

# Rajiv Rinn Yojana (RRY)

## Operational Guidelines

March 2014



सत्यमेव जयते

Government of India  
Ministry of Housing & Urban Poverty Alleviation

## Table of Contents

1. Background .....	3
2. Identification of Beneficiary .....	3
3. Precondition .....	3
4. Procedure .....	4
Annexure 1: MoUFormat for RRY .....	10
Annexure 2: Format for Master Data .....	13
Annexure 3: Format for Transaction Data .....	14
Annexure 4: Bank IFSC Codes and HFC Codes .....	15
Annexure 5: Quarterly Progress Reports formats .....	17
Annexure 6: Utilization Certificates formats for PLIs .....	18
Annexure7: Utilization Certificates formats for CNAs .....	21
Annexure 8: Steering committee as notified by MoHUPA .....	23

# **Operational Guidelines for Rajiv Rinn Yojana (RRY)**

## **1. Background**

- 1.1. The Ministry of Housing and Urban Poverty Alleviation (MoHUPA), Government of India has designed an Interest Subsidy Scheme for Housing titled *Rajiv Rinn Yojana* (or Rajiv Loan Scheme), as an instrument to address the housing needs of the Economically Weaker Sections (EWS) and Low Income Groups (LIG) segments in urban areas, through enhanced credit flow. It is also formulated to channelize institutional credit to the poorer segments of the society and increasing home ownership in the country along with addressing housing shortage. Rajiv Rinn Yojana (RRY, the Scheme) has been formulated by modifying the Interest Subsidy Scheme for Housing the Urban Poor (ISHUP) piloted in the 11<sup>th</sup> Plan period with enhanced scope and coverage. RRY is a Central Sector Scheme applicable in all the urban areas of the Country.
- 1.2. RRY provides for interest subsidy of 5% (500 basis points) on loans granted to the Economically Weaker Section (EWS) and Low Income Group (LIG) categories to construct their houses or extend the existing ones. Upper limit of the loan is Rs 5 lakh for EWS and 8 lakh for LIG. Interest subsidy would, however, be limited to the first Rs 5 lakh of the loan amount, in case the loan exceeds this amount. National Housing Bank (NHB) and Housing and Urban Development Corporation (HUDCO) have been designated as Central Nodal Agencies (CNA) for the Scheme.
- 1.3. Rajiv Rinn Yojana is effective from October 1, 2013.

## **2. Identification of Beneficiary**

- 2.1. The beneficiaries, designated as Below Poverty Line (BPL), Economically Weaker Section (EWS) or Low Income Group (LIG) may directly approach the Banks/Housing Finance Corporations collectively called Primary Lending Institution (PLI) for availing the benefit under the Scheme.
- 2.2. The State Governments / Urban Local Bodies (ULBs)/NGOs/CBOs along with PLIs may identify prospective beneficiaries from among the urban poor.
- 2.3. A sum of Rs.100 per sanctioned application would be paid out of RRY funds to NGOs/CBOs/ other intermediary including that of designated staff of Urban Local Body (ULB) or who act as facilitator for bringing in an applicant to the PLI.
- 2.4. PLIs can also avail Rs 100 facilitation fee, provided they identify the beneficiary from among the poor
- 2.5. The facilitation fee will be paid to the PLIs, who in turn will need to pass the same to the concerned.

## **3. Precondition**

- 3.1. No PLI can pass the benefit of RRY to individuals without signing a Memorandum of Understanding (MoU) with either of the CNAs.
- 3.2. Scheduled Commercial Banks and Housing Finance Companies (collectively called Primary Lending Institutions or PLIs) wishing to be part of the Scheme need to enter into a MoU with either of the Central Nodal Agencies, but not both.
- 3.3. MoU Format for RRY is given at Annexure 1.

#### **4. Procedure**

- 4.1. PLI's extend a housing loan application form to the Beneficiary/Borrower, who in turn fills and submits application along with the Banks application fee, if any. The documents required while submitting Application are provided by the PLIs.
- 4.2. The Government of India will provide a flat fee of Rs. 500 to banks/PLIs for each sanctioned application by the PLI.
- 4.3. The bank scrutinizes the application and undertakes due diligence as per their norms. The following are the key parameters on which the application needs to be evaluated:

##### **4.3.1. Income Certificate**

For identification of eligible BPL/EWS/LIG borrowers, any of the following documents can be accepted by the PLI

