

No. HPPCL/P&A/Policy/Miscellaneous/- 22394-412

Dated: 11/11/2012
16

To

All Head of the Projects,
HP Power Corporation Limited.

Subject: Permission for purchase of movable/immovable property and issuance of irrevocable undertaking by DDO.

Dear Sir,

This office has received a number of communications from various offices of HPPCL regarding permission and issuing irrevocable undertaking by DDO.

The matter has been examined and it is informed that presently HPPCL does not have any policy for according House Building Advance/ Conveyance/ Personal/Consumer loans etc. to its employees from its own budgetary provision at par with GoHP. Hence, it is clarified that in future while regulating the cases of loans pertaining to House Building/ Conveyance/ Personal/Consumer loans etc. the following instructions may be adhered to in letter and spirit:-

1. The employees may be asked as per HPPCL CDA Rules to seek prior sanction from the Competent Authority for purchase/sale of such movable/immovable property and such cases be dealt as per **proviso 23 of Section-III of DOFP of HPPCL.**

2. Once the sanction has been obtained by such employee from the Competent Authority, he/she may apply for loan from the concerned banks.

3. While dealing with such requests for loan, the DDO may examine each case as per **proviso 10.13 to 10.28 of HPFR Vol-I** viz-a-viz GoHP instructions issued by Finance Department, GoHP dated 6th May, 2002 (available on official website of Finance Deptt.). The salient features of aforesaid Office Memorandum are reiterated as under:-

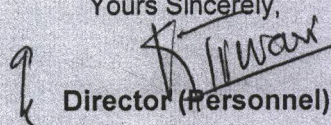
a) An employee desirous to raise House Building/Conveyance loan from bank will give an undertaking to the DDO as per prescribed Annexure to the effect that he will refund the loan and interest thereon regularly in monthly instalments and in the event of default the DDO will deduct and remit the same to the concerned bank.

b) On receipt of information relating to loan entry should also be made in the Service Book and other relevant service record.

c) All DDOs will invariably indicate details of loans and advances in the LPC in the event of transfer of such employees to another station.

These instructions may be brought to the notice of concerned DDOs of your office for strict compliance.

Yours Sincerely,


Director (Personnel)

Copy to:-

1. The Managing Director, HPPCL, Shimla-5.
2. The Director (Finance), HPPCL, Shimla-5.
3. The Director (Electrical), HPPCL, Shimla-5.
4. The General Manager (Corporate Planning), HPPCL, Shimla-5.
5. The General Manager (Civil Contracts), HPPCL, Shanti Kutir, Chakkar, Shimla-5.
6. The Sr. Manager (Finance) -cum-CPT, Shanti Kutir, Chakkar, Shimla-5.


Director (Personnel)