



HANDBOOK ON RETAIL ASSET PRODUCTS



Central Staff College, Kolkata

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Sr. Manager- Faculty, CSC, Kolkata**





FOREWORD

Retail banking forms an important segment in a bank's operations and is the most visible face of banking for the public. Recognizing the importance of retail banking in today's banking environment, Central Staff College, Kolkata felt that, it will be handfult for the staff working at branches, if Training College introduces a Handbook on Bank's Retail Asset Products.

The Handbook has been designed by keeping in view the fact that the staff working at branches are busy bankers who may not have the time to do an in-depth referencing of the circulars while sanctioning of retail advances. Central Staff College, therefore, has tried to cover the length of all the retail products keeping in mind the need to provide sufficient depth. Though the material covered in the Handbook is substantive, it would be necessary that the staff supplement this with reading of the directions and guidelines issued by the bank time to time, this would help members of staff to deal with retail asset products.

It would not have been possible to bring out a Handbook like this without the support and hard work of Senior Manager Faculty- Ashish Kumar Verma, who has taken lots of pain while preparing this Handbook. Central Staff College, Kolkata is thankful towards all banking departments who have assisted in preparing and updating this Handbook by providing necessary information.

I hope this Handbook will be useful to all those who are working in the area of Retail Advances.

Kolkata
April 2020

Manohar Padhi
DGM-Principal, CSC- Kolkata



For Internal Circulation Only



DISCLAIMER

The information contained in this handbook is to the best of my knowledge, truly updated and correct. It is to emphasize that this is not an official document of the bank and hence bank may not necessarily be in agreement with the views expressed in the handbook. This handbook has been compiled to supplement, not replace, the working knowledge of our employees. Although utmost care has been taken and I have made every effort to ensure accuracy, but in case of any variation of this handbook with bank's circulars and guidelines, the Bank's circulars will prevail.

Any suggestion for enriching the material may be sent by email to csc.calcutta@ucobank.co.in or 033-23341992.

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Sr. Manager, Faculty - CSC



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UCO HOME LOAN SCHEME

1. Purpose

1. Purchase of New House/Flat

- a. Purchase of independent house/ready built flat for residential purpose.
- b. Old house should not be more than **40 years** old and the flat should be not more than **35 years** old.
- c. Where age of old house/flat is **more than 25 years** loan should be sanctioned with renovation.

2. Construction and Purchase of Land

- a. Construction of house on land already acquired by the borrower.
- b. Completion/Finishing of skeleton/unfinished flat. Purchase of land where, cost of land may be financed **up to 50% of the cost of land** and for construction purpose on this financed land up to 75% of the total construction cost, subject to condition that **No Finance will be made only for purchase of land**.
- c. A declaration should be obtained from borrower stating that he/she will construct the house on the said financed plot **within 3 years** from the date of first disbursement and he/she will submit a completion certificate from competent authority to the bank.
- d. If borrower **fails to complete the construction** of house or **closes the home loan account** without completion of construction **within 3 years** from the date of first disbursement, the interest rate of prevailing **One Year MCLR + 3.85% p.a.** would be charged from the date of first disbursement.

3. Extension/Repair/Renovation

- a. Extension/Repair/Renovation of existing house/flat not more than **50 years** old.

4. Takeover of Home Loan

- a. Takeover of home loan availed from other Banks/FIs is allowed. The account should be standard asset, default less with the existing lender.
- b. Minimum 12 regular instalments have been paid after moratorium period and no instalment/interest shall remain overdue.
- c. **Proposal with prior take over history and landed property without construction shall not be eligible for finance under Take Over.**

5. Furnishing

Furnishing of house to be constructed/acquired

a. For UCO Home Loan Borrower

Up to 75% of cost of such furnishing subject maximum 20% of original project cost of house excluding furnishing.

b. For Non-UCO Home loan borrower

Up to 75% of cost of such furnishing subject maximum 25% of original project cost of acquisition of property situated anywhere in India.

Loan may be sanctioned for more than one purpose stated above. In case of purchase of Flat/Apartment from Builder/Contractor, construction of the residential building at least up to the plinth (a heavy base to support building structure) level should be completed before disbursement.



2.	Eligibility and Age <ol style="list-style-type: none">1. Indian Resident/NRI's/PIO's of minimum 21 and maximum 75 years of age i.e. the age by which the loan should be fully repaid, however the maximum age at the time of sanctioning of home loan should not be more than 65 years.2. Home loan can also be taken in joint names. In case of the joint loan the income of co-applicant can be clubbed together with income of applicant to arrive final loan amount. Co-applicant can be Husband/Wife/Son/Daughter/Own Brother/Parents/Brother-in-Law and Sister-in-Law.3. In all cases of joint loan age of younger co-borrower having sufficient income to repay the loan may be considered to fix the repayment period till younger co-borrower attains 75 years of age.4. In case of NRI/PIO co-applicant can be NRI/Resident.
3.	Project Cost <ol style="list-style-type: none">1. Project Cost may include Purchase of House/Flat, Cost of Construction, and Cost of Land up to 50%, Cost of Extension/Repair/Renovation.2. Cost of Furnishing, Take Over loan amount, Cost of Installing of Roof-Top Solar Panel, Cost of Rain Water Harvesting Unit, Premium of Insurance of Mortgaged Asset/Life of Borrower for the tenure of loan.3. Stamp Duty, Registration Cost and other documentation charges where cost of house does not exceed Rs.10 lacs and One Time cost to additional amenities, which are permanent in nature and leads to enhance the Realizable value of security. <p>GST is to be excluded from project cost while calculating LTV (Loan to Value Ratio).</p>
4.	Loan Entitlement and Income Criteria <ol style="list-style-type: none">1. Salaried Persons<p>The total existing statutory deductions plus the EMI of the proposed loan would be linked to Gross Monthly Income (GMI) of the borrower. Net Take Home Pay should not be less than as under:</p><ol style="list-style-type: none">a. GMI up to Rs.50000/= 40%b. GMI above Rs.50000/- and up to Rs.100000/= 30% (Subject to a minimum monthly take Home pay of Rs.20000/-)c. GMI above Rs.100000/= 25% (Subject to a minimum monthly take Home pay of Rs.30000/-)2. Non- Salaried Persons<p>Non-Salaried class borrowers (Professionals/Businessmen) should have regular source of income and are filling IT Return. 100% of the assessed income as shown in the last Income Tax Assessment Order/Return filed. Income Tax Return for minimum last three years to be taken. All IT Returns for respective years must have been filed before beginning of the next financial year. Gross Monthly Income can be calculated by taking average of last 3 Years CASH PROFIT (Profit After Tax + Depreciation) dividing by 12.</p><p>Income of Co-applicant can be considered to arrive at the stipulated minimum take home pay. Income other than Salary/Business Income should be regular in nature and supported by documentary evidence.</p>



	3. Farmers/Agriculturists For Farmers/Agriculturists, assessment of their income should be made as per the provision explained under UCO Kisan Samridhi Yojana (Revised) circulated vide H.O. Circular No.- CHO/PS/41/2009-10 dated 22.02.2010.																		
5.	Maximum Quantum of Loan 1. Construction/Purchase/Extension NO LIMIT However, in case of Extension in existing home minimum Carpet Area for proposed construction should not be less than 50% of existing Carpet Area. 2. Repair/ Renovation Maximum Rs.15 lacs 3. Take Over Minimum- 5.00 Lacs Maximum- NO LIMIT a. Take Over amount will consist of Outstanding Balance as on month of transfer, Cost of Legal Opinion, Valuation and Cost of creation of valid Mortgage in favour of bank. b. Apart from above additional amount for Repair/Renovation/Furnishing not more than 25% of original cost of house subject to maximum Rs.15 lacs with minimum 25% of margin of additional amount requested by borrower. 4. Furnishing to Non-UCO Home Loan Borrowers <table><tr><th>Location</th><th>Maximum Amount in Lacs</th></tr><tr><td>Metro/Urban/Semi Urban</td><td>10.00</td></tr><tr><td>Rural</td><td>5.00</td></tr></table> For acquiring New House/Flat/Construction/Repair/Renovation/Extension of existing house/ flat, Second loan can be sanctioned after 6 months of regular repayment of existing loan and third loan after 36 months of regular repayment of the earlier two loan sanctioned by UCO Bank subject to fulfilling eligibility and income criteria.	Location	Maximum Amount in Lacs	Metro/Urban/Semi Urban	10.00	Rural	5.00												
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6.	Loan Entitlement Least on the two amount calculate below:- 1. On the Basis of Cost of Project <table><tr><th>Amount Eligible as per Agreement for Sale</th><th>Loan Amount</th><th>Margin</th></tr><tr><td>90%</td><td>Loan up to 30 Lacs</td><td>10%</td></tr><tr><td>80%</td><td>Loan above 30 Lacs and up to 75 Lacs</td><td>20%</td></tr><tr><td>75%</td><td>Loan above 75 Lacs</td><td>25%</td></tr></table> <p style="text-align: center;">OR</p> 2. On the basis of monthly income a. For Indian Residents <table><tr><th>INCOME SLAB</th><th>Total Deduction Permissible Including Proposed EMI</th></tr><tr><td>GMI Up to Rs.50,000/-</td><td>60% of GMI</td></tr><tr><td>GMI above Rs.50,000/- and Up to Rs.1,00,000/-</td><td>70% of GMI (subject to a minimum monthly take Home Pay of Rs.20,000/-)</td></tr></table>	Amount Eligible as per Agreement for Sale	Loan Amount	Margin	90%	Loan up to 30 Lacs	10%	80%	Loan above 30 Lacs and up to 75 Lacs	20%	75%	Loan above 75 Lacs	25%	INCOME SLAB	Total Deduction Permissible Including Proposed EMI	GMI Up to Rs.50,000/-	60% of GMI	GMI above Rs.50,000/- and Up to Rs.1,00,000/-	70% of GMI (subject to a minimum monthly take Home Pay of Rs.20,000/-)
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	GMI above Rs.1,00,000/-	75% of GMI (subject to a minimum monthly take Home Pay of Rs.30,000/-)	
b. For NRI & PIO			
INCOME SLAB		Total Deduction Permissible Including Proposed EMI	
GMI Up to Rs.1,50,000/-		50% of GMI	
GMI above Rs.1,50,000/-		60% of GMI	
Respective Foreign Currency Income to be converted in to Indian Rupees by using TT Buying Rate on the day of processing from Card Rate supplied Treasury Branch.			
Existing statutory deductions and proposed EMI total must not be more than the Gross Monthly Income (GMI) of the borrower.			
7.	Rate of Interest		
UCO Float Rate linked with Repo Rate			
CIBIL/CRIF Score		Spread Over UCO Float Rate	Effective Rate
Above 750		NIL	7.30%
Up to 750		0.10%	7.30+0.10= 7.40%
Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)			
1. Where both credit reports are to be pulled as per bank's norms, lower of the two scores will consider for fixing the interest rate.			
2. Minimum CIBIL/CRIF High Mark Score 600 is required in case of individual. In case of multiple borrowers/guarantor lower of the two scores will be considered, condition provided that minimum score is required to be met by all borrowers.			
3. In case of multiple borrowers/guarantors, higher of the CIBIL/CRIF High Mark score of multiple borrowers/guarantors whose income has considered in loan assessment will consider for deciding the interest rate.			
4. In case of no credit history of borrower/guarantor, minimum score of 600 is not applicable and such score will not consider for deciding the interest rate.			
5. In case of no credit history of borrower/guarantor, the rate of interest applicable to the customer will be same as CIBIL/CRIF High Mark Score up to 750. ZLCC may allow concession in interest rate of 0.10% on case-to-case basis.			
8.	Margin		
1. For construction/ Purchase/ Extension/ Repair/ Renovation of house/flat			
Loan Amount		Margin	
Loan up to 30 Lacs		10%	
Loan above 30 Lacs and up to 75 Lacs		20%	
Loan above 75 Lacs		25%	
Cost of land may be treated as margin. Cost of land is to be taken from Sale Deed if Deed is not more than 2 years old, otherwise take fresh valuation.			
Amount already invested in construction of property can be taken as margin subject to production of Documentary Evidence.			
2. For Take Over Loan			
a. To Take Over of Outstanding Balance			



	Sanctioning Authority to ensure that LTV Ratio should be in limit prescribed by RBI as follows-								
	<table><tr><th>Loan Amount</th><th>LTV Ratio in %</th></tr><tr><td>Loan up to 30 Lacs</td><td><=90</td></tr><tr><td>Loan above 30 Lacs and up to 75 Lacs</td><td><=80</td></tr><tr><td>Loan above 75 Lacs</td><td><=75</td></tr></table>	Loan Amount	LTV Ratio in %	Loan up to 30 Lacs	<=90	Loan above 30 Lacs and up to 75 Lacs	<=80	Loan above 75 Lacs	<=75
Loan Amount	LTV Ratio in %								
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Loan above 30 Lacs and up to 75 Lacs	<=80								
Loan above 75 Lacs	<=75								
	LTV Ratio= Loan Amount x 100/ Current Market value of Security								
	b. For Additional Funding in take Over Minimum margin should be 25% of cost of Repair/Renovation/Furnishing .								
	3. For Furnishing of dwelling house/flat and For 2nd Loan Minimum margin should be 25% of the cost.								
9.	Loan Enhancement 1. Loan Quantum can be increased by offering liquid security by same amount as security. No change in EMI and increased amount can be repaid by Bullet Payment on maturity of liquid security. 2. Loan Quantum can be increased by 125% of the normal eligible amount at present, subject to 75% of the project cost backed by liquid security equivalent to enhanced loan amount for those borrowers who can satisfy regular growth in their income. 3. EMI can be stepped up to recover enhanced loan amount. If income of borrower has grown as expected, then there is no need to encase the liquid security on maturity.								
10.	Processing Charges 0.5% of the loan amount, Minimum Rs.1500/- & Maximum Rs.15000/- which shall be collected at two stages as follows- <table><tr><th>Processing Charges</th><th>Description</th></tr><tr><td>0.25% Of Loan Amount</td><td>With Application OR During In Principal Sanction (Pre-Sanction)</td></tr><tr><td>0.25% Of Loan Amount</td><td>After Final Sanction and before Disbursement (Post-Sanction)</td></tr></table> The fee collected at Pre-Sanction stage is refundable if loan is not finally sanctioned for any reason. However, any expense incurred by bank will be deducted from Processing fee collected at Pre-Sanction stage and only remaining amount will be refundable to borrower. No processing charge for Take Over loan.	Processing Charges	Description	0.25% Of Loan Amount	With Application OR During In Principal Sanction (Pre-Sanction)	0.25% Of Loan Amount	After Final Sanction and before Disbursement (Post-Sanction)		
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0.25% Of Loan Amount	After Final Sanction and before Disbursement (Post-Sanction)								
11.	Documentation Charges NIL								
12.	CIBIL- Report Pulling Charges Applicable and to be recovered from borrower.								
13.	Valuation Charges Actual subject to maximum limit of Rs.3, 000/- only.								
14.	Legal Charges Actual.								
15.	Inspection Charges NIL								



16.	CERSAI Charges Applicable as per decided by CERSAI time to time.
17.	Switch Over Option Borrower has One Time Switch Over Option from BPLR/Base Rate/MCLR to UCO Float Rate by paying 0.50% of outstanding balance in Home Loan account inclusive of GST. If loan sanctioned but not disbursed under MCLR then customer can switch over on UCO Float rate without any charges. For switching over UCO Float Rate for necessary annexures please refer circular- CHO/RM/31/2019-20 dated 17/10/2019.
18.	Repayment Period <ol style="list-style-type: none">1. Maximum period of 30 years / 360 EMI from the date of first disbursement but should not be beyond 75 years in case of both salaried and non-salaried class.2. Loan given for Furnishing to Non- UCO Home Loan Borrowers will have maximum repayment period of 84 months.3. Due to change in rate of interest, borrower may request extension in repayment period. In this situation branch can give extension in repayment period up to 5 Years subject to maximum age of borrower not exceeding 75 years.4. EMI can be stepped up if loan tenure is 15 years or more i.e. flexibility in repayment is also allowed. During first 5 years, EMI will be 75% of notional EMI. During next 5 years, EMI will be normal EMI. Thereafter, EMI will be reset depending upon the remaining loan period.
19.	Moratorium Period <ol style="list-style-type: none">1. For purchase of ready built house/flat maximum Six months from the date of disbursement of the loan.2. Home Loan for construction of individual House, purchase of flats from approved Project/under tie-up with Builder, 24 months from the date of disbursement of the first installment of loan or 6 months after completion of construction whichever is earlier.3. ZLCC may permit moratorium beyond 24 months and maximum up to 36 months.4. Payment of interest during Moratorium Period is mandatory by the borrower.
20.	Prepayment Charges NIL
21.	Penal Interest 2% per annum will be charged on the amount of default for the overdue period.
22.	Security/Guarantee <ol style="list-style-type: none">1. Equitable Mortgage of the house property financed.2. In case of married borrowers, guarantee of spouse is mandatory where the spouse is not co-applicant.3. In case of unmarried persons, guarantee of PF nominee shall be taken.4. Places where mortgage of land is not possible as in Tribal Areas, Home Loan may be considered against 110% of Tangible/Liquid security in form of Bank's FDR/NSC/KVP etc.5. Photograph of Guarantor and that of property proposed to be mortgaged with borrower/ Co-borrower, to be kept on record with documents.



	<p>6. In case of unmarried non-salaried persons, guarantee by third party having net means equal to loan amount should be obtained. If borrower life is covered by UCO Griha Jeevan Suraksha in tie-up with Kotak Mahindra Life Insurance Company, Guarantee of third party can be waived off in case of Take Over of Home Loan.</p>
23. Command Area	<p>The proposed asset i.e. property to be mortgaged can be anywhere in India.</p>
24. Insurance	<p>1. Life of the Borrower/Co-Borrower UCO GRIHA JEEVAN SURAKSHA of Kotak Mahindra Old Mutual Life Insurance Company Ltd.</p> <p>2. Assets created under UCO Home Loan The asset created out of UCO Home Loan should be insured with any General Insurance Channel Partner against fire and natural calamities.</p>
25. Documentation	<p>1. Demand promissory Note – (A-1/A-2) or AHL 7 2. Regular sanction letter duly accepted by the party 3. Loan Agreement – AHL 6 4. Revival Letter – AHL 8 5. Letter of Assignment of LIC policy – AHL 9 6. Recital for EMTD register – AHL 10 7. Letter of confirmation of Mortgage – AHL 11 8. Search Report – AHL 12 9. Letter of Guarantee – AHL 13 10. Letter of undertaking and indemnity for purchase of a flat from builder- AHL 14 11. Letter from society in case of Cooperative flat – AHL 15 12. Letter of authority of appropriation of retiring benefits – AHL 16 13. Letter by the mortgagor/employee to his employer for deduction of EMI – AHL 17 14. Letter from Builder/Promoters/ Owner assuring Good Title – AHL 18 15. Letter requesting creation of EMTD – AHL 19 16. Affidavit-cum-undertaking by the applicant agreeing to deposit the Sale deed when obtained – AHL 20</p>
26. Preventive Measures	<p>1. Inspection of security (PSVR-4) as per the format is to be kept on record with photographs of property including borrowers and owner or their representative.</p> <p>2. After obtaining NEC and Certified Copy of Title Deeds from empaneled Lawyer, branch official will be required to compare and scrutinize both Original as well as Certified Copy of Title Deeds before creating equitable mortgage. For detailed guidelines refer circular- CHO/LAW/09/2010-11/ Dated 23/03/2011.</p> <p>3. Before disbursement copy of Approved Sanctioned Plan of property from Competent Authority in the name of borrower is mandatory.</p> <p>4. Borrower will submit an affidavit-cum-undertaking stating that he will construct the house strictly as per sanctioned plan. After completion of construction within 3 months, borrower has to submit completion certificate failing which the bank shall have the power and authority to</p>



	<p>recall the entire loan with interest, cost and other charges.</p> <p>5. In case of Ready Built House/Flat borrower will also submit an affidavit-cum-undertaking stating that the House/Flat has been constructed as per sanctioned plan and will submit completion certificate.</p> <p>6. If borrower gives declaration that he will use residential property as a commercial purpose along with application of home Loan, in that case Home Loan cannot be sanctioned.</p> <p>7. In case of Take Over of Home Loan No Credit Rating is required, statement of loan account of last one year must be obtained from existing banker.</p> <p>8. Account to be taken over should not have been Re-Phased/Rescheduled/Restructured in last TWO Years.</p> <p>9. In case of Home Loan proposal, which belongs to SC/ST category, rejection of the proposal will be done by the next higher authority and not by the branch.</p> <p>10. CERSAI Registration is mandatory within 30 days from the date of creation of Mortgage.</p> <p>11. Entire process of Home Loan should be completed within 6 days from the date of receipt of necessary documents/papers from customer.</p>
27.	<p>Disbursements</p> <p>1. For Purchase of Ready Built House/Flat</p> <p>a. Payment should be made directly to seller by DD/PO in the name of the banker of the Builder with account number written on it as per amount prescribed in Sale Contract.</p> <p>b. An undertaking should be obtained from borrower stating that he will deposit the Original Title Deed to the branch within a month OR authorize the bank to directly collect the Deed from Registrar. In case of delay, 2% penal interest is to be charged on the delayed period.</p> <p>2. For Purchase of Flat at Construction Stage</p> <p>a. 85% of the Total Payment should be made directly to seller by DD/PO as per amount prescribed in Sale Contract and rest 15% by DD/PO in the name of the banker of the Builder with account number written on it.</p> <p>b. An undertaking should be obtained from borrower stating that he will deposit the Original Title Deed to the branch within a month OR authorize the bank to directly collect the Deed from Registrar. In case of delay, 2% penal interest is to be charged on the delayed period.</p> <p>c. Before sanction the Housing Loan sanctioning authority must insure that sponsored authorities like Government/Statutory Authority etc. have no past history of Non-Completion of project.</p> <p>3. For Construction</p> <p>a. For Construction 85% of the sanction amount should be disbursed in maximum Three phases, based on progress of construction. After satisfaction of 85% of the construction work last 15% amount should be released.</p> <p>b. On satisfaction of previous Construction Work for given amount next phase of amount should be released after taking proposed expenditure in next 2-3 months from customer.</p> <p>c. Need base cash disbursement may be allowed and branch has to take every possible step to verify end use of loan.</p> <p>4. For Take Over Home Loan</p> <p>a. After sanction of the loan branch should send a letter to the existing borrower's bank with a request to provide the details of security and related documents held in loan account.</p>



