

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

NOTIFICATION

An interest free loan of Rs. 17,000/- (Rs. Seventeen 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 on ad hoc basis, for the year 2019-2020 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 loan 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 that the incumbent will continue in service until full recovery of the amount of the advance is effected.
3. The recovery of first installment of advance will be made from next month, i.e., May, 2019 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 will be 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 **22.04.2019** positively in one lot.

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

REGISTRAR

Endst.No. Bills/BN-III/19/557-656

Dated: 16.04.2019

Copy of the above is forwarded to the following for information and necessary action :-

1. Chairpersons/Directors/Branch Officers of all the Teaching/Institutes/Non-Teaching Deptts./Offices, KUK
2. Director, Directorate of Distance Education, KUK.
3. Principals of both the colleges on the Campus, KUK
4. Principal, Univ.Sr.Sec.Model School, KUK
5. Asstt.Registrar O/o Registrar (for kind information of the Registrar), KUK
6. P.A. to the Vice-Chancellor,(for kind information of the Vice-Chancellor)KUK
7. P.S. to Finance Officer (for kind information of the F.O.), KUK

Ram Parash

Assistant Registrar
Accounts Branch-II

17/04/19

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To

The Registrar,
Kurukshetra University,
Kurukshetra

Subject: Application for Wheat Loan for the year 2019-2020.

Sir,

I may kindly be given Wheat Loan of Rs.17,000/- (Rs. Seventeen 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.No. _____): _____
2. Father's Name : _____
3. Department/Branch in which the Salary is being charged. : _____
4. Whether Confirmed/Temporary/ Adhoc or on work-charged basis. : _____
5. Whether both husband and wife are employee if so, mention the name who is applying for loan. : _____
6. **Please mention working on Budget 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**