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**MAHATMA GANDHI UNIVERSITY**

**AdB1/2/HBA/2016**

**Dated, 12.04.2016**

**C I R C U L A R**

**Sub: - House Building Advance Scheme to Employees and Teachers of Mahatma Gandhi University- reg.**

**Ref: 1. G.O. (P) No.505/2009/Fin. Dated, 12.11.2009  
2. Endt. No.Ad.AIII/2/6386/3223/07 dated 01.12.2009.**

As per the Order referred as paper (1) above, the Government has reintroduced the House Building Advance Scheme to Government Employees. The same has been endorsed in the University vide Paper (2) read above. The HBA will be limited only for Purchase/Construction of a house/ready built flat during the current Financial Year. The application should be in form No.29 under article 244 (c) of KFC. The time frame for submitting the filled up applications with all required documents by Employees/Teachers is prescribed as **01.05.2016 to 31.05.2016**.

**The documents required along with application are as follows:**

- 1) Location Sketch, Possession Certificate, Tax Receipt of the property from the Village Office**
- 2) Non-Encumbrance Certificate of the property for 12 years from the Sub Registry Office.**
- 3) The Original Title Deed and copies of prior deed.**
- 4) Plan and Estimates of the proposed building.**
- 5) In case of purchase of land with building, Valuation Certificate of the Land, from the Village/Taluk Officer and Sale Deed in stamp paper also should be produced.**

University Employees /Teachers who are eligible as per the G.O cited for availing of House Building Advance, may contact Ad.BI Section for details and application form. Before releasing of the loan amount the employee shall submit plan approved by the local body.

**Sd/-**

**Joint Registrar- in-charge of  
REGISTRAR**

**To**

- 1.PS to VC/PVC
- 2.PA to Reqr/FO/CE
3. PRO/ Enquiry 4.Govt. Auditor
- 5.All Depts./Uty.Centres/All Sections
- 6.Finance I/Finance IV/Audit Sections 7.Budget Cell
- 8.Records/SF/FC

**Approved for Issue**

  
**Section Officer**