such cases, as the departures are being made from established norms, Audit Office has raised objections in many cases and has asked for levying of penal interest for violation of settled terms of sanction. Such situations can be avoided in case provisions of rules / instructions are strictly adhered to by the sanctioning authorities.

Matter has been examined in Finance Department and it has been decided that in order to avoid such mis-interpretation, the sanctioning authorities, while issuing sanction for House Building Advance, will invariably ensure that sanctions should invariably contain following details:

1. Month from which recovery of HBA is to start should be indicated clearly in the draft sanction keeping in view the

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provisions of rules / instructions prevalent at the time of sanction.

2. Rate of interest prevalent at the time of sanction should invariably be indicated in the sanction for HBA.
3. No. of instalments in which recovery of principal / interest thereon is to be made should also be indicated in the sanction order itself.
4. A clause should also be included in the draft sanction that any departure from settled terms and conditions will invite provisions for levying of penal interest. Rate of penal interest should also be clearly mentioned in draft sanction.
5. Other conditions like furnishing of mortgage deed / supplementary mortgage deed (as the case may be) should also be included in the draft sanction itself.
6. It should also be made clear in the draft sanction as to whether the advance is for purchase of plot / readymade house / construction of house / difference amount or enhancement or for repair of existing house.
7. Details of codal formalities / documents which are required to be obtained from the loanee should also be indicated in the draft sanction.
8. Original terms / conditions notified in the draft sanction should not be changed in any case except with prior approval of the Finance Department through the concerned A.D.
- 9) In case of Officers of All India Services, there is a provision in their service rules that they can get HBA benefit either under the rules applicable to the AIS or to the State Government employees as per their option. In view of these provisions, it should also be clearly mentioned in the draft sanction as for

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which rules, the officer has opted for and under which rules HBA is being allowed / sanctioned.



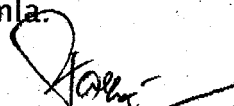
(Dr. R.N.Batta)

Additional Secretary(Finance) to the
Government of Himachal Pradesh.

No.Fin(C)A(3)-3/2000, dated Shimla-171002, the 20 April, 2007.

Copy to:-

1. All the Administrative Secretaries to the Govt. of H.P.
2. All Heads of Department in Himachal Pradesh.
3. The Sr. Dy. Accountant General(A&E) H.P.Shimla.
4. The Principal Resident Commissioner to the Govt. of H.P., 27-Sikandra Road, New Delhi.
5. All Deputy Commissioners in Himachal Pradesh.
6. All Distt. and Session Judges in Himachal Pradesh.
7. The Resident Commissioner, Pangi, Distt. Chamba, H.P.
8. The Directory of T&A, H.P.Shimla.
9. All Boards/Corporations/Universities in H.P.
10. All Distt. Treasury Officers/Treasury Officers in H.P.
11. The Commandant, Training Centre, Director General of Security, Sarahan, Rampur Bushar, Distt. Shimla.
12. The Deputy Commissioner, Relief and Rehabilitation, Beas Project, Talwara, Township, Punjab.
13. The Controller, Printing and Stationery Department, H.P.Shimla.
14. The Section Officer, Department of Personnel(A-III) H.P.Sectt., Shimla.
15. The Section Officer(SA-A) H.P.Sectt., Shimla.
16. Guard file/spare copies 150



(Dr. R.N.Batta)

Additional Secretary(Finance) to the
Government of Himachal Pradesh.



No.Fin-2C(10)15/79-Part
Government of Himachal Pradesh
Finance(Regulations) Department

From

The Secretary(Finance) to the
Government of Himachal Pradesh.

To

The Dy. Accountant General(A&E)
H.P.Shimla-171003.

Dated Shimla-171002.

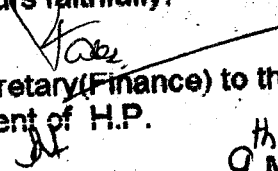
the 9th May,2007.

Subject:- Clarification regarding recovery of House Building Advance-
Difference Amount.

Sir,

I am directed to refer to this department's letter of even number dated 1st September,2006 on the subject cited above and to say that the matter regarding recovery of house building(difference amount) advance has been re-examined in Finance Department keeping in view provisions of rules 10.17 and 10.19 of HPFR, Vol-I, and in supersession of earlier decision dated 1.9.2006. it has been decided that the recovery in such cases of difference amount of House House Building Advances is to commence from the 4th issue of pay. In view of this, you are requested to decide the cases of calculation of interest on difference amount of House Building Advances accordingly.

Yours faithfully,

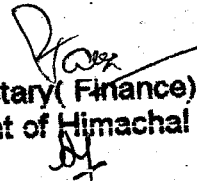

Addl. Secretary(Finance) to the
Government of H.P.

No. As above. Dated Shimla-171002, the

9th May,2007.

Copy to:-

1. All the Administrative Secretaries to the Govt. of H.P.
2. All HODs in H.P.


Addl. Secretary(Finance) to the
Government of Himachal Pradesh.