- Income Certificate issued by the competent authority as notified by the respective State Government is sufficient and no other documents shall be required.
- The notified competent authorities will be circulated by CNAs to the PLIs and will be available in the Ministry of Housing and Urban Poverty Alleviation web page on RRY [http://mhupa.gov.in/RRY/RRY\\_Page.htm](http://mhupa.gov.in/RRY/RRY_Page.htm)
- Self- declaration along with income certificate to be submitted.
- BPL Card issued by the respective State Governments in case of BPL beneficiary is sufficient and income certificate is not required. BPL Card with self-declaration is sufficient.
- The Banks may or may not insist on PAN Card, IT Returns/Form 16 and/or other forms of documentary evidences of income proof and consider income certificate issued by the competent authority as a conclusive proof of income.
- Personal Assets and Liabilities statement (optional) as per bank's own requirement.
- However Bank may follow their own assessment norms for identification and documentation of income for EWS/LIG borrowers and undertake their own due diligence with regard to the assessment of creditworthiness and the repayment capabilities of potential beneficiaries under RRY without credit history (generally the ultra-poor)
- The PLIs may devise their own criteria for assessment/appraisal.

##### **4.3.2. Location of Land**

- Land on which the proposed loan is being availed should be located in urban areas as defined as statutory towns, urban agglomerations and or planning areas.
- Urban Areas are defined as under:
  - Municipal areas and as notified by the respective State Governments in the State Gazette from time to time, known as statutory town.
  - Urban agglomeration, a continuous urban spread constituting a town and its adjoining outgrowths (OGs), or two or more physically contiguous towns together with or without outgrowths of such towns. An Urban Agglomeration must consist of at least a statutory town and its total population (i.e. all the constituents put together) should not be less than 1 lakh as per the 2011 Census.

- Planning area means a planning area or a development area or a local planning area or a regional development plan area, by whatever name called, or any other area specified as such by the appropriate Government or any competent authority and includes any area designated by the appropriate Government or the competent authority to be a planning area for future planned development, under the law relating to Town and Country Planning for the time being in force.

#### 4.3.3. Income Limits

- The borrowers under the scheme must belong to either BPL or EWS or LIG as defined hereunder:
  - Below Poverty Line (BPL) is a person holding a BPL card issued by the State Government
  - Economically Weaker Section (EWS) is defined as household having an average annual income up to Rs. 1,00,000/-
  - Low Income Group (LIG) is defined as household having an average annual income between Rs.1,00,001/- and up to Rs.2,00,000/-.

The definitions of the EWS and LIG are subject to revision by the Steering Committee of the Scheme from time to time.

#### 4.3.4. Land/house details

- Must have a plot of land for the construction or have identified a purchasable land along with house as part of a group housing/apartment scheme or an existing house where addition to the living space is intended to be made.
- Cooperative group housing societies or organizations outlined in Guidelines are also eligible as beneficiaries
- If the Housing co-operative societies approach the PLIs for availing the benefits under the scheme the liability for the loan can be joint and/ or several.
- However, RRY is no applicable for purchase of only land.

#### 4.3.5. Size of Dwelling Units

- The minimum size of the dwelling unit for EWS is 21 sq.m.ofcarpet area and that of LIG is 28 sq.m.of carpet area. The maximum size of the dwelling unit in either case is 60 sq.m.
- Area definitions for the Scheme are given as under:
  - **Carpet area:** usable and habitable rooms at any floor level. It will include area of the living room(s), bedroom(s), kitchen area, lavatory(s), bathroom(s), and balcony / verandah. It excludes the area of the walls.
  - **Built up or Plinth Area:** Built up or Plinth area shall mean the built up covered measured at the floor level of the basement or of any storey, this shall include carpet area plus areas of walls. For all practical purposes plinth area is considered to be 125% of the carpet area.
  - **Super Built up area:** Super Built up area shall mean the built up covered along with stairs and common spaces. For all practical purposes super built up area is considered to be 140% of the carpet area.

#### **4.3.6. Area of the plot**

- The area of the plot on which the proposed house is being constructed/built cannot exceed 100 sq.m.in case purchased by applicant/beneficiary. However the restriction shall not be applicable in case of
  - the land “patta” allocated by the respective State Government and or
  - property on which the house is proposed to be constructed is ancestral property as inherited and presently in the name of the beneficiary

#### **4.3.7. Loan limits**

- In case of an EWS individual, maximum loan amount admissible is Rs.5,00,000
- In case of an LIG individual, maximum loan amount admissible is Rs.8,00,000. However, subsidy will be given for loan amount up to Rs. 5 lakhs only. Additional loan amount between Rs 5 lakh and 8 lakh, if taken would be at unsubsidized rates.

#### **4.3.8. Tenure:**

- The tenure of the housing loan under RRY shall be between 15-20 years

#### **4.3.9. Provisioning, risk-weight and LTV ratios**

- Will be as per RBI/ NHB norms for housing below Rs 20 lakh as revised from time to time.

