

***These instructions have been partly revised vide
No. 16/1/10-WM(6), Dated 19.08.2010.***

No. 16/1/10-WM(6)

From

The Financial Commissioner & Principal Secy. to Govt.,
Haryana, Finance Department.

To

All Heads of Departments in Haryana,
The Registrar, Punjab and Haryana High Court &
All District & Session Judges in Haryana State,
All Commissioners of Divisions,
Deputy Commissioners and SDOs. (Civil) in Haryana.

Dated, Chandigarh, the 16th July, 2010

Subject : Grant of advance for the purchase of Motor Car/Motor Cycle/Scooter/Moped and Bi-Cycle to Haryana Government employees.

Sir,

I am directed to refer to Finance Department's circular letters No. 2/2/05-WM(6) dated 3rd August, 2005 and No. 2/2/07-WM(6) dated 1st April, 2008 on the subject noted above and to say that due to revision of pay scales of State Govt. employees, the question of enhancing the present eligibility limit of pay and admissibility for the purpose of grant of Motor Car advance and admissibility limit for the purpose of grant of Motor Cycle/Scooter/Moped and Bi-cycle advance to the state Government employees has been considered and it has been decided to revise the admissibility condition and admissibility limit of advance for the purchase of Motor Car/Motor Cycle/Scooter/Moped and Bi-Cycle, with immediate effect as under :-

Sr. No.	Category	Admissibility Conditions	Limit of Advance and Instalments of Recovery
1.	Purchase of Motor Car	Government employees drawing revised pay of Rs. 18000/- & above in any pay band (Revised pay & grade pay) shall be eligible for this advance	20 Months' pay subject to a ceiling of Rs. 6.50 lacs or the actual price of the Motor Car whichever is less which is recoverable alongwith the interest in 100 equal monthly instalments.
2.	Purchase of Motor Cycle/ Scooter	Government employees drawing Pay in any pay band shall be eligible for this advance	(i) This advance can be applied only for purchasing a new Motor Cycle/Scooter. (ii) Rs. 45000/- for Motor Cycle and Rs. 35000/- for Scooter or actual price of the vehicle whichever is less, recoverable alongwith the interest in 100 equal monthly instalments.

Sr. No.	Category	Admissibility Conditions	Limit of Advance and Instalments of Recovery
3.	Purchase of Moped	Government employees drawing Pay in any pay band shall be eligible for this advance	(i) This advance can be applied only for purchasing a new Moped. (ii) Rs. 25000/- or actual price of the vehicle whichever is less, recoverable alongwith the interest in 100 equal monthly instalments.
4.	Purchase of Bi-cycle	Government employees drawing Pay in any pay band shall be eligible for this advance	(i) This advance can be applied only for purchasing a new Bi-cycle. (ii) Rs. 2500/- or actual price of Bi-cycle whichever is less, recoverable in 20 equal monthly instalments.

2. It has also been decided that the advance shall be admissible up to maximum of three times during the whole of his/her service career of any eligible employee for purchase of the above vehicles for similar purpose(s) subject to the following conditions:-

- (i) The advance for the purchase of Motor Car shall be restricted to 85% of the admissibility of the applicant and in all such cases at least 15% of the contribution towards the admissibility of the applicant must come as equity on part of the employee concerned.
- (ii) The prescribed rates of interest for the second and third advance shall be 1% and 2% respectively above the normal rate of interest on "Conveyance advance" prevailing at the point in time for disbursement.
- (iii) The Second/third conveyance advance will be granted only if the first/second advance was taken 8 years back (in case of Bi-Cycle once every 3 years) by the applicant.
- (iv) Any subsequent advance on this account can be applied for only after clearing fully and finally the recovery/repayment liability of the preceding account and NDC to this effect should be issued by the competent authority.

3. The case in which the amount of advance has already been earmarked/drawn shall not be reopened for earmarking of funds as a result of this revision.

4. All other terms and conditions for the Motor Vehicles Advance, as laid down by the Finance Department from time to time, shall be applicable mutatis and mutandis.

5. It has been observed that the advance cases are not being examined properly in accordance with the instruction issued by the Finance Department from time to time. You are, therefore, requested to direct the concerned officers/officials working under your control to scrutinize the application in accordance with the instruction. They should ensure that the application complete in all respects are sent to the Finance Department with your specific recommendations. Incomplete cases received in Finance Department will not be entertained at all. In case misutilisation of funds by the applicant, the responsibility would devolve on the D.D.O. As such they may be directed to examine the case properly and satisfy themselves

about the genuineness of the demand of the applicant for the grant of the advances.

6. The Application Form, Agreement Deed, Surety Bond Form, Annexure-IV Form (Death-cum-Retirement Gratuity) and a check list is enclosed for the guidance/Convenience of applicants/departments.

7. The above instructions may please be brought to the notice of all officers/officials working under your control.

Yours faithfully,

Sd/-

(Satish Seth)

Under Secretary Finance (B)
for Financial Commissioner & Principal Secy. to Govt.,
Haryana, Finance Department.