

APPENDIX-VI

Calculation sheet for construction of a house etc.

(I)	Name of the applicant with designation	:
(II)	PARTICULARS OF ADVANCE	
	(a) Pay in the pay band drawn with date	:
	(b) Cost of construction (estimate) ceiling limit (pay in payband)x 34	:
	(c) amount applied for	:
(III)	SERVICE PARTICULARS	
	(a) Date of Birth	:
	(b) Date of Superannuation	:
	(c) Date of start of recovery (18 months)	:
	(d) No of monthly installment (limited to 180 + 60=240)	:
(IV)	REPAYING CAPACITY	
	40% of II(a) X No. of Installment	:
	40% of II(a) X No. of installment	:
	50% of II(a) X No. of installment	:
(V)	REVIEW OF ADVANCE	
	(a) Advance admissible	:
	(b) Interest chargeable (Rate :)	
	(c) Total amount recoverable	:
	(d) Gratuity adjustable (65% / 75%) of Rs.	:
	(e) Balance recoverable	:
	(f) Rate of recovery including comonate interest	:

An advance of Rs.(Rupees.....
 (within 40% of basic pay) can be approved in relaxation of Rule 4 (b) of House Building Advance Rules.

* This is a hypothetical figures.

AAO/Admn

Sr. AO/Admn

**OFFICE OF THE ACCOUNTANT GENERAL
(COMMERCIAL, WORKS & RECEIPT AUDIT)
ORISSA : BHUBANESWAR**

NO:Admn(CW&RA)/5-1/HBA/05-06/

Date:

Sub: Grant of House Building Advance of Rs. _____ (Rupees _____) only in favour of Sri _____ for the construction of house including plot purchase advance _____

The Accountant General (CW&RA), Orissa, Bhubaneswar has been pleased to accord sanction to the payment of an advance of Rs. _____ (Rupees _____) only in favour of Sri _____ for construction of house including acquisition of plot under Rules 5(a)(i) of the House Building Advance Rules.

2. The interest on recovery of advance is chargeable in accordance with Government of India, Ministry of Works & Housing O.M. No.10/15/59-H, Vol.III dated 15.11.75 as amended from time to time.
3. The Advance has been sanctioned subject to availability of funds. The Head of account to which the payment is to be charged under the Major Head "7610 A.A, Loans to Government Servants etc. AA.I House Building Advance Demand No.42 (Ministry of Finance).
4. The above advance has been sanctioned in relaxation of Rules 4(b) subject to the condition that the total amount of advance together with interest thereon is fully recovered before the date of retirement of the applicant and the higher rate or recovery will not cause any hardship to him.
5. The advance is sanctioned under the terms and conditions mentioned in the reverse (Page-2).
6. The applicant will construct the ground floor only.
7. He is requested to furnish the Mortgage Deed in Form 3/4 immediately. The original sale deed may also be submitted.

Sr.Audit Officer/Admn(CW&RA)

To

P.T.O.

- a) The loanee has a clear marketable and unencumberance title in the land/house in terms of O.M.No.18/4/63 dated 17.08.1993
- b) In case the terms of sale do not vest the title to the plot or land in the purchaser till the house is constructed thereon or after certain period (not exceeding 5 years) from the date of possession/allotment of land, the applicant is required to execute an agreement in the prescribed form (Form-5) included in the May 1968 edition of the House Building Advance Rules.
- c) The prescribed mortgage deed may be duly executed and registered and this mortgage deed together with original documents of title of land/house may be deposited with the Head of the Department.
- d) There are no restrictions in the lease/sale/gift etc. deed under which the loanee claims his title to his mortgaging the land and that there the said deeds stipulate that the written permission to mortgage the land and the house is required such a permission duly accorded by the (Competent) authority mentioned in the deed has been obtained by the loanee and has been produced so that in the event of a fore-closer of the mortgage, Government dues can be fully recovered.
- e) The plan of the proposed house has been approved by the concerned local body (Municipality/Panchayat etc. as the case may be) and the approval is still valid and that where the approval has expired, necessary revalidation has been obtained by the loanee is such a permission is necessary according to the Bye-laws etc. of that local body and the same has been produced.
- f) The loanee constructs the house as per approved plan and specifications.
- g) The construction is completed within 18 months from the date of drawal of the first instalment of advance or within such extended time as fixed under Rules.
- h) The loanee insure the house with the Life Insurance Corporation of India at his cost immediately after its completion and keeps the house so insured till the entire amount of advance together with interest has been fully recovered alongwith interest.
- i) No additions and alterations to the house made during the current of the loan without prior permission of the Head of Department.
- j) The recovery of the loan is commenced as prescribed under the rules.
- k) The grant of advance is also subject to the fulfillment of the other conditions that the Rules to regulate the grant of advance to officers of All India Services and Central Government Servants for the building etc. of houses, as amended from time to time.