#### **4.3.10. Security**

- Mortgage of the dwelling unit may be accepted as primary security.
- There would be no collateral security/ third party guarantee for loans under RRY up to Rs.5 lakhs.
- Loans under RRY are covered/linked under Credit Risk Guarantee Fund Trust for Low Income Housing as per its applicable norms.

#### **4.3.11. Prepayment Charges**

- No levy of prepayment charges would be permitted under the Scheme.

#### **4.3.12. Processing fee/charges**

The following fees/charges may be applicable:

- PLI may consider waiving off processing fee/charges in view of the Rs 500 being provided for by the Government of India.
- Stamp duty payable for Loan agreement & mortgage – as per the respective State Government rules.
- Property insurance premium and Life insurance premium – can be financed as part of the loan
- Advocate's fee for property search and the title investigation report and Valuer's fee for valuation report – as per actuals

#### **4.3.13. Rate of Interest and Interest Subsidy**

- The agreed rate of interest would be fixed by the lending banks keeping in view the RBI guidelines issued from time to time.
- Beneficiary borrowers may choose fixed or floating rates.
- An additional 1% per annum maximum will be permitted to be charged by banks/HFCs, if fixed rate loans are extended which will be subject to reset after a minimum period of 5 years.
- The PLI need to discuss implications of either fixed or floating rate of interest with the borrower
- Calculation of Rate of Interest for Beneficiary would be net of Subsidy from GoI Interest subsidy due to the PLIs will be calculated based on the outstanding amount at the end of each month and the last day of the month as per the calculator provided by MoHUPA/CNA.

4.4. Based on the due diligence, the PLI need to sanction or reject the application of the Borrower.

4.4.1. In case the application of the borrower is rejected, the reasons for rejection need to be documented and submitted to the Head Office of the PLI.

4.4.2. In case the application of the borrower is sanctioned, intimates the borrower along with the Head office.

4.5. Once the loan is sanctioned, the disbursement and repayment schedule, including that of moratorium period, if any, based on construction phases needs to be drawn up and intimated to the head office.

4.5.1. Moratorium

- Maximum moratorium period for completion of the dwelling for which loan is being availed would be 2 years
- The interest charged in the account will need to be serviced and cannot be capitalized
- The subsidy is provided for by MoHUPA during the period of moratorium
- After the moratorium period is over, the interest on the outstanding loan amount shall be paid by the beneficiary in accordance with the provisions of the Scheme.

#### **4.6. Aadhar Linkage**

- The PLI shall link beneficiary identification in RRY to Aadhar (Unique Identification Number) enrolment wherever Aadhar cards have been issued.

#### **4.7. Format for claiming Subsidy**

4.7.1. The format for one time master data along with transaction data as in Annexure 2 and Annexure 3, respectively, will have to be filled by the PLI and submitted to the Head office

4.7.2. Head office submits the consolidated summary from all branches along with the RRY forms to CNAs

4.7.3. Though the Transaction data format is required immediately, the Master data could be submitted to the CNAs not later than 30 days

4.7.4. Each of the beneficiary/borrower loan account will need to be given a Unique Identification Number (UIN). The UIN will need to be generated as follows:

- Prefix: first four digits of Indian Financial System Code (IFSC) Code for Banks/ 4 digit HFC Code as allocated by NHB
- Suffix: Unique loan number of the PLI

The Bank IFSC Code and HFC Code are given in Annexure 4

- 4.7.5. It would be mandatory to quote the UIN number for all the transactions related to the subsidy claims.
- 4.7.6. The consolidated claims from the head office of PLIs need to be submitted to the CNAs as per the formats circulated.

#### **4.8. Format for reporting for PLIs**

- 4.8.1. Quarterly progress reports on the number of applications received, processed, sanctioned/rejected, subsidy claimed and released, variation, if any, needs to be sent by PLIs to CNAs as per the format given in Annexure 5.
- 4.8.2. Further, Utilization Certificates, as in Annexure 6, needs to be submitted by the PLIs to CNAs on a quarterly basis.

#### **4.9. Format for releasing the Subsidy by CNAs**

- 4.9.1. The CNAs, upon receipt of the claims, will undertake their own due diligence in terms of the completeness of formats, end use of the funds and the calculations related to the claims
- 4.9.2. After securing their own internal approvals, will release the subsidy amounts to the PLIs

#### **4.10. Format for claiming the Subsidy by CNAs**

- 4.10.1. The CNAs would send their demand for sanction of subsidy with all supporting documents including details of loan/subsidy amount during the last quarter, based on the inputs received from the PLIs.
- 4.10.2. Further demands of sanction of subsidy will need be to accompanied by Utilization Certificates formats as per Annexure 7.

