

AFGIS -PERSONAL COMPUTER LOAN APPLICATION
FOR YOUR INFORMATION

1. Loan is not admissible for
 - (a) Repayment of loan availed for Personal Computer purchased earlier.
 - (b) Re-employed persons.
 - (c) Purchase of second hand Personal Computer.
 - (d) When Personal Computer advance is outstanding from Govt.
 - (e) Airmen who have less than 2 yrs of service and officers whose commission is not confirmed (six months).
 - (f) NCs(E) who have less than 10 yrs. of service or with other AFGIS loan.
 - (g) Non-member of Latest Scheme of AFGIS.
 - (h) Airmen with less than 5 years service & have already availed any other loan from AFGIS.
2. Enhancement of existing loan for purchase of Personal Computer is also admissible once. Second loan is admissible after clearing first loan.
3. Presently interest charged is @9% pa on monthly resting basis which is floating rate. Repaying capacity will be deductions on all account from the pay and allowances of the member including the EMI for the loan sanctioned is not to exceed 80% of the emoluments.
4. Once the loan is sanctioned no changes in r/o name, amount of loan, Bank details or number of instalments will be entertained
5. Voluntary partial / lumpsum refund of loan outstanding at any given time is permissible but not more than once. Full refund can be made before 20th of a month for the Principal balance rounded off to next rupee.
6. Cash receipt from the Company/Firm indicating the make, model and bill no of the Computer etc, issued in the name of Applicant is to be submitted to AFGIS by the borrower with in one month from the date of issue of cheque duly attested.
7. A member who purchases a Personal Computer out of loan from AFGIS is not permitted to sell it before liquidating the loan.
8. Violation of any of the prescribed terms and conditions will render the borrower liable for refund of outstanding loan with interest in one lumpsum
9. Cheque for the loan amount made in favour of the Individual and will be despatched to the Applicant's unit address only.
10. Members with two or more discipline entries (Red/ Black) and if eight years have not lapsed from last entry, will not be eligible for loan from the Society. This will not include entries incurred during abinitio training.
11. Processing fee Rs.200/- (non refundable) will be deducted from the sanctioned loan amount.
12. EMI through IRLA of the individual will commence from pay of the following month in which cheque is issued alongwith fractional interest from the date of issue of cheque to end of that month.
13. Loan request in respect of those who have availed Final withdrawal will be considered on merit and the amount will accordingly get restricted.

INSTRUCTIONS FOR FILLING UP

1. The application form is to be filled in single copy after ensuring eligibility of loan as per rule.
2. Cross out words which are not applicable. No column is to be left blank. Incomplete application will be rejected in toto.
3. The application is required to be countersigned by AOC/Stn Cdr. In respect of Officer/airmen posted to Air HQ, the application is required to be countersigned by their respective Principal Director.
4. No sheet of application form is to be detached.
5. Agreement form attached with the application may also be filled in all respect and signed by the applicant at the bottom of the page duly witnessed by two persons.
6. Date and amount is not to be written in Agreement form and Contingent Bill. (Based on Repaying capacity, the amount approved will be filled by AFGIS).
7. (a) Latest pay slip in Original (F-1517 for Officer / F-1523 for Airmen) is to be attached alongwith the application.
(b) Proforma Invoice (Indicating the price of personal computer is also to be attached.)
8. Applicant is to clearly state on the contingent bill, their A/c No, name & branch of the bank, the cheque is to be issued.
9. Application should be forwarded to AFGIS under a covering letter from the applicant's unit.
10. Indicate the address to which the cheque is to be sent by post clearly in the application.

