

DATE :

CIRCULAR : TO ALL R.O./D.O./B.O./H.O./OSTC/IAD

RE : PROVIDENT FUND LOANS

We are glad to extend to the members the beneficial provisions expanding the scope of Refundable Provident Fund Loans that can now be availed by Provident Fund members, consequent upon amendment of our Provident Fund Rules.

The details of the same are as under :-

1) **Loan for Higher Studies purpose** :- The members shall now be able to avail **Refundable Loan** also for Higher Studies of their children to the extent of 6 times BASIC + D.A. , subject to recovery of the same in maximum 48 Monthly Instalments.

The members shall have to submit Child's Admission Confirmation Letter, stating the course offered and the Fees payable for the academic year alongwith the Refundable loan application.

Thus, the member shall now be able to avail Refundable **and/or** Non Refundable Loan (Separate application simultaneously). It may be noted that the amount sanctioned under Refundable P.F.Loan and Non Refundable P.F.Loans together shall not exceed the Fees prescribed.

The provision for Non Refundable P.F. Loan for Higher Studies remains unchanged.(Max. 50% of own Contribution).

As per earlier rules, the duration of the Higher Studies Course was minimum 3 year period, which is now brought down to 1 year course. Thus the members shall now be able to avail of loan for short duration Higher Studies course.

2) **Sickness Purpose** :- Members shall now be able to avail **Refundable P.F. Loan** also for sickness of Family members (Self/ Wife/Children/ Dependent Father/Mother) to the extent of 6 times BASIC + D.A. to be recovered in Maximum 48 monthly instalments.

The member shall be required to submit treating Hospital treatment papers certifying the Diagnosis and expenses involved in treatment. The office of the employee will have to confirm Exhaustion of his/her Mediclaim limits.

Thus the member shall now be able to avail Refundable **and/or** Non Refundable loan (Separate application simultaneously). It may be noted that the amount sanctioned under Refundable P.F. Loan and Non Refundable P.F. Loans together should not exceed the cost of the treatment involved.

The provision for Non Refundable P.F.Loan for Sickness Purpose remains unchanged. (Max. 3 times BASIC + D.A.)

It may also be noted that the diseases viz. Renal failure, Major Organ Transplant, Third Degree Burns & Blindness, are also included now in addition to Tuberculosis, Leprosy, Paralysis, Cancer, Brain Tumor, Mental Derangement & Heart Ailments for availing loan for sickness purpose.

Needless to add that only one Refundable P.F. Loan shall be in currency at any point of time.

Refundable loan format has now been suitably modified to included the above changes. The same is **attached herewith** for your future use and circulation to offices under your control.

DEPUTY MANAGER