#### **4.11. Format for releasing the Subsidy by MoHUPA**

- 4.11.1. The Ministry of Housing and Urban Poverty Alleviation, upon receipt of the claims from the CNAs, will undertake its own due diligence in terms of the Utilization Certificates formats.
- 4.11.2. After securing their own internal approvals, will release the subsidy amounts to the CNAs immediately but not later than two months based on demand for sanction of subsidy received from the CNAs.

#### **4.12. Treatment of NPAs**

- 4.12.1. In case of loan account turning into NPA, the subsidy will be suspended

- 4.12.2. Subsequent repayment/upgradation, in such cases the account will be eligible for full payment of subsidy for the lapsed period – with arrears The subsidy amount will be calculated/reimbursed as per the schedule generator/ calculator
- 4.12.3. If the interest rate changes during the calculation period, the interest rate at which the schedule generator/ calculator was created, will prevail
- 4.12.4. The interest subsidy will be continued to be paid till the loan is termed “suit filed account” or defaulted as per the PLI norms

#### **4.13. Targets**

- 4.13.1. The state level annual targets for RRY, as notified by the MoHUPA from time to time, could be bifurcated up to district level and bank-wise target may be allocated at the DCC level in line with other priority sector related schemes by SLBC.
- 4.13.2. NHB, in consultation with the Ministry of HUPA, will allocate HFC targets.
- 4.13.3. PLIs may come up with a multipronged strategy to achieve the targets
- 4.13.4. SLBCs and DLBCs should periodically monitor the achievement of targets of the Banks and NHB that of HFCs ULBs,

#### **4.14. Ineligible**

- 4.14.1. The RRY is not applicable to indirect finance/ Project finance/ finance to builder etc. and also not applicable to any individuals with more than the prescribed income limits and dwelling sizes as illustrated above.

#### **4.15. Steering Committee**

- 4.15.1. A steering committee as notified by MoHUPA, Annexure 8, will be responsible for suggesting and deciding on operational instructions, monitoring the implementation of the Scheme and advising adjustments as necessary for the implementation of the scheme.

## Annexure 1: MoUFormat for RRY

This Memorandum of Understanding (MoU) has been made and executed at New Delhi on ... day of \_\_\_\_\_, 2014.

BETWEEN

*NHB/HUDCO* (full address) through Shri (name & designation) (hereinafter called "First Party")

AND

\_\_\_\_\_ Bank through Shri (name & designation) (hereinafter called "lender" / "Second Party")

WHEREAS, the Ministry of Housing & Urban Poverty Alleviation (MH&UPA), Govt. of India has designed an Interest Subsidy Scheme known as Rajiv Rinn Yojana (RRY/the Scheme) as an additional instrument for addressing the housing needs of the Economically Weaker Sections (EWS) / Low Income Groups (LIG) segments in urban areas. The Scheme envisages the provision of interest subsidy to EWS and LIG segments to enable such beneficiary to buy or construct houses.

Whereas, MoH&UPA, Govt. of India has nominated *NHB/HUDCO* as the Central Nodal Agency to implement the scheme. The interest subsidy will be released by the Nodal Agency periodically to various HFCs/Banks/lenders in respect of housing loan sanctioned by these lenders to various beneficiaries.

Whereas, the lender/Second Party is inter- alia, in the business of lending housing loans to individual beneficiaries and/or to provide houses/flats to individuals on deferred payment basis and is interested in providing the benefit of RRY of MH&UPA to its eligible borrowers/beneficiaries.

NOW, THEREFORE the above mentioned parties have agreed to the terms & conditions as mentioned hereinafter:

A. The MH&UPA, Govt. of India has recently issued guidelines for RRY which are part and parcel of this MoU (Annexure A). The broad features of the scheme, terms for loan and subsidy reimbursement, selection of beneficiaries, roles and responsibilities of various agencies under the scheme and monitoring of scheme etc. will be as per the guidelines for RRY.

B. That *NHB/HUDCO*, the First Party is the Nodal Agency appointed by MoH&UPA, Govt. of India for grant of Interest Subsidy to the Second Party out of the subsidy released by Govt of India to the First Party.

C. Role & Responsibilities of First Party

1. The First Party shall be responsible for release of interest subsidy to the Second Party out of the funds provided by MoH&UPA, Govt. of India and in terms of the scheme of RRY. On receipt of information regarding the total loan sanctioned by a primary lending institution to EWS and LIG beneficiaries during one (1) month period (or a mutually agreed time period), the *NHB/HUDCO* will release the subsidy amount to them directly as per the disbursement schedules of the Banks. Subsequently on a quarterly basis (or a mutually agreed time period) the subsidy would be released by the CNAs based on provision of 70% utilization certificate by the Banks/HFCs. The

MoH&UPA, Govt of India shall be at full liberty to amend/modify/terminate the scheme of RRY. However, in respect of loans already sanctioned by the lender/second party and part-disbursed, based on the availability of the eligible subsidy amount, the amount shall be made available out of the budgetary allocation in the event of the termination /amendment of the scheme.

