

APS RTC

No PFT/W3/430(2)/97 AD

O/o the VC & MD Finance Wing
Mushirabad Hyderabad
P F Trust 01 Nov 97

To

All the Depot Managers

All Unit Officers

_____ Depot /Region

Sub WITHDRAWALS P F withdrawal towards House purposes Further
guidelines Clarification issued Reg

Ref 1) This Office Cir No PFT/430(2)/96 AD dated 31 07 97

2) Letters addressed to individual employees on 15 09 97 calling for original
Documents

Vide reference (2) above letters were addressed to individual employees calling
for original documents for consideration of the withdrawal applied

In response to the same many references are being received in this office marking
only copies of Memorandum of HBA" obtained from Corporation / SRBS / CCS
etc

Hence it is further clarified that in all cases of withdrawals applied for the
Unfinished works in continuation to the loans taken from Corporation SRBS
CCS etc detailed estimate for the amount of present application shall be sent
invariably along with the application A separate endorsement shall be made
with regard to the Plot No on which the HBA is taken in Corporation SRBS CCS
etc

All Staff members may please be informed of the same and the Unit Officers are
requested to ensure fulfillment of the required documents before forwarding any
application

Sd/
SECRETARY PF TRUST