

**CENTRAL WAREHOUSING CORPORATION
(A GOVT. OF INDIA UNDERTAKING)
CWC EMPLOYEES BENEVOLENT TRUST**

No.CWC/IRO-B.F/2013-2014

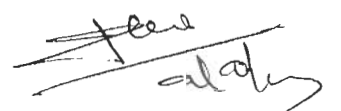
DATED 9/9/2013

CIRCULAR

The Board of Trustees of CWC Employees Benevolent Trust had decided in their meeting held on 2nd May, 2013 to start a new scheme, with the name of Marriage Assistance Scheme. The employees **as on** date on pay roll of the Corporation shall be entitled for this loan. The amount of loan to be given shall be Rs. **One lakh** per employee, for the marriage of self, son and daughter, which shall carry 6% interest per annum. An amount of Rs. **One crore** per financial year shall be distributed towards loan, on the first-come-first served basis. The loan will be recovered in 20 equal instalments or earlier depending upon the remaining service of the employee. The total interest on the loan shall be recovered in 21st instalment/last instalment.

The employee has to apply in the prescribed format enclosed herewith and also give one undertaking for recovery of loan through salary. The application format will be available in EBT Section of Corporate Office.

In case of employees of Regional Office/Construction Cell the application will be forwarded through Regional Manager/Head of Construction Cell. For applicants of ROs/CCs the head of Accounts Section of concerned RO/CC and for CO applicants AGM(S&B), Finance Division shall recover the monthly instalment starting from next month salary after taking the loan and remit to EBT Section at Corporate Office by 7th of following month by hard copy.


(PAWAN KANT)
Secretary
CWC Employees Benevolent Trust

Encl:

- 1) Application Form alongwith undertaking

Distribution:

- 1) All Divisional Heads, CWC, CO, New Delhi
- 2) All RM/CC Head/Managers/CFSS/ICDs.
- 3) All Warehouse Managers.

Copy to

PA/PS to Chairman/ MD/D(F)/SAM to D(P)/D(MCP), CWC, CO, New Delhi.

**CENTRAL WAREHOUSING CORPORATION
(A GOVT. OF INDIA UNDERTAKING)
CWC EMPLOYEES BENEVOLENT TRUST**

APPLICATION FOR LOAN

The Secretary
CWC, EBT
Corporate Office,
New Delhi

I _____ a member of the CWC EBT apply for loan of Rs. _____ (Rupees _____) as per rules of the Trust. I agree to repay this loan with interest thereon in _____ monthly instalments being deducted from my salary in accordance with the monthly demand of dues furnished to the Finance Division/Head of Finance Section in RO/CC by the CWC EBT. I require the loan for _____ (mention here the purpose of loan in clear terms).

Sanctioned Rs. _____ as loan vide cheque No. _____ dated _____
AM(EBT) Secretary(EBT)

(Signature in Full with Date)
Designation: _____

Division: _____

Residential Address: _____

PARTICULARS OF THE APPLICANT

- 1) Date of Birth: _____ 2) Date of Retirement: _____
- 3) Place of Posting _____ CO/RO/CC _____
- 4) Basic Pay: _____ 5) Net Pay: _____
- 6) Employee Code: _____
- 7) Bank Details: _____
 - a) Name of Bank _____ b) SB A/c. No. _____
 - c) IFSC Code _____ of Branch of the Bank

TERMS & CONDITIONS

- 1) Incomplete application form will not be entertained.
- 2) Loan can be granted maximum Rs.100000/- subject to availability of funds.
- 3) For sureties, the credit limit or the amount upto which members can stand surety, will be Rs.1,00,000/-.
- 4) Loan sanction will be at the sole discretion of the Secretary EBT.

In the event of the loan mentioned on page No.1 being granted, we are prepared to provide the sureties for it and who will be jointly responsible and severally liable the date of **superannuation** of sureties should be after six month from the date of applicant's superannuation.

