

Ref. No. 60519/78/C1.
Dated: 15.3.1979.

Office of the Chief Conservator
of Forests, A.P. Hyderabad.

Sri P.S.Rao. I.F.S.,
Chief Conservator of Forests,

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Circular No. 12/79 (Accts).

Sub: Loans and Advances - House Building Advances
to Government Servants - Sanction - Reg.

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As per the instructions issued by the Govt. in the G.O. cited, the advances sanctioned towards purchase of ready built houses and house sites have to be given in the form of a cheque, in favour of the intending vendor, and should be given before the sub-Registrar. In view of the conditions stipulated in the above G.O. the Government have called for the sale agreements from the applicants, whose applications are pending sanction of House Building advance with Government so as to enable the Govt. to indicate the intending Vendor's name and address in the sanctioned G.O.

Therefore, all the officers of the Department are requested to bring the above facts to the notice of all the employees under their control, whose applications for House Building advance for ready built houses or house sites have already been submitted to Chief Conservator of Forests and obtain and submit agreement of sale on a stamp paper, worth not less than Rs.2.50 with full particulars of the intending Vendor. They are also requested to ensure that the employees who apply for House Building Advance for purchase of ready built house or for purchase of house site, should in future, invariably submit, along with their House Building Advance applications, an agreement of sale on a stamp paper of not less than Rs.2.50 with full particulars of intending vendor. The applications for House Building Advance accompanied by the agreement of sale on stamp paper should only be forwarded to Chief Conservator of Forests' office. Whereas, applications which are not accompanied by agreement of sale on stamp paper should not be forwarded to this office.

All the officers are therefore requested to obtain immediately, the sale agreements on stamp paper of not less than Rs.2.50, indicating the name and full address of the intending vendor, & from the applicants, whose applications for House Building advance are already forwarded to this office and submit the same to this office, so that their cases may be recommended for sanction of House Building Advance based on the seniority list prepared in this office, in accordance with the guidelines issued by the Government in their G.M.No. 21091/For.II/78-3 F&RD Department dated 14.2.1979.

The receipt of this circular may be submitted on the proforma given below.

Sd/- A. Ramakrishna,
Addl. Chief Conservator of Forests.

/True copy/.