

Kurukshetra University Kurukshetra

(Established by the State Legislature Act XII of 1956)
(‘A+’ Grade, NAAC Accredited)

NOTIFICATION

An interest free advance of ₹ 16,000/- (₹ Sixteen thousand only) is hereby sanctioned as wheat loan to each University Employee up-to the rank of Superintendent(s) and working against regular (including those from SFS), work-charges and ad hoc basis, for the year 2018-19 in consonance with the orders of the worthy Vice-Chancellor as per terms and conditions noted below:-

1. A certificate should be given by the loanee to the effect that he/she has utilized the advance for the purpose of wheat. He/she should give a certificate within a period of one month from the date of withdrawal of advance.
2. Officer concerned before recommending the application for the advance should satisfy himself/ herself that the incumbent will continue in service until full recovery of the amount of the above advance is affected.
3. The recovery of first installment of advance will be made from next month, i.e. May 2018 and it will be recovered in ten equal monthly installments.
4. The wheat advance shall not be allowed to the employees on deputation to other Govt./ Corporation/ Local bodies etc.
5. Where both the spouses are employed, the wheat advance will be allowed/ admissible to only one of them.
6. In case the salary of work-charged and employees working on ad hoc basis is withheld due to any reason, the amount of wheat advance installment is recovered from the salary of the employees who gives surety.

Employees seeking to avail themselves of this facility of wheat advance may apply through proper channel on the prescribed application form, specimen whereof is given overleaf, and it should reach the Bills Section of Accounts Branch latest by 20-04-2018 positively in one lot.

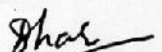
No application received after the stipulated date will be entertained in any case, whatsoever.

REGISTRAR

Endst. No.: Bills/BN-III/18/584-683 Dated 13.04.2018

Copy to:

1. Chairpersons/ Branch Officers of all the Teaching/ Non-Teaching Deptts./ Offices, KUK
2. Director, Directorate of Distance Education, KUK
3. Principals of both the colleges on the Campus, KUK
4. Principal, University Senior Secondary Model School, KUK
5. P.A. to the Vice-Chancellor (for kind information of the worthy Vice-Chancellor), KUK
6. P.A. to Registrar (for kind information of the Registrar), KUK
7. P.S. to Finance Officer (for kind information of the Finance Officer), KUK
8. President, KUTA, KUK
9. President, KUNTEA, KUK


Assistant Registrar,
Accounts Branch-II

Kurukshetra University Kurukshetra

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To

The Registrar,
Kurukshetra University,
Kurukshetra.

Subject: Application for Wheat Loan for the year 2018-2019.

Sir,

I may kindly be given Wheat Loan of ₹ 16,000/- (₹ Sixteen thousand only) to enable me to purchase wheat. My particulars are given below. The recovery of this advance may please be made from my salary in ten equal monthly installments.

1. Name & Designation :.....
(Mob. :.....)
2. Father's/Husband's Name :.....
3. Bank Account No. :.....
4. Deptt./ Branch of which the salary is being charged :.....
5. Whether confirmed or temporary employee :.....
6. Whether both husband and wife are employed if so, mention the name who is applying for loan. :.....
7. Please mention working on **BUDGETED OR SFS** Post. :.....

Yours faithfully,

Dated:

(Full Signature)

I Designation Deptt/ Branch hereby undertake that in case the salary of the loanee is withheld due to any reason, the amount of wheat loan installment will be recovered from my salary (surety's).

**Signature of Surety
with full address**

1. Recommended
2. The employees being temporary/work charged and working on adhoc basis surety of Designation for the advance applied for by the applicant has been obtained to my satisfaction.

**Signature with Office Seal
Head of the Deptt./Branch**