



കേരള സംസ്ഥാന കേരളം
സഹകരണം Co-operative
കാർഷിക ഗ്രാമ Agricultural and Rural
വികസന ബാങ്ക് ലിമിറ്റേഡ്. Development Bank Ltd.

G1/HL/KSCARDB/Emp/2023-24

20/06/2023

CIRCULAR NO. 19/2023

Sub: - House loan to the employees of the Bank for the year 2023-24 applications invited - reg.

Applications are invited from the employees of the Bank for House Loan for the year 2023-24.

- 1. First House Loan 2(a):** - Permanent employees who have completed 5 years of continuous service in the Bank are eligible for first house loan. The amount of first house loan shall be limited to 75% cost of the house and house site / the estimated cost of construction, as determined by an Engineer not below the rank of an Asst. Engineer in Government service, but subject to a maximum of 60 times of salary drawn by the employee at the time of taking the loan or Rs.20,00,000/- whichever is less.
- 2. Loan for Repairs 2 (b):** Loan for repairs to house will be Rs.4 lakhs or 12 months salary of the employee at the time of taking the loan whichever is less. Only those who have not availed 1st, 2nd and additional house loans from this Bank will be eligible for loan for repairs.
- 3. Additional House Loan 2(d):** An additional amount or 20 times of salary will be provided to those employees who have already availed the house loan subject to the condition that the employees will be eligible for additional house loan only after 3 years of availing original house loan. However the total loan under first house loan and additional house loans together shall not exceed Rs. 20 lakh or sixty time of salary whichever is less. Moreover employees who have already

HEAD OFFICE: THIRUVANANTHAPURAM,

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Website: <http://www.keralalandbank.org>



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availed additional loan (1st additional, 2nd additional and 3rd additional house loans) are also eligible for the enhanced loan provided their eligibility is limited to the balance amount after considering the sanctioned amount of 1st house loan, 2nd additional house loan and 3rd additional house loan earlier. Those employees who have already availed house loan and closed their accounts & received back their original documents are also eligible for **the enhanced loan provided their eligibility is limited to the balance amount after considering the amount of house loan sanctioned to them earlier, considering their remaining period of service.** Those employees who have already availed original and additional house loans and whose accounts are continuing are also eligible for the enhanced loan provided their eligibility is limited to the balance amount after considering the amount of house loan sanctioned to them earlier, considering their remaining period of service.

4. **Loan for take over 2(d)(1):** Loan for take over from other institutions shall be subject to a maximum of Rs.20,00,000/- or 60 times of the salary whichever is less. However, for take over of house loan from other institutions, the total loan under house loans/ additional house loans and take over together shall not exceed Rs.20,00,000/-.
5. **Second House Loan 2(f):** Second House loan for constructing/ purchasing a ready built house will be sanctioned to the employees after 5 years of taking 1st house loan. The second house loan amount shall be limited to the balance amount available after considering the sanctioned amount of 1st house loan and additional house loan subject to a maximum of Rs.7,00,000/-.



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Those employees who have are eligible to avail house loan may submit their applications through their Controlling Officers on or before **31.07.2023** in the enclosed proforma. Other conditions if any stipulated in the rules regarding grant of house loan to the employees of KSCARDB should be complied with.

Pammal
MANAGING DIRECTOR

Encl: Application form

Copy to:

1. The Chief Inspecting Officer (NZ & SZ)
2. Principal, ITM, Ernakulam
3. All Regional Managers
4. All Section Heads at HO
5. Notice Board.

For Circulation among
all Staff members.

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**APPLICATION FOR ADVANCE TO KSCARDBANK EMPLOYEES FOR
CONSTRUCTION/ PURCHASE OF A READY BUILT HOUSE/REPAIRS TO
THE EXISTING BUILDING/ ADDITIONAL HOUSE LOAN/2nd ADDITIONAL
HOUSE LOAN/3rd ADDITIONAL HOUSE LOAN/4th ADDITIONAL HOUSE
LOAN/LOAN FOR TAKE OVER/ SECOND HOUSE LOAN**

1. Name of the Applicant :
- (a) Employee Code :
- (b) Official designation :
- (c) Station working :
2. i. (a) Monthly substantive pay/
Officiating pay :
- (b) Dearness pay, if any :
- ii. (a) Date of Birth
- (b) Date of entry into service :
- (c) Date of superannuation/
Retirement :
3. Amount of advance required :
4. Purpose of the Advance (Specify) :
- (a) Construction of new house/purchase
of a ready built house/Repairs to the
existing house/additional loan/
Take over /2nd House loan :
- (b) Survey No. and extend of the land
construction/purchase/repairs/
additional work is proposed :
- (c) Village, Taluk & District in which
the land is situated. :

5. (a) Approximate cost of construction of the proposed building. :
- (b) Approximate value of the house and house site to be purchased :
- (c) Estimated cost of repairs to existing building :
- (d) Estimated cost of additional works :
- (e) If the amount to be taken over from other financial institution, give details :
6. Title of the applicant to the land upon which the house is proposed to be built/completed/extended/repairs/additional work stands :
7. If the applicant had already drawn or applied for any loan/Advance under any other housing scheme sponsored by the State/Central Government/ from the Bank/ Or by way of second chare etc. then furnish the following details :
- (a) Name of the Institution :
- (b) The amount of the loan/Advance already drawn/applied for :
- (c) The scheme under which loan/advance drawn/applied for :
- (d) The No. & date of sanction issued by the Bank or the date of the application for the loan advance :
- (e) Amount outstanding as on date :

8. Details of house loan already availed from this Bank

	<u>Amount</u>	<u>Year</u>
1 st		
2 nd		
1 st Additional		
2 nd Additional		
3 rd Additional		
4 th Additional		
Repairs		
Take over		

DECLARATION

1. I hereby bind myself to use the advance for the purpose I have applied for and in strict compliance with the rules in this respect laid down by the Bank and orders issued by the Bank from time to time.
2. I here by declare that I shall avail the complete amount within one year.
3. I do hereby declare that I shall repay the principal portion of the amount from the next month of the availing of the last installment or one year from the disbursement of the 1st installment whichever earlier.
4. I do hereby declare that surplus of the advance, if any will be refunded to Bank immediately after the work/transaction is over.
5. I do hereby agree to assign Rs..... (Rupees.....) from the retirement benefits admissible to me as collateral security.
6. I solemnly declare that the information furnished against the various items indicated above is true in the best of my knowledge and belief.

Signature of the applicant.

Station:

Date :