EMI CHART FOR COMPUTER ADVANCE - 09%

ON MONTHLY REDUCING BALANCE

Months	10000	20000	30000	40000	50000
12	875	1750	2624	3499	4373
18	596	1192	1788	2384	2980
24	457	914	1371	1828	2285
30	374	747	1121	1494	1868
36	318	636	954	1272	1590
42	279	557	836	1114	1393
48	249	498	747	996	1245
54	226	452	678	904	1130
60	208	416	623	831	1038
66	193	386	578	771	964
72	181	361	541	722	902
78	170	340	510	680	850
84	161	322	483	644	805
90	154	307	460	613	766
96	147	294	440	587	733
100	143	286	428	571	713

AIR FORCE GROUP INSURANCE SOCIETY
APPLICATION FORM FOR PERSONAL COMPUTER LOAN

PCL/AFGIS/1

1. Service No. Check Suffix
2. Rank.....
 Name.....
 Branch/TradeUnit.....Accounting Unit.....
 Telephone No. (R) (M) (O)
 E-mail ID
3. Date of Enrolment (For Airmen) Date Month Year
4. Type of Commission (For Officers only)
5. Date of Retirement / Release
 (in present engagement)
6. Gross Emoluments Rs. Gross Deduction Rs.
 (Latest Pay Slip F-1517 / F-1523 in Original attached)
7. Type of Loan: Fresh / Enhance
8. Details of advances drawn from the Govt/AFGIS :
 (a) Purpose for which drawn: CAR/TWO Wheeler/House Building/ Computer Loan
 (b) From Whom drawn : Govt/AFGIS
 (c) DCRG/SB attached : Yes /No
 (d) Date advance drawn :.....Date Liquidated.....
9. Anticipated price of Personal Computer Rs.
 (Proforma invoice from Dealer/Firm/Company indicating the price of PC is attached)
10. Amount of loan required Rs. (Maximum: Rs.50,000)
(NCs(E) with more than 10 years of service and not availed any other loan is only eligible for PCL)
11. No. of instalments (For repayment) (Maximum:100) **(As per the present engagement only)**
12. Name of the individual
 Bank A/c No.....
 Name of Bank.....
 Bank Address.....
13. Applicant's complete mailing address (UNIT ONLY)

Date

(Signature of Applicant)

AGREEMENT

AN AGREEMENT MADE THIS..... dayof.....Two thousand betweenSon/daughter / wife of (hereinafter called the borrower which expression shall include his heirs, administrators, executors and legal representatives) of the one part and Air Force Group Insurance Society, a society registered under the Societies Registration Act, 1860 having its office at Subroto Park, New Delhi- 110010, hereinafter called the Society, which expression shall include its successors in office and assigns of the other part.

WHEREAS the Borrower who is the member of GIS-97 Scheme of AFGIS, HAS agreed under the provisions of the Rules framed by the Society to regulate the grant of advances to GIS-97 members for purchase of Personal Computer (hereinafter referred to as the "said rules" which expression shall, where the context so admits, include any amendments thereof or addition thereto for the time being in force) applied to the Society for an advance of Rs..... (Rupees)) to the Borrower on the terms and conditions hereinafter contained.

NOW IT IS HEREBY AGREED by and between the parties here to as follows :

1. In consideration of the sum of Rs..... (Rupees.....) to be paid by the Society after the execution of this agreement for the purchase of Personal Computer to the Borrower in the manner as provided in the said rules, the Borrower hereby agrees with the Society to make such deductions. :-

- (a) To repay to the Society the said amount with interest calculated according to said rules by monthly deductions from his salary as provided in the said rules and hereby authorising the Society to make such deductions.
- (b) To repay the difference to the Society forthwith within on month from the date of payment of the said loan for purchase of a Personal Computer if the actual price is less than the loan paid.

2. IT IS HEREBY LASTLY AGREED AND DECLARED THAT IF THE PERSONAL COMPUTER HAS NOT BEEN PURCHASED as aforesaid within one month from the date of payment of the said sum of Rs..... or if the borrower within that period becomes insolvent or quits the service of the Govt or dies, the whole amount of the loan together with interest accrued thereon shall immediately become due and payable to the Society.

