

C I R C U L A R

No.28/91/Fin. 4297 148

Dated, Thiruvananthapuram, 8.4.1991

Sub:- Advance - Motor Conveyance Advance for the purchase of Motor Car/Scooter 1991-92 - Entertaining of fresh applications - Instructions issued.

Ref:-

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All the Heads of Departments are directed to accept applications for Motor Conveyance from Government employees for the year 1991-92 - and to forward to Government as indicated below:-

MOTOR CAR ADVANCE

1553
6/5
2/20/91
1. Applications for Motor Car Advance may be forwarded to Government in the Finance Department through the Accountant General, Kerala, after satisfying that the applications are in order. Before forwarding the application to the Accountant General the Head of Department should counter sign the application certifying that this has been verified and found correct. The Head of Department should also furnish a certificate to the effect that the officer will not be reverted to a lower post during the period of repayment of the advance. These two stipulations should be strictly followed. Applications should reach the Finance Department after verification by the Accountant General on or before 31st May, 1991 and those received after that date will not be entertained on any account. Agreement need be furnished only when the advance is sanctioned.

2. In the case of Handicapped officers applying for Motor Car Advance, a certificate to that effect from the Medical Officer should be furnished.

SCOOTER/MOTOR CYCLE ADVANCE

6/5/91
3. In the case of Scooter/Motor Cycle Advances, the applications need not be forwarded to Government in the Finance Department as powers for sanctioning Scooter/Motor Cycle Advance has been delegated to the Heads of Departments. The Heads of Department may therefore retain the applications with them and furnish only the details in the proforma appended so as to reach the Finance Department on or before 31st May, 1991.

4. Separate proforma should be forwarded in the following cases:-

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1. Scheduled Caste/Scheduled Tribe Officers.
2. Handicapped Officers
3. Other officers.

General:-

5. Those who have already availed of the benefit of Motor Car/Scooter Advance need not apply again.

6. Applications from Scheduled Caste/Scheduled Tribe Officers and Physically Handicapped Officers should be superscribed accordingly.

7. The Heads of Departments may also note that the basic pay for the eligibility to apply for Motor Car and Scooter Advance has been fixed at Rs.2640/- and 1220/P.M. respectively as on 1.4.1991 onwards. Handicapped Officers drawing basic pay of Rs.950/-P.M. and above are also eligible to apply for Scooter Advance.

P.S.Dharmarajan,

Addl. Secretary (Finance)

To

The Accountant General (A&E/Audit) Kerala.

All Heads of Departments.

Sd/-

Section Officer.

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U R G E N T
Endt. on H4-18025/91 dated 26.5.4.1991.

Copy forwarded to Chief Conservator of Forests (Vigilance) Chief Conservator of Forests (Wild Life), Chief Conservator of Forests (S.F.&P) Chief Conservator of Forests (W.F.P.) and all Sub Offices for immediate submission of requirements, so as to reach this office on or before 15.5.1991.

Copy for circulation in office.

- P.A. to Prl. Chief Conservator of Forests
- Copy to P.A. to C.C.F. (P)
- Copy to P.A. to Chief Conservator of Forests (D).

Sd/-

for Chief Conservator of Forests

Approved for issue/

Head Accountant.

Nk/30.4

P R O F O R M A

Name & Designation of the Officers (In the order of basic pay as on the date of applications.	Date of birth.	Scale of Pay.	Length of service as on the date of application in year & month.	Remain- ing service for retirement on 1.7.91 in year & month.	Date of receipt of application.	Amount of advance applied for.	Eligible amount (eligible amount is limited to 8 times of basic pay subject to a maximum of Rs. 13000/- or the amount applied for whichever is less)
(1)	(2)	(3)	(4) (5)	(6)	(7)	(8)	(9)
		Basic Pay					

Grand Total of the Eligible Amount.

s/30.4