

The Punjab Backward Classes Land Development and Finance Corporation (General) Rules, 1977

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Rule

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The Punjab Backward Classes Land Development and Finance Corporation (General) Rules, 1977 Published vide Notification No. G.S.R. 78/P.A. 27/76S. 35/77, dated 15th July, 1977

1. Short title and commencement.

(1) The rules may be called the Punjab Backward Classes Land Development and Finance (General) Rules, 1977. (2) The rules shall come into force at once.

2. Definitions.

- In these rules, unless there is anything repugnant in the subject or context; (a) "Act" means the Punjab Backward Classes Land Development and Finance Corporation Act, 1976; (b) "defaulter" means a person from whom any amount is due to the Corporation and includes a person who is responsible as surety for the payment of any such amount; (c) "Collector" means the Chief Officer in charge of land revenue administration of a district; (d) words and expressions used in these rules but not defined shall have the meaning assigned to them in the Act.

3. Terms and conditions of appointment of Directors.

(a) Each Director including a Director appointed as Chairman, other than a director nominated from amongst the salaried officer of the State Government shall receive a fee of Rs. 50 for each meeting of the Board or the Committees as the case may be, attended by him. (b) Each Director including a

Director appointed as Chairman but other than a Director nominated from amongst the salaried officers of the State Government, attending a meeting of Board or the Committees as the case may be, constituted under section 6 (2) of the Act shall be allowed travelling and halting allowances on such scale as may be fixed by the Board from time to time with the previous approval of the State Government.

4. Procedure for recovery.

(1)The Executive Director may make an application to the Sub-Divisional Officer (Civil) in whose jurisdiction the loanee resides as per records of the Corporation stating that particular sum has fallen due to the Corporation from the loanee named in the application and that the said sum has not been paid to the Corporation as per the stipulations between the loanee and the Corporation. The Sub-Divisional Officer (Civil), after giving the loanee an opportunity of representing his case either personally or in writing within a period of 10 days, determine, by an order, the amount due to the Corporation.(2)At any time within a period of thirty days of the order passed under sub-rule (1), an appeal against this order may be made by the loanee to the Collector. After the expiration of thirty days if such appeal has been made and rejected, the Collector shall make an order rescinding, agreeing or confirming the order of the Revenue Officer and shall convey the same to the Executive Director.

5. Appeal.

(1)Any person aggrieved by an order of the Sub-Divisional Officer (Civil) passed under rule 4 may appeal to the Collector within a period of 30 days of the date of receipt by him of the order, if such an order is passed in his absence or from the date of the order if it is passed in his presence.(2)The Collector shall, on hearing an appeal from an order passed by the Sub-Divisional Officer (Civil), convey the order passed by him to the Executive Director of the Corporation.(3)The decision of the Collector, and, subject only to that decision, the order of the Sub-Divisional Officer (Civil) shall be final.(4)No order shall be made under this rule unless the aggrieved person has been given reasonable opportunity of stating his case.(5)Pending the disposal of an appeal, the Collector may direct that the order appealed against shall not take effect until the appeal is disposal of.

6. Recovery Certificate.

- On receipt of an order, made under rule 4 or as the case may be, under rule 5, the Executive Director shall issue a certificate in form 'A' appended to these rules. The Collector of the district in which the loanee resides as per the records of the Corporation or the places where he may have shifted or may be carrying on his business or owning any property shall proceed to recover the amount from the defaulter in the manner specified in sub-section (1) of section 24 of the Act.

7. Maintenance of Accounts.

- The Corporation shall prepare and maintain the Accounts in the form and manner specified in

Appendices B, C, D and E. Form 'A' [Rule 6] Certificate From The Executive Director, The Punjab Backward Classes Land Development and Finance Corporation. To The Collector _____ Dated, Chandigarh, the _____, The sum of Rs. _____ is payable on account of _____ by _____, son of _____, resident of _____ who is believed (to be at _____) to have property consisting of _____ in your district.

2. Under the Punjab Backward Classes Land Development and Finance Corporation Act, 1976, the said sum is recoverable by you as if it were an arrears of land revenue which had accrued in your own district.

You are hereby requested to recover it and remit it to my office at _____ Yours faithfully, Executive Director. Appendix 'B' [Rule 7] The Punjab Backward Classes Land Development and Finance Corporation, Chandigarh Balance Sheet as on the 31st March, _____

Proviso	Year	Liabilities	Proviso	Year	Assets
Rs.		Rs.	Rs.		Rs.
		1. Capital Authorised paid by Punjab Government	1. Fixed Asset cost less depreciation, per Schedule 'I' annexed)
		2. Reserves and Fund - (i) Guarantee Fund Balance as per last year Add - Contribution by the Government Add - Contribution by Corporation (ii) (Bad Debts Fund - Balance as per last year Add - Contribution out of net profit per cent at 10 percent Add - Contribution by the State Government (iii) Relief and Common Good Fund - Balance as per last year Add	(a) _____ (b) _____		2.
			Investments - 3. Current Assets, Loans and Advances A. Current Assets - (i) Sundry debtor - (a) Due from loanees - (i) Secured against hypothecation of goods (ii) Secured against mortgage of land and property (iii) Unsecured loans, if any (b) Interest accrued thereon (ii) Other assets - (a) Dead stock (b) Loose tools (c) Stock-in-trade etc. (iii) Cash and Bank Balance		

-Contribution out of
net profit per cent
7½ per
cent(iv) Profits -As
per last balance
sheet Additions
during the year (v)
Development rebate
reserve (vi) Other
reserves

3. Secured
loans (Giving nature
and valuation of
security)

4. Unsecured loans

5. Current liabilities
and provisions (a)
Current liabilities
-Sundry
creditor Expenses
payable Security
deposits Deductions
from Staff Other
liabilities (b)
Provisions
-Provisions for
taxation Other
provisions

Total

(v) Case in
hand (b) Balan
with banks an
postal order et
(c) Stamps in
hand (d) Station
and Store in h

B. Loans and
Advances

-Advances
recoverable, in
cash or kind as
per value to be
received, say staff
advances, rates
taxes, etc.

Security
deposits Pre-paid
expenses 4.
Miscellaneous expenditure
and losses - (a)
Expenses
pending
for capitalisation (b)
Any other item (c)
Net losses, if any

Note - 1. The balance shall be signed by the Accounts Officer, Secretary, Executive Director and Chairman.

2. The Corporation shall make additions or remove the Head given above according to the convenience and need due to expansion of the business from time to time, as may be required.

Appendix 'C'[Rule 7]The Punjab Backward Classes Land Development and Finance Corporation,ChandigarhProfits and Loss Account for the year ending as on 31st March,_____

Year	Liabilities	Year	Assets		
Rs.		Rs.	Rs.	Rs.	Rs. Rs.
	To Salaries and AllowancesTo StaffTo DirectorToContribution to -To Leave SalaryTo PensionToHouse RentTo Running and maintenance ofAgriculturalFarmTo Rent, rates and taxesTo Water and ElectricitychargesTo Travelling and ConveyanceTo StaffToDirectorsTo interest paidTo Bank chargesTo runningand maintenance of vehiclesTo Miscellaneous storeconsumedTo Printing and StationeryTo Postage, telephoneand telegramsTo Newspapers and periodicalsToAdvertisementsTo Entertainment expensesTo StaffwelfareTo Grants and subsidiesTo Legal expensesToAssets written offTo Miscellaneous expensesTo Loss onsale of AssetsTo Auditors remunerationTo DepreciationProvision for-To Income TaxTo bad debts fundToGurantee fundTo Relief and common good fundTo net profitcarried to Balance Sheet		By interest receivedByinterest accrued on loans and depositsBy income fromAgricultural FarmBy hire charges of Agricultural andIndustrial Machinery and equipmentBy Gifts and Grantsand donationBy Gain on sale of AssetsBy MiscellaneousincomeBy net loss carried over to balance sheet		

Appendix 'D'[Rule 7]The Punjab Backward Classes Land Development and Finance Corporation,Chandigarh

'A' of Fixed Assets as on 31st March, _____

S. No.	Sub-head	Original cost as on____	Additions during the year____	Sale/ transfer/written off during the year	Net cost	Depreciation upto____	Depreciation during the year ____	Total depreciation	Written down value as on____
1	2	3	4	5	6	7	8	9	10
		Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
1.	Land								
2.	Building								
3.	Furniture and Fixture								
4.	Office Equipment								
5.	Vehicles								
6.	Library Books								
7.	Pumping Sets, Diesel Engines and Tube-wells								
8.	Tractors and Implements								
9.	Others								
	Total								
	Previous year								

Appendix 'E'[Rule 7]Punjab Backward Classes Land Development and Finance Corporation ChandigarhStatement of loans outstanding as on 31st March, _____

S. No.	Category of Loan	Balance as per	Loans Advances	Total Amount of loan re-paid or written off	Net amount of loan outstanding at the close of the year
		No. Amount	No. Amount	No. Amount	No. Amount
		Rs.	Rs.	Rs.	Rs.

1. Agricultural
Department
Marketing
2. and
processing
3. Small-Scale
Industries
4. Supply and
Storage
5. Building
Construction
6. Transport
7. Miscellaneous _____
- Total