

From

The Additional Chief Secretary to Govt. Haryana,  
Finance Department

To

All the Heads of Department in Haryana  
All DDOs in Haryana

Memo no. 2/2/2004-WM(3)  
Dated Chandigarh, the 08.08.2017

**Subject: Regarding Transfer of Loan Portfolio to the Punjab National Bank.**

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This is in continuation of this office memo No. 2/2/2004-WM(3) dated 11.07.2017 on the subject noted above.

2. It has also been noticed that loan cases are not being submitted with complete details i.e. rate of interest, sanction date of loan, data of interest rate of old loan by some of the DDOs, which resulted in discrepancy in interest rates calculation.

3. It has, therefore, been decided that only DDO can calculate and verify the interest amount on loan as every document related to loans of the employee is available with him. Similarly gross amount of loan can also be verified by him only. DDOs are also directed to calculate/verify the interest amount and send the same to NIC for further verification with Punjab National Bank.

  
Joint Secretary Finance  
for the Additional Chief Secretary to Govt Haryana,  
Finance Department.

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8.8.17