	<p>b. After satisfactory receipt of the reply branch should issue a DD/PO in favour of existing bank for overdue amount. A branch official should visit the existing borrower’s bank to hand over the DD/PO and taking delivery of securities in possession with “NO Due” certificate and letter requesting to release the charge from property of the bank.</p> <p>c. On receipt of original security papers branch should immediately create mortgage in favour of UCO Bank.</p> <p>5. Payment of Margin</p> <p>a. Either Upfront or Before Disbursement Starts or In Installments prior to the disbursement of each installment in proposition to the installment.</p> <p>b. Amount already invested in construction of property can be taken as margin subject to production of Documentary Evidence.</p> <p>c. Cost of land may be treated as margin. In this case, first disbursement should be provided for purchasing of material for beginning of the construction.</p>																						
28.	<table><tr><th>Scheme Code</th><th>Purpose of Loan</th></tr><tr><td>L731M</td><td>Home Loan (Borrower with CIBIL or Equivalent Score > 750)</td></tr><tr><td>L731N</td><td>Home Loan (Borrower with CIBIL or Equivalent Score <= 750)</td></tr><tr><td>L739A</td><td>NRI Home Loan (Borrower with CIBIL or Equivalent Score > 750)</td></tr><tr><td>LA739</td><td>NRI Home Loan (Borrower with CIBIL or Equivalent Score <= 750)</td></tr><tr><td>LT731</td><td>Take Over Home Loan (Borrower with CIBIL or Equivalent Score > 750)</td></tr><tr><td>L731T</td><td>Take Over Home Loan (Borrower with CIBIL or Equivalent Score <= 750)</td></tr><tr><td>L862A</td><td>PMAY-EWS Home Loan (Borrower with CIBIL or Equivalent Score > 750)</td></tr><tr><td>LA862</td><td>PMAY-EWS Home Loan (Borrower with CIBIL or Equivalent Score <= 750)</td></tr><tr><td>L865A</td><td>PMAY-MIG Home Loan (Borrower with CIBIL or Equivalent Score > 750)</td></tr><tr><td>LA865</td><td>PMAY-MIG Home Loan (Borrower with CIBIL or Equivalent Score <= 750)</td></tr></table>	Scheme Code	Purpose of Loan	L731M	Home Loan (Borrower with CIBIL or Equivalent Score > 750)	L731N	Home Loan (Borrower with CIBIL or Equivalent Score <= 750)	L739A	NRI Home Loan (Borrower with CIBIL or Equivalent Score > 750)	LA739	NRI Home Loan (Borrower with CIBIL or Equivalent Score <= 750)	LT731	Take Over Home Loan (Borrower with CIBIL or Equivalent Score > 750)	L731T	Take Over Home Loan (Borrower with CIBIL or Equivalent Score <= 750)	L862A	PMAY-EWS Home Loan (Borrower with CIBIL or Equivalent Score > 750)	LA862	PMAY-EWS Home Loan (Borrower with CIBIL or Equivalent Score <= 750)	L865A	PMAY-MIG Home Loan (Borrower with CIBIL or Equivalent Score > 750)	LA865	PMAY-MIG Home Loan (Borrower with CIBIL or Equivalent Score <= 750)
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LA739	NRI Home Loan (Borrower with CIBIL or Equivalent Score <= 750)																						
LT731	Take Over Home Loan (Borrower with CIBIL or Equivalent Score > 750)																						
L731T	Take Over Home Loan (Borrower with CIBIL or Equivalent Score <= 750)																						
L862A	PMAY-EWS Home Loan (Borrower with CIBIL or Equivalent Score > 750)																						
LA862	PMAY-EWS Home Loan (Borrower with CIBIL or Equivalent Score <= 750)																						
L865A	PMAY-MIG Home Loan (Borrower with CIBIL or Equivalent Score > 750)																						
LA865	PMAY-MIG Home Loan (Borrower with CIBIL or Equivalent Score <= 750)																						
29.	<p>RERA Compliance</p> <p>All projects which are to be approved by our Bank OR in which Home Loans are to be sanctioned must be registered under RERA or similar type State Act.</p>																						
30.	<table><tr><th colspan="6">Amount in Lacs</th></tr><tr><th>Scale</th><th>SCALE-I</th><th>SCALE-II</th><th>SCALE-III</th><th>SCALE-IV</th><th>SCALE-V</th><th>RLH HEAD</th></tr><tr><td>Amount</td><td>10.00</td><td>20.00</td><td>40.00</td><td>75.00</td><td>100.00</td><td>100.00</td></tr></table> <p>Proposal beyond the power of RLH Head would be sanctioned by ZLCC headed by Zonal Manager after processing and recommendation by RLH.</p>	Amount in Lacs						Scale	SCALE-I	SCALE-II	SCALE-III	SCALE-IV	SCALE-V	RLH HEAD	Amount	10.00	20.00	40.00	75.00	100.00	100.00		
Amount in Lacs																							
Scale	SCALE-I	SCALE-II	SCALE-III	SCALE-IV	SCALE-V	RLH HEAD																	
Amount	10.00	20.00	40.00	75.00	100.00	100.00																	
31.	<p>Loans to Staff Members and Relatives of Staff Members</p> <p>1. Officers/Staff Having No Staff Housing Loan</p> <p>a. Eligible member of staff will maintain 40% take home pay from Gross Monthly Income (GMI) after all statutory deductions and proposed EMI of the loan.</p> <p>b. Personal guarantee of spouse is compulsory and Lien on PF / Gratuity of the Staff.</p> <p>c. Loan tenure may be extended beyond the date of superannuation and to be repaid before</p>																						



	<p>the borrower attains the age of 75 years.</p> <p>2. Officers/Staff Having Outstanding Staff Housing Loan</p> <p>a. Loan can be granted for Purchase/Construction of Second House/Flat.</p> <p>b. Loan can be granted for Extension/Repairing/Renovation of the house, which should not be more than 50 years old.</p> <p>c. Take Over of Home Loan from other Banks/Fl.</p> <p>All other Terms and Conditions will remain same as per existing Home Loan Scheme.</p> <p>Sanction Authority will be ZLCC headed by Zonal Manager. However, the employee whose proposal/whose relative's proposal is under consideration should not involve in any sanction process like raising PSVR, Recommendation of proposal etc.</p>
32.	<p>Powers to Allow Deviations</p> <p>Apart from Pricing, Margin and Maximum Loan Amount ZLCC may allow deviation on case-to-case basis.</p>
33.	<p>Points to Remember by Branch</p> <ol style="list-style-type: none">1. Proposal must be processed through LAPS for individual and in case of Corporate Home Loan, proposal shall be processed manually on Finacle.2. Ensure to provide proper Moratorium Period under the scheme.3. Inform the Borrower that payment of interest during Moratorium Period is mandatory.4. Marketing Agents can source Home Loan proposal only from their projects in case proposal is Rs.15 lacs and above and if project is financed by UCO Bank no commission is allowed to builder.5. Relatives of staff's are not eligible to become Marketing Agents.6. Commission shall be paid after minimum disbursement of 20% of loan amount @ of 0.25% of the loan amount plus taxes subject to TDS.7. Commission will be paid directly only to the builder through bank account on receiving of bill/invoice by concerned branch from where loan is disbursed.8. No Commission in case of affordable housing loan scheme where subsidy is involved.

Reference Master Circular No.

CHO/RBD/35/2019-20 Dated- 21/12/2019

CHO/RBD/44/2019-20 Dated- 29/01/2020 (Modification in Home Loan)



UCO TOP UP HOME LOAN SCHEME

1.	OBJECTIVE To meet various needs of existing Home Loan borrowers such as Children’s Education, Repair, Renovation & Furnishing of House, Business Needs, Agriculture purpose, Marriage, Medical Emergency etc. other than speculative purposes by extension of charge on already mortgaged property under UCO Home Loan Scheme as primary security. Finance made under UCO Top Up Home Loan Scheme will come under Priority Sector .									
2.	Eligibility 1. All Home Loans borrowers with regular repayment record of at least 36 installments after moratorium period. 2. No overdue in existing Home Loan account at the time of sanction. 3. Valid mortgage have been created in favour of the Bank.									
3.	Quantum of Loan <table><tr><td></td><td>MINIMUM</td><td>MAXIMUM</td></tr><tr><td>TERM LOAN</td><td>Rs.1 LAC</td><td>Rs.25 LAC</td></tr><tr><td>CC/OD</td><td></td><td>Rs.2.0 lac or 10% of original housing loan whichever is lower</td></tr></table> <p>TOP UP LOAN AND OUTSTANDING AMOUNT IN EXISTING HOME LOAN ACCOUNT PUT TOGETHER SHOULD NOT EXCEED ORIGINAL LOAN AMOUNT.</p> <p>Total loan amount including the existing Home Loan outstanding will not exceed 75% of the value of the House property. Fresh valuation should not be insisted upon in case of the Top up loan.</p>		MINIMUM	MAXIMUM	TERM LOAN	Rs.1 LAC	Rs.25 LAC	CC/OD		Rs.2.0 lac or 10% of original housing loan whichever is lower
	MINIMUM	MAXIMUM								
TERM LOAN	Rs.1 LAC	Rs.25 LAC								
CC/OD		Rs.2.0 lac or 10% of original housing loan whichever is lower								
4.	Margin Minimum 25%.									
5.	Computation of Loan Entitlement Term Loan 75% value of the house property less present outstanding in the Home Loan account subject to maximum Rs.25.00 lacs or original Home loan amount whichever is lower. Cash Credit/Overdraft Limit Rs.2.0 lac or 10% of original housing loan whichever is lower									
6.	Loan Entitlement On the basis of monthly income <table><tr><td>INCOME SLAB</td><td>Total Deduction Permissible Including Proposed EMI</td></tr><tr><td>GMI Upto Rs.50,000/-</td><td>60% of GMI</td></tr><tr><td>GMI above Rs.50,000/- and Upto Rs.1,00,000/-</td><td>70% of GMI (subject to a minimum monthly take Home Pay of Rs. 20,000/-)</td></tr><tr><td>GMI above Rs.1,00,000/-</td><td>75% of GMI (subject to a minimum monthly take Home Pay of Rs. 30,000/-)</td></tr></table> <p>Existing statutory deductions and proposed EMI total must not be more than the Gross Monthly Income (GMI) of the borrower.</p>	INCOME SLAB	Total Deduction Permissible Including Proposed EMI	GMI Upto Rs.50,000/-	60% of GMI	GMI above Rs.50,000/- and Upto Rs.1,00,000/-	70% of GMI (subject to a minimum monthly take Home Pay of Rs. 20,000/-)	GMI above Rs.1,00,000/-	75% of GMI (subject to a minimum monthly take Home Pay of Rs. 30,000/-)	
INCOME SLAB	Total Deduction Permissible Including Proposed EMI									
GMI Upto Rs.50,000/-	60% of GMI									
GMI above Rs.50,000/- and Upto Rs.1,00,000/-	70% of GMI (subject to a minimum monthly take Home Pay of Rs. 20,000/-)									
GMI above Rs.1,00,000/-	75% of GMI (subject to a minimum monthly take Home Pay of Rs. 30,000/-)									
7.	Processing Charges 0.10% of the loan amount, Maximum Rs.10,000/-									



8.	Rate of Interest UCO Float Rate + 1.55% p.a. Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)
9.	Prepayment Charges NIL
10.	Scheme Code L731I
11.	Document Charges As per circular CHO/MSME/04/2018-19 Dated 15/05/2018
12.	Repayment Repayment of UCO Top Up Home Loan should not be co-terminus (same maturity date as earlier loan) with the original Home Loan. However, loan to be repaid before the borrower attains the age of 75 years.
13.	Security Extension of Mortgage on the House property already mortgaged to the Bank.
14.	Documentation <ol style="list-style-type: none">1. Term Loan Agreement (A-109)2. Guarantor's Statement A-26 A3. Letter of Guarantee – A21A (wherever required)4. Declaration letter from the borrower on purpose for which loan amount will be utilized along with supportive documents.5. All required Documents for extension of mortgage on the house property already mortgaged to Bank.
15.	Preventive Measures <ol style="list-style-type: none">1. Pulling out & scrutiny of CIBIL report of the applicant, co applicant.2. Legal Vetting and Re-Verification of original mortgage papers to confirm that valid mortgage on the property exists in favour of bank.3. PDIR of the property to be invariably done by the authorized official.4. Income of the borrowers should be verified from the original Salary Certificates and ITRs. Proper scrutiny is to be done for the genuineness of the same.
16.	Other Conditions All other Terms and Conditions will remain same as per existing Home Loan Scheme.
17.	Powers to Allow Deviations Apart from Pricing, Margin and ZLCC may allow deviation on case-to-case basis.

Reference Master Circular No.
CHO/RBD/35/2019-20 Dated- 21/12/2019



UCO CORPORATE HOME LOAN SCHEME

1.	OBJECTIVE Banks's Corporate Borrowers and other Corporate Entities (Both Public & Private Limited) willing to purchase/construction of Dwelling Units/Flats/Guest House for their employees.						
2.	Eligibility 1. Company should be minimum 5 years old. 2. The company should be in profit for continuous last three years as per Audited Balance Sheet. 3. Minimum DSCR must be 1.5 and Cash Flow should justify loan repayment capacity. 4. Investment Grade External Rating must be BBB and above. 5. NOC from existing banker if any. Loan can be sanctioned in the name of Company only. No joint loan is allowed with another Company or Individual as a Co-borrower.						
3.	Quantum of Loan No Upper Cap						
4.	Margin Minimum 25% of the Project Cost . Cost of Stamp Duty, Registration Cost and other documentation charges are not the part of Project Cost . Cost of land may be treated as margin. Cost of land is to be taken from Sale Deed if Deed is not more than 2 years old, otherwise take fresh valuation. Amount already invested in construction of property can be taken as margin subject to production of Documentary Evidence.						
5.	Computation of Loan Entitlement Maximum up to 6 times of the last 3 Years CASH PROFIT (Profit After Tax + Depreciation) as per their latest audited balance sheet/P&L account.						
6.	Processing Charges 0.50% of the loan amount Minimum Rs.1,500/- and Maximum Rs.15,000/-						
7.	Rate of interest <table border="1"><thead><tr><th>Internal Credit Rating of Corporates</th><th>Interest Rate</th></tr></thead><tbody><tr><td>UCO 3 and Above</td><td>UCO Float Rate + 2.30% p.a.</td></tr><tr><td>Others</td><td>UCO Float Rate + 3.30% p.a.</td></tr></tbody></table> Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)	Internal Credit Rating of Corporates	Interest Rate	UCO 3 and Above	UCO Float Rate + 2.30% p.a.	Others	UCO Float Rate + 3.30% p.a.
Internal Credit Rating of Corporates	Interest Rate						
UCO 3 and Above	UCO Float Rate + 2.30% p.a.						
Others	UCO Float Rate + 3.30% p.a.						
8.	Prepayment Charges NIL						



9.	Penal Interest 2% per annum will be charged on the amount of default for the overdue period.												
10.	Guarantee Personal Guarantee of Whole Time Directors of the company.												
11.	Repayment Maximum 10 years including moratorium period of 6 month in case of purchase of House/Flat and 24 months in case of construction.												
12.	Scheme Code L739												
13.	Security <ol style="list-style-type: none">1. Creation of Mortgage on the property in the name of the company.2. Registration of Mortgage Charge with ROC (Registrar of Companies).3. The Immovable property should be exclusively charged to UCO Bank for the Housing Loan to be availed from the bank.												
14.	Preventive Measures <ol style="list-style-type: none">1. Board Resolution is required and must be obtained from Company.2. Memorandum of Association of the Company must be verified to ensure that company is empowered to purchase the property for the purpose specified in our UCO Corporate Home Loan Scheme and to mortgage the same as security.3. The Immovable property should be free from any encumbrances, charges and attachments etc.4. Pulling of CERSAI Report is mandatory to avoid fraud or multiple financing over the same property.												
15.	<table><tr><th>Lending Power</th><th>Amount in Lacs</th></tr><tr><td><table><tr><th>Sanctioning Authority</th><th>Amount</th></tr><tr><td>ZLCC</td><td>500</td></tr><tr><td>HLCAC</td><td>1000</td></tr><tr><td>BLCAC</td><td>Above 1000</td></tr></table></td><td></td></tr></table>	Lending Power	Amount in Lacs	<table><tr><th>Sanctioning Authority</th><th>Amount</th></tr><tr><td>ZLCC</td><td>500</td></tr><tr><td>HLCAC</td><td>1000</td></tr><tr><td>BLCAC</td><td>Above 1000</td></tr></table>	Sanctioning Authority	Amount	ZLCC	500	HLCAC	1000	BLCAC	Above 1000	
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Sanctioning Authority	Amount												
ZLCC	500												
HLCAC	1000												
BLCAC	Above 1000												
16.	Disbursements <ol style="list-style-type: none">1. For Purchase of Ready Built House/Flat<ol style="list-style-type: none">a. Payment should be made directly to seller by DD/PO as per amount prescribed in Sale Contract.b. An undertaking should be obtained from borrower stating that he/she will deposit the Original Title Deed to the branch within a month OR authorize the bank to directly collect the Deed from Registrar. In case of delay, 2% penal interest is to be charged on the delayed period.												



	<p>2. For Purchase of Flat at Construction Stage</p> <p>a. 85% of the Total Payment should be made directly to seller by DD/PO as per amount prescribed in Sale Contract and rest 15% by DD/PO in the name of the banker of the Builder with account number written on it.</p> <p>b. An undertaking should be obtained from borrower stating that he will deposit the Original Title Deed to the branch within a month OR authorize the bank to directly collect the Deed from Registrar. In case of delay, 2% penal interest is to be charged on the delayed period.</p> <p>3. For Construction</p> <p>a. For Construction 85% of the sanction amount should be disbursed in maximum Three phases, based on progress of construction. After satisfaction of 85% of the construction work last 15% amount should be released.</p> <p>b. On satisfaction of previous Construction Work for given amount next phase of amount should be released after taking proposed expenditure in next 2-3 months from customer.</p> <p>c. Need base cash disbursement may be allowed and branch has to take every possible step to verify end use of loan.</p> <p>4. For Take Over Home Loan</p> <p>a. After sanction of the loan branch should send a letter to the existing borrower's bank with a request to provide the details of security and related documents held in loan account.</p> <p>b. After satisfactory receipt of the reply branch should issue a DD/PO in favour of existing bank for overdue amount. A branch official should visit the existing borrower's bank to hand over the DD/PO and taking delivery of securities in possession with "NO Due" certificate and letter requesting to release the charge from property of the bank.</p> <p>c. On receipt of original security papers branch should immediately create mortgage in favour of UCO Bank.</p> <p>5. Payment of Margin</p> <p>a. Either Upfront or Before Disbursement Starts or In Installments prior to the disbursement of each installment in proportion to the installment.</p> <p>b. Amount already invested in construction of property can be taken as margin subject to production of Documentary Evidence.</p> <p>c. Cost of land may be treated as margin. In this case, first disbursement should be provided for purchasing of material for beginning of the construction.</p>
17.	<p>Other Conditions</p> <p>All other Terms and Conditions will remain same as per existing Home Loan Scheme.</p>

Reference Master Circular No.
CHO/RBD/35/2019-20 Dated 21/12/2019



UCO PRE-APPROVED HOME LOAN SCHEME

1.	OBJECTIVE Providing In-principle sanction of home loan based on eligibility and entitlement as per Income Criteria under UCO Home Loan scheme, where applicant has not yet finalized the property to buy. Borrower will have a clear idea of the availability of fund from Bank at short notice and enable him to negotiate a better deal with the seller.						
2.	Eligibility As per UCO Home Loan scheme.						
3.	Quantum of Loan As per UCO Home Loan scheme.						
4.	Income Criteria As per UCO Home Loan scheme.						
5.	Validity of Sanction 4 Months from the date of pre-approved sanction letter. Further, request for extension of the time/validity shall not be considered.						
6.	Repayment As per UCO Home Loan scheme.						
7.	Rate of Interest As per UCO Home Loan scheme.						
8.	Processing Charges As per UCO Home Loan scheme. Processing fee to be collected as under: A separate current account (UCO Pre-approved Home Loan processing fee collection) to be opened by the branch under separate scheme code "CA709 (PROC. FEE-PRE-APP HOME)". 0.5% of the loan amount, Minimum Rs.1000/- & Maximum Rs.10000/- which shall be collected and deposited in to the above collection account at two stages as follows- <table><tr><th>Processing Charges</th><th>Description</th></tr><tr><td>50% Fee i.e.0.25% Of Loan Amount (At the Time of Providing In-Principal Sanction)</td><td>1. At the time of providing In-Principal Sanction letter irrespective of any processing fee offers like monsoon/grand festive offers etc. 2. Fees is non-refundable in case the validity of pre-approved sanction letter is lapsed/ Customer does not avail the loan/Identified property does not deem fit for financing as per our UCO Home Loan Scheme (such as Illegal colonies/Colony not approved/Title deed not in order etc.)</td></tr><tr><td>Remaining Processing Fee (At the time of Actual Disbursement)</td><td>1. After Final Sanction and at the time of disbursement, processing fee to be re-calculated based on actual sanctioned amount excluding the fee already charged from borrower at the time of in-principle sanction. 2. Once, the disbursement is made the amount pertaining to that particular applicant/account must be adjusted accordingly as under- a. If the customer does not avail the loan or the Pre-approval time of 4 months is lapsed or the Property identified does not deem fit to be financed by the bank then UCO Pre-approved Home Loan processing fee Collection account to be debited for like amount and Credited into the General Processing fee collection account. b. If the customer avails the loan & there is a processing fee waiver at</td></tr></table>	Processing Charges	Description	50% Fee i.e.0.25% Of Loan Amount (At the Time of Providing In-Principal Sanction)	1. At the time of providing In-Principal Sanction letter irrespective of any processing fee offers like monsoon/grand festive offers etc. 2. Fees is non-refundable in case the validity of pre-approved sanction letter is lapsed/ Customer does not avail the loan/Identified property does not deem fit for financing as per our UCO Home Loan Scheme (such as Illegal colonies/Colony not approved/Title deed not in order etc.)	Remaining Processing Fee (At the time of Actual Disbursement)	1. After Final Sanction and at the time of disbursement, processing fee to be re-calculated based on actual sanctioned amount excluding the fee already charged from borrower at the time of in-principle sanction. 2. Once, the disbursement is made the amount pertaining to that particular applicant/account must be adjusted accordingly as under- a. If the customer does not avail the loan or the Pre-approval time of 4 months is lapsed or the Property identified does not deem fit to be financed by the bank then UCO Pre-approved Home Loan processing fee Collection account to be debited for like amount and Credited into the General Processing fee collection account. b. If the customer avails the loan & there is a processing fee waiver at
Processing Charges	Description						
50% Fee i.e.0.25% Of Loan Amount (At the Time of Providing In-Principal Sanction)	1. At the time of providing In-Principal Sanction letter irrespective of any processing fee offers like monsoon/grand festive offers etc. 2. Fees is non-refundable in case the validity of pre-approved sanction letter is lapsed/ Customer does not avail the loan/Identified property does not deem fit for financing as per our UCO Home Loan Scheme (such as Illegal colonies/Colony not approved/Title deed not in order etc.)						
Remaining Processing Fee (At the time of Actual Disbursement)	1. After Final Sanction and at the time of disbursement, processing fee to be re-calculated based on actual sanctioned amount excluding the fee already charged from borrower at the time of in-principle sanction. 2. Once, the disbursement is made the amount pertaining to that particular applicant/account must be adjusted accordingly as under- a. If the customer does not avail the loan or the Pre-approval time of 4 months is lapsed or the Property identified does not deem fit to be financed by the bank then UCO Pre-approved Home Loan processing fee Collection account to be debited for like amount and Credited into the General Processing fee collection account. b. If the customer avails the loan & there is a processing fee waiver at						