2. The subsidy will be 5% p.a. (500 basis points) on the principal amount of the loan for EWS and LIG, for maximum loan amount of Rs.5 lakhs for a EWS Individual and Rs 8 lakhs for a LIG individual. The subsidy will be admissible and over the full period of the loan for construction or acquisition of a new house or for carrying out addition (of a room/kitchen / toilet/ bathroom) to the existing building. However, subsidy will be given for loan amount up to Rs. 5 lakhs only. Additional loan amount between Rs 5 lakh and 8 lakh, if taken by LIG individual would be at unsubsidized rates.

D. Role & Responsibilities of Second Party:

1. The Lender/Second Party hereby undertakes to pass-on the entire benefit of the scheme of RRY to its borrowers/ beneficiaries.
2. The Lender/Second Party hereby undertakes to implement the scheme of RRY as per the terms & conditions of the scheme.
3. The Lender/Second Party hereby undertakes that it will follow the best practices of lending to implement the scheme of RRY and follow the applicable guidelines and Regulations of RBI/NHB (both general guidelines as well as specific guidelines for the Scheme).
4. The lender/second party will exercise their due diligence in risk assessment and will adopt diligent appraisal and sanction procedures, including assessment of the loan eligibility and the repayment capacity of the borrower.
5. All applications will be suitably vetted/certified/routed by the nodal Government agency at the State level for confirming the income segment of the borrower (EWS, LIG etc.).
6. The lender/second party will adhere to all extant guidelines issued by the Steering Committee as also the MH&UPA under the Scheme including modifications/amendments to such guidelines from time to time.
7. The Lender/Second Party will provide utilization/end use certificate to *NHB/HUDCO* on a half yearly basis and also the certificate in relation to the physical progress of the construction leading up to the completion of the housing unit. The lender shall submit a consolidated utilization certificate on completion of the housing unit within one year period from the start of construction. In case of default in not providing utilization/end-use certificate the lender/Second Party shall refund the amount of subsidy to the First Party. Further, any unutilized amount of subsidy shall be immediately payable by Second Party to First Party.
8. The lender/second party will monitor the construction of the dwelling units financed

under the scheme, including the approvals for the building design, infrastructure facilities etc. as also the quality of the construction and verify through site visits etc. the expenditure incurred upto different stages of construction.

9. In the event of default in repayment of the loan by the borrower to the lending institutions and the loan becoming NPA, the lender/second party will proceed for recovery of the dues through such measures as considered appropriate, including foreclosure of the property. Recoveries after date of NPA shall be shared on pro-rata basis between Government of India (for subsidy for the balance period of loans) and the Banks towards amount of loan outstanding. The loans under RRY are covered/linked under Credit Risk Guarantee Fund Trust for Low Income Housing as per its applicable norms.
10. The lender/Second Party will provide each loanee/borrower/beneficiary a statement, which will make him/her understand the amount given as subsidy, how the subsidy has been adjusted and the impact of the subsidy on his/her EMI.
11. The lender/second party shall provide all other information, statements and particulars as may be required from time to time by the first party or by the MH&UPA, Government of India under the RRY.
12. The lender/Second Party will clearly explain to the loanees/borrowers/beneficiaries the consequences of availing loan on fixed/floating rates of interest

#### E. Disputes and Jurisdiction

All disputes and differences between First Party and Second Party arising part of these presents shall as far as possible be resolved through negotiations. However, if any differences/disputes still persist the same shall be referred to the sole arbitrator appointed by the CMD, NHB under the provisions of the Arbitration and Conciliations Act, 1996. The decision of the sole arbitrator shall be final and binding on the parties. Arbitration proceedings shall be held at Delhi.

Signed at Delhi on this date ( DD -MM-YYYY), as mentioned above.

