INTERNATIONAL ISLAMIC UNIVERSITY, ISLAMABAD (HUMAN RESOURCE-II SECTION)

CIRCULAR

No. HR-II.14(1)/2016-IIU-139

January 10, 2018

Subject:

GRANT OF HOUSE BULDING /MOTOR CAR /MOTOR CYCLE ADVANCE

Applications are invited from employees of IIU (Main), Female Campus and Constituent Units of IIU for grant of House Building/Motor Car/Motor Cycle Advance on prescribed applications forms obtainable from Human Resource-II Section or from IIU Website. The application forms complete in all respects must reach in Human Resource-II Section through respective Sectional head on or before Thursday, January 25, 2018.

02. The applications received in response to this circular shall be considered for grant of above mentioned advances in line with following criteria duly approved by BOG:-

"The advances shall be granted to the employee's on the basis of total length of qualifying service (i.e 10 years) in the University between the ages of 30 to 55 years. The advance shall be recovered in (240/168/120) months equal installments (i.e 25% monthly pay) after one month of the payment of the advance."

03. Applications received prior to this notification and after expiry of the closing date i.e. 25.01.2018 shall not be entertained.

04. This issues with the approval of the Director (HR).

(Imran Yousaf)
Deputy Director (FR-II)

DECLARATION FOR GRANT OF MOTORCYCLE/CYCLE ADVANCE (LOAN) { MOTORCYCLE ADV: BPS-05 TO 15}

{ CYCLE ADV: BPS-01 TO 04}

by the Sectional Heads.

(FOR THE YEAR 2017-2018)

١,		. S/o, D/o; W/o
hereb	y under	take:-
	i) ii) iii)	That I do not own Motor Cycle/Cycle That I will purchase Motor Cycle/Cycle out of advance (loan) to be granted. That I will submit attested copies of registration of vehicle to Finance Department within 04 months of release of advance.
Deta	ils	Signature
Nam	e:	
Fath	er's Nai	ne:
Date	of Birth	
Desi	gnation	pal regular appointment in Altr
		al regular appointment in IIU:
Basi	c Pay (Running):
Unit	Section	n/Deptt.:
Date	e:	
Con	tact No	
Note	e: Pleas	se attach attested copy of last pay slip. Along with this form duly endorsed

DECLARATION FOR GRANT OF CAR ADVANCE (LOAN) (BPS-16 & Above)

(FOR THE YEAR 2017-2018)

1,	S/o, D/o, W/o			
hereby und				
i)	That I do not own Car.			
ii)	That I will purchase Car out of advance (loan) to be granted.			
iii)	That I will submit attested copies of registration of vehicle to Finance	4		
	Department within 04 months of release of advance.			
Dotaile	Signature	4		
Details				
Name:				
Father's Na	ime:			
Date of Birth:				
Designation:				
Date of initi	al regular appointment in IIU:			
Basic Pay (Running):			
Unit/Section	n/Deptt.:			
	attach attasted copy of last or yielip. Along with this ferni duly endorsed			
Contact NO				

Note: Please attach attested copy of last pay slip. Along with this form duly endorsed by the sectional Head.

DECLARATION FOR GRANT OF HOUSE BUILDING ADVANCE (LOAN) (FOR THE YEAR 2017-2018)

I, S/o, D/o, W/o	
hereby declare that I or any member of my family do not own a house anywhere	re in Pakistan.
(Family means self, spouse and dependent children).	vele .
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	Signature
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<u>Details</u>	
Name:	;
Father's Name:	
Date of Birth:	
Designation:	
Date of initial regular appointment in IIU:	
Basic Pay (Running):	, 2
Unit/Section/Deptt.:	
Date:	
Contact No:	

Note: Please attach attested copy of last pay slip. Along with this form duly endorsed by the sectional Head.