		<p>the time of disbursement then UCO Pre-approved Home Loan processing fee Collection account to be debited for like amount and refunded to the customer directly to his Saving Bank account/by Pay order.</p> <p>c. If the customer avails the loan without any processing fee waiver than at the time of disbursement: Processing fee to be recalculated on final sanction amount. UCO Pre-approved Home Loan processing fee Collection account to be debited for like amount, remaining fee to be collected from customer and total processing fee to be credited to General Processing fee collection account.</p> <p>Processing fee waiver is considered in this case only if it is available on date of disbursement.</p>
9.	Prepayment Charges	As per UCO Home Loan scheme.
10.	Document Charges	As per UCO Home Loan scheme.
11.	Security	As per UCO Home Loan scheme.
12.	Documentation	As per UCO Home Loan scheme.
13.	Pre-requisite	<ol style="list-style-type: none">1. Branch officials to perform KYC Due diligence, PSVR-1, PSVR-2/3, Pulling out and scrutiny of CIBIL report of the applicant, co applicant.2. Branch to take all documents as required under UCO Home Loan and process the proposal as per normal Home loan except the processing related to property.3. Based on the Income Criteria, branch will issue the Pre-approved Sanction Letter to the applicant, irrespective of their Scale/Lending Power/Being Linked to RLH etc. Branch officials will also inform the applicants regarding all terms and conditions related to property such as Maintaining of Margin (LTV), Entitlement of Loan based on Property, CERSAI search, Legal Search, Valuation/Estimate etc. at the time of issuing Pre-approved Sanction Letter.4. Once, the property is identified, related Due diligence like CERSAI, Legal Verification, Valuation/Estimate, PSVR-4 etc., to be made as per the UCO Home Loan Scheme (either by Branch/RLH). No repetition of PSVR-1, PSVR-2/3 after identification of property (Unless there is any change from Pre-approved sanction), PDIRs to be made as per UCO Home Loan Scheme.5. Sanction will be made as per the lending powers of the branch. (Either by Branch/RLH/ZLCC).
14.	Other Conditions	<ol style="list-style-type: none">1. Saving Bank account of the applicant/co-applicant to be opened before issuing the in-principle offer.2. Pulling out & scrutiny of CIBIL report of applicant, co-applicant and guarantor at the time of Pre- Approval is mandatory.3. CIBIL/CRIF reports as applicable must be pulled and scrutinized again before actual sanction, if it exceeds 3 months from the date of previous/last report.4. Prevailing terms and conditions as on date of final sanction will be applicable.
15.	Powers to Allow Deviations	Apart from Pricing, Margin and ZLCC may allow deviation on case-to-case basis.

Reference Master Circular No.

CHO/RBD/32/2015-16 Dated- 04/09/2015



PMAY- PRADHAN MANTRI AWAS YOJANA

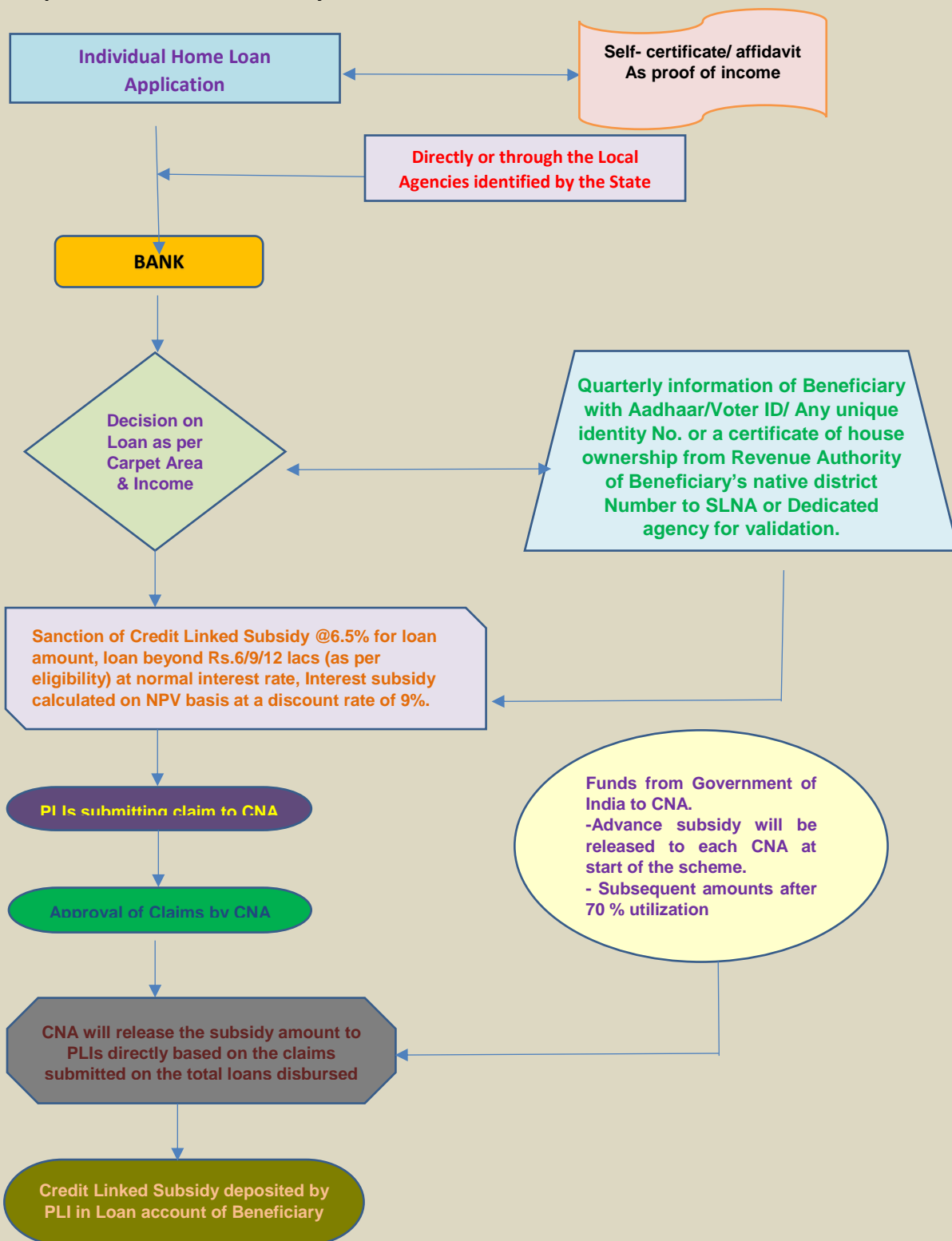
1.	OBJECTIVE To finance Urban poor with the provision of an interest subsidy at the rate of 6.5% on interest charged on the admissible loan amount to EWS, LIG & MIG segments.
2.	Overview In order to empower people to get their dream home, honorable Prime Minister has announced a comprehensive and a progressive mission, 'Pradhan Mantri Awas Yojana – Housing for All' on 17 June, 2015. Honorable Prime Minister envisioned Housing for All by 2022 when the Nation completes 75 years of its Independence. One of the major verticals of Pradhan Mantri Awas Yojana (PMAY) is Credit Linked Subsidy Scheme (CLSS) for Lower Income Group/Economically Weaker Section (EWS/LIG) and Middle Income Group (MIG – I & II). Under this scheme, Central government provides financial assistance through lending Institutions to eligible beneficiaries across all statutory towns as per 2011 census and their adjacent planning area. The interest subsidy is channelized through two (CNA) Central Nodal Agencies - National Housing Bank (NHB) and Housing Urban Development Corporation (HUDCO) . The apex government bodies channelize subsidy to the lending institutions and they help the eligible applicants to avail subsidy. Ministry may notify other Institutions as CNA in future.
3.	Beneficiary A beneficiary family will comprise husband, wife and unmarried children. The beneficiary family should not own a Pucca House (an All Weather Dwelling Unit) either in his/her name or in the name of any member of his/her family in any part of India.
4.	Primary Lending Institutions (PLI) PLI's are Scheduled Commercial Banks, Housing Finance Companies, Regional Rural Banks (RRBs), State Cooperative Banks, Urban Cooperative Banks or any other institutions as may be identified by the Ministry. Primary Lending Institutions (PLIs) can register only with one CNA by signing MOU.
5.	Quantum of Loan There is no cap on the loan amount or the cost of the property. The additional loan beyond the specified limits, if any to be at non-subsidized rate.
6.	Process of release of Central Assistance for credit linked subsidy component The subsidy would be released by the CNAs based on the disbursements made by PLIs to the beneficiaries. Subsidy, so disbursed by the CNA to the PLI, will be credited by the PLI to the borrower's account upfront by deducting it from the principal loan amount. As a result, the borrower will pay EMI on the remainder of the principal loan amount. Example- The borrower avails a loan for Rs.6.00 lacs and subsidy thereon works out to Rs.2.20 lacs, the amount (Rs.2.20 lacs) would be reduced upfront from the loan (i.e., the loan would reduce to Rs.3.80 lacs) and the borrower would pay EMIs on the reduced amount of Rs.3.80 lacs.
7.	Rate of Interest and Margin As per UCO Home Loan scheme.



8.	Processing Charges 1. For EWS & LIG – PLI's (Primary lending institutes) will be given a lump sum amount of Rs.3000 per sanctioned application by CNA (NHB) and for additional loan amount beyond Rs.6 lakh PLIs can charge the normal processing fees from Borrower. 2. For MIG-I and MIG-II - Branches will be given lump sum amount of Rs.2000/- per sanctioned application by CNA (NHB & HUDCO) and for additional loan amount beyond eligible loan amount for subsidy (i.e. Rs.9 lacs for MIG-I and Rs.12 lacs for MIG-II) PLIs can charge the normal processing fees.																																																															
9.	Prepayment Charges NIL																																																															
10.	Scheme Code LA872 (TL – Housing Loan for Urban Poor)																																																															
11.	PMAY Subsidy Offers and Benefits <table><tr><th>Particulars</th><th>EWS (Economic weaker section)</th><th>LIG (Lower Income Group)</th><th>MIG-I (Middle Income Group)</th><th>MIG-II (Middle Income Group)</th></tr><tr><td>Annual Household income</td><td>Up to Rs.3,00,000/-</td><td>Rs.3,00,001/- to Rs.6,00,000/-</td><td>Rs.6,00,001/- to Rs.12,00,000/-</td><td>Rs.12,00,001/- to Rs.18,00,000/-</td></tr><tr><td>Interest rate Subsidy</td><td>6.50% p.a.</td><td>6.50% p.a.</td><td>6.50% p.a.</td><td>6.50% p.a.</td></tr><tr><td>Home Loan Tenure (Max)</td><td>20 years</td><td>20 years</td><td>20 years</td><td>20 years</td></tr><tr><td>Maximum Eligible Home Loan Amount to Qualify for Subsidy</td><td>Rs.6.00 lacs</td><td>Rs.6.00 lacs</td><td>Rs.9.00 lacs</td><td>Rs.12.00 lacs</td></tr><tr><td>Maximum Dwelling Unit Carpet Area</td><td>30 sq. m</td><td>60 sq. m</td><td>160 sq. m</td><td>200 sq. m</td></tr><tr><td>Loan Purpose</td><td>Purchase/Self Construction/ Extension</td><td>Purchase/Self Construction/ Extension</td><td>Purchase/Self Construction</td><td>Purchase/Self Construction</td></tr><tr><td>Maximum Interest Subsidy Amount</td><td>Rs.2.67 lacs approx.</td><td>Rs.2.67 lacs approx.</td><td>Rs.2.35 lacs approx.</td><td>Rs.2.30 lacs approx.</td></tr><tr><td>Discount Rate for NPV Calculation of Interest Subsidy</td><td>9.00%</td><td>9.00%</td><td>9.00%</td><td>9.00%</td></tr><tr><td>Woman Ownership</td><td>Yes (except for construction)</td><td>Yes (except for construction)</td><td>Not Mandatory</td><td>Not Mandatory</td></tr><tr><td>Applicability</td><td>Loans approved on/after 17/06/2015</td><td>Loans approved on/after 01/01/2017</td><td>Loans approved on/after 01/01/2017</td><td>Loans approved on/after 01/01/2017</td></tr><tr><td>Validity</td><td>31/03/2022</td><td>31/03/2022</td><td>31/03/2020</td><td>31/03/2020</td></tr></table>				Particulars	EWS (Economic weaker section)	LIG (Lower Income Group)	MIG-I (Middle Income Group)	MIG-II (Middle Income Group)	Annual Household income	Up to Rs.3,00,000/-	Rs.3,00,001/- to Rs.6,00,000/-	Rs.6,00,001/- to Rs.12,00,000/-	Rs.12,00,001/- to Rs.18,00,000/-	Interest rate Subsidy	6.50% p.a.	6.50% p.a.	6.50% p.a.	6.50% p.a.	Home Loan Tenure (Max)	20 years	20 years	20 years	20 years	Maximum Eligible Home Loan Amount to Qualify for Subsidy	Rs.6.00 lacs	Rs.6.00 lacs	Rs.9.00 lacs	Rs.12.00 lacs	Maximum Dwelling Unit Carpet Area	30 sq. m	60 sq. m	160 sq. m	200 sq. m	Loan Purpose	Purchase/Self Construction/ Extension	Purchase/Self Construction/ Extension	Purchase/Self Construction	Purchase/Self Construction	Maximum Interest Subsidy Amount	Rs.2.67 lacs approx.	Rs.2.67 lacs approx.	Rs.2.35 lacs approx.	Rs.2.30 lacs approx.	Discount Rate for NPV Calculation of Interest Subsidy	9.00%	9.00%	9.00%	9.00%	Woman Ownership	Yes (except for construction)	Yes (except for construction)	Not Mandatory	Not Mandatory	Applicability	Loans approved on/after 17/06/2015	Loans approved on/after 01/01/2017	Loans approved on/after 01/01/2017	Loans approved on/after 01/01/2017	Validity	31/03/2022	31/03/2022	31/03/2020	31/03/2020
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12. Steps in Credit Linked Subsidy Scheme





13.	Security / Guarantee 1. Mortgage on the House property created out of Bank Finance. 2. No Collateral or Third Party Guarantee up to loan amount Rs.6.00 lacs.
14.	Documentation and Document Charges As per UCO Home Loan scheme.
15.	Linking with Aadhaar Number All loans accounts under the Scheme will be linked to Aadhaar number of the beneficiary, by taking consent form from concerned PMAY beneficiaries for voluntary seeding of Aadhaar number in the bank account so that money be transferred through DBT mode to the bank account of the individual beneficiary.
16.	Other Conditions 1. In case of EWS and LIG category the houses acquired with central assistance under the mission should be in the name of female head of the household or in the joint name of the male head of the household and his wife. Only in cases when there is no adult female member in the family, the house can be in the name of male member of the household. 2. In case a borrower who has taken a Home Loan under the Scheme and has availed interest subvention benefit under the Scheme but later on switches to another Bank, such beneficiary will not be eligible for the benefit of interest subvention again. 3. Home Loan under this scheme will be available by way of Term loan with a maximum tenor of 30 years. However, subsidy is available for a maximum tenor of 20 years only. 4. Though the interest subvention under Credit Linked subsidy Scheme (CLSS) for EWS, LIG, and MIG is available up to Rs.6, 9 or 12 lacs, loan limits over and above Rs.6, 9 and 12 lacs will also be sanctioned to the eligible borrowers based on the eligibility criteria stipulated under our existing Home Loan Scheme. 5. Branches shall have to submit a consolidated certificate on completion of the housing unit within one-year period from the completion of construction or a maximum of 36 months from the date of the disbursement of the 1st installment of the loan amount. In case of default in not providing utilization/end use certificate the Bank shall refund the amount of subsidy to the CNA. 6. Based on the loan disbursed by a PLI to beneficiaries, the CNA will release the subsidy amount to PLIs directly based on the claims submitted on the total loans disbursed. Subsidy will be released to the PLI by the CNA in maximum of four installments. 7. The beneficiary at his/her discretion can build a house of larger area but interest subvention would be limited at first Rs.6 lacs only for EWS and LIG and Rs.9/12 lacs only for MIG-I/ MIG-II.
17.	Powers to Allow Deviations Apart from Pricing, Margin and ZLCC may allow deviation on case-to-case basis.

Reference Master Circular No.

CHO/ARBD/39/2015-16 Dated- 28/09/2015

CHO/GB/13/2016-17 Dated- 27/10/2016 (PMAY- Linking with AADHAAR No.)

CHO/ARBD/01/2017-18 Dated- 17/04/2017 (PMAY- Amendment in Loan Tenure)

CHO/ARBD/ 02/2017-18 dated- 18/05/2017 (PMAY- Addition of MIG Category)

<https://pmay-urban.gov.in> (For Detailed Guidelines)

<https://hudco.org> (For Detailed Guidelines)



UCO CAR LOAN SCHEME

1.	Target Group <ol style="list-style-type: none">1. Regular employees with minimum 6 month completed service.2. Established Professional & Businessmen. HUFs are not eligible.3. Farmers/Agriculturists who are permanently residing within the Command Area of the branch.4. Business Concerns (Corporates & Non-Corporates).5. Ex-Staff and Pensioners.
2.	Age <ol style="list-style-type: none">1. Minimum age of the applicant/ co-applicant - 21 years.2. Maximum age can be up to 70 years including repayment period.
3.	Income Criteria <p>SALARIED GROUP</p> <ol style="list-style-type: none">1. Minimum monthly take home pay Rs20, 000 /- per month after all statutory deductions and existing loans including the proposed EMI of car loan.2. Maximum loan limit- 36 times of Gross Monthly Income. <p>If monthly gross income/pension is up to 50,000/- then Net Home Take income must be 40% of gross monthly income/pension subject to minimum monthly surplus (net of proposed EMI and all existing liabilities) must be at least Rs.20,000/-</p> <p>If monthly gross income/pension is more than 50,000/- then Net Home Take income must be 40% of gross monthly income/pension subject to minimum monthly surplus (net of proposed EMI and all existing liabilities) must be at least Rs.30,000/-.</p> <p>NON-SALARIED GROUP</p> <ol style="list-style-type: none">1. Minimum income of Rs.5.0 lac p.a. in metro cities and Rs.4.0 lac p.a. in other areas as per ITR during the previous financial year.2. Maximum loan limit: Three times of Average Gross annual income for the last TWO years as per I.T. Returns <p>FARMERS & AGRICULTURISTS</p> <ol style="list-style-type: none">1. Minimum Gross Income of Rs.4.0 lacs p.a. during the previous financial year and having the land holding in his own name.2. Maximum loan limit: Three times of Annual Income of the previous financial year. <p>The Income assessment of farmers (wherever ITR are not filed) the income will be reckoned as per the “Statement of Means” submitted by the farmer and as duly accepted by the Branch Manager in terms of Head Office Circular No. - CHO/ PS/ 41/ 2009-10 dated 22/02/10.</p> <p>Minimum yearly surplus (net of proposed EMI and all existing liabilities) must at least be 40% of gross yearly income of the previous year subject to minimum yearly surplus of Rs.2,40,000/-</p> <p>BUSINESS CONCERNS</p> <ol style="list-style-type: none">1. Business concern must be in profit for last 2 years.2. Cash flow during the tenure of the loan should be sufficient to repay the loan including existing liabilities if any.3. The Loan can be sanctioned as per delegated lending powers by branch <p>EX-STAFF AND PENSIONERS</p> <p>As applicable to Salaried group taking into account their Pension Income instead of monthly pay.</p>