1. For the repayment with interest and any cost incurred on it and
2. For the utilization in accordance with the purpose mentioned in the application.

PARTICULARS OF SURETIES

S.No.	PARTICULARS	SURETY- 1	SURETY – 2
1.	Name of the sureties (in Block letters)		
2.	Division in which work		
3.	Date of Birth		
4.	Gross Pay		
5.	Employee Code		
6.	Amount for which the present surety is being taken.		
7.	Signature of the Sureties in Full		
8.	Residential Address of the Sureties		

CWC EMPLOYEES BENEVOLENT TRUST

UNDERTAKING

I _____ son/daughter/wife of Sh. _____ a member of EBT have this _____ day of _____ 20_____ received subject to the rules of the EBT a loan of Rs. _____ (Rupees _____) bearing interest at the rate of 6% per annum which I hereby undertake to repay in full in equated instalments, commencing from the month of _____ with interest due thereon, each instalment being payable; on or before the third day of each month.

If I fail to pay interest or any instalment of the principal loan on the due date, the whole loan shall become immediately due and payable with interest. In case of default, I further undertake to pay additional prescribed interest for each month instalment from the date of default.

I also agree to furnish two sureties in respect of this loan or fresh sureties in addition to or in place of those furnish below, should the Trustees of EBT require me to do so.

I further agree that the loan will be expended for the propose mentioned in the application form within one month from the date of receipt. If it is not applied, I undertake to repay the loan with interest together with such additional interest as may be levied in accordance with the rules of EBT.

I authorize Central Warehousing Corporation (my employer) to deduct from my salary or other monthly payable to me such amounts on account of instalments due on this loan as may be furnished to him by the AGM(IR)/authorised person in satisfaction of this loan.

I further authorize Central Warehousing Corporation (My employer) in the event of my death or termination of my services from any cause whatsoever before this loan and the interest due thereon have been fully repaid, to deduct from the money due to me or standing to my credit or due to my estate or any gratuity or pension to which I may become entitled, such amount as will be sufficient to liquidate the balance of this loan and interest thereon to date of payment and to pay same direct to the said EBT in satisfaction of this loan.

Under the above conditions, I execute this undertaking after having duly received the full sum of Rs. _____ (Rupees _____) vide cheque No. _____ /RTGS _____ dated drawn on _____ Bank, New Delhi.

Place:

Date: _____

Signature of Borrower in full

We _____ hereby undertake to be jointly and severally liable to the above mentioned Trust for due repayment of this loan with interest in accordance, with the above conditions and we hereby agree that our liability as sureties under this agreement shall not be impaired or discharged by reason of any type or other indulgence granted by the EBT to the member or by any agreement entered into on composition accepted by the EBT modifying by operation of laws or otherwise their rights and remedies under the above agreement.

S.No.	Name & designation of the Surety	Date of Superannuation	Amount for which surety stood	Signature of surety in full
1.				
2.				

FROM:

Member of the CWC EBT, New Delhi through Secretary of the EBT

To

The Managing Director,
Central Warehousing Corporation,
Corporate Office,
NEW DELHI

(for the time being Pay & Disbursing Officer for the member)

I _____ have applied for a loan from the CWC EBT, Corporate Office, New Delhi, hereby authorize you, for my time being Pay Disbursing Officer and any other Pay Disbursing Officer under whom I may happen to serve in future, to recover from and out of my monthly salary and/or other sums due to me from the Corporation and Pay such sum or sums to the said Trust in payment of all or any instalment of loan or loans that may be from time to time and any time become due and payable by me to the said Trust. I agree that you and my future Pay Disbursing Officer may make recoveries from my salary in the manner above mentioned so long as I continue to as a member of the Trust. I shall not ask for the suspension of the recoveries except with the express consent of the Secretary EBT.

Place:

Yours faithfully

(Signature of the Member)

Date: _____

Name: _____
Designation _____
Division: _____
Employee Code No. _____
Name of RO/CC/CO _____