



Copy of letter No. LA.1/G1./21-581

Office of the Accountant General (A&E)¹²²,
Kerala, Thiruvananthapuram - 695 039,

Dated: 14th May, 1999.

C I R C U L A R N O .
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Sub:- House Building Advance and Motor Car Advance - Arrear Clearance - Action Plan.

In order to clear the arrears in issuance of clearance certificates of HBA/MCA availed by State Government employees, this office is initiating a time-bound action-plan. To achieve this goal wholehearted co-operation of all Departments is required for collecting/furnishing the details required.

All Heads of Departments are requested to furnish the following details to respect of the HBA/MCA accounts of the employees working under them whose recovery towards HBA/MCA has been completed or who have retired from service in whose case clearance certificates are not issued.

- 1) Details of recovery made towards principal and/or interest showing gross and net amount of the bill, amount deducted towards principal/interest, total amount deducted towards HBA/MCA from the bill (in the case of Estt. bills of non-Gazetted officers), date of encashment, name of treasury, head of account etc.
- 2) The Statement of Recovery mentioned at (1) above may be furnished for the period from March 1998 salary to the last recovery.
3. The Statement should be signed by the Drawing and disbursing Officer in the case of Non-gazetted officers and by the Treasury Officer concerned in the case of Gazetted Officers.
4. The Utilisation Certificate in the case of HBA/and Cash Receipt/Mortgage Bond/Comprehensive Insurance Policy in the case of MCA wherever due may be furnished.

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5) In the case of lumpsum remittances, the challans in original may be furnished.

The Heads of Departments may give suitable directions to their subordinate officers to furnish the above details in respect of the loanees working in the respective offices within a fortnight quoting this circular in addition to the previous references of this office and broadsheet number of the loanee.

Sd/-

Deputy Accountant General (Accounts)

To

All Heads of Departments.

Forest Headquarters,
Thiruvananthapuram.

Endt. Lr. No. H1-18944/99 Dated 31.5.1999.

Copy forwarded to All Divisional Forest Officers and Conservator of Forests for information and necessary action.
Copy to T. Section, Chief Conservator of Forests, Wild Life, Social Forestry, World Bank Project.

Issued

for Chief Conservator of Forests (P)

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