

CAPITAL DEVELOPMENT AUTHORITY
(Human Resources Development Directorate)

No. CDA-8(9) HRD/HBA/Sec-V/2023/ Islamabad. Sep, 2023.

Subject:- **RETENTION OF DOCUMENTS / INDEMNITY BOND ON GRANT OF 1st HOUSE BUILDING ADVANCE (NON-GAZETTED).**

Certified that the following documents on prescribed forms have been retained in HRD Directorate in respect of Mr/Mst. _____ S/o _____ working as _____ in _____ Directorate, CDA. Agreement and surety Bond has been obtained from him as a security to safeguard the amount of Rs. _____ /-(Rupees _____ only) on account of House Building Advance allowed to him vide office Order No. CDA-8(9) HRD/HBA/Sec-V/2022-23/1256 Dated 01/09/2023

- i). Agreement in original
- ii). Surety in Original.

2. Concerned DDO / AO (Pay Audit-II) is responsible to deduct the monthly installment on time.

Human Resources officer-V

Distribution:-

1. Accounts officer (P/A-II), CDA
2. DDO Concerned.
3. Individual Concerned.

CAPITAL DEVELOPMENT AUTHORITY
(Human Resources Development Directorate)

No. CDA-8(9) HRD/HBA/Sec-V/2023/

Islamabad. Sep, 2023.

Subject:- **RETENTION OF DOCUMENTS / INDEMNITY BOND ON GRANT OF 2nd HOUSE BUILDING ADVANCE (NON-GAZETTED).**

Certified that the following documents on prescribed forms have been retained in HRD Directorate in respect of Mr/Mst _____ S/o _____ working as _____ in _____ Directorate, CDA. Agreement and surety Bond has been obtained from him as a security to safeguard the amount of Rs. _____ /-(Rupees _____ only) on account of House Building Advance allowed to him vide office Order No. CDA-8(9) HRD/HBA/Sec-V/2022-23/1256 Dated 01/09/2023.

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