For and on behalf of  
NHB/HUDCO  
First Party

For and on behalf of  
\_\_\_\_\_  
Bank/HFC  
Second Party

**Annexure 2: Format for Master Data**

**FORMAT FOR ELICITING MASTER DATA FROM THE PLIs**

<b>Name of the PLI *</b>		<b>PLI Code*</b>		<b>Category of the PLI(Bank/HFC/others)*</b>			<b>Name &amp; address of the Lending Branch *</b>					
<b>Name of the Borrower *</b>	<b>Income Category *</b>		<b>Age in years</b>	<b>Gender (M/F)</b>	<b>Borrower Cat (SC/ST/OBC /MINORITY/PERSON WITH DISBAILITY/ GEN/OTH)*</b>	<b>Aadhar Card No of the Borrower</b>	<b>Borrower Address*</b>	<b>SLNA Name and address *</b>				
	<b>EWS</b>	<b>LIG</b>										
<b>Property Type*</b>		<b>Carpet area of the Property (in SqMts) *</b>			<b>Plot area ( in SqMts)(in case of property type being House)*</b>		<b>Ownership Mode(Only in case of extension)</b>		<b>Type of property</b>		<b>Complete postal address of the Property *</b>	
<b>Flat</b>	<b>House</b>						<b>Self Owned</b>	<b>Inherited</b>	<b>Freehold</b>	<b>Leasehold</b>	<b>A</b>	<b>C</b>
<b>Loan amount*</b>	<b>tenu re ( months) *</b>	<b>ROI (%) *</b>	<b>Fixed/Floating*</b>	<b>loan a/c no*</b>	<b>Purpose of loan*</b>			<b>Moratorium period If any*</b>	<b>Repayment Start date *</b>	<b>EMI With out subsidy(Rs)*</b>	<b>EMI with subsidy(Rs)*</b>	<b>Reset Clause</b>
					<b>Purchase</b>	<b>Cons</b>	<b>Extn</b>					
<b>Source of the application: Dir/ULS/NGO/CBO, Developers *</b>					<b>Whether the loan is covered under CRGFSLIH: Yes/No *</b>							

### Annexure 3: Format for Transaction Data

S N O	UI D *	Loa n amo unt disb urse d duri ng the peri od*	Date of disburs ement*	Outst andin g Loan amou nt*	Repa ymen t due date*	Repayme nt received*		Method of calculation of Interest*		Cha nge in ROI , if any	EMI witho ut subsid y(Rs)*	EMI with subsid y(Rs)*	Subsi dy claime d(Rs)*
						Fr o m C N A	Net For Borr ower	Calc ulate d Daily	Calc ulate d Mont hly				

\*represents the mandatory fields

#### Annexure 4: Bank IFSC Codes and HFC Codes

##### For Banks:

The first 4 digits or the bank identifier codes of the eleven digit alpha numeric Indian Financial System Code (IFSC), as already allocated to the Banks by RBI should be used for the UIN.

##### For HFCs:

The four digit HFC codes as given by NHB, are given hereunder. These need to be quoted for the UIN. New HFCs need to apply to NHB for allocation of code.

Sl. No.	Name of HFC	Alpha Code
1.	Can Fin Homes Limited	CAFI
2.	Cent Bank Home Finance Limited	CEFI
3.	Dewan Housing Finance Corporation Ltd.	DHFL
4.	DHFL Vysya Housing Finance Ltd.	DHFV
5.	GRUH Finance Ltd.	GRUH
6.	Housing and Urban Development Corporation Ltd.	HUDC
7.	Housing Development Finance Corporation Ltd.	HDFC
8.	ICICI Home Finance Company Ltd.	ICHF
9.	LIC Housing Finance Ltd.	LICF
10.	Manipal Housing Finance Syndicate Ltd.	MANI
11.	PNB Housing Finance Ltd.	PNBF
12.	Sundaram BNP Paribas Home Finance Ltd.	SUHF
13.	GIC Housing Finance Ltd.	GICF
14.	Ind Bank Housing Ltd.	IBHF
15.	L & T Housing Finance Limited	LTHF
16.	National Trust Housing Finance Ltd.	NTHF
17.	REPCO Home Finance Ltd.	RHFL
18.	Saral Home Finance Limited	SAHF
19.	Magma Housing Finance	MGHF
20.	HBN Housing Finance Ltd.	HBNF
21.	Indiabulls Housing Finance Limited	IHFL
22.	India Home Loans Limited	INHL
23.	Kerala Housing Finance Ltd.	KHFL
24.	Religare Housing Development Finance Corporation Limited	RLHF
25.	Mahindra Rural Housing Finance Ltd.	MRHF
26.	MAS Rural Housing and Mortgage Finance Ltd.	MASF
27.	Micro Housing Finance Corporation Ltd. (MHFCL)	MHFC
28.	Orange City Housing Finance Limited	OCHF
29.	Rose Valley Housing Development Finance Corporation Limited.	RVHF
30.	Sahara Housingfina Corporation Ltd.	SHFC
31.	India Shelter Finance Corporation Limited	ISFC
32.	SRG Housing Finance Ltd.	SRGF
33.	Swagat Housing Finance Company Ltd.	SWHF
34.	Vastu Housing Finance Corporation Ltd.	VHFC

