

## **II. GENERAL CONDITIONS OF GRANT OF ADVANCES FOR THE PURCHASE OF CONVEYANCES**

**Rule 15. Powers of Sanction** (1) A Department of the Central Government, an Administrator, or a Head of a Department may sanction an advance, for the purchase of conveyances, to Government servants under their respective administrative control.

**Rule 15. (2)** A Head of Office may sanction an advance for the purchase of a bicycle to a Government servant under his administrative control.

**EXPLANATION-** In this rule the expression "Government servants" includes employees of a State Government on deputation to the Central Government *vide* Ministry of Finance, O.M. No. F. 16 (61)-E. II (A)/56, dated the 27th November, 1957, but does not include a Government servant on deputation abroad.

**NOTE-**An authority competent to sanction advance for the purchase of conveyances may not sanction such an advance to itself. In all such cases sanction of the next higher administrative authority will be required.

### **GOVERNMENT OF INDIA'S DECISIONS**

(1) **No advance admissible for furnishing security at the time of registration for a vehicle.-** No advance should be granted to a Government servant for furnishing security at the time of registration as prospective purchaser is required under the Motor Car (Distribution and Sales) Control Order of 1959.

[ G.I., M.F., O.M. No. F. 16-B (24)-E. II (A)/59, dated the 27th October, 1959. ]

(2) **Section Officers may sign sanctions if authorized by Under Secretary declared as Head of Office.-**An Under Secretary, declared as a Head of Office, may authorize a Section Officer under him to sign, on his behalf, sanctions to the grant of an advance for the purchase of bicycles.

[G.I., M.F., O.M. No. F. 6 (19)-E. II (A)/56-I, dated the 25th June, 1956; and O.M. No. F. 6 (19)-E. II (A)/56-2, dated the 25th June, 1956. ]

(3) **Defence service officers/Railway officers on deputation to the Civil Departments.-** The authorities mentioned in this rule may sanction advances for the

purchase of conveyances to Defence service officers/Railway officers on deputation to the Civil Departments subject to the following conditions:

(i) The advance would be met from the allotment of the Civil Department concerned;

(ii) Each individual case will be referred for the approval of the Defence/Railway Ministry before the advance is actually sanctioned by the competent authority;

(iii) In cases where officers are deputed under Defence/Railway services terms and conditions, advance may be sanctioned by the authority indicated in Rule 191 *ibid* under the same conditions as would apply if the officers were serving with the Army/Navy/Air Force/Railways;

(iv) If Defence service officers/Railway officers on deputation are allowed terms and conditions as applicable to officers on the civil side, the grant of advance for the purchase of conveyances will be governed by the terms and conditions stipulated in this Chapter. These terms and conditions will continue to apply even after their reversion to Defence/Railway services till final liquidation of the advance; and

(v) Copies of the sanctions for grant of advance in all such cases should be endorsed to the Ministry of Defence/Ministry of Railways and the Accounts Officers concerned.

[ G.I., M.F., OM. No. F. 16 (15)-E. II (A)/66, dated the 16th July, 1969. ]

**Rule 16. (1)** A foreign employer may, with the concurrence of the authority specified in Rule 15, grant to a Government servant, lent to him on foreign service, an advance for the purchase of a conveyance, provided that

(i) the advance is granted from the funds of the foreign employer; and

(ii) the advance is regulated by the same conditions as would apply if the Government servant were serving directly under Government.

**Rule 16 (2)** Notwithstanding the provisions contained in sub-rule (1) above, in special cases, under orders of the authority specified in Rule 15, the advance may be met from Government funds.

**Rule 16 -A.** An employee of an industrial or commercial undertaking or autonomous organization or corporation wholly or substantially owned or controlled by the Central Government or a State Government, when on deputation for service under the Central Government may be granted an advance for the

purchase of a motor vehicle by an authority specified in Rule 15, subject to the fulfillment of the following conditions in addition to those laid down in this Compendium:

(i) The employee holds a permanent post in the Undertaking/Organization/Corporation from which he is on deputation and likely to continue to be on deputation under the Central Government for a period of not less than three years from the date of drawal of the advance.