4.	Clubbing of Income 1. Clubbing of Income of spouse and major children having regular independent income for calculation of loan limit is permitted. 2. In case of Business Concerns, only business income will be taken in to consideration, income of spouse and major children cannot be clubbed together with the income of business.
5.	Margin Requirements 1. 15% for new Vehicle 2. 20% of the valuation for used vehicle in case of reputed certified car dealers up to 5 years old vehicle. 3. 30% of the valuation of the vehicle by any approved valuer or surveyor of any general insurance company or IDV (Insured's Declared Value), whichever is minimum for used vehicle in other cases for vehicle up to 5 years of age. 4. Margin amount should be deposited upfront.
6.	Repayment Period New car Maximum 84 Equated Monthly Instalments from one month after disbursement. Pre-used Car Residual life of the Vehicle or 60 months which is earlier. The total economic life of a vehicle should be taken as 8 years from the date of manufacturing.
7.	Quantum of Loan New Car Maximum Loan Amount 85% of the on road car price i.e. (Vehicle's ex-showroom price + Cost of registration + One time road tax + One time insurance). No ceiling on Maximum Loan Amount. Pre Used Car which should not more than 5 years old 1. Rs.15.00 lacs maximum, if vehicle purchased from reputed certified car dealers like Maruti True Value, Mahindra First Choice, Hyundai H Promise, Toyota U Trust, Ford Certified Pre-owned Cars etc. 2. Rs.5.00 lacs maximum, if purchased from others. In this case borrower has to produce "Certificate of Fitness" from reputed certified car dealers/certified automobile engineer and valuation certificate from any approved valuer or surveyor of any general insurance company.
8.	Security 1. Hypothecation of car. 2. Collateral liquid security if any (in form of FDR/LIC/NSC) offered/stipulated by sanctioning authority. 3. NACH/Standing Instruction mandate for all instalments have to be obtained in all of the cases without fail and marked in Finacle System. 4. Registration of Charge with RTA with Bank's clause. For Business Concern apart from above 4 points 5. Registration of charge with Registrar of Companies not to be insisted upon. 6. No NOC is required from the existing lenders.
9.	Guarantee 1. Salaried Person No personal guarantee of spouse of the borrower is required if borrower is confirmed



	<p>employee of Organisations/Institutions/Autonomous Body governed by Central or State Government, MNC's/Large Corporates i.e. NIFTY 200 companies or Organisations/Institutions which has a salary tie up with our bank and salary account is at least 6 months old with satisfactory conduct.</p> <p>In all other cases personal guarantee of spouse/ nominee of PF / Gratuity of the borrower or guarantee of a third party having means equal to or more than borrower is compulsory.</p> <p>2. Non-Salaried Person Personal guarantee of spouse the borrower or guarantee of a third party having means equal to or more than the borrower is compulsory.</p> <p>3. Business Concern Personnel guarantee not to be insisted upon except in case of Sole-Proprietorship/Partnership Firm.</p> <p>NACH/Standing Instruction mandate for all instalments have to be obtained in all of the cases without fail and marked in Finacle System.</p>
10.	<p>Rate of Interest</p> <p><u>New Car</u> - UCO Float Rate + 0.55% p.a.</p> <p><u>Pre used car purchased from certified dealer-</u> UCO Float Rate + 1.65% p.a.</p> <p><u>Pre used car purchased from others-</u> UCO Float Rate + 2.15% p.a.</p> <p>Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)</p>
11.	<p>UCO Car Loan COMBO SCHEME</p> <p>1. This facility is for those customers who have availed home loan from our bank and paying regular EMI's for at least two years after moratorium period and regular for entire tenure of loan.</p> <p>2. Restructured/ Reschedule account during the tenure of the loan are not eligible under this scheme.</p> <p>3. Borrowers whose home loan accounts have been closed after regular repayment will be covered under this scheme but Take Over by other bank is not eligible under this scheme.</p> <p>Rate of Interest</p> <p><u>New Car</u> - UCO Float Rate + 0.30% p.a.</p> <p><u>Pre used car purchased from certified dealer-</u> UCO Float Rate + 1.40% p.a.</p> <p><u>Pre used car purchased from others-</u> UCO Float Rate + 1.90% p.a.</p> <p>Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)</p>
12.	<p>Penal Interest</p> <p>@ 2% per annum on the amount of default from the date of default.</p>
13.	<p>Processing Charges</p> <p>1% of the loan amount maximum Rs.1500/- + GST as applicable</p>
14.	<p>Prepayment Charges</p> <p>NIL</p>
15.	<p>Inspection</p> <p>Periodic inspection should be carried out regularly like other loans.</p>



16.	Documentation 1. A-36C Loan agreement 2. A-26A – Guarantor’s Statement 3. A-21A – Letter of Guarantee (Wherever required) 4. Hypothecation of Car with RTO 5. Comprehensive Insurance policy with Bank’s clause 6. Documentation against Liquid Security, if any, offered/ stipulated by sanctioning authority																													
17.	Document Charges As per circular CHO/MSME/04/2018-19 Dated 15/05/2018.																													
18.	Lending Power					Amount in Lacs																								
<table><tr><td></td><td>SCALE-I</td><td>SCALE-II</td><td>SCALE-III</td><td>SCALE-IV</td><td>SCALE-V</td></tr><tr><td>NEW CAR</td><td>5.00</td><td>7.50</td><td>15.00</td><td>20.00</td><td>30.00</td></tr><tr><td>OLD CAR from Certified Dealers</td><td>5.00</td><td>5.00</td><td>10.00</td><td>15.00</td><td>15.00</td></tr><tr><td>OLD CAR from Others</td><td>3.50</td><td>3.50</td><td>3.50</td><td>5.00</td><td>5.00</td></tr></table>								SCALE-I	SCALE-II	SCALE-III	SCALE-IV	SCALE-V	NEW CAR	5.00	7.50	15.00	20.00	30.00	OLD CAR from Certified Dealers	5.00	5.00	10.00	15.00	15.00	OLD CAR from Others	3.50	3.50	3.50	5.00	5.00
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19.	UCO Car for Members of Staff 1. Regular Employee with minimum 6 months completed service. 2. Income criteria applicable as to salaried group. 3. Clubbing of income allowed. 4. Lien on terminal benefits of the staff member has been waived. 5. A staff can avail UCO car loan even if there is outstanding in the staff car loan subject to the condition of net take home pay should be 40% of the salary. 6. Other terms and conditions for general public under UCO Car Loan scheme will apply to the members of staff.																													
20.	Sanctioning Authority for Staff Members		Category of Staff		Sanctioning Authority																									
Officer & clerks working at branches or at Offices under jurisdiction of any Zonal Office			Respective Zonal Head (In case of EL/VL branches, the Branch Head in SMGS – IV or SMGS – V)																											
For Clerks & Officers up to SMGS – IV working in HO			SMGS – IV working in HO																											
			Officers in SMGS – V working in HO and Zonal Heads in SMGS – V		DGM (Personnel)																									
21.	In Case of Loans to NRI’s All terms and conditions applicable to Salaried and Non-salaried group are also applicable to NRIs. 1. One more personal guarantee of a local Resident Indian having minimum means of at least 100% of loan amount. 2. The guarantee as mentioned above for NRIs may be waived if 50% of the loan amount is covered by Liquid collateral Security.																													



22.	Insurance coverage <ol style="list-style-type: none">1. Car should be insured under comprehensive insurance with requisite Bank's clause, preferably through bank's channel partners.2. UCO Car loan borrowers are eligible to be covered their life under 'UCO Rin Jeevan Suraksha' scheme under Kotak's Group Credit Life Insurance Cover. <p>For detailed guidelines refer circular CHO/RBD/21/2013-14 Dated 20/07/13.</p>
23.	Credit Score Requirement For Existing Customer Minimum CIBIL/CRIF High Mark Score 600 is required in case of individual. In case of multiple borrowers lower of the two scores will be considered, condition provided that minimum score is required to be met by all borrowers. In case of no credit history of borrower, minimum score of 600 is not applicable. For New Customer Individuals who are having less than one year relationship with our bank will be considered as New Customer for above purpose. Minimum CIBIL/CRIF High Mark Score 700 is required in case of individual. In case of multiple borrowers lower of the two scores will be considered, condition provided that all borrowers minimum score is required to be met by all borrowers. In case of no credit history of borrower, minimum score of 700 is not applicable.
24.	Preventive Measures <ol style="list-style-type: none">1. In addition to other measures i.e. verification of KYC, Salary Certificate, Car Dealers Certificate.2. The Branch can search a vehicle on www.vahan.nic.in by entering last five digits of chassis number of vehicle. Vehicle number and borrower name must be matched with branch record and under bank column UCO Bank name must appear to verify, whether the vehicle is hypothecated to our Bank or not.3. One set of key is NOT to be kept in branch.4. Demand Draft should be directly handover/ sent to the Authorized Dealer. Account no. of Authorized Dealer must be printed along with dealer's name on Demand Draft.5. Proposal must be processed through LAPS for individual and in case of Corporate Car loan proposal shall be processed manually on Finacle.
25.	Powers to Allow Deviations Apart from Pricing and Margin ZLCC may allow deviation on case-to-case basis.

Reference Master circular No:

Circular No. CHO/RBD/39/2019-20 Dated- 21/12/2019



UCO TWO WHEELER SCHEME

1.	<p>Eligibility</p> <p>1. Salaried Borrower Employees with minimum service of 1 year and employed in Reputed Public Sector, Private Institutions/ Organizations and drawing salary from UCO Bank Branches. Defense pensioners who fulfill the age and minimum income criteria of 8,000/- per month are also eligible under this scheme.</p> <p>Without salary tie-up from UCO Bank, loan up to 0.60 lacs may be sanctioned with the permission of ZLCC headed by Zonal Head on the strength of NACH/ECS Mandate.</p> <p>2. Non-Salaried Borrower</p> <ul style="list-style-type: none">a) Self-employedb) Professionalc) Businessmend) Agriculturists (with minimum 5 acres of irrigated land in own/ joint name(s). Excluding Agriculturists minimum 40% liquid collateral security, in addition to minimum 10% margin.
2.	<p>Income Criteria</p> <p>1. Salaried Borrower Minimum gross salary of Rs.8, 000/- p.m. Minimum take home income of 40% after taking into account the EMI of the proposed loan.</p> <p>2. Non-Salaried Borrower Minimum Income of Rs.1 lac p.a. (Rs.1.5 lacs for purchase of feature rich vehicles). Take home pay 40% after taking into EMI of the loan.</p> <p>3. Agriculturalist Self-Declaration of Income to the satisfaction of Sanctioning Authority is required.</p> <p>Branches may consider proposals from others borrowers (Contractual Employee, Employees of partnership or proprietorship firms or Employees with un-stable income) against 100% liquid Collateral Securities.</p> <p><i>No loan shall be considered in favour of joint borrowers.</i></p>
3.	<p>Age Criteria</p> <p>Salaried Borrower- 21 to 55 years Non-salaried Borrower- 21 to 60 years</p>
4.	<p>Margin</p> <p>10% of the total cost on road and should be deposited upfront.</p> <p>Maximum Loan Amount 90% of the on road Two Wheeler price i.e. (Vehicle's ex-showroom price + Cost of registration + One time road tax + One time insurance + cost of accessories).</p>
5.	<p>Quantum of Loan</p> <p>Maximum Loan Amount Rs.60,000/- or 90% of the on road cost of the new vehicle.(May be enhanced to Rs.1.00 lac for feature rich vehicles with approval from ZLCC headed by Zonal Head)</p> <p>Financing pre-used Two-wheeler is strictly prohibited.</p>
6.	<p>Repayment</p> <p>Maximum 48 EMIs starting from next month after disbursement.</p> <p>In case of salaried borrower's the loan should be fully repaid 6 months before the date of retirement.</p>



7.	Rate of Interest 1. For General Category - UCO Float Rate + 4.55% p.a. 2. A/C with Full Liquid Security - UCO Float Rate + 3.55% p.a. 3. A/C with 50% Liquid Collateral - UCO Float Rate + 4.05% p.a. Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)
8.	Penal Interest 2% p.a. on the defaulted installment.
9.	Security 1. Primary Security Hypothecation of new vehicle purchased from loan amount. Bank's charge must be registered with RTA. 2. Collateral Security Collateral Security shall be in the form of FDR/s with UCO Bank, NSC, KVP, LIC in own name (Only Surrender Value of LIC Policy will be taken in to account).
10.	Guarantee 1. Salaried Borrower Personal guarantee of spouse or PF /gratuity nominee is compulsory for salaried class. 2. Non-Salaried Borrower For Non-salaried class, personal guarantee of spouse/ mother/surviving parent plus one more additional guarantor having income equal to that of the borrower or having means at least equal to the loan amount. Guarantee may be waived if Liquid Collateral Security covers 50% of the loan amount. Guarantee may be waived if Liquid Collateral Security covers 100% of the loan amount in both the cases.
11.	Processing Charges 1% of the loan amount with minimum Rs.500/-.
12.	Prepayment Charges NIL
13.	Lending Power Up to Rs.0.60 lac- Branch Head irrespective of their scale. Above Rs.0.60 lac and up to Rs.1.0 lac- Approval from ZLCC headed by Zonal Manager is required.
14.	Insurance Comprehensive insurance with requisite Bank clause, preferably through Bank's Channel Partner.



15.	Documentation <ol style="list-style-type: none">1. Term Loan Agreement A-36 C2. Guarantor's Statement A-26 A3. Letter of Guarantee – A21A (wherever required)4. A 38, A39, A4, A58 (as per nature of collateral securities offered)5. Hypothecation of the vehicle with the RTO as primary security
16.	Precautionary measures <ol style="list-style-type: none">1. In addition to other measures i.e. verification of KYC, Salary Certificate, and Two Wheeler Dealers Certificate.2. The Branch can search a vehicle on www.vahan.nic.in by entering last five digits of chassis number of vehicle. Vehicle number and borrower name must be matched with branch record and under bank column UCO Bank name must appear to verify, whether the vehicle is hypothecated to our Bank or not.3. One set of key is not to be kept in branch.4. Demand Draft should be directly handover/ sent to the Authorized Dealer. Account no. of Authorized Dealer must be printed along with dealer's name on Demand Draft.5. Properly verify the identity and credit worthiness of the applicant and if the income of the borrower is unstable, finance should be backed by full liquid collateral security.6. Physical inspection of the vehicle and related documents immediately after sanction of the loan.
17.	UCO Two Wheeler for Members of Staff <ol style="list-style-type: none">1. All fulltime confirmed staff members with a minimum of 1 year of completed service will be eligible.2. Eligible member of staff will maintain 40% take home pay. Clubbing of income of spouse or children is not allowed.3. Lien on P.F., Gratuity and all other terminal benefits of the staff member.4. The staff member is eligible for UCO Two-wheeler Loan even though outstanding in the staff conveyance loan A/C.5. Other terms and conditions for general public under UCO Two-Wheeler scheme will apply to the members of staff also.
18.	Sanction Authority for UCO Two Wheeler for Members of Staff <p>The proposal will be sanctioned by the authority under whose power it falls in line with the respective scheme for general public. The sanction authority will not sanction loan for himself. In such situation proposal should be send to next higher authority.</p>
19.	Powers to Allow Deviations <p>Apart from Pricing and Margin, waiver of processing charges up to 50% and relaxation in income criteria up to 10%. No relaxation in minimum take home income criteria. ZLCC may allow deviation on case-to-case basis.</p>

Reference Master Circular No.
CHO/RBD/66/2015-16 Date- 01/02/2016



UCO EDUCATION LOAN SCHEME

1.	Purpose Providing financial support to meritorious students for Higher studies in India as well as Abroad under affordable terms and conditions.
2.	Eligibility 1. Courses eligible for studies in India a. Graduation/ Post Graduation, and P G diploma course conducted by recognized colleges/ Universities under UGC/Govt./ AICTE/AIBMS/ICMR, professional courses like Engineering, Medical, Agriculture, Veterinary, Law, Dental Management, Computer etc. b. Courses like ICWA, CA, CFA. & B.Ed. courses etc. c. Courses conducted by IIM, IIT, IISC, XLRI, NIFT, NID etc. d. Courses offered in India by reputed Foreign Universities directly or through Collaboration with Indian Institute with the prior approval of AICTE. e. The list of approved courses and institutions are available at www.ugc.ac.in, www.education.nic.in, www.aicte-india.org in public domain. 2. Courses eligible for studies Abroad a. Graduation: For job oriented professional/technical courses. b. Post-Graduation: MCA, MBA, M.S etc. c. Courses conducted by CIMA-London, CPA in USA etc. d. Degree/diploma courses like aeronautical, pilot training, Shipping etc. e. Only Post Graduate Diploma Courses are eligible for studies abroad. All Existing courses up to World ranking 3000 shall be considered for studies abroad. List of courses is available at www.webometrics.info Management Quota are not eligible under the scheme
3.	Age 1. Minimum No Minimum Age Criteria. In case of minor borrower loan will be granted in joint names with parents of borrower. After attaining the majority, i.e. 18 years of age borrower will rectify the loan by acknowledging the debt. 2. Maximum For Graduation - Maximum 28 years For Post-Graduation - Maximum 30 years For SC/ST students- Up to 30 years for Graduation/Diploma & 33 years for Post-Graduation.
4.	Eligible Expenses 1. Fees for the course, Hostel Fee, Examination Fee, Library Fee, Laboratory Fee, Caution Deposits, Building Fund, Boarding Cost, Cost of Books, Journals & Other Stationary etc. 2. Airfare in case of study abroad in addition to above expenses. 3. Expenses towards purchase of Books, Equipment like Computer, Instruments, Uniforms, Study Tours, Project Work, Thesis etc. put together may be capped at 20% of the total tuition fees payable for completion of the course.



	<p>4. Caution deposits, Building fund/ Refundable Deposits supported by bills/receipt shall not be more than 10% of tuition fee for entire course.</p> <p>5. Part of admission fee deposited by the parents at the time of admission can be reimbursed by the branch subject to production of valid bills/receipt.</p>
5.	<p>Assessment of Loan Amount</p> <p>While computing the loan amount following things must be taken in to consideration-</p> <ol style="list-style-type: none">1. Prospect of Future Employment. (Can be inquired from Last 3 years placement Record)2. Expected Realizable Income. (Can be inquired from Last 3 years placement Record)3. Interest of total tenure of loan. <p>In case parents do not give undertaking for payment of interest during moratorium period, loan amount may be fixed based on maximum repayment period.</p>
6.	<p>Ceiling of Loan Amount</p> <p>Studies in India – Rs.10 lacs Studies Abroad – Rs.20 lacs</p>
7.	<p>Margin</p> <ol style="list-style-type: none">1. Up to 4 lacs- NIL2. Above 4 lacs- 5% studies in India & 15% studies in Abroad <p>Scholarship to be included in margin. If the borrower before disbursement of the loan has already received Scholarship then loan amount will be reduced proportionally, but if Scholarship is received after loan disbursement, it should be credited in loan account.</p>
8.	<p>Income Criteria</p> <p>No Minimum Income Criteria for Parents.</p>
9.	<p>Repayment Period</p> <p>Repayment of the loan will be maximum 180 equated monthly installments i.e. 15 Years irrespective of the loan amount.</p>
10.	<p>Repayment Holiday/Moratorium Period</p> <ol style="list-style-type: none">1. Course Period + 1 Year or 6 months after getting job whichever is earlier.2. The interest occurred during the moratorium period to be added to the principal and EMI is to be fixed accordingly.3. If student for any reason beyond his control fails to complete the course with in the scheduled time, then sanctioning authority may allow extension for maximum period of TWO years to complete the course.4. It is observed that at the beginning of the job salary may not be sufficient to serve EMI comfortably. In this situation sanctioning authority may consider STEP UP EMI option on the basis of the merit of the case.5. If student fails to get a job or good income after completing the course, the moratorium period may be extended for additional One and Half Years in 3 Spells, subject to maximum period of 6 months each. Such Education Loan account will not be treated as restructured accounts.



11. Rate of Interest	<p>1. For Loans up to Rs.7.50 Lacs - UCO Float Rate + 2.15% p.a.</p> <p>2. For Loans more than Rs.7.50 Lacs - UCO Float Rate + 2.55% p.a.</p> <p>Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)</p> <p>3. In case of Education Loan to Children of Staff, further 0.50% concession in rate of interest to be allowed.</p> <p>4. Students satisfying DRI Norms for any amount – 4%</p> <p>5. Students satisfying 60% Handicap Norms for any amount – 4%</p>
12. Prepayment Charges	NIL
13. Processing Charges	NIL
14. Security	<p>1. Up to 7.5 lacs No Security or Third Party Guarantee, Co-obligation of Parents. All Education Loan up to 7.5 lacs should be covered under credit guarantee scheme without any Collateral Security or Third Party Guarantee. Maximum coverage 75% of the outstanding loan amount at guarantee fee 0.50% of the loan amount outstanding, which will be borne by bank.</p> <p>2. Above 7.5 lacs Co-obligation of parents and Tangible Collateral securities equal to the loan amount. The security may be Land, Building, LIC, Bank's FDR, NSC, KVP, Share, Debenture, Government Securities, PSU Bond, Gold etc.</p>
15. Penal Interest	Penal Interest @ 2% per annum on the amount of default from the date of default only for loan over Rs.4.00 Lacs.
16. Insurance	All education loan student borrowers' life for the entire loan tenure are to be covered under Kotak Mahindra Old Mutual Life Insurance Company for group credit life cover.
17. Scheme Code	LA734
18. Second Loan	A student can avail the Second Education Loan during moratorium period of first loan for pursuing higher studies subject to maximum aggregated amount of the loan. Keeping in mind the Employability and Future Income of the Student, following points should be taken care of-



	<ol style="list-style-type: none">1. There will be only one loan a/c in the name of the borrower. Outstanding of the first loan will be transferred to second loan.2. There will be one repayment schedule for completely amount (First Loan Outstanding amount + Second Loan Sanctioned amount) and will commence one year after completion of the second course, or 6 months after taking up a job whichever is earlier.3. Fresh documents to be executed for the aggregate amount by the borrower.4. Requirement of Third Party Guarantee and Tangible Collateral depends upon new combined (First Loan Outstanding amount + Second Loan Sanctioned amount) loan amount.
19.	Multiple Loan <ol style="list-style-type: none">1. More than one member of the same family can avail Education Loan up to Rs.4 lac and each applicant will be treated as individual loan without clubbing/insisting the income of the family as per their eligibility subject to fulfilling all other terms and conditions of education loan scheme.2. Loan applied individually will be treated as separate unit not for the family as a unit.
20.	Other Features <ol style="list-style-type: none">1. 1% interest concession is available for those cases where, Interest has served regularly each month during the Moratorium Period to all loans irrespective of the amount.2. If borrower fails to serve the interest, in any year during the Moratorium Period, then borrower will not be eligible for any interest concession for the remaining tenure of the Moratorium Period.3. Education Loan interest subsidy under CSIS Scheme, where student belongs to EWS (Economically Weaker Section) category and Parental Gross Income is below 4.50 lac p.a., full interest subsidy on education loan is allowed, loan amount up to Rs.10 lacs for course period + interest on moratorium period of maximum 1 year.4. Student who secured admission under management quota is outside the purview of this scheme Except Nursing courses where fee structure should be as per Government directive.5. Loan Application have to be disposed of within a period of 15 days.6. A common electronic platform for students to apply for IBA Model Education Loan Scheme is VIDYA LAKSHMI Portal. All Education Loan Application should be processed in LAPS received through VIDYA LAKSHMI Portal.7. Branches should deal with education loan borrower with friendly approach and must not adopt any wrong force or threatening to recover the amount. Branches should not display names and photographs of default, education loan borrower.
21.	Disbursement <ol style="list-style-type: none">1. Disbursement in stages as per the requirement / demand directly to institutions, Vendors of Equipment's/Instruments to the extent possible.2. When any student fails in one or two subjects and yet institution allows him/her to take admission in next term OR Progress Report may not be ready with institution, in such cases next installment may be released.