35.	Reliance Home Finance Limited	REHF
36.	India Infoline Housing Finance Limited (IIHFL)	IIHF
37.	TATA Capital Housing Finance Limited (TCHFL)	TCHF
38.	Swarna Pragati Housing Micro Finance Private Limited	SPHF
39.	Akme Star Housing Finance Limited	ASHF
40.	Panthoibi Housing Finance Company Limited	PHFC
41.	North East Region Housing Finance Company Ltd.	NERH
42.	Edelweiss Housing Finance Limited	EDHF
43.	Aptus Value Housing Finance India Limited	AVHF
44.	Home First Finance Company India Private Limited	HFFC
45.	Aadhar Housing Finance Private Limited	AHFP
46.	Equitas Housing Finance Private Limited	EHFP
47.	Shubham Housing Development Finance Company Private Limited	SHDC
48.	Muthoot Housing Finance Company Limited	MUHF
49.	Shriram Housing Finance Limited	SHFL
50.	A u Housing Finance Limited	AUHF
51.	Milestone Home Finance Company Private Limited	MIFC
52.	New Habitat Housing Finance and Development Ltd.	NHHF
53.	Habitat Micro Build India Housing Finance Company Private Limited	HMBI
54.	USB Housing Finance Corporation Limited	USBF
55.	DMI Housing Finance Private Limited	DMIH
56.	Capital First Home Finance Private Limited	CFHF
57.	VIVA Home Finance Limited	VIVA
58.	Habitat Housing Finance Limited	HABF

Note: The above codes may be used only for the purpose of Rajiv Rinn Yojana (RRY) and not for any other purpose by the Housing Finance Companies (HFCs).

### Annexure 5: Quarterly Progress Reports formats

The Central Nodal Agencies are to submit the Quarterly Progress Reports (QPRs) to the MoHUPA with the following details\*:

S.No.	Particulars	Unit	Details
1	Total number of applications received by PLIs	No.	
2	Total number of applications processed by PLIs	No.	
3	Total number of applications sanctioned/rejected by PLIs	No.	
4	Reasons for rejections	Summary of reasons	
5	Subsidy claims	Claimed (Amount in Rs Cr)	Released (Amount in Rs Cr)
	State wise		
	PLI wise		
6	Number Of Sanctioned Applications	No.	
	EWS		
	LIG		
7	Average size of loans sanctioned	In Rs lakhs	
	EWS		
	LIG		
8	Number Of Sanctioned Applications	No.	
	New		
	Extension		
9	Average loan tenure	In years	
10	Interest option		
	Floating	In %	
	Fixed	In %	

\*: subject to revision

The QPRs will be auto generated by the IT enabled MIS system to be developed and submitted by the CNAs.

**Annexure 6: Utilization Certificates formats for PLIs**

**FORM 1**

**Format of Utilization Certificate.**

**FORMAT FOR CLAIMING SUBSIDY UNDER RAJIV RINN YOJANA (RRY) OF THE MINISTRY OF HOUSING & URBAN POVERTY ALLEVIATION, GOVERNMENT OF INDIA.**

*(To be furnished by Primary Lending Institutions i.e. Banks / Financial Institutions and submitted to the Nodal Agency ( NHB/ HUDCO)*

It is certified that the \_\_\_\_\_ Bank / Financial Institution has (Name of the PLI) sanctioned and disbursed housing loans aggregating to Rs. \_\_\_\_\_/- to (Amount of the loan) \_\_\_\_\_ beneficiaries for the quarter ending \_\_\_\_\_. The details of the loan accounts are furnished in the Form I & Form II.

An amount of Rs. \_\_\_\_\_ has been incurred by the PLI towards the passage of the interest subsidy to the housing loan accounts of aforesaid beneficiaries and is requested to be released to the PLI.

It is certified that

- 1) The loans have been sanctioned and disbursed in accordance with the extant guidelines for RRY by Ministry of Housing & Urban Poverty Alleviation Government of India.
- 2) We further declare that there has been no negligence on the part of the PLI or any of its officers in the sanctioning, pre/post sanctioning process of the above referred loan accounts and the same has been sanctioned as per our institution's laid down policy/guidelines.
- 3) There is no duplicate claim of the subsidy for any of the aforesaid loan accounts.
- 4) The Official claiming the subsidy has the authority to do so.