3. The Society shall be entitled to recover and/or receive the balance of the said advance with interest remaining unpaid and any other dues at the time of his retirement / cashiering/dismissal from service and death proceeding retirement or cancellation of the booking from the whole or any specified part of the gratuity, commuted value of pension and encashment of leave that may be sanctioned to him, survival benefits, death benefit payable to the beneficiaries without any demur from any quarter.

IN WITNESS WHERE OF THE BORROWER has hereunto set his hand and Principal Director, AFGIS. for and on behalf of the AFGIS has hereunto set his hand on the day month and year aforementioned.

.....
(Signature of the Borrower) (Signature of the Borrower)

1st Witness..... 2ND Witness.....
Name Name.....
Address..... Address.....
Occupation..... Occupation.....

Signed by Air Cmde / Gp Capt..... In the office of AFGIS, New Delhi

(For and on behalf of the Society) Chairman Managing Committee
In the presence of :
1st Witness..... 2nd Witness.....
Address: AFGIS, Subroto Park, New Delhi – 110010 Address: AFGIS, Subroto Park, New Delhi - 110010
Occupation..... Occupation.....

LETTER OF AUTHORISATION TO AOC. AFCAO

1. I Service No.Rank..... Name.....
Branch/Tradehereby voluntarily authorise AOC, AFCAO, in the event of my becoming Non-Effective in IAF for any reason, to pay Society on my behalf, an amount equivalent to the Personal Computer loan outstanding in my account and as intimated by AFGIS to AFCAO, out of my DSOP / AFPP Fund account, encashment of leave, all kinds of Gratuity, commuted value of pension and IRLA balance as and when such DSOP / AFPP Fund Account or IRLA or pension account is finalised.

2. I hereby certify that a fresh certificate will be rendered as and when a change in the particulars of Next of Kin takes place

Witness 1.
Name:
Address :

Signature of applicant
Date:.....
Unit:.....

Witness 2
Name :.....
Address.....

I hereby state that I have no objection to what is stated above by my spouse/..... (relation).

Signature of Nominee(s)
Name :.....
Relation :.....
Age:.....
Date :.....

Note : In case of more than one nominee, signature of all the nominees to be obtained.

COUNTERSIGNED

Date

AOC/Stn Cdr/OC **Unit**

UNDERTAKING

PCL/AFGIS/2

I Service No..... Rank..... Name.....
Branch/ Tradehereby authorise AFGIS, in the event of my
becoming N/E in IAF for any reason, i.e. discharged/AWOL/Deserter, to recover my outstanding
Computer advance from the claim due to me or my nominee, in the event of my death.

(Signature of NOK's)
Name.....
Address.....

(Signature of Applicant)
Rank.
Name.....
Unit.....

Signature of Witness
1.....
.....
.....

Signature of Witness
2.....
.....
.....

TO BE COMPLETED BY ADJT

1. I have scrutinised the application of Rank.....Name.....
Branch/Trade..... Service No.and have satisfied
myself of the correctness of the facts stated therein.

2. My recommendations are as follows :-
(a) Amount recommended for approval Rs.....
(b) Number of Instalments(Depending on present
engagement)

3. I also certify that
(a) Scrutiny of service documents/personal file reveals that there are no adverse
comments or cases pending against the applicant which may truncate his service. (e.g
Red / Black Entries warranting discharge as SNLR for airman).
Red ink entriesDate.....,Black ink entriesDate.....

(b) The applicant has not applied for pre-mature release from IAF .
(c) The applicant has not applied for computer loan from Govt / Financial Institution.

4. Date of Retirement / Release (In present engagement)

Extn Granted vide POR No..... From

(Extract enclosed) To

5. As per the documents held by the unit, the following is/are the AFPPF/DSOPF nominee(s) of(applicant)
(a) Name Relation
(b) Name Relation

Adjt

Date.....

REC / NOT REC

Unit Seal
Date:

AOC / Stn Cdr / CO

Note: Application is to be signed by the AOC/Stn Cdr/CO of parent unit of the individual

AIR FORCE GROUP INSURANCE SOCIETY
CONTINGENT BILL – PCL

Note 1. Applicant is not fill the amount.