(ii) The parent Undertaking/Organization/Corporation concerned has no objection to the grant of the advance and executes an Agreement in Form III-A to the effect that, in the event of the reversion of the borrowing officer from the post under Central Government before the completion of the repayment of the advance together with interest accrued thereon, it will remit the amount remaining outstanding together with interest, in installments as originally fixed within seven days from the date of payment of salary and allowances to the borrowing officer, to the Audit Officer/Accounts Officer in whose records the advance stands originally booked by means of a cheque or a demand draft on a scheduled Bank.

(iii) The applicant furnishes a Surety in Form I from a permanent Central Government servant of a comparable or higher status.

**Rule 17. Conditions of Eligibility.**-A Government servant may be granted an advance for the purchase of a motor car/motor cycle/scooter/ moped provided that-

(i) the authority competent to sanction the advance is satisfied that the Government servant has the capacity to repay the advance;

(ii) the advance for the purchase of a motor car shall be granted to those Government servants whose basic pay and dearness pay taken together is Rs. 15,750 (Rupees Fifteen thousand seven hundred fifty) per month or more. The Secretary of an Administrative Ministry/Department shall be competent to relax this condition in deserving cases;

(iii) the advance for the purchase of motor cycle/scooter/moped shall be granted to those Government servants whose basic pay and dearness pay taken together is Rs. 6,900 (Rupees Six thousand nine hundred) per month or more. The authority competent to sanction this advance may, however, relax this condition in deserving cases.

**Rule 18.** An advance for the purchase of a conveyance shall not be granted to a Government servant, who has already purchased the conveyance and paid for it, unless the conveyance has been purchased within a period of three months commencing from the date the advance was applied for, and has been paid for by raising a temporary loan.

**NOTE.-** The Government servant who, having applied for the advance for the purchase of a conveyance as admissible under the rules could not be sanctioned such an advance due to non-availability of funds or in whose case due to anticipated delay in sanctioning the advance there is an obvious need for raising temporary loans to purchase the conveyance, should obtain prior permission from the prescribed authority under the relevant Conduct Rules applicable to him for raising a temporary loan to meet the expenditure on the purchase of conveyance and if this authority is different from the advance sanctioning authority, he should keep the advance sanctioning authority informed of the permission obtained under the Conduct Rules.

**Rule 19.** An advance for the purchase of a conveyance shall not, except with the concurrence of the Finance Ministry, be sanctioned unless the outstanding balance in respect of an advance previously granted for the same purpose, together with interest thereon, has been fully repaid.

**Rule 20. Interest.-**Simple interest at such rates as may be fixed by Government from time to time shall be charged on advances granted to Government servants for the purchase of conveyances. Such interest shall be calculated on balance outstanding on the last day of each month.

## **GOVERNMENT OF INDIA'S DECISIONS**

**(1) Reckoning of date of repayment if pay disbursed before first of next month.-**In cases where pay bills for a month are disbursed before the end of a month, an installment in repayment of an advance received through the pay bill will be taken as having been refunded on the first of the following month, the normal date for disbursement of pay.

**(2) Reckoning of dates in cases of delayed disbursement of pay/ leave salary.-** In cases where the recovery of installments is effected through the pay/leave salary bills and the Government servant concerned is unable to present his claim for pay/leave salary in time for certain administrative reasons or for want of a pay slip from Audit Office, the deductions in respect of the advance should be

deemed to have been made in the month following the month to which the pay/leave salary relates irrespective of the actual date of its drawal.  
[G.I., M.F., O.M. No. F. 16 (7)-E. II (A)/69, dated the 23rd July, 1969.]

**(3) Interest to be calculated with reference to date of payment of first installment.**-If in any particular case any advance is drawn in more than one installment, the rate of interest recoverable should be determined with reference to the date on which the first installment is drawn.