22.	Documentation 1. Viability assessment to be worked out in format A-48 (Revised part II) 2. Agreement between Bank, Borrower & Guarantor - A49B 3. The loan document should be executed by both the Student and Parents/ Guardian as joint borrower 4. Guarantor's statement (A-26A) 5. Other relevant documents as per nature of collateral securities offered. 6. All education loan student borrower's life for the entire loan tenure are to be covered under Insurance from our channel partner.																										
23.	<table><tr><td>Lending power</td><td colspan="4">Amount in Lacs</td></tr><tr><td></td><td>SCALE-I</td><td>SCALE-II</td><td>SCALE-III</td><td>SCALE-IV & Above</td></tr><tr><td>For Studies in INDIA</td><td>4.00</td><td>10.00</td><td>10.00</td><td>Full Power</td></tr><tr><td>For Studies in ABROAD</td><td>NIL</td><td>15.00</td><td>20.00</td><td>Full Power</td></tr></table> <p>For proposals beyond the lending power of the branch, Sanction Authority will be ZLCC headed by Zonal Manager.</p> <p>For Second Education Loan to Existing UCO Education Loan Borrower</p> <table><tr><td>Scale of Branch Head</td><td>Sanctioning Authority</td></tr><tr><td>Up to Scale - III</td><td>ZLCC headed by Zonal Manager</td></tr><tr><td>SCALE-IV & Above</td><td>Branch Head</td></tr></table>	Lending power	Amount in Lacs					SCALE-I	SCALE-II	SCALE-III	SCALE-IV & Above	For Studies in INDIA	4.00	10.00	10.00	Full Power	For Studies in ABROAD	NIL	15.00	20.00	Full Power	Scale of Branch Head	Sanctioning Authority	Up to Scale - III	ZLCC headed by Zonal Manager	SCALE-IV & Above	Branch Head
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Reference Master Circular No:

CHO/Retail Banking/49/12-13 Dated- 25/10/2012

CHO/Retail Banking/47/13-14 Dated- 14/12/2013 (For Recovery in Education Loan)

CHO/RBD/24/2014-15 Dated- 24/07/2014 (For Restructuring of Education Loan)

CHO/RBD/39/2015-16 Dated- 06/10/2015 (For Modification in Repayment of Education Loan)

CHO/RBD/14/2016-17 Dated- 17/06/2016 (For VIDYA LAKSHMI Portal)

CHO/RBD/14/2016-17 Dated- 28/06/2016 (For Credit Guarantee Coverage)

CHO/RBD/58/2016-17 Dated- 01/02/2017 (For Detailed Guidelines of Credit Guarantee Coverage)

CHO/RBD/60/2016-17 Dated- 02/02/2017 (For Additional Moratorium Period)



UCO PREMIER EDUCATIONAL LOAN SCHEME

1.	Objective Financial assistance at preferential terms to students who have secured admissions in Premier Educational Institutes of the country.
2.	Eligibility <ol style="list-style-type: none">1. Student must be an Indian National.2. Secured admission to a higher education course in India through Entrance test or selection process after completion of HSC(10 plus 2 or equivalent)3. If selection is not through the Entrance Test, the selection based on marks obtained in qualifying examination, i.e. cut-off marks, may be reckoned /adopted as minimum eligibility criteria.4. Even after getting name in merit list, but opted out management quota for securing admission in particular college/course of his/her choice will also be considered for Education Loan under the scheme.
3.	Age Limit Age limit for General – 38 years Age limit for SC/ST – 40 years
4.	Courses Eligible Regular full-time Degree/ Diploma courses and Part-time courses offered by Institutes eligible under the scheme, admission in which got through Entrance Exam.
5.	Course Duration The duration prescribed by the institute. At present, there are 11 colleges in category A, 57 colleges in category B and 54 colleges in category C.
6.	Expenses considered for loan <ol style="list-style-type: none">1. Fees for the course/ Examination/ Library/ Laboratory.2. Expenses towards Purchase of Stationery & Equipment/ Instrument/ Journals/ Uniforms/ Books subject to maximum 20% of the total tuition fees payable for entire course.3. Caution Deposit/ Building Fund/ Refundable Deposit supported by Institution Bills/ Receipts amount shall not exceed 10% of the total tuition fees for the entire course.4. Travel expenses/passage money for studies as a part of curriculum.5. Hostel charges/ Boarding cost run by institutions /Private Hostel/Accommodation/Paying Guest etc.6. Purchase of Computers - essential for completion of the course.7. Any other expenses required to complete the course like Study Tours, Project Work, and Thesis etc.8. Reasonable lodging & boarding charges will be considered in case student chooses/is required to opt for outside accommodation.
7.	Margin <ol style="list-style-type: none">1. Up to 4 lacs- NIL2. Above 4 lacs- 5% of Total Fee i.e. Course Fee + Other Expenses Scholarship to be included in margin. If Scholarship has already received to the borrower before disbursement of the loan then loan amount will be reduced proportionally, but if Scholarship is received after loan disbursement, it should be credited in loan account.



8.	Quantum of Finance Maximum loan amount Rs.30 lacs inclusive of group credit life insurance premium. <table><tr><th>Category of Educational Institutes</th><th colspan="2">Maximum Loan Amount</th></tr><tr><td>List 'A'</td><td colspan="2">Rs.30 lacs</td></tr><tr><td>List 'B'</td><td colspan="2">Rs.20 lacs</td></tr><tr><td>List 'C'</td><td colspan="2">Rs.15 lacs</td></tr></table>			Category of Educational Institutes	Maximum Loan Amount		List 'A'	Rs.30 lacs		List 'B'	Rs.20 lacs		List 'C'	Rs.15 lacs	
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9.	Assessment of Loan Amount While computing the loan amount following things must be taken in to consideration- 1. Prospect of Future Employment. (Can be inquired from Last 3 years placement Record) 2. Expected Realizable Income. (Can be inquired from Last 3 years placement Record) 3. Interest of total tenure of loan. In case parents do not give undertaking for payment of interest during moratorium period, loan amount may be fixed based on maximum repayment period.														
10.	Income Criteria No Minimum Income Criteria.														
11.	Processing Charges NIL														
12.	Prepayment Charges NIL														
13.	Security <table><tr><th>Category of Educational Institutes</th><th>No Security, only Parent/ Spouse/ Guardian as co-borrower</th><th>With Tangible Collateral of full value and Parent/ Spouse/ Guardian as co-borrower</th></tr><tr><td>List 'A'</td><td>Rs.20 lacs</td><td>Over Rs.20 lacs to Rs.30 lacs</td></tr><tr><td>List 'B'</td><td>Rs.15 lacs</td><td>Over Rs.15 lacs to Rs.20 lacs</td></tr><tr><td>List 'C'</td><td>Rs.10 lacs</td><td>Over Rs.10 lacs to Rs.15 lacs</td></tr></table> In case of married person, co-obligator can be spouse or the Parent(s)/ Parent(s) -in-law. Parental co-obligation can also be substituted by a suitable third party guarantee acceptable to the Bank.			Category of Educational Institutes	No Security, only Parent/ Spouse/ Guardian as co-borrower	With Tangible Collateral of full value and Parent/ Spouse/ Guardian as co-borrower	List 'A'	Rs.20 lacs	Over Rs.20 lacs to Rs.30 lacs	List 'B'	Rs.15 lacs	Over Rs.15 lacs to Rs.20 lacs	List 'C'	Rs.10 lacs	Over Rs.10 lacs to Rs.15 lacs
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14.	Repayment and Moratorium Period 1. Repayment of the loan will be maximum 180 equated monthly installments i.e. 15 Years. 2. Moratorium period: Course period + 1 year or 6 months after getting job, whichever is earlier. 3. The interest occurred during the moratorium period to be added to the principal and EMI is to be fixed accordingly. 4. If student for any reason beyond his control fails to complete the course within the scheduled time then sanctioning authority may allow extension for maximum period of TWO years to complete the course.														



15.	Rate of Interest UCO Float Rate + 1.30% p.a. Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%) 1. In case of Education Loan to the relative of the Staff, further 0.50% concession in rate of interest to be allowed. 2. Simple interest to be charged during the Repayment holiday/Moratorium period. Serving of interest during moratorium period is optional. 3. Penal interest @2% p.a. to be charged on overdue amount only for limits above Rs.4.00 Lacs. 4. Where interest has been served regularly every month during the moratorium period 1% further interest Concession is allowed for all irrespective of the amount. 5. Interest Subsidy Not Eligible Under CSIS Scheme.								
16.	Insurance Student borrowers' life for the entire loan tenure are to be covered, if borrower agrees under Kotak Mahindra Old Mutual Life Insurance Company for group credit life cover.								
17.	Second/Multiple Loan 1. A student can avail the second loan subject to maximum aggregated amount of the loan. Sanctioning Authority must assess whether the Employability and Future Income of the student would be sufficient to cover combined loan repayment. 2. There will be only one loan a/c in the name of the borrower. 3. The repayment will commence one year after completion of the second course, or 6 months after taking up a job whichever is earlier. 4. There will be one repayment schedule for complete amount (First Loan Outstanding amount + Second Loan Sanctioned amount) and will commence one year after completion of the second course, or 6 months after taking up a job whichever is earlier. 5. Fresh documents, for the aggregate amount will be executed. 6. A student who has availed Education Loan from any other Bank will not be permitted to avail the second loan from our Bank. 7. More than one member of same family can avail Education loan and each applicant will be treated as individual loan account subject to fulfilling all other terms & conditions of Education loan.								
18.	Sanctioning Authority <table border="1"><thead><tr><th>Scale I</th><th>Scale II</th><th>Scale III</th><th>Scale IV & above</th></tr></thead><tbody><tr><td>10 Lacs</td><td>20 Lacs</td><td>30 Lacs</td><td>As per their delegated powers</td></tr></tbody></table> <p>Proposals beyond the delegated power of branches to be forwarded to Zonal Office for disposal by ZLCC.</p>	Scale I	Scale II	Scale III	Scale IV & above	10 Lacs	20 Lacs	30 Lacs	As per their delegated powers
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19.	Scheme Code L734P								



20.	Disbursement <ol style="list-style-type: none">1. Disbursement in stages as per the requirement / demand directly to institutions, Vendors of Equipment's/Instruments to the extent possible.2. When any student fails in one or two subjects and yet institution allows him/her to take admission in next term OR Progress Report may not be ready with institution, in such cases next installment may be released.
21.	Study in Foreign Institution <ol style="list-style-type: none">1. Maximum Loan Amount- 30 Lacs Up to Rs.15 lacs - No Security only Parent/ Spouse/ Guardian as Co-borrower. Over Rs.15 lacs - With Tangible Collateral of full value and Parent/ Spouse/ Guardian as co-borrower.2. Institution As on the date of application, the Institute/University must be ranked in World Top-150 universities as per www.webometrics.info.3. Courses Eligible for Post Graduate, Post Graduate Diploma, Doctoral, Post-Doctoral Studies, Engineering & Technology, Medicine, Management & Law streams only.4. Other Condition As per Scheme applicable for studies in India.
22.	Documentation <ol style="list-style-type: none">1. Viability assessment to be worked out in format A-48 (Revised Part II)2. Agreement between Bank, borrower & guarantor as per A49B.3. The loan document should be executed by both the Student and Parent(s)/ Parent(s)-in-law/ Spouse (as applicable) as joint borrower.4. Guarantor's statement (A-26A)5. A declaration/ an affidavit that he has not availed Education loans from any other institute/Bank & there is no outstanding education loan in his name.6. Other relevant documents as per nature of securities offered.
23.	Disposal of Loan Application <ol style="list-style-type: none">1. Loan applications have to be disposed of in the normal course within a period of 15 days.2. Applications to be received either directly at bank branches or through on-line mode.3. KYC compliance has to be done by the branch nearest to the place of residence of parents.4. An Education Loan proposal can be rejected by branches/ other sanctioning authority only with the permission of the next higher authority.
24.	Staff Related Case <ol style="list-style-type: none">1. Sanction Authority will be ZLCC headed by Zonal Manager. However, the employee whose proposal is under consideration should not involve in any sanction process like raising PSVR, Recommendation of proposal etc.2. Clearance Regarding officers standing as a guarantor/co-borrower of loans availed by family members, to be obtained from Zonal Head or HO PSD.

Reference Master Circular No:

CHO/Retail Banking/81 /12-13 Dated- 09/03/2013

CHO/Retail Banking/08/13-14 Dated- 27/05/2013 (Inclusion of Three more Institute)

CHO/RBD/34/2014-15 Dated- 28/08/2014 (Modification in Premium Education Loan)

CHO/RBD/83/2014-15 Dated- 23/03/2015 (Special Reference for Foreign Study)



UCO SUPER PREMIER EDUCATIONAL LOAN SCHEME

1.	Objective Financial assistance at preferential terms to students who have secured admissions in 8 Premier Educational Institutes of the country given below- <ol style="list-style-type: none">1. Indian Institute of Management, Ahmedabad2. Indian Institute of Management, Bangalore (now Bengaluru)3. Indian Institute of Management, Kolkata4. Indian Institute of Management, Indore5. Indian Institute of Management, Lucknow6. Indian Institute of Management, Kozhikode7. Xavier Labour Relation Institute, Jamshedpur8. Indian School of Business, Hyderabad
2.	Eligibility <ol style="list-style-type: none">1. Student must be an Indian National.2. Secured admission to a higher education course in India through Entrance Test.
3.	Age Limit Age limit for General – 38 years Age limit for SC/ST – 40 years ZLCC is the Competent Authority to allow any deviation in Age criteria.
4.	Courses Eligible Regular full-time Degree/ Diploma courses.
5.	Course Duration The duration prescribed by the institute.
6.	Expenses Considered for Loan <ol style="list-style-type: none">1. Fees for the course/ Examination/ Library/ Laboratory.2. Expenses towards Purchase of Stationery & Equipment/ Instrument/ Journals/ Uniforms/ Books plus any other expenses required to complete the course like Study Tours, Project Work, and Thesis subject to maximum 50% of the total tuition fees payable for entire course.3. Caution Deposit/ Building Fund/ Refundable Deposit supported by Institution Bills/ Receipts amount shall not exceed 30% of the total tuition fees for the entire course.4. Travel expenses/passage money for studies as a part of curriculum.5. Hostel charges/ Boarding cost run by institutions /Private Hostel/Accommodation/Paying Guest etc.6. Purchase of Computers - essential for completion of the course.7. Reasonable lodging & boarding charges will be considered in case student chooses/is required to opt for outside accommodation.
7.	Assessment of Loan Amount All eligible expenses mentioned above subject to Maximum loan amount Rs.30 lacs inclusive of group credit life insurance premium.



8.	Quantum of Finance Maximum loan amount Rs.30 lacs inclusive of group credit life insurance premium.
9.	Margin NIL
10.	Income Criteria No Minimum Income Criteria for Parents.
11.	Processing Charges NIL
12.	Prepayment Charges NIL for prepayment of loan from own sources.
13.	Security No security is required up to loan amount Rs.30 Lacs.
14.	Repayment and Moratorium Period <ol style="list-style-type: none">1. Repayment of the loan will be maximum 180 equated monthly installments i.e. 15 Years.2. Moratorium period: Course period + 1 year.3. The interest occurred during the moratorium period to be added to the principal and EMI is to be fixed accordingly.4. If student for any reason beyond his control fails to complete the course within the scheduled time then sanctioning authority may allow extension for maximum period of TWO years to complete the course.
15.	Rate of Interest UCO Float Rate + 0.15% p.a. Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%) <ol style="list-style-type: none">1. No concession in rate of interest is allowed for serving the interest regularly during the moratorium period.2. Simple interest to be charged during the Repayment holiday/Moratorium period. Serving of interest during moratorium period is optional.3. Penal interest @2% p.a. to be charged on overdue amount only for limits above Rs.4.00 Lacs.4. Interest Subsidy Not Eligible Under CSIS Scheme.
16.	Scheme Code L734M
17.	Insurance Student borrowers' life for the entire loan tenure is to be covered, if borrower agrees under Kotak Mahindra Old Mutual Life Insurance Company for group credit life cover.



18.	Second/Top-Up Loan 1. A student can avail the second loan subject to maximum aggregated amount of the loan. Sanctioning Authority must assess whether the Employability and Future Income of the student would be sufficient to cover combined loan repayment. 2. There will be only one loan a/c in the name of the borrower. 3. If second loan is sanctioned during moratorium period of the first loan, the payment of interest occurred during the moratorium period is optional and can be added to the principal. 4. If second loan is sanctioned after moratorium period of the first loan, the first loan account should be regular on date of sanction of second loan. 5. Fresh documents will be executed for the aggregate amount. 6. A student who has availed Education Loan from any other Bank can avail the second loan from our Bank after takeover of the first loan by our Bank. 7. There will be one repayment schedule for complete amount (First Loan Outstanding amount + Second Loan Sanctioned amount) and will commence one year after completion of the second course.															
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23.	Staff Related Case As per dedicated power of sanctioning authority.															

Reference Master Circular No:

CHO/RBD/10/2016-17 Dated- 10/06/2016



EDUCATION LOAN FOR UCO SKILL LOAN SCHEME

1.	Objective Providing financial support to the students who intend to take up skill development courses to support the national initiatives for skill development. This scheme is the replacement of IBA Model Loan Scheme for Vocational Education & Training.
2.	Eligibility <ol style="list-style-type: none">1. No Minimum Age, Education criteria. However, in case of minor borrower, parents will execute the documents along with minor borrower. After attaining the majority, he will rectify the loan by acknowledging the debt.2. The applicant student should be an Indian National.3. No minimum duration of course.4. Student must have secured admission in a course run by Industrial Training Institutes (ITIs), Polytechnics or in a school recognized by central or State education Boards or in a college affiliated to recognized university, training partners affiliated to National Skill Development Corporation (NSDC)/Sector Skill Councils, State Skill Mission, State Skill Corporation, preferably leading to a certificate / diploma / degree issued by such organization as per National Skill Qualification Framework (NSQF).
3.	Quantum of Loan Minimum- 5,000/- Maximum- 1,50,000/-
4.	Expenses Considered for Loan <ol style="list-style-type: none">1. Tuition/ course fee (to be remitted directly to the institute).2. Assessment Fee/ Examination Fee/ Library Charges/ Laboratory Fee and Caution Deposit.3. Purchase of Books, Equipment and Instruments and Any other reasonable expenditure found necessary for completion of the course.
5.	Rate of Interest UCO Float Rate + 1.65% p.a. Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%) <ol style="list-style-type: none">1. 1% interest concession, if interest is serviced during the study period and subsequent Moratorium Period prior to the commencement of repayment.2. Servicing of interest during Course Period and prior to the commencement of repayment is optional.3. Simple interest to be charged during the Course Period and up to the commencement of repayment.
6.	Margin NIL
7.	Processing Charge NIL
8.	Prepayment Charge NIL



9. Security	No collateral or third party guarantee will be taken. The parent will execute loan document along with the student borrower as joint borrower. All UCO Skill Loan Scheme will be covered under credit guarantee scheme under National Credit Guarantee Trust Company Ltd. (NCGTC). Maximum coverage 75% of the outstanding loan amount at guarantee fee 0.50% of the loan amount outstanding, which will be borne by bank.
10. Insurance	Insurance is optional.
11. CBS Scheme Code	L734S
12. Repayment	1. Loans up to Rs.50,000/- Repayment period is up to 3 years. 2. Loans between Rs.50,000/- to Rs.1 lac Repayment period is up to 5 years. 3. Loans above Rs.1 lac Repayment period is up to 7 years.
13. Moratorium Period	1. For courses of duration up to 1 year 6 months from the completion of the course. 2. For courses of duration above 1 year 12 months from the completion of the course.
14. Documentation	1. Viability assessment to be worked out in format A-48 (Revised Part II) 2. Agreement between Bank, borrower & guarantor as per A49B. 3. The loan document should be executed by both the Student and Parent(s)/ Parent(s)-in-law/ Spouse (as applicable) as joint borrower. 4. Guarantor's statement (A-26A) 5. A declaration/ an affidavit that he has not availed Education loans from any other financial institute/Bank & there is no outstanding education loan in his name. 6. Other relevant documents as per nature of securities offered.
15. Other Terms and Conditions	1. All other terms & conditions as applicable to the "UCO Educational Loan Scheme for studies in India & abroad" will be applicable to this scheme also. 2. In case student is not able to complete the course because of death/accident/disability, the bank can take back reimbursement of unfinished portion of the course amount from training institute on pro-rata base. 3. Branches to guide students to apply online through Vidya Lakshmi Portal (VLP) and process these applications through VLP only.

