

कोल इण्डिया लिमिटेड

(भारत सरकार का उपक्रम)

**COAL INDIA LIMITED**

(A Govt. of India Enterprise)

कोल भवन "COAL BHAWAN"

PREMISES NO: 04, MAR, PLOT NO: AF-III  
ACTION AREA-1A, NEW TOWN, RAJHARHAT  
KOLKATA-700156 (WB)



महारात्न कंपनी

A Maharatna Company

**PERSONNEL DIVISION  
POLICY CELL**

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WEBSITE: www.coalindia.in

CIN:L23109WB1973GOI028844

(An ISO 9001:2015 & ISO 50001:2011 Certified Company)

Ref: CIL/C5A (PC)/HBA/2828

Date: 08.05.2018

**OFFICE MEMORANDUM**

**Sub: Amendments in CIL House Building Advance Rules**

The CIL Board in its 360<sup>th</sup> meeting held on 10.03.2018 approved the following amendments in the CIL House Building Advance Rules:

Sl. No.	Existing Provision	Amended Provision
1.	<b>1. Eligibility</b> House Building Advance may be granted to the following categories of company's employees: a) Permanent company employees b) Company's employees not falling in category (a) above who have rendered continuous service as given below: i. 7 years upto/before 31.03.80 ii. 8 years upto/before 31.03.81 iii. 9 years upto/before 31.03.82 iv. 10 years after 31.03.82	<b>Eligibility</b> House Building advance may be granted to Company Employees on regular appointment after completion of minimum 5 years' service excluding probationary period.
2.	<b>New provision added</b>	No employee will be eligible for House Building Advance if: 1. He is superannuating within 60 months. 2. He is on deputation from Central or State Government or other Organization 3. The purchase of the land/ house is made from any family member/ relative who is dependent upon him.
3.	<b>3. (b) Purposes for which advance may be granted</b> Enlarging living accommodation in an existing house owned by the Company	<b>Purposes for which advance may be granted</b> Enlarging the living accommodation in the existing house owned by the Employee or

	employee concerned or owned by the company employee jointly with his/ her wife/ husband, the total cost of the proposed additions and extensions does not exceed for Rs. 60000/-	owned jointly with his/ her wife/ husband and the total cost of the additions and extensions of which does not exceed for Rs. 6,00,000/- provided the Employee has minimum 3 years of service left.																		
4.	<p><b>4. (b) Amount of Advance</b></p> <p>Applicants may be granted an advance not exceeding 75 months' pay (including Dearness Pay, Personal Pay and Special Pay, DA, VDA and FDA where admissible) or Rs. <b>2,50,000/-</b> whichever is less.</p>	<p><b>Amount of Advance</b></p> <p>The amount of House Building Advance would be limited to 75 months' pay (including Dearness Pay, Personal Pay and Special Pay, Special DA and VDA where admissible) or Rs. 30.0 lakhs, whichever is less. This will subsume the advance amount under "CIL Furniture and Household Goods Purchase Scheme".</p>																		
5	<p><b>6. Interest rate:</b></p> <table border="1"> <thead> <tr> <th>Amount of advance</th> <th>Rate of Interest per annum</th> </tr> </thead> <tbody> <tr> <td>For first Rs. 25000/-</td> <td>6.5 %</td> </tr> <tr> <td>In excess of :</td> <td></td> </tr> <tr> <td>i. Rs. 25000/- and upto Rs. 50000/-</td> <td>7%</td> </tr> <tr> <td>ii. Rs. 25000/- and upto Rs. 1 lakh</td> <td>8%</td> </tr> <tr> <td>iii. Rs. 25000/- and upto Rs. 1.5 lakhs</td> <td>9%</td> </tr> <tr> <td>iv. Rs. 25000/- and upto Rs. 2 lakhs</td> <td>10%</td> </tr> <tr> <td>v. Rs. 25000/- and upto Rs. 2.25 lakhs</td> <td>10.5%</td> </tr> <tr> <td>vi. Rs. 25000/- and upto Rs. 2.5 lakhs</td> <td>11%</td> </tr> </tbody> </table>	Amount of advance	Rate of Interest per annum	For first Rs. 25000/-	6.5 %	In excess of :		i. Rs. 25000/- and upto Rs. 50000/-	7%	ii. Rs. 25000/- and upto Rs. 1 lakh	8%	iii. Rs. 25000/- and upto Rs. 1.5 lakhs	9%	iv. Rs. 25000/- and upto Rs. 2 lakhs	10%	v. Rs. 25000/- and upto Rs. 2.25 lakhs	10.5%	vi. Rs. 25000/- and upto Rs. 2.5 lakhs	11%	<p><b>Interest rate:</b></p> <p>The interest rate for the advance would be as per the prevailing rate fixed by Government of India on House Building Advance from time to time.</p>
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6	<p><b>5. (3)(b) Disbursement &amp; Security</b></p> <p>In addition to their executing the agreement/mortgage referred to in sub-paragraph (a) above, the following 3 categories of applicants shall also be required to furnish the surety of an approved permanent employee in the prescribed form before the sanctioned advance or any part thereof is actually disbursed to them:</p> <p>(i) All applicants who are not permanent servants;</p>	<p><b>Disbursement &amp; Security</b></p> <p>In addition to executing the agreement/ mortgage, referred to in sub-paragraph (a) above, the applicant is required to furnish surety of a permanent employee in the prescribed form before the sanctioned advance or any part thereof is actually disbursed to them.</p>																		

	<p>(ii) All applicants who are due to retire from service within a period of 18 months following the date of application for the grant of an advance; and</p> <p>(iii) All applicants who are permanent company employee but are not covered by sub-paragraph (ii) above if they require the advance for purchase of a ready built house or repayment of earlier loan(s) taken for construction/ purchasing a house.</p>	
7	<b>New provision added</b>	<b>Sanctioning Authority:</b> Functional Directors of CIL & its Subsidiaries are authorized to approve the advance after satisfying themselves that the Employee has the capacity for repaying the advance in the stipulated period.
8	<b>New provision added</b>	The application for House Building Advance is to be decided within one month and the status of the application is to be uploaded on the website of the Company.

The above amendments shall come into force with immediate effect. This is for information and compliance by all concerned.

*08/05/18*  
**(PVKRM Rao)**

**General Manager (P/Rect/ PC)**

**Distribution:**

1. D (P&IR)/ D (F)/ D (T)/ D (M), CIL
2. CMD, ECL/ BCCL/ CCL/ NCL/ SECL/ WCL/ MCL/ CMPDIL
3. CVO, CIL
4. Functional Directors, ECL/ BCCL/ CCL/ NCL/ SECL/ WCL/ MCL/ CMPDIL
5. CVO, ECL/ BCCL/ CCL/ NCL/ SECL/ WCL/ MCL/ CMPDIL
6. GM/TS to Chairman, CIL
7. GM/ HoD (P/EE), CIL/ ECL/ BCCL/ CCL/ NCL/ SECL/ WCL/ MCL/ CMPDIL
8. GM/ HoD (Finance), CIL/ ECL/ BCCL/ CCL/ NCL/ SECL/ WCL/ MCL/ CMPDIL
9. Company Secretary, CIL – in reference to your letter no. CIL/ XI(D)/ 04112/ 2018/ 20739 dated 23.04.2018.
10. GM, New Delhi Office
11. GM/ HoD (IICM)
12. GM, NEC
13. GM (System), CIL – with a request to please upload the same in CIL website for information of all concerned.
14. Master File