

**APPLICATION FORM FOR THE GRANT OF INTEREST FREE LOAN SCHEME
FOR GOVERNMENT EMPLOYEES SERVING IN BS-01 TO 15 (FOR THE YEAR 2017-18)
(FINANCE DEPARTMENT KHYBER PAKHTUNKHWA)**

(FORM SHOULD BE FILLED IN BLOCK LETTERS)

(ATTESTED COPY OF CNIC, PAYSLIP AFFIDAVIT MUST BE ATTACHED)

1.	Department Type (Mark ✓)	<input type="checkbox"/> SECRETARIAT		<input type="checkbox"/> GENERAL	
2.	District / Agency Account Office				
3.	DDO Code				
4.	Personnel No.				
5.	Loan Type (Mark ✓)	<input type="checkbox"/> BCA Rs.4000/-	<input type="checkbox"/> MCA Rs.39,900/-	<input type="checkbox"/> HBA Rs.1,24,800/-	
6.	Employee Name				
7.	Father's Name				
8.	Computerized NIC No.			-	
9.	Department				
10.	Post			11. Pay Scale	
12.	Date of Birth			-	
13.	Date of 1 st Appointment			-	
14.	Date of Retirement			-	
15.	Length of Service		(Yr)		(Mn)
16.	Present Address				
17.	Permanent Address				
18.	Place of Duty				
19.	Phone No. (With Code)				

DATE

SIGNATURE OF APPLICANT

Certified that: -

- He/She has not been granted any loan from Government / any Bank / Financial Institution or any other source.
- He/She will not be allowed to leave the service until full recovery of the advance is made from his / her or from his/her dues (GP Fund, Gratuity, Leave Encashment, Pension) with the Government.
- The facts mentioned above are correct to the best of my knowledge and belief.

**To be signed in case
of District Employees**

**To be signed in case of Civil
Secretariat / Attached
Departments**

**Signature & Stamp of EDO / Head
of Department**

**Signature & Stamp of Head of
Attached Department**

Signature & Stamp of DC

**Signature & Stamp of Head of
Administrative Department**

INSTRUCTIONS

- i. Interest Free Loans under the Scheme will be granted to Provincial Government Employees serving in BS-01 to 15 according to the following admissible rates:-

S#	Category	Loan Admissible	Mode Of Installments	Eligibility
A.	House Building Advance	Rs.1,24,800/-	Rs.1040/- P.M in 120 equal installment (No permission for extension in the period of return else profit on the loan will be imposed at the profit rate of GP Fund of that Year).	Min. Service : 10 Years and Max Age : 50 years
B.	Motorcycle Advance	Rs.39,900/-	Rs.665/- P.M in sixty (60) equal installments. (No permission for extension in the period of return else profit on the loan will be imposed at the profit rate of GP Fund of that Year).	Min. Service : 5 Years and Max Age : 55 years.
C.	Bicycle Advance	RS.4,000/-	Rs.100/- P.M	No Criteria

- ii. There will be no quota or special consideration etc. in any case and all such list prepared for the purpose in the past will be deemed cancelled.
- iii. Deputationists will not be eligible for the grant of Interest Free Loan Scheme.
- iv. Loan will be admissible only in one of the category mentioned in (i) of the Terms and conditions. However, after the expiry of the period and return of all the installments another loan can be granted.
- v. Loan will be granted only to those Government Employees who are not availing the loan facility from the existing scheme, duly certified by the concerned DDO.
- vi. Any employee availing the facility of Interest Free Loan Scheme will only be relieved from services, in case of resignation, pre-mature retirement, termination etc after the recovery of all the dues.
- vii. In case of death during service of the loanee Government employees the remaining installments shall be waived off in consultation with Finance Department.
- viii. The application forms of Civil Secretariat employees and its Attached Department shall be enlisted / scrutinized by Benevolent Fund Section Administration Department, Civil Secretariat, Peshawar (on DESP), applications of the Provincial Government Employees working in various Districts / Tribal Agencies shall be enlisted / scrutinized by the Deputy Commissioners / Political Agents concerned and applications of Attached Provincial Departments shall be enlisted by their respective Departments. **Data Entry Software Programme (DESP)** for departments is available on Benevolent Fund website www.bfkp.org.
- ix. Last date for receipt of application forms for the financial year 2017-18 at concerned offices mentioned at (viii) above is **30/11/2017**. After scrutiny of all such applications will be submitted to Provincial Benevolent Fund Cell upto **15/12/2017** by the Departments in soft and hard copies, hard copies be submitted in sequence according to the list.
- x. After scrutiny the draw shall be arranged by a Committee.
- xi. After the approval of the loan grants, Accountant General Khyber Pakhtunkhwa will release the funds to the concerned Administrative Departments, Attached Departments and concerned DDOs for onward release to the Government employees.
- xii. Deduction of installments and maintenance of record shall be the responsibility of concerned District Accounts Officers / Agency Accounts Officers and Accountant General Office Khyber Pakhtunkhwa.
- xiii. Rules 253-A-2 (vi) of GFR will be considered relaxed at present.