

Capital Development Authority
(Human Resource Development Directorate)

APPLICATION FOR GRANT OF HOUSE BUILDING ADVANCE

FIRST HBA APPLICATION

1. Name _____
2. Father's Name _____
3. Designation _____ Directorate/Section/Div. _____
4. B.P.S _____ Basic Pay Rs. _____
5. Date of Birth _____
6. Date of Appointment _____
7. Date of Superannuation _____
8. Full particulars of the Plot / House on which you desire to Build / Construct / Renovate

9. I agree and bind myself to comply with the provisions of G.F.R Volume-I, as adopted by CDA, and standing orders issued by the Authority from time to time relating to grant of House Building Advance. I also solemnly declare that I have not drawn House Building Advance from CDA in my entire service. In case of any miss-declaration, I will be guilty of "Misconduct" and liable to be dealt under CDA Employees Service Regulations 1992, which may result in my dismissal from service.

(Signature of the Applicant)

CNIC No. _____

CERTIFICATION

Certified that applicant has not availed/granted House Building Advance before.

<u>Verification</u> Concerned Divisional Accounts Officer Official Stamp

<u>Countersignature</u> Concerned Accounts Officer Pay/Audit I & II Official Stamp

- II. Certified that applicant has not availed/granted House Building Advance before and particulars given by the applicant have been checked/verified from the service documents

Date _____

<u>Forwarded by</u> Director Concerned Official Stamp
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