Reference Master Circular No:

CHO/RBD/55/2016-17 Dated- 27/01/2017

CHO/RBD/64/2016-17 Dated- 20/03/2017 (For Detailed Guidelines of Credit Guarantee Fund Scheme)



UCO ASPIRE LOAN SCHEME

1.	Purpose Providing financial support to meritorious students for Higher studies in India as well as Abroad under affordable terms and conditions with increased loan amount, which are higher than existing loan schemes.
2.	Eligibility <ol style="list-style-type: none">1. Student must be an Indian National.2. Secured admission to a higher education course in India through Entrance test or selection process after completion of HSC(10 plus 2 or equivalent)3. If selection is not through the Entrance Test, the selection based on marks obtained in qualifying examination, i.e. cut-off marks, may be reckoned /adopted as minimum eligibility criteria.4. Even after getting name in merit list, but opted out management quota for securing admission in particular college/course of his/her choice will also be considered for Education Loan under the scheme. However, fees as approved by the State Government/Government approved regulatory body for payment seats will be considered, subject to viability of repayment.
3.	Age <ol style="list-style-type: none">1. Minimum No Minimum Age Criteria. In case of minor borrower loan will be granted in joint names with parents of borrower. After attaining the majority, i.e. 18 years of age borrower will rectify the loan by acknowledging the debt.2. Maximum For Graduation - Maximum 28 years For Post-Graduation - Maximum 30 years For SC/ST students- Up to 30 years for Graduation/Diploma & 33 years for Post-Graduation.
4.	Eligible Courses <ol style="list-style-type: none">1. Courses Eligible for Studies in India Approved Medical courses leading to graduate/post graduate degree and PG diplomas conducted by Colleges/Universities recognized/ permitted by Medical Council of India (MCI). The list of approved Colleges/Universities by MCI are available at www.mciindia.org2. Courses Eligible for Studies Abroad<ol style="list-style-type: none">a. Graduation: For job oriented professional/technical courses.b. Post-Graduation: MCA, MBA, M.S etc.c. Courses conducted by CIMA-London, CPA in USA etc.d. Degree/diploma courses like aeronautical, pilot training, Shipping etc.e. Only Post Graduate Diploma Courses are eligible for studies abroad.All Existing courses up to World ranking 2500 shall be considered for studies abroad. List of courses is available at www.webometrics.info



5.	Eligible Expenses <ol style="list-style-type: none">1. Fees for the course, Hostel Fee, Examination Fee, Library Fee, Laboratory Fee, Caution Deposits, Building Fund, Boarding Cost, Cost of Books, Journals & Other Stationary etc.2. Airfare in case of study abroad in addition to above expenses.3. Expenses towards purchase of Books, Equipment like Computer, Instruments, Uniforms, Study Tours, project work, Thesis etc. put together may be capped at 20% of the total tuition fees payable for completion of the course.4. Caution deposits, Building fund/ Refundable Deposits supported by bills/receipt shall not be more than 10% of tuition fee for entire course.5. Part of admission fee deposited by the parents at the time of admission can be reimbursed by the branch subject to production of valid bills/receipt.
6.	Assessment of Loan Amount <p>While computing the loan amount following things must be taken into consideration-</p> <ol style="list-style-type: none">1. Prospect of Future Employment.2. Expected Realizable Income.3. Interest of total tenure of loan. <p>In case parents do not give undertaking for payment of interest during moratorium period, loan amount may be fixed based on maximum repayment period.</p>
7.	Quantum of Finance <p>Studies in India – Minimum- Rs.10 lacs, Maximum- Rs.75 lacs Studies Abroad – Minimum- Rs.20 lacs, Maximum- Rs.75 lacs</p>
8.	Margin <p>10% on year-to-year basis at the time of disbursement for both studies in India & Abroad. Scholarship to be included in margin. If Scholarship has already received by the borrower before disbursement of the loan then loan amount will be reduced proportionally, but if Scholarship is received after loan disbursement, it should be credited in loan account.</p>
9.	Income Criteria <p>No Minimum Income Criteria for parents.</p>
10.	Repayment Period <ol style="list-style-type: none">1. Repayment of the loan will be maximum 180 equated monthly installments i.e. 15 Years irrespective of the loan amount.2. If student for any reason beyond his control fails to complete the course within the scheduled time then sanctioning authority may allow extension for maximum period of TWO years to complete the course.
11.	Prepayment Charge <p>NIL</p>



12.	Repayment Holiday/Moratorium Period <ol style="list-style-type: none">1. Course Period + 1 Year or 6 months after getting job whichever is earlier.2. The interest occurred during the moratorium period to be added to the principal and EMI is to be fixed accordingly.3. Serving of interest during moratorium period is optional.4. It is observed that at the beginning of the job salary may not be sufficient to serve EMI comfortably. In this situation sanctioning authority may consider STEP UP EMI option on the basis of the merit of the case.						
13.	Rate of Interest <ol style="list-style-type: none">1. UCO Float Rate + 2.15% p.a. Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)3. In case of Education Loan to Girl Student and Children of Staff, further 0.50% concession in rate of interest to be allowed.4. For Girl child of a Staff rebate in rate of interest – 1%						
14.	Penal Interest Penal Interest @ 2% per annum on overdue amount for the overdue period.						
15.	Processing Charges 0.5% of the loan amount subject to maximum of Rs.10,000/- + applicable GST Processing Charges are waived off for Children of Staff.						
16.	Document Charges As per circular CHO/MSME/04/2018-19 Dated 15/05/2018. Documents Charges are waived off for Children of Staff.						
17.	CIBIL/CRIF Pulling of CIBIL/CRIF credit report of Borrower/Co-applicant/Guarantor is mandatory.						
18.	Security <ol style="list-style-type: none">1. Co-obligation of parents and Tangible Collateral Securities as under-<table border="1"><thead><tr><th>Type of Borrower</th><th>Security</th></tr></thead><tbody><tr><td>Children of existing home loan borrower/ Bank's staff</td><td>100% of Loan amount</td></tr><tr><td>Others</td><td>125% of Loan amount</td></tr></tbody></table>2. The security may be Non-Agricultural Land, Building, LIC, Bank's FDR, NSC, KVP, Share, Debenture, Government Securities, PSU Bond, Gold etc.3. If Tangible Collateral Security is in the name of third party, then guarantee of the third party is to be taken.	Type of Borrower	Security	Children of existing home loan borrower/ Bank's staff	100% of Loan amount	Others	125% of Loan amount
Type of Borrower	Security						
Children of existing home loan borrower/ Bank's staff	100% of Loan amount						
Others	125% of Loan amount						



19. Insurance	<ol style="list-style-type: none">1. All education loan student borrowers' life for the entire loan tenure is to be covered under Kotak Mahindra Old Mutual Life Insurance Company for group credit life cover or under similar product of any new insurance partner that may be introduced by the Bank.2. If the student borrower is not interested to be covered, Branches must take "not interested" declaration from the Borrower.
20. Second Loan	<ol style="list-style-type: none">1. A student can avail the second loan subject to maximum aggregated amount of the loan. Sanctioning Authority must assess whether the Employability and Future Income of the student would be sufficient to cover combined loan repayment.2. There will be only one loan a/c in the name of the borrower. The first loan account will be closed after transferring the outstanding in second loan account. The maximum amount of second loan could be Rs.75 lacs including outstanding of first loan.3. Fresh documents will be executed for the aggregate amount.4. A student who has availed Education Loan from any other Bank can avail the second loan from our Bank after takeover of the first loan by our Bank.5. There will be one repayment schedule for complete amount (First Loan Outstanding amount + Second Loan Sanctioned amount) and will commence one year after completion of the second course.
21. Multiple Loan	<ol style="list-style-type: none">1. More than one member of the same family can avail UCO Aspire Education Loan and each applicant will be treated as individual loan without clubbing/insisting the income of the family as per their eligibility subject to fulfilling all other terms and conditions of education loan scheme.2. Loan applied individually will be treated as separate unit not for the family as a unit.
22. Other Features	<ol style="list-style-type: none">1. 1% interest concession is available for those cases where, Interest has served regularly each month during the Moratorium Period to all loans irrespective of the amount.2. If borrower fails to serve the interest, in any year during the Moratorium Period, then borrower will not be eligible for any interest concession for that financial year.3. NO Education Loan Interest Subsidy under CSIS Scheme.4. A declaration/affidavit confirming that no loans are availed from other banks for the same purpose is to be obtained.5. Loan Application have to be disposed of within a period of 15 days.6. A common electronic platform for students to apply for Education Loan Scheme is VIDYA LAKSHMI Portal. All Education Loan Application should be processed in LAPS received through VIDYA LAKSHMI Portal.
23. Disbursement	<ol style="list-style-type: none">1. Disbursement in stages as per the requirement / demand directly to institutions, Vendors of Equipment's/Instruments to the extent possible.



	2. When any student fails in one or two subjects and yet institution allows him/her to take admission in next term OR Progress Report may not be ready with institution, in such cases next installment may be released.																					
24.	Documentation 1. Viability assessment to be worked out in format A-48 (Revised part II) 2. Agreement between Bank, Borrower & Guarantor - A49B 3. The loan document should be executed by both the Student and Parents/ Guardian as joint borrower 4. Guarantor’s statement (A-26A) 5. Other relevant documents as per nature of collateral securities offered. 6. All education loan student borrower’s life for the entire loan tenure are to be covered under Insurance from our channel partner, if agreed by borrower.																					
25.	Scheme Code LA734A																					
26.	<div><div>Lending power</div><div><table><tr><th></th><th>SCALE-I</th><th>SCALE-II</th><th>SCALE-III</th><th>SCALE-IV & Above</th></tr><tr><td>For Studies in INDIA</td><td>10.00</td><td>20.00</td><td>40.00</td><td>75.00</td></tr><tr><td>For Studies in ABROAD</td><td>10.00</td><td>20.00</td><td>40.00</td><td>75.00</td></tr></table><p>Proposals beyond the lending power of the branch, Sanction Authority will be ZLCC headed by Zonal Manager.</p><p>For Second Education Loan to Existing UCO Education Loan Borrower</p><table><tr><th>Scale of Branch Head</th><th>Sanctioning Authority</th></tr><tr><td>Up to Scale - III</td><td>ZLCC headed by Zonal Manager</td></tr><tr><td>SCALE-IV & Above</td><td>Branch Head</td></tr></table></div></div>		SCALE-I	SCALE-II	SCALE-III	SCALE-IV & Above	For Studies in INDIA	10.00	20.00	40.00	75.00	For Studies in ABROAD	10.00	20.00	40.00	75.00	Scale of Branch Head	Sanctioning Authority	Up to Scale - III	ZLCC headed by Zonal Manager	SCALE-IV & Above	Branch Head
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27.	Staff Related Case 1. Sanction Authority will be ZLCC headed by Zonal Manager . However, the employee whose proposal is under consideration should not involve in any sanction process like raising PSVR, Recommendation of proposal etc. 2. Clearance Regarding officers standing as a guarantor/co-borrower of loans availed by family members, to be obtained from Zonal Head or HO PAD.																					
28.	Powers to Allow Deviations Apart from Pricing and Margin ZLCC may allow deviation on case-to-case basis.																					

Reference Master Circular No:
CHO/RBD/14/2019-20 Dated- 17/07/2019



UCO PROPERTY LOAN SCHEME

1.	Purpose To meet various financial needs to meet their MSE Unit, unforeseen domestic expenses like Marriage, Education, Social Obligation, Traveling, Medical Emergency, Agricultural Needs etc. of individuals & firms against mortgage of non-agricultural immovable property located in Metro/Urban/ Semi-Urban Centers.
2.	Target Group & Eligibility 1. Salaried Borrower Any individual between age of 21-65 years having Non-agricultural property with building thereon to be mortgaged and having sufficient income to repay the loan. Maximum age limit of the borrower on the date of applying for the Credit facility is 65 years that should be repaid till 70 years of age. 2. Non-Salaried Borrower Non-Salaried class borrowers (Professionals/Businessmen) should have regular source of income and are filling IT Return. The loan will be in shape of TL/OD and will be classified as Priority Sector/Non-Priority Sector as per norms. Overdraft to be allowed for the business purpose only and business transactions are to be routed through this account only.
3.	Income criteria 1. Salaried Borrower Minimum gross Salary of 30,000/- p.m. at Metro Centers and Rs.20000/- p.m. for other centers. Minimum 1 year of service is required but not applicable in case of Central Gov. /State gov. /PSU employees. 2. Non-Salaried Borrower Minimum Income of 4.00 lac p.a. at all centers as per latest IT Return. Income Tax Return for minimum last three years to be taken. All IT Returns for respective years must have been filed before beginning of the next financial year. In case of Firms and Companies Gross Monthly Income can be calculated by taking average of last 3 Years CASH PROFIT (Profit After Tax + Depreciation) dividing by 12. For Both the Cases Net Take Home Pay should not be less than 40% of gross salary /Business income or Rs.10000/- whichever is higher for both cases after all statutory deductions. Income of Co-applicant can be considered to arrive at the stipulated minimum take home pay. Co-applicant can be spouse, children and parents. Income other than Salary/Business Income should be regular in nature and supported by documentary evidence as will be acceptable to the Bank.
4.	Quantum of finance 60% of the Distress Value of the property. Age of House/Building/ Commercial property should not be more than 50 years old, while in case of Flat/Apartment age of property should not be more than 30 years old. Individual Minimum Amount : Rs.2 lacs



	<p>Maximum Amount : Rs.200 lacs</p> <p>Firms/Companies</p> <p>Minimum Amount : Rs.2 lacs</p> <p>Maximum Amount : Rs.500 lacs</p> <p>Loan Amount will be determined taking into account the repaying capacity of the borrower. Overdrawing of limit should not be allowed under any circumstance.</p> <p>Loan should be granted in joint names if income of spouse/son or parents taken into consideration. If the property stands in joint names, Credit facility will be considered in joint names.</p>
5.	<p>Repayment</p> <p>Term Loan: Maximum 84 EMIs</p> <p>Overdraft: The Interest of OD should be fully serviced every month. Every month minimum credit should be more than the interest applied in that month.</p> <p>OD limit must be renewed before expiry of 12 months.</p>
6.	<p>Enhancement of Loan</p> <p>Enhancement of term loan/OD can be sanctioned only after 36 months of satisfactory conduct/repayment of the earlier loan.</p>
7.	<p>Take-Over</p> <p>Take Over is not allowed from any bank or Financial Institution under this scheme.</p>
8.	<p>Rate of Interest</p> <p>Priority Sector : UCO Float Rate + 2.30% p.a.</p> <p>Non-Priority Sector : UCO Float Rate + 3.30% p.a.</p> <p>Present UCO Float Rate w.e.f. 28/03/2020 is 7.30%</p> <p>(Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)</p>
9.	<p>General Guidelines</p> <ol style="list-style-type: none">1. Valuation of the property will be done at borrower's cost. If Market Value of immovable property as a whole is more than Rs.100 Lacs then second opinion should be taken from different valuer.2. Legal Opinion is to taken from empanel Advocate of branch at borrower's cost. The title of the immovable property should be Clear, Marketable and Free from any Encumbrance.3. Legal Opinion must contain Chain of Title for last 12 years and present absolute title holder.4. CERSAI Registration is mandatory before disbursement. CERSAI Registration Fee will be recovered from borrower.5. The property already mortgaged with the Bank under UCO Property Loan Scheme may be considered for granting other loans in personal/retail segment by extension/dilution of charge.6. The Bank has the right to foreclose the account if more than three installments fall overdue.7. Proposals secured by commercial real estate require prior administrative clearance.
10.	<p>Processing Charge</p> <p>1% of the loan amount for Term Loan.</p> <p>0.5% of the loan amount in case of Overdraft subject to maximum Rs.15,000/-</p> <p>Renewal charges @ 0.50% every year on Overdraft accounts subject to maximum Rs.15,000/-</p>
11.	<p>Pre-Payment Charge</p> <p>NIL</p>



12.	Commitment Charge NIL
13.	Document Charge As per circular CHO/MSME/04/2018-19 Dated 15/05/2018
14.	Credit Score Requirement Minimum CIBIL/CRIF High Mark Score 600 is required in case of individual. In case of multiple borrowers lower of the two scores will be considered, condition provided that minimum score is required to be met by all borrowers. In case of no credit history of borrower/guarantor, minimum score of 600 is not applicable. CIBIL/CRIF High Mark Score report pulling charges shall continue to apply.
15.	Security Equitable Mortgage (EM)/Registered Mortgage of unencumbered non-agricultural property situated in metro / urban /semi-urban centers in the name (in joint names) of the prospective borrower. Permission of bank would be required if borrowers wishes to let out the property after disbursement of the loan. In such cases, the rent will come to the bank by crediting the same loan account. Vacant Land not to be accepted as security under this scheme. Credit Facility will not be allowed against third party immovable property. However, in case of proposal to Firms and Companies, property in name of Proprietor/ Partner/Director is allowed for sanction of loan but they (Proprietor/ Partner/Director) have to stand as a guarantor.
16.	Insurance Coverage The property will be insured against fire, riots and wherever required, against other probable hazards such as floods, lightning, cyclone etc. by the borrower with the usual "Bank Clause" for the value of the property with our channel partner. Borrowers are eligible to be covered their life under ' UCO Rin Jeevan Suraksha ' scheme under Kotak's Group Credit Life Insurance Cover. If borrower is not interested to join the scheme, branch should obtain a "Not Interested" declaration form duly signed by borrower. For detailed guidelines refer circular CHO/RBD/21/2013-14 Dated 20/07/13.
17.	Documentation TERM LOAN 1. Term Loan Agreement-A-109 2. Irrevocable Letter of Authority for remitting EMIs out of salary of the employee to the Bank & acknowledgement from the employer. 3. Irrevocable letter of Authority for debiting the amount of instalments from salary account to be obtained or NACH/ECS/standing Instruction Mandate signed by the borrower. 4. Equitable Mortgage/Registered Mortgage of the immovable Property is to be created as per procedure prescribed by the Bank. 5. Undertaking of not letting out the property on lease/ rent without prior permission of the bank. 6. Tripartite Agreement is respect of commercial property. 7. Guarantor's statement (A – 26) and Letter of Guarantee (A – 21/A – 21A) to be obtained where guarantee is taken.



	Overdraft 1. DP Note.(A-1/A-2) 2. Letter of waiver (A-47) 3. Letter of continuity (A-3) 4. Guarantor’s statement (A-26) 5. Letter of Guarantee (A-21/A – 21A)														
18.	Scheme Code <table><tr><th>TYPE OF LOAN</th><th>PRIORITY SECTOR</th><th>NON-PRIORITY SECTOR</th></tr><tr><td>TERM LOAN</td><td>L730A</td><td>L730B</td></tr><tr><td>Overdraft</td><td>OD509</td><td>OD510</td></tr></table>	TYPE OF LOAN	PRIORITY SECTOR	NON-PRIORITY SECTOR	TERM LOAN	L730A	L730B	Overdraft	OD509	OD510					
TYPE OF LOAN	PRIORITY SECTOR	NON-PRIORITY SECTOR													
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19.	Lending Power <div>Amount in lacs<table><tr><th>Scale</th><th>SCALE-I</th><th>SCALE-II</th><th>SCALE-III</th><th>SCALE-IV</th><th>SCALE-V</th><th>RLH HEAD</th></tr><tr><td>Amount</td><td>10.00</td><td>20.00</td><td>40.00</td><td>75.00</td><td>100.00</td><td>100.00</td></tr></table><p>Proposal beyond the power of RLH Head would be sanctioned by ZLCC headed by Zonal Manager after processing and recommendation by RLH.</p></div>	Scale	SCALE-I	SCALE-II	SCALE-III	SCALE-IV	SCALE-V	RLH HEAD	Amount	10.00	20.00	40.00	75.00	100.00	100.00
Scale	SCALE-I	SCALE-II	SCALE-III	SCALE-IV	SCALE-V	RLH HEAD									
Amount	10.00	20.00	40.00	75.00	100.00	100.00									
20.	Loans to Relatives of Staff Members <p>Sanction Authority will be ZLCC headed by Zonal Manager. However, the employee whose relative’s proposal is under consideration should not involve in any sanction process like raising PSVR, Recommendation of proposal etc.</p>														
21.	Preventive measures <ol style="list-style-type: none">1. Proper verification of all KYC documents.2. Pulling out & scrutiny of CIBIL report of all. Branches should scrutinizes the credit history of the borrower and ensure that there is no default in the credit history of the borrower.3. PAN No. and IT return / Salary Slip of all to be checked properly.4. Verification of Title Deed of the property offered for mortgage with certified copy as per Bank’s guidelines.5. Pre-sanction and Pre-disbursement inspections of the immovable property offered as security is to be conducted.6. Proposal must be processed through LAPS for individual and in case of Firms and Companies loan proposal shall be processed manually on Finacle.														
22.	Powers to Allow Deviations <p>Apart from Pricing, Margin and Maximum Loan amount ZLCC may allow deviation on case-to-case basis. Proposals more than Rs.200 Lacs for Individual and Rs.500 Lacs for Firms and Companies are to be sent to Credit Department Head Office for sanction.</p>														

Reference Master Circular No.