**(Authorized Signatory)**

(Name and Designation)

**Date:**  
**Place**

**FORM I: MASTER DATA FROM THE PLIs**

Name of the PLI *		PLI Code*		Category of the PLI(Bank/HFC/others)*			Name & address of the Lending Branch *						
Name of the Borrower *		Income Category *		Age in years	Gender (M/F)	Borrower Cat (SC/ST/OBC /MINORITY/PERSON WITH DISBAILITY/GEN/OTH)*	Aadhar Card No of the Borrower	Borrower Address*	SLNA Name and address *				
		EWS	LIG										
Property Type*		Carpet area of the Property (in SqMts) *			Plot area ( in SqMts)(in case of property type being House)*		Ownership Mode(Only in case of extension)		Type of property		Complete postal address of the Property *		
Flat	House						Self Owned	Inherited	Freehold	Leasehold	Add	City	State
Loan amount*	tenure ( months)*	ROI (%)*	Fixed/Floating*	loan a/c no*	Purpose of loan*			Moratorium period If any*	Repayment Start date *	EMI Without subsidy(Rs)*	EMI with subsidy(Rs)*	Reset Clause	
					Purchase	Cons	Extn						
Source of the application: Dir/ULS/NGO/CBO, Developers *					Whether the loan is covered under CRGFSLIH: Yes/No *								

**FORM II: TRANSACTION DATA FROM THE PLIs**

S N O	UI D*	Loan amo unt disbu rsed duri ng the perio d*	Date of disburs ement*	Outsta nding Loan amoun t*	Repay ment due date*	Repayment received*		Method of calculation of Interest*		Cha nge in ROI, if any	EMI withou t subsid y(Rs)*	EMI with subsid y(Rs)*	Subsid y claime d(Rs)*
						Fr om C N A	Net For Borr ower	Calcu lated Daily	Calcu lated Mont hly				

\*represents the mandatory fields

**Annexure7: Utilization Certificates formats for CNAs**

**FORM 2**

**Format of Utilization Certificate for CNAs**

**FORMAT FOR CLAIMING SUBSIDY UNDER RAJIV RINN YOJANA (RRY) OF THE MINISTRY OF HOUSING & URBAN POVERTY ALLEVIATION, GOVERNMENT OF INDIA.**

*(To be furnished by Central Nodal Agencies (NHB/HUDCO to the MoHUPA)*

**Summary**

<b>S.No.</b>	<b>Particulars</b>	<b>In Rs. Cr.</b>
1	Total cumulative advance subsidy received for MoHUPA	
2	Subsidy amount released to PLIs thus far	
3	Balance of advance subsidy available with CNA (including interest earned on advance subsidy)	
4	Subsidy claims under process	
5	Nett Balance with CNA	

**State wise releases**

<b>State</b>	<b>Financial Year (YYYY-YY)</b>	
	<b>No. of Beneficiaries</b>	<b>Amount of Subsidy released</b>
<b>Total</b>		

**PLI wise releases**

<b>PLI</b>	<b>Financial Year (YYYY-YY)</b>	
	<b>No. of Beneficiaries</b>	<b>Amount of Subsidy released to the PLIs</b>
<b>Total</b>		

It is certified that

- 1) The loans have been sanctioned and disbursed in accordance with the extant guidelines for RRY by Ministry of Housing & Urban Poverty Alleviation Government of India.
- 2) We further declare that there has been no negligence on the part of the CNA or any of its officers in the verifying the claims and sanctioning the amounts to PLIs of the above referred loan accounts and the same has been sanctioned as per our institution's laid down policy/guidelines.
- 3) There is no duplicate claim of the subsidy for any of the aforesaid loan accounts.
- 4) The Official claiming the subsidy has the authority to do so.

**(Authorized Signatory)**

(Name and Designation)

**Date:**

**Place**

**Annexure 8: Steering committee as notified by MoHUPA**

1.	Secretary, Ministry of Housing and Urban Poverty Alleviation	Chairperson
2.	Deputy Governor, Reserve Bank of India (RBI)	Member
3.	Joint Secretary (Housing), Ministry of Housing and Urban Poverty Alleviation	Member
4.	Joint Secretary, Deptt. Of Financial Services (i/c of Banking Division) Ministry of Finance	Member
5.	Principal Secretary (Housing) Govt. of Maharashtra	Member
6.	Principal Secretary (Housing and Urban Development), Govt. of Rajasthan	Member
7.	Principal Secretary (MA), Govt. of Andhra Pradesh	Member
8.	CMD, National Housing Bank (NHB)	Member
9.	CMD, Housing & Urban Development Corporation Ltd. (HUDCO)	Member
10.	Shri. Ramesh Ramanathan, co-founder, Janagraha, Bangalore	Member
11.	Ms. Renana Jhabwala, Chairperson, SEWA Bank	Member
12.	Director (Housing), Ministry of Housing and Urban Poverty Alleviation	Convenor