CIRCULAR

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

January 10, 2018

Subject: GRANT OF HOUSE BUILDING /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 Wusaf)
Deputy Director (HR-II)
DECLARATION FOR GRANT OF MOTORCYCLE/CYCLE ADVANCE (LOAN)
{ MOTORCYCLE ADV: BPS-05 TO 15}
{ CYCLE ADV: BPS-01 TO 04}

(FOR THE YEAR 2017-2018)

I, __________________________________________ S/o, D/o, W/o __________________________

hereby undertake:-

i) That I do not own Motor Cycle/Cycle

ii) That I will purchase Motor Cycle/Cycle out of advance (loan) to be granted.

iii) That I will submit attested copies of registration of vehicle to Finance Department within 04 months of release of advance.


Signature

Details

Name: __________________________________________

Father's Name: __________________________________________

Date of Birth: __________________________________________

Designation: __________________________________________

Date of initial regular appointment in IIU: _______________

Basic Pay (Running): ________________________________

Unit/Section/Deprt.: __________________________________________

Date: __________________________________________

Contact No: __________________________________________

Note: Please attach attested copy of last pay slip. Along with this form duly endorsed by the Sectional Heads.
DECLARATION FOR GRANT OF CAR ADVANCE (LOAN)
(BPS-16 & Above)
(FOR THE YEAR 2017-2018)

I, __________________________ S/o, D/o, W/o __________________________
hereby undertake:-

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 Department within 04 months of release of advance.

Details

Name: __________________________
Father's Name: __________________________
Date of Birth: __________________________
Designation: __________________________
Date of initial regular appointment in IIU: __________________________
Basic Pay (Running): __________________________
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.

Signature
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 in Pakistan.
(Family means self, spouse and dependent children).

Signature

Details

Name: ____________________________________________

Father's Name: ______________________________________

Date of Birth: ______________________________________

Designation: _______________________________________

Date of initial regular appointment in IIU: ________________

Basic Pay (Running): _________________________________

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.