CHO/RBD/36/2019-20 Date- 21/12/2019

CHO/RBD/50/2019-20 Date- 03/03/2020 (Modification to change CC account in to OD account)



UCO SWABHIMAN LOAN SCHEME

UCO Senior Citizen Loan Scheme

1.	Purpose 1. Supplementing Senior Citizen’s Income. 2. Medical, emergency expenditure for maintenance of family. 3. Up-gradation, renovation and extension of residential Property. 4. Repayment of existing loan taken for residential purpose to be mortgaged. 5. Any other genuine need. Loan for speculative, trading & business purposes shall not be permitted.															
2.	Target Group & Eligibility 1. Borrower should be Senior Citizen of India above 60 years of age owing a House / flat in his / her name. 2. Joint loans may be allowed only to the owner and his/her spouse if both are above 60 years of age, otherwise only senior spouse will be eligible for loan in his/her individual name. 3. The property should be self-acquired, self-occupied residential property (house or flat) located in India, with clear marketable title including absolute ownership of the property and use by the borrower as a permanent primary address. 4. The age of the flat should not be more than 20 years. In case of building, the discretion is left to the sanctioning authorities.															
3.	Computation of Eligible Financial Assistance Loan amount will be based on Market Value of the residential property, age of the borrower and prevalent interest rate. For calculating the loan amount, the age of the younger spouse will be taken in to account, in case loan is sanctioned in joint names. <table><tr><th>Age (in years)</th><th>Loan as proportion of Assessed Value of Property</th></tr><tr><td>60 – 65</td><td>40%</td></tr><tr><td>66 – 70</td><td>50%</td></tr><tr><td>71 – 75</td><td>55%</td></tr><tr><td>Above 75</td><td>60%</td></tr></table>	Age (in years)	Loan as proportion of Assessed Value of Property	60 – 65	40%	66 – 70	50%	71 – 75	55%	Above 75	60%					
Age (in years)	Loan as proportion of Assessed Value of Property															
60 – 65	40%															
66 – 70	50%															
71 – 75	55%															
Above 75	60%															
4.	Quantum of Finance Maximum loan amount is Rs.50.00 lacs.															
5.	Loan Tenure Minimum- 5 Years Maximum- 15 Years depending upon the age of the borrower. <table><tr><th>S. No.</th><th>Age of Borrower (in years)</th><th>Tenure (in years)</th></tr><tr><td>1</td><td>60-65</td><td>15</td></tr><tr><td>2</td><td>66-70</td><td>10</td></tr><tr><td>3</td><td>71-75</td><td>10-5</td></tr><tr><td>4</td><td>Above 75</td><td>5</td></tr></table>	S. No.	Age of Borrower (in years)	Tenure (in years)	1	60-65	15	2	66-70	10	3	71-75	10-5	4	Above 75	5
S. No.	Age of Borrower (in years)	Tenure (in years)														
1	60-65	15														
2	66-70	10														
3	71-75	10-5														
4	Above 75	5														
6.	Rate of Interest UCO Float Rate + 2.80% p.a. Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)															



7.	Margin Margin shall be minimum 40%.
8.	Processing Charges 0.25% of the loan amount. CMD is authorized to waive the processing charges for the proposal related to retired employees of UCO Bank.
9.	Mode of Payment <ol style="list-style-type: none">1. Periodic payments: Monthly/Quarterly2. Monthly instalment with 5% increase year to year3. An option to lump sum amount one time during the entire period for specific purpose to be given by the borrower like Medical Expenses, Repairing of House, Pilgrims etc.4. Adhoc payment can be made only after 12 months.
10.	Settlement of Loan <ol style="list-style-type: none">1. The Senior Citizen borrower is not required to service the loan during his /her lifetime.2. The loan shall become due and payable only when the last surviving borrower (spouse) dies/ would like to sell the home/permanently moves out the home.3. Three month shall be provided to the legal heir(s) to settle the loan with the accumulated interest, otherwise, the Bank through sale of property will adjust the loan account. The surplus amount, if any, shall be passed on to the borrower or his/her heir(s).4. If it is found that premises have been rented out then immediate foreclosure of the account will be initiated.
11.	Prepayment Charge NIL Prepayment by the way of takeover of loan by other financial institution will attract 2% charge on outstanding balance.
12.	Security Equitable mortgage of residential property only. <i>Commercial property is not eligible.</i>
13.	Documentation <ol style="list-style-type: none">1. Equitable Mortgage/Registered Mortgage of the immovable Property is to be created as per procedure prescribed by the Bank.2. Guarantee of spouse (A-21A)3. Guarantor's statement (A-26)4. Letter of Agreement between borrower and Bank's authorized official(Loan agreement form)5. Undertaking of not letting out the property on lease/ rent without prior permission of the bank.
14.	Other Terms and Conditions <ol style="list-style-type: none">1. The property should be insured against fire, earthquake and other calamities.2. The borrower shall pay all taxes, electricity charges, water charges, etc. Borrower shall



	<p>maintain the property in good condition.</p> <p>3. Bank shall have the right to foreclose the loan if above conditions are not met, the borrower declares himself bankrupt, or if a Govt. agency needs the property for public use (road) or condemns the property for safety reasons.</p> <p>4. The borrower should not rent out the property.</p> <p>5. Revaluation of property should be done after every 3 years. Cost will be borne by borrower.</p> <p>6. Borrower has to submit information regarding cost of acquisition, year of acquisition, modification/repairing and year of modification/repairing of residential property.</p> <p>7. Borrower has to submit PAN no. of all legal heirs and estate of the owner of the residential property.</p>										
15.	<p>Options for Bank to Adjust Payments</p> <p>1. The Bank shall have the option to revise the periodic / lump-sum amount in every five years based on revaluation of property.</p> <p>2. The Bank shall have the option to revise the periodic / lump-sum amount on reset of interest rate at an interval of three years.</p> <p>3. If the borrower does not accept the revised terms, no further payments will be made by the Bank. Interest at the rate agreed before the review will continue to accrue on the outstanding amount of the loan.</p>										
16.	<p>Foreclosure</p> <p>1. If the borrower has not stayed in the property for continuous period of 1 year.</p> <p>2. If the borrower fails to pay the property taxes or fails to maintain/repair the residential property or declare himself/herself/themselves bankrupt.</p> <p>3. If the mortgage property donated or abandoned by the borrower.</p> <p>4. If the borrower rented out the mortgage property or government seeks to acquire the residential property for public use.</p> <p>5. Any perpetration of fraud or misrepresentation by the borrower.</p>										
17.	<table><tr><th>Lending power</th><th>Amt in Lacs</th></tr><tr><th>Scale</th><th>Amount</th></tr><tr><td>Branch Head Scale- IV</td><td>20</td></tr><tr><td>Branch Head Scale- V</td><td>30</td></tr><tr><td>Zonal Head Irrespective of Scale</td><td>50</td></tr></table>	Lending power	Amt in Lacs	Scale	Amount	Branch Head Scale- IV	20	Branch Head Scale- V	30	Zonal Head Irrespective of Scale	50
Lending power	Amt in Lacs										
Scale	Amount										
Branch Head Scale- IV	20										
Branch Head Scale- V	30										
Zonal Head Irrespective of Scale	50										
18.	<p>Powers to Allow Deviations</p> <p>Apart from Pricing, Margin and Maximum Loan amount ZLCC may allow deviation on case-to-case basis.</p>										

REFERENCE Circular No.

CHO/Retail Banking/12/2007 Dated- 15/12/2007

CHO/Retail Banking/18/2008-09 Dated- 08/12/2008 (Modification in Reverse Mortgage)



UCO CASH LOAN SCHEME

1.	Purpose To extend financial assistance to meet unforeseen domestic expenses like Marriage, Education, Social Obligation, Traveling, Medical Emergency, Agricultural Needs etc.
2.	Eligibility of Loan 1. Confirmed employees of Govt. /Semi Govt., Reputed Public/ Private Ltd. Co. College/ Universities (teaching & Non-teaching staff) & PSU etc. 2. Employee should have minimum 2 years of service in the same organization. 3. The borrower must have a salary account with any of our branches.
3.	Income Criteria Net Take Home pay should not be less than 40% of gross Salary after deduction of PF, IT and other statutory Deductions including proposed EMI of UCO Cash Loan and existing liabilities if any subject to minimum monthly home take home pay of Rs.10,000/-
4.	Quantum of Loan 10 Times of the Gross Monthly Income subject to a maximum of Rs.7.5 Lacs. Loans up to Rs.10 Lacs may be sanctioned by ZLCC headed by Zonal Head.
5.	Security No collateral security required.
6.	Repayment Maximum 60 EMIs. Subject to remaining period of service. (Entire Loan should be repaid one year before retirement)
7.	Rate of Interest For Men – UCO Float Rate + 3.15% p.a. For Women – UCO Float Rate + 2.90% p.a. Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)
8.	Processing Charges 1% of loan amount, with minimum Rs.750/-
9.	Document Charge As per circular CHO/MSME/04/2018-19 Dated 15/05/2018.
10.	Prepayment Charge NIL
11.	Documentation <ul style="list-style-type: none">• Term Loan Agreement – A109• Letter of Guarantee - A21A• Annexure – A, C (modified) & D as applicable



12.	Scheme Code FOR MEN – LA725 FOR WOMEN – L725W					
13.	Lending Power					Amount in Lacs
	SCALE-I	SCALE-II	SCALE-III	SCALE-IV	SCALE-V	ZLCC
	2.00	3.00	5.00	7.50	7.50	10.00
14.	Guarantee Personal guarantee of spouse/ nominee of PF / Gratuity of the borrower is compulsory.					
15.	Insurance Coverage Insurance Coverage is not mandatory.					
16.	Credit Score Requirement Minimum CIBIL/CRIF High Mark Score 600 is required. IN case of no credit history of borrower, minimum score of 600 is not applicable. CIBIL/CRIF High Mark Score report pulling charges shall continue to apply.					
17.	Loans to Relatives of Staff Members Sanction Authority will be ZLCC headed by Zonal Manager. However, the employee whose relative’s proposal is under consideration should not involve in any sanction process like raising PSVR, Recommendation of proposal etc.					
18.	Other Conditions 1. In case borrower’s company does not maintain account with our bank but salary account is with us, then the borrower will submit an additional letter (annexure –D) stating to his employer that he has availed UCO Cash Loan from the branch and he will not shift his salary account without the NOC of the branch. The branch will send the same along with forwarding letter from branch to the employer through registered post. 2. Irrevocable letter of authority (annexure –C Modified) from borrower to deduct EMI from the salary and from the terminal benefits in case of death, termination, resignation is to be obtained without fail. 3. Standing Instruction Mandate for payment of EMI from the salary account is to be taken from borrower.					
19.	Powers to Allow Deviations Apart from Pricing, Margin and Maximum Loan amount ZLCC may allow deviation on case-to-case basis.					

Reference Master Circular No.

CHO/RBD/37/2019-20 Date- 21/12/2019



UCO PENSION LOAN SCHEME

1.	Purpose <ol style="list-style-type: none">1. Medical Expenses for self/spouse/dependent children2. Payment of Medi-claim Premium for Self & dependents3. Marriage Expenses in Family4. Educational Expenses of dependent children5. Travelling Expenses6. Repair to House Property/dwelling7. Funeral Expenses8. Agricultural Needs etc.
2.	Eligibility <ol style="list-style-type: none">1. The Pensioners who receive pension through our branch having provision for family pension and spouse is alive, loan can be given up to 74 years of age at the time of applying for the loan, which should be fully repaid before the pensioner reaches 75 years of age.2. Family pensioners i.e. spouse is receiving the pension after the death of pensioner, pensioner without family pension provision or pensioner where spouse is pre-deceased loans are also eligible under this scheme and the loan should be fully repaid before the pensioner reaches 72 years of age. No fresh loan can be given after 72 years of age.
3.	Quantum of Finance <ol style="list-style-type: none">1. With Family Pension 12 times of monthly Pension subject to maximum of 10.00 lacs for age up to 70 years and maximum 5.00 lacs for age above 70 years to 74 years.2. Without Family Pension 10 times of monthly Pension subject to maximum of 3.00 lacs.
4.	Repayment Period <ol style="list-style-type: none">1. With Family Pension In 48 monthly installments after one month from the disbursement. Repayment should be so fixed that the loan is fully repaid before the Pensioner reaches 75 years of age.2. Without Family Pension In 48 monthly installments after one month from the disbursement. Repayment should be so fixed that the loan is fully repaid before the Pensioner reaches 72 years of age.
5.	Guarantee <ol style="list-style-type: none">1. Personal Guarantee of spouse eligible to receive family pension in the event of death of the pensioner.2. Where spouse is predeceased, guarantee of sons/daughters or a third party is accepted.3. War widows and widows drawing family pension through our branches are also eligible provided there is third party guarantee of sufficient means.
6.	Rate of Interest <p>For Public – UCO Float Rate + 3.30% p.a. For UCO Bank Staff Pensioners – UCO Float Rate + 2.30% p.a. Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)</p>



7.	Processing Charge NIL												
8.	Prepayment Charge NIL												
9.	Document Charge As per circular CHO/MSME/04/2018-19 Dated 15/05/2018												
10.	Documentation 1. D P Note – A1/Term Loan Agreement- A109 2. Letter of Waiver – A47 3. Letter of Guarantee from spouse – A21A 4. Irrevocable letter of authority as per prescribed format 5. Guarantor’s statement (A-26) of spouse												
11.	Scheme Code UCO Pensioner Staff : L733A UCO Pensioner Non-Staff: L733B												
12.	Credit Score Requirement Minimum CIBIL/CRIF High Mark Score 600 is required. In case of no credit history of borrower/guarantor, minimum score of 600 is not applicable. CIBIL/CRIF High Mark Score report pulling charges shall continue to apply.												
13.	Lending Power amount in lacs <table><tr><th>Loan Facility</th><th>SCALE-I</th><th>SCALE-II</th><th>SCALE-III & Above</th></tr><tr><td>Without Family Pension</td><td>3.00</td><td>3.00</td><td>3.00</td></tr><tr><td>With Family Pension</td><td>5.00</td><td>7.50</td><td>10.00</td></tr></table>	Loan Facility	SCALE-I	SCALE-II	SCALE-III & Above	Without Family Pension	3.00	3.00	3.00	With Family Pension	5.00	7.50	10.00
Loan Facility	SCALE-I	SCALE-II	SCALE-III & Above										
Without Family Pension	3.00	3.00	3.00										
With Family Pension	5.00	7.50	10.00										
14.	Pre and Post Sanction Follow-up 1. After providing the EMI to the loan minimum 40% of the monthly pension amount should be available for monthly family expenses. 2. Survival Certificate (Jeevan Praman) should be obtained on regular interval without fail. 3. Loan liability should immediately be transferred to the spouse in case of death of the pensioner, who would receive family pension after death of borrower.												
15.	Powers to Allow Deviations Apart from Pricing, Margin and Maximum Loan amount ZLCC may allow deviation on case-to-case basis.												

Reference Master Circular No.
CHO/RBD/38/2019-20 Date- 21/12/2019



UCO SHOPPER LOAN SCHEME

1.	Objective Purchase of consumer durables such as TV, Refrigerator, AC, Computer and other electrical & electronic gadgets etc., for individual. The loan will be classified as Non-Priority Sector Loan.
2.	Target Group Salaried and Non-salaried (Professionals, self-employed and Businessmen) borrower.
3.	Eligibility All the Borrowers (both Salaried & Non-Salaried) must be existing customer of the Bank for a minimum period of six months. Salaried borrowers are permanent employees with minimum service of 1 year in any Gov. /Semi Gov./PSU's/Universities/Reputed Pvt. Companies and minimum remaining 5-year service period.
4.	Nature of Facility Term Loan
5.	Income Criteria 1. Salaried Borrower Minimum gross Salary of 30,000/- p.m. at Metro Centers and Rs.20000/- p.m. for other centers. 2. Non-Salaried Borrower Minimum Income of 4.00 lac p.a. at all centers as per latest IT Return. Under both cases Net Take Home Pay should not be less than 40% of gross salary/income or Rs.10000/- whichever is higher. Income of spouse can be reckoned to arrive at the stipulated minimum take home pay. Income Tax Return for minimum two years for all prospective borrowers are to be taken.
6.	Age Criteria 1. Salaried Borrower 21 to 60 years including Repayment Period. 2. Non-Salaried Borrower Non-Salaried: 21 to 65 years including Repayment Period.
7.	Quantum of Loan Maximum Loan Amount Rs.2.00 Lacs or 10 times of monthly take home pay whichever is less.
8.	Margin Minimum Margin required 20%.
9.	Repayment Maximum 60 Equated Monthly Installments. 1. Salaried Borrower The loan is to be fully repaid 6 months before the date of retirement of the borrower. 2. Non-Salaried Borrower The loan is to be fully repaid before completion of 65 years of age of the borrower.
10.	Guarantee 1. Salaried Borrower – Personal guarantee of spouse or nominee of PF/Gratuity is compulsory. 2. Non- Salaried Borrower – Personal Guarantee of spouse of the married borrower or Personal guarantee of the Father/mother in case of unmarried borrower. Additional Guarantee – One more guarantor having income equal to that of the borrower or having means at least equal to the loan amount. This third party guarantee can be waived in case of liquid collateral worth 100 % of the value of the loan is furnished to the Bank.



11. Security	1. Hypothecation of Articles purchased. 2. In all cases deduction from salary or ECS mandate is required to be obtained from the borrower covering entire period of repayment. For Salaried Borrower : The salary disbursing authority should give an undertaking to recover the installment from the salary and paid to the bank under Salary tie-up arrangement. In case of default the loan amount will be adjusted from the salary/terminal/and other benefits payable to the employee. Undertaking from the employer may be waived where 100% of liquid collateral is available.
12. Rate of Interest	Salary tie-up or 100% liquid Collateral Security- UCO Float Rate + 1.30% Others - UCO Float Rate + 2.30% Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)
13. Penal Interest	Penal interest of 1.00% per month on the defaulted installment.
14. Processing Charge	1% of the loan amount with minimum 1000/-.
15. Prepayment Charge	No Pre-payment charges.
16. Lending Power	Up to Scale-III is Rs.2.00 Lacs
17. Preventive Measures	Verification of KYC documents and Salary Slip of applicant, co-applicant & Guarantor. 1. Pulling out & scrutiny of CIBIL report of all individuals (applicant, co applicant, and guarantor). Minimum CIBIL Score should be 600. 2. PAN No. and Income Tax Return of all to be checked. 3. PSVR of the borrower/co-borrower, guarantor and PDIR as per extant guidelines. 4. No Cash disbursal allowed under the scheme.
18. Documentation	1. KYC Documents. 2. Quotation from the Dealer/Supplier. 3. Consumer Loan Agreement A-27. 4. Letter of Guarantee – A21A (wherever required) 5. A 38, A39, A4, A58, D-48 (as per nature of collateral securities offered)
19. CBS Scheme Code	SALARY TIE-UP : L728A NON SALARIED : L728B
20. Powers to Allow Deviations	Apart from Pricing, Margin and Maximum Loan amount ZLCC may allow deviation on case-to-case basis.

Reference Master Circular No.

CHO/RBD/32/2013-14 Dated- 10/10/2013

CHO/RBD/36/2013-14 Dated- 06/11/2013 (For New CBS Scheme Code)



UCO SECURITIES LOAN SCHEME

1.	Purpose To finance against liquid securities like NSCs, KVPs, LIC Policies, Government Securities and Relief Bonds etc.										
2.	Eligible Securities NSC/KVP/Govt. Securities and Relief Bonds, Life Insurance Policies, Bonds issued by IDBI, NHB, SIDBI, NABARD, UTI, GICI, EXIM Bank, DFHI.										
3.	Eligibility Any borrower holding the above securities, which can be assigned/transferred in the name of the bank, is eligible. Security must be in borrower's name or in case of joint borrowers, security can be in name any of the joint borrowers.										
4.	Nature of Facility Cash Credit/Overdraft/Demand Loan If the loans remain outstanding, it should be adjusted from the maturity proceeds of the securities.										
5.	Quantum of Loan Calculate at discounted value of security. In case of LIC Policy, loan should be arrived at taking the surrender value of the policy as on date.										
6.	Repayment Remaining Period of maturity or 5 years whichever is earlier.										
7.	Rate of Interest UCO Float Rate + 3.40% p.a. Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)										
8.	Margin Depending upon the remaining period of maturity <table><thead><tr><th>Remaining Period of Maturity</th><th>Margin</th></tr></thead><tbody><tr><td>Up to 12 months</td><td>2%</td></tr><tr><td>More than 12 months and up to 24 months</td><td>3%</td></tr><tr><td>More than 24 months and up to 36 months</td><td>4%</td></tr><tr><td>More than 36 months</td><td>5%</td></tr></tbody></table>	Remaining Period of Maturity	Margin	Up to 12 months	2%	More than 12 months and up to 24 months	3%	More than 24 months and up to 36 months	4%	More than 36 months	5%
Remaining Period of Maturity	Margin										
Up to 12 months	2%										
More than 12 months and up to 24 months	3%										
More than 24 months and up to 36 months	4%										
More than 36 months	5%										
9.	Processing Charges 250/- per case										
10.	Documentation 1. D P Note – A1/A2										



	<ul style="list-style-type: none">2. Letter of Waiver – A473. Letter of Continuity – A34. A4, A58 as the case may be for security and stamped as per state.5. Assignment of LIC Policy, Bank's own FDR, Pledge of KVP, NSC, Govt. / RBI Bonds.		
11.	Scheme code LA 737, LA738		
12.	Lending Power	amount in Lacs	
	Scale – I	Scale – II	Scale – III
	2.50	10.00	25.00
13.	Other Precautions <ul style="list-style-type: none">1. The security to be pledged/assigned/transferred in the name of the bank properly.2. Policy should be pursued to see that it is freely Assignable. NO special condition or restrictions should be there.3. Surrender value should be ascertained from LIC Office.4. Last premium receipt/letter from LIC confirming that no Premium is outstanding should be kept on record.5. Bonds/Debentures may be transferred by endorsement & delivery. Transfer of Bonds/Debentures in the name of bank by transfer deed and are registered in the books of Registrar of the issuer.6. Instruments where interest is payable periodically, the loan shall be given against issue price /face value instead of maturity value of the security.7. The scheme would not be applicable in case of instruments that provide for part payment of principal before maturity.		