Note 2. State the applicant's name in which cheque is to be made. No request for change will be entertained later.

Expenditure on account of Personal Computer Loan

Service No.

Check Suffix

Rank.....Name.....

Branch/ Trade.....Unit.....Accounting Unit.....

Cheque is to draw in favour of (write in capital letters) alongwith Bank Name, Bank Address and A/c No.....

.....

Details of Expenditure

Cheque Amount Rs

Total Sanctioned Amount

(Processing Fee = Rs.200)

Expenditure on A/c of Personal Computer Loan Rs.

(Rupees.....only).

Prepared by

Sig of dealing Staff, AFGIS

Pre-receipted



Checked by

Sig of Supdt, AFGIS

Date

Signature of Applicant

DECLARATION

1. I solemnly declare that the details/information furnished by me and averments/certifications made herein are true to the best of my knowledge and belief and have not willfully suppressed any material information.
2. I have read the Rules regulating the grant of loan to AFGIS members purchase of PC and agree to abide by the terms and conditions stipulated therein. I authorise AFCAO New Delhi to recover the instalments of refund of computer loan through my IRLA.
3. If I proceed on deputation to other department I undertake to repay the EMI by 1 st of every month to which it pertains directly to AFGIS by means of demand draft.
4. I state to certify that :-
 - (a) I am not re-employed.
 - (b) Outstanding amount of loan alongwith interest be recovered from my DCRG, encashment of leave, commuted value of pension and death/disability/Survival benefit and remitted to GIS.
 - (c) No recovery of outstanding PC loan drawn from Govt is being made from my pay.
 - (d) I have/have not drawn House Building /Conveyance advance/PC either from AFGIS or from Govt against which DCRG is attached/not attached.
 - (e) I shall not sell or dispose of the PC acquired out of this loan till the full loan is liquidated.
 - (f) I will furnish a stamped cash receipt and xerox copy of Bill duly attested within 30 days from the date of cheque issued by AFGIS to me.
 - (g) I shall refund the loan in one lumpsum together with interest if I fail to produce the relevant documents within the stipulated time; failing which I authorise AFCAO & AFGIS to effect recovery of the entire loan outstanding with interest through my IRLA.
5. In the event of my becoming non-effective before liquidation of loan with interest, I hereby authorise AFCAO to recover outstanding advance with interest from my DSOP/AFPP fund and remit the same to AFGIS.
6. I authorise AFGIS to deduct any sum outstanding against me from my Survival benefit of AFGIS in case of default
7. I will ensure that my IRLA does not run into debit.
8. If my IRLA runs into debit due to any reason at any time Provident Fund to the mandatory minimum percentage immediately
9. It is certified that if debit balance still exists in my IRLA even after reduction in provident Fund, it will be made good by me immediately

Date:.....

.....
Signature of applicant

CERTIFICATE

*(To be furnished **in duplicate** with application for availing any type of advance /loan from PublicFund/Non Public Fund recourse)*

1. I hereby certify that I have availed the following advance(s)/loan(s) from sources(s) indicated against each during the preceding three months for which recovery/recoveries has/have not yet commenced through my monthly pay slip:-

Sl no.	Source	Purpose of advance/loan	Amount of advance/loan	Re-payment per month

2. I further certify that I have availed the following **private loans/advances** from sources(s) indicated against each for which re-payment is being made by me regularly from my pay as indicated :-

Sl no.	Source	Purpose of advance/loan	Amount & Term of advance/loan	Re-payment per month

3. I undertake that recoveries against loans/advances availed by me from all sources, including the application under process presently, do not exceed 80% of my monthly emoluments as on date of applying for the present advance/loan.

4. I understand that providing false information/suppression of any information on the aforesaid subject would make me liable for disciplinary action under the relevant Act/Rules in vogue for the time being.

(Signature of the individual)

COUNTERSIGNED

Sec Cdr/Sqn Cdr / Flt Cdr