



1521/14
Non Regular
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CO-OPERATIVE ACADEMY OF PROFESSIONAL EDUCATION

PROCEEDINGS

CAPE- Providing of Non-liability certificate to regular employees of CAPE-orders - modified

No. 6151/G1/CAPE/2013/ 3314

dated Thiruvananthapuram 27.09.2014

Read: 1. This office proceedings even No. dated 06.09.2013

2. Letter No. CEMP/E2-1328/2014 dated 23.09.2014 of the Principal, College of Engineering and Management, Punnapra

ORDER

All heads of institutions under CAPE who are delegated with powers of drawing and disbursing the salary of the staff working under them were authorized to issue non-liability certificates to the regular employees working under him/her incorporating an undertaking to the effect that the amount as demanded by the Bank/Financial Institutions would be recovered and remitted to the Bank/Institution subject to a maximum of 50% of their net take home pay vide proceedings read as 1st paper. It was also specified in the order that such undertaking should be given only to public sector banks/ financial institutions owned by the Government for the purpose of construction of house, purchase of motor vehicle and for treatment.

The Principal, College of Engineering and Management, Punnapra vide letter read as 2nd paper has proposed that Non-liability certificate may be issued to regular employees, also for the purpose of claiming chitty amount from the Kerala State Financial Enterprises (KSFE) and for standing surety to claim chitty amount from the KSFE as requested by Sri. Arun S, Assistant Professor in EEE of his college. Non-liability certificate is being issued to the Government employees for claiming chitty amount from KSFE and for standing surety for claiming chitty amount from the KSFE.

In the circumstances, the all the heads of institution are authorized to issue Non liability certificate to the regular employees, also for claiming chitty amounts from KSFE and for standing surety for availing chitty amounts from the KSFE which is a Government undertaking. Subject to the following conditions:

- i) The quantum of liability to be borne by the employee per month that may arise on account of default of amount shall not exceed 50% of take home pay of the employee at any point of time irrespective of the number of NLCs issued to him/her.