Reference Master Circular No.
CHO/Retail Banking/24/12-13 Dated- 03/09/2012



UCO GOLD LOAN SCHEME

1.	<p>OBJECTIVE</p> <p>To provide easy and instant credit to the borrowers against pledge of their gold ornaments and coins to meet their urgent financial needs such as Business Needs, Children's Education, Repair of House, , Agriculture purpose, Marriage, Medical Emergency etc. under Priority Sector as well as Non Priority Sector in form of Demand Loan.</p> <p>Gold Loan to staff members can be financed as Term Loan.</p>
2.	<p>Eligibility</p> <p>Based on a declaration by the borrowers specifying the purposes of such loan, Gold Loan can be sanctioned under Priority Sector as well as Non Priority Sector.</p> <p>1. Agricultural and Other Priority Sector Advances</p> <p>Gold loans for agricultural purposes are to be supported by a copy of Title Deeds of land holdings/ evidence showing ownership of Agricultural land/ Title by the borrower applicants.</p> <p>2. Non-Priority Sector Advances</p> <p>Personal/Individual Loans or loans for consumer durables comes under Non-Priority Sector Advances.</p> <p>3. Overdraft Facility</p> <p>Under UCO Care Current Account Overdraft Facility is available to account holders.</p>
3.	<p>Quantum of Loan</p> <p>1. Maximum Quantum of Loan per Borrower (not per family) against Gold Ornaments and Coins covering Priority and Non-Priority sector advances is Rs.10.00 lacs. However, proposals more than Rs.10.00 lacs will be considered by ZLCC, except Gold loan with Bullet repayment (where Max. loan amount is Rs.3.00 lacs).</p> <p>2. In case of advances against the security of gold coins, weight of gold coins should not exceed 50 grams per customer.</p> <p>3. The quantum of finance for agriculture purpose should be need based and as per the scale of finance approved by the SLBC/DLTC only for one year and will be repayable within one year.</p>
4.	<p>Margin</p> <p>Minimum margin of 25% on the valuation of gold ornaments/coins calculated at current market price.</p>
5.	<p>Valuation of Gold</p> <p>1. Valuation should be done on the net weight of the jewel/ornaments.</p> <p>2. Gold ornaments having 18 carat and above fineness alone should be accepted as security.</p> <p>3. The market price of gold will be advised by head office every fortnight.</p> <p>There should be a margin of 25% on the valuation of gold ornaments calculated at current market price.</p>
6.	<p>Security</p> <p>Pledge of Gold Ornaments</p>



7.	Processing Fee <table><tr><th>Sector</th><th>Quantum of Finance</th><th>Amount</th></tr><tr><td rowspan="2">Priority Sector</td><td>Up to Rs.10 lacs</td><td>NIL</td></tr><tr><td>Above Rs.10 lacs</td><td>NIL</td></tr><tr><td rowspan="3">Non-Priority Sector</td><td>Up to Rs.5 lacs</td><td>NIL</td></tr><tr><td>Rs.5 lacs to Rs.10 lacs</td><td>NIL</td></tr><tr><td>Above Rs.10 lacs</td><td>NIL</td></tr></table> <p>As per circular CHO/RBD/28/2019-20 Dated 30/09/2019.</p>			Sector	Quantum of Finance	Amount	Priority Sector	Up to Rs.10 lacs	NIL	Above Rs.10 lacs	NIL	Non-Priority Sector	Up to Rs.5 lacs	NIL	Rs.5 lacs to Rs.10 lacs	NIL	Above Rs.10 lacs	NIL
Sector	Quantum of Finance	Amount																
Priority Sector	Up to Rs.10 lacs	NIL																
	Above Rs.10 lacs	NIL																
Non-Priority Sector	Up to Rs.5 lacs	NIL																
	Rs.5 lacs to Rs.10 lacs	NIL																
	Above Rs.10 lacs	NIL																
8.	Appraiser's Fee <p>1. The appraiser's fee should be recovered from the borrower upfront.</p> <p>2. Uniform Appraiser's Fee @ 0.50% of loan subject to minimum Rs.200/- and maximum Rs.500/- per case for all Zones.</p> <p>As per circular CHO/RBD/28/2019-20 Dated 30/09/2019.</p>																	
9.	Rate of interest <table><tr><td rowspan="4">Priority Sector</td><td>Gold Loans (PS) for Crop Loan up to Rs.3 lacs where interest subvention is available Scheme Code- L804A</td><td>7.00% p.a.</td></tr><tr><td>Gold Loans (PS) for Agriculture & Allied Activities other than Crop loans Scheme Code- L804C</td><td rowspan="3">UCO Float Rate + 0.35% p.a.</td></tr><tr><td>Gold Loans (PS) for Retail Assets Products Scheme Code- L804C</td></tr><tr><td>Gold Loans (PS) Non-Agriculture Bullet Payment Scheme Code- L804B</td></tr><tr><td>Non-Priority Sector</td><td>Gold Loans (NPS) for Retail Assets Products LA 805</td><td>UCO Float Rate + 3.30% p.a.</td></tr></table> <p>Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)</p>			Priority Sector	Gold Loans (PS) for Crop Loan up to Rs.3 lacs where interest subvention is available Scheme Code- L804A	7.00% p.a.	Gold Loans (PS) for Agriculture & Allied Activities other than Crop loans Scheme Code- L804C	UCO Float Rate + 0.35% p.a.	Gold Loans (PS) for Retail Assets Products Scheme Code- L804C	Gold Loans (PS) Non-Agriculture Bullet Payment Scheme Code- L804B	Non-Priority Sector	Gold Loans (NPS) for Retail Assets Products LA 805	UCO Float Rate + 3.30% p.a.					
Priority Sector	Gold Loans (PS) for Crop Loan up to Rs.3 lacs where interest subvention is available Scheme Code- L804A	7.00% p.a.																
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	Gold Loans (PS) for Retail Assets Products Scheme Code- L804C																	
	Gold Loans (PS) Non-Agriculture Bullet Payment Scheme Code- L804B																	
Non-Priority Sector	Gold Loans (NPS) for Retail Assets Products LA 805	UCO Float Rate + 3.30% p.a.																
10.	LTV <p>LTV of 75% shall be maintained throughout the tenure of the loan extended against pledge of gold ornaments for non-agriculture end uses.</p>																	
11.	Prepayment charge <p>NIL</p>																	
12.	Document Charge <p>NIL. As per circular CHO/RBD/28/2019-20 Dated 30/09/2019.</p>																	



13.	Repayment		
	1. Priority Sector		
	Short Term Crop Loan	Bullet repayment of Principal & Interest both linked to the harvest season. Interest to be charged on HY basis	Maximum 1 Year
	Short Term Loans for Agriculture and Allied	Bullet repayment of Principal only, linked to the harvest season. Interest to be charged & served on HY basis	Maximum 2 Years
	Short term loans for Other Priority Sector	Bullet repayment of Principal only in lump sum at the end of 2 nd Year, Interest to be charged monthly & served HY basis.	Maximum 2 Years
	2. Non-Priority Sector		
	Non-Priority Sector Advance	Bullet repayment of Principal only in lump sum at the end of 2 nd Year, Interest to be charged monthly & served HY basis.	Maximum 2 Years
	3. Bullet Repayment		
	Non-Agricultural Advances both Priority Sector Non-Priority Sector	Bullet repayment of Principal + Interest both in lump sum at the end of 1 st Year, Interest to be charged monthly & served along with principal at maturity.	Maximum 1 Year
14.	Documentation 1. Term Loan Agreement A-109 (For Staff Gold Loan) 2. Demand Promissory Note A-1/A-2 3. Letter of Waiver – A-47 4. Appraiser’s Certificate Annexure-D 5. Letter of Pledge of Gold Ornaments Annexure-E 6. Declaration letter from the borrower on purpose for which loan amount will be utilized along with supportive documents if any. 7. A declaration cum undertaking from the borrower stating that he/she is the owner of gold ornaments offered as security of the loan and in case Bank suffers any loss, on account of ownership issue, He/She will indemnify the bank for the same.		
15.	Preventive measures 1. No need to pull out CIBIL report of the applicant, co applicant. 2. Any Gold Loan account when becomes overdue for repayment, reappraisal of Gold be get done immediately from the Gold Appraisal other than the one who appraised the purity at the time of sanction.		



	<p>3. Value of security coverage by way of gold ornaments shall be checked every quarter against the stipulated value of the security. The borrower should top up shortfall in value of security.</p> <p>4. For Gold ornaments/Jewellery of above 22 carat maximum finance available is restricted to maximum permissible finance for Gold ornaments/Jewellery of 22 Carat only.</p> <p>5. All gold ornaments / jewellery / coins before being accepted as security by way of pledge should be appraised by bank’s approved appraiser to assess its weight, purity and fineness.</p>																
16.	<p>Gold Loan to Staff Members</p> <p>All Staff Members and their Spouse are eligible to avail the Gold Loan in the form of Term Loan only for 60 Months. Staff Members who own Agricultural Land, Gold Loan can be sanctioned under Agriculture Sector.</p> <table><tr><th>Staff</th><th>Loan Amount</th><th>Margin</th><th>Rate of Interest</th></tr><tr><td>Officers</td><td>Rs.2.00 Lacs</td><td>10%</td><td>Base Rate</td></tr><tr><td>Clerical</td><td>Rs.1.00 Lacs</td><td>10%</td><td>Base Rate</td></tr><tr><td>Sub-ordinate</td><td>Rs.0.50 Lacs</td><td>10%</td><td>Base Rate</td></tr></table> <p>Service Charges are waived off for all Staff Members and their Spouse. 40% Net Take Home Income clause is applicable while assessing the eligibility.</p> <p>All Other Terms and Conditions for general public under UCO Gold Loan Scheme will apply to Members of Staff.</p>	Staff	Loan Amount	Margin	Rate of Interest	Officers	Rs.2.00 Lacs	10%	Base Rate	Clerical	Rs.1.00 Lacs	10%	Base Rate	Sub-ordinate	Rs.0.50 Lacs	10%	Base Rate
Staff	Loan Amount	Margin	Rate of Interest														
Officers	Rs.2.00 Lacs	10%	Base Rate														
Clerical	Rs.1.00 Lacs	10%	Base Rate														
Sub-ordinate	Rs.0.50 Lacs	10%	Base Rate														
17.	<p>Lending power amount in Lacs</p> <table><tr><th>Scale</th><th>Amount</th></tr><tr><td>Branch Head Scale- I</td><td>5</td></tr><tr><td>Branch Head Scale- II</td><td>10</td></tr></table> <p>ZLCC will consider the proposals falling beyond the lending powers of respective sanctioning authority.</p>	Scale	Amount	Branch Head Scale- I	5	Branch Head Scale- II	10										
Scale	Amount																
Branch Head Scale- I	5																
Branch Head Scale- II	10																

Reference Master Circular No.

CHO/RBD/61/2015-16 Dated- 01/02/2016

CHO/RBD/74/2015-16 Dated- 31/03/2016 (Gold Loan Master Circular Corrigendum)

CHO/RBD/19/2016-17 Dated- 24/06/2016 (Gold Loan Policy)

CHO/RBD/17/2016-17 Dated- 27/06/2016 (Modification in Lending Norms)

CHO/RBD/37/2016-17 Dated- 19/10/2016 (Reappraisal of overdue Gold Loan)

CHO/RBD/39/2018-19 Dated- 13/02/2019 (Modification in Charges, Lending Power)

CHO/ARBD/35/2016-17 Dated- 26/03/2019 (Modification in Charges under Agricultural Sector)

CHO/RBD/28/2018-19 Dated- 30/09/2019 (Modification in Charges, Lending Power)



UCO RENT LOAN SCHEME

1.	Purpose Individual/Firms/Companies own fixed assets like House, Flat, Godowns, Warehouse etc. which they may let out/ lease out and earn by way of monthly rent. Recognizing the Rental Receivables, Future Income Bank will provide term loan for medium term and long term and should be for productive purpose only. Loan sanctioned to individuals should be for augmenting their earnings like investing in bond/securities, repairs/renovation of properties etc. The loan to be sanctioned to firms/companies should be for ploughing back in their business activity.				
2.	Eligibility Criteria <ol style="list-style-type: none">1. The loan will be sanctioned to owners i.e., lessors of house/flats/godowns/warehouses etc. only. The owners may be an individual, a firm or a company.2. The lessee should be a company or corporate of good market standing.3. The lessor and lessee should have invariably entered into a lease agreement and should be tenable as per the local/State Act.4. Waiver of Agreement for assignment of rent receivable may be allowed only in cases where tenant is PSUs- Maharatna, Navratna, Miniratna, Central/State/Semi-Government Undertakings, and Banks.				
3.	Quantum of finance <table><tr><td>To Owner of our Bank's Branch Premises or where tenant is PSUs-Maharatna /Navratna/Miniratna, Central/State Departments & Government Undertakings, Reputed Corporates (NIFTY 200), Banks, Financial Institutions, Insurance Companies and MNCs</td><td>70% of **</td></tr><tr><td>Others</td><td>55% of **</td></tr></table> <p>** Total rent receivables during the unexpired lease period or loan period less total of advance deposit & all other applicable taxes (like TDS, Property Tax, Municipal Tax, Other local taxes etc.) subject to the loan amount should be decided in such a manner that at the expiry of repayment period no amount, be it part of principal or interest should be outstanding in the loan amount.</p>	To Owner of our Bank's Branch Premises or where tenant is PSUs-Maharatna /Navratna/Miniratna, Central/State Departments & Government Undertakings, Reputed Corporates (NIFTY 200), Banks, Financial Institutions, Insurance Companies and MNCs	70% of **	Others	55% of **
To Owner of our Bank's Branch Premises or where tenant is PSUs-Maharatna /Navratna/Miniratna, Central/State Departments & Government Undertakings, Reputed Corporates (NIFTY 200), Banks, Financial Institutions, Insurance Companies and MNCs	70% of **				
Others	55% of **				
4.	Repayment Maximum up to 120 Months/ EMIs subject to unexpired Lease Period/Period of Agreement for assignment of rent.				
5.	Disbursement Loan amount may be credited to the current account of the customer.				
6.	Rate of Interest <table><tr><td>To Owner of our Bank's Branch Premises</td><td>UCO Float Rate + 1.30% p.a.</td></tr><tr><td>Where tenant is PSUs-Maharatna/Navratna/Miniratna,Central /State Depts. Govt. Undertakings, Reputed Corporate, Banks, Financial Institutions, Insurance Companies and MNCs (Multi-</td><td>UCO Float Rate + 1.45% p.a.</td></tr></table>	To Owner of our Bank's Branch Premises	UCO Float Rate + 1.30% p.a.	Where tenant is PSUs-Maharatna/Navratna/Miniratna,Central /State Depts. Govt. Undertakings, Reputed Corporate, Banks, Financial Institutions, Insurance Companies and MNCs (Multi-	UCO Float Rate + 1.45% p.a.
To Owner of our Bank's Branch Premises	UCO Float Rate + 1.30% p.a.				
Where tenant is PSUs-Maharatna/Navratna/Miniratna,Central /State Depts. Govt. Undertakings, Reputed Corporate, Banks, Financial Institutions, Insurance Companies and MNCs (Multi-	UCO Float Rate + 1.45% p.a.				



	National Corporation) for any tenure	
	For Others where Repayment of Loans up to 36 months	UCO Float Rate + 2.15% p.a.
	For Others where Repayment of Loans is above 36 months	UCO Float Rate + 2.40% p.a.
	Any exposure which results in creation/acquisition of real estate is classified under Commercial Real Estate (CRE)	UCO Float Rate + 2.65% p.a.
Present UCO Float Rate w.e.f. 28/03/2020 is 7.30% (Revised Repo Rate 4.40% + Spread 2.90% = 7.30%)		
7.	Processing Charges 0.5% of the loan amount subject to maximum Rs.2.00 Lacs.	
8.	Pre-Payment Charges There is no prepayment charges when prepayment is done through the borrower's own fund & 1% prepayment charges are applicable in other cases.	
9.	Document Charge As per circular CHO/MSME/04/2018-19 Dated 15/05/2018.	
10.	CIBIL/CRIF Pulling of CIBIL/CRIF credit report of Borrower/Co-applicant/Guarantor is mandatory.	
11.	Security 1. Primary Security Assignment of Rent Receivable. 2. Collateral Security Equitable mortgage of the property for which lease agreement entered between the lessor and lessee the value of which covers the loan to the extent of 100% (Distress Value). If the equitable mortgage of the property for which lease agreement entered between the lessor and lessee is not possible, the mortgage of any other property should be taken as security, the market value of which is not less than 150% (Distress Value) of the proposed loan OR Other chargeable securities like NSCs, IVPs, KVP, Bank's own deposit, LIC (surrender value) may be accepted provided such collaterals aggregate value is not less than 100% of the loan amount.	
12.	Insurance Coverage The property will be insured against fire, riots and wherever required, against other probable hazards such as floods, lightning, cyclone etc. by the borrower with the usual "Bank Clause" for the value of the property with our channel partner.	
13.	Documentation 1. Agreement for assignment of rent receivables (as per format enclosed in Master Circular) 2. Term Loan Agreement- A-109 3. Letter of Guarantee (A-107/A – 21/A – 21A)	



	<ol style="list-style-type: none">4. Equitable Mortgage/Registered Mortgage of the immovable Property is to be created as per procedure prescribed by the Bank.5. Registration of charges on fixed assets with Registrar of Companies (whenever required).6. Original Lease Agreement with legal opinion.7. Valuation Certificate/s of properties from approved valuer.								
14. Sanctioning Authority & Lending Power	<p>Branch Heads in Scale III & above may exercise their respective delegated lending powers as per latest Loan Policy Document.</p> <p>Lending power amount in lacs</p> <table><tr><th>Scale</th><th>Amount</th></tr><tr><td>Branch Head Scale- III</td><td>50</td></tr><tr><td>Branch Head Scale- IV</td><td>150</td></tr><tr><td>Branch Head Scale- V</td><td>500</td></tr></table> <p>Proposal beyond the power of RLH Head would be sanctioned by ZLCC headed by Zonal Manager.</p>	Scale	Amount	Branch Head Scale- III	50	Branch Head Scale- IV	150	Branch Head Scale- V	500
Scale	Amount								
Branch Head Scale- III	50								
Branch Head Scale- IV	150								
Branch Head Scale- V	500								
15. Preventive Measures	<ol style="list-style-type: none">1. Proper verification of all KYC documents.2. Pulling out & scrutiny of CIBIL report of all. Branches should scrutinize the credit history of the borrower and ensure that there is no default in the credit history of the borrower.3. Mandatory Registration with CERSAI before disbursement of the loan.4. Verification of Title Deed of the property offered for mortgage with certified copy as per Bank's guidelines.5. Pre-sanction and Pre-disbursement inspections of the immovable property offered as security is to be conducted.6. Periodical post-sanction verification at least once in a quarter at the premises of the flat /house /godown /warehouse should be taken up to verify that there is no premature termination of lease.7. External rating for proposals above Rs.5.00 Crore needs to be done but the rating will not affect the pricing of the loan.8. The lease rental agreement between the lessor and lessee has a lock in period, which is not shorter than the tenor of loan and there is no clause, which allows a downward revision in the rental during the period covered by the loan.								
16. Powers to Allow Deviations	<p>Apart from Pricing, Margin ZLCC may allow deviation on case-to-case basis.</p>								

Reference Master Circular No.

CHO/RBD/23/2016-17 Dated- 28/06/2016

CHO/RBD/35/2017-18 Dated- 29/11/2017 (Amendment in UCO Rent Scheme)



ANNEXURE-1

Points to Remember about CIBIL/CRIF High Mark while sanctioning Retail Credit-

1. A minimum CIBIL/CRIF High Mark Score (whichever is applicable) of 600 is required for all Retail Loans to Individuals.
2. In cases where both the reports are to be pulled as per extant norms, lower of the two scores is to be considered for deciding fulfillment of the above minimum score criteria.
3. In case of multiple Applicant/Co-applicant(s)/Guarantor(s) minimum CIBIL/CRIF High Mark score is required to be met by all Applicant, Co-applicant(s) and by Guarantor(s) if their income is being considered in Loan assessment.
4. In case the Applicant/Co-Applicant(s)/Guarantor(s) has no Credit History or Credit History is not sufficient to score in the range of 300-900, minimum CIBIL/CRIF High Mark Score of 600 is not applicable to that Applicant, Co-applicant(s) and Guarantor(s).
5. Requirement of Minimum CIBIL/CRIF High Mark Score is not applicable to UCO Gold and UCO Securities Schemes where credit risk is insignificant.
6. In cases where minimum CIBIL/CRIF High Mark Score requirement is not fulfilled as per the aforementioned requirements, ZLCC is authorized to consider the proposal on case-to-case basis on merits and keeping in mind the standing of the Borrower(s)/Guarantor(s).
7. Minimum CIBIL/CRIF High Mark Score of 700 in Car Loans to new Customers. Branches will process the Car Loan Proposals with in their delegate lending powers. No need to send Car Loan to RLH.

S. No.	Credit Limit	Report to be Pulled From
1	Up to Rs.15 Lacs	CIBIL Only
2	Above Rs.15 Lacs & up to Rs.500 Lacs	For Home Loans CIBIL Only, For Others both CRIF High Mark and CIBIL)
3	Above Rs.500 Lacs	Both CIBIL and CRIF High Mark for all loans

8. During the processing of Compromise proposals, each compromise proposal should accompany the CIBIL reports of all concerned (Borrower, Co-borrower, Partner, Guarantor, Director etc.) in the account with reflection of our Bank's dues. Finacle System should be updated with all concerned borrowers information about all the advance accounts especially for NPA accounts for CIBIL Database.

S. No.	Report	Charges in Rupees
1	Consumer Report without Score	35
2	Consumer Report with Combo Trans Union Score	60
3	Commercial Report	750

Reference Circular No.

CHO/RM/43/2015-16 Dated- 19/03/2016 (Charges)

CHO/RCR/13/2019-20 Dated- 22/09/2019 (CIBIL Database Updation about NPA accounts)

CHO/RBD/32/2019-20 Dated- 19/11/2019 (Guidlines Regarding CIBIL/CRIF High Mark)

CHO/RM/55/2019-20 Dated- 31/03/2020 (Report to be pulled as per Credit Limit)



Thank You

Central Staff College, GE-8, Sector-III, Salt Lake, Kolkata - 700106

Our Faculty Team :

1. **Mr. Manohar Padhi – DGM & Principal**
2. **Mrs. Anita Teri – AGM & Vice-Principal**
3. **Mr. Ashwini Kumar Saw – Chief Manager (Faculty)**
4. **Mr. Alok Srivastava – Chief Manager (Official Language)**
5. **Mr. Ajay Srivastava – Senior Manager (Administrator)**
6. **Mrs. Jayosree Haldar – Senior Manager (Faculty)**
7. **Mr. Raja Jha – Senior Manager (Faculty)**
8. **Mr. Y Santosh Kumar – Senior Manager (Faculty)**
9. **Mr. Santosh Kumar – Senior Manager (Faculty)**
10. **Mr. Ashish Kumar Verma – Senior Manager (Faculty)**

ONE TEAM-ONE DREAM