



ऑयल एण्ड नेचुरल गैस कॉरपोरेशन लिमिटेड
Oil and Natural Gas Corporation Limited
वेस्टर्न ऑफशोर यूनिट
Western Offshore Unit

Industrial Relations Section
NBP Green Heights
4th Floor, Quadrant No. 1
Bandra Kurla Complex
Bandra (East), Mumbai - 400051

No. WOU/IR/10(1)/2011-21/

Date: 16.02.2021

To
The General Secretary,
ONGC (WOU) Karmachari Sanghatana,
NBP Green Heights,
1st Floor, Quadrant No. 1
Bandra Kurla Complex
Bandra (East),
Mumbai - 400051

Sir,

This is with reference to your letter no. ONGC/KS/51/2021 dated 04.01.2021 addressed to GGM - HRO requesting for discontinuing inspection procedure adopted by Civil Section in grant of House Building Advances.

The matter has been examