



THE ANDHRA PRADESH STATE CO-OPERATIVE BANK Ltd.,

(State Govt. partnered Scheduled Bank)

HO: NTR Sahakara Bhavan, Governorpet, Vijayawada-520002.
Department of Refinance. Email: ltopr@apcob.org

Ref: DoR /LT/2020-21

Date: 20.08.2020

The CEOs of all DCCBs,

Sirs/Madam,

Sub: Custom Hiring Centers (CHCs) – Finance to establish CHCs
– Communication of formats on Standard Operating
Procedure (SOP) for use of DCCBs - Reg.

Ref: 1. Our letter of even number dated 10.08.2020.
2. Our letter No.LT/LTRCF/2020-21 dated 14.08.2020.

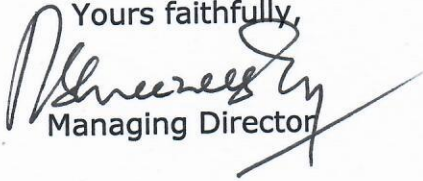
We invite kind attention to the references cited on the captioned subject. In continuation to our Circular letter 1st cited, we send herewith the following formats for CHC Finance, separately for JLGs and PACS/FPOs:

- a. Loan Applications
- b. Checklist
- c. Scrutiny Note
- d. Resolutions
- e. Sanction Letter
- f. Loan Agreement
- g. Deed of Hypothecation
- h. Demand Promissory Note
- i. Letter of Undertaking
- j. Inter-se Agreement (only for JLGs)

We also send herewith Standard Operating Procedure (SOP) for CHC finance. We request the CEOs to make use of the above formats in providing finance to PACS/FPOs/JLGs to establish CHCs. The loan sanctioning / disbursement authorities may be decided by the Management of the DCCBs, keeping in view the provision of service without delay.

As already informed in our references cited, the applicable interest rate for CHC finance for PACS is 4.00% and for others, it will be 8.30%. The DCCBs need to prefer refinance from APCOB separately for PACS. For others, drawals can be availed under LT along with other purposes.

Encl.: a.a. (soft copies)

Yours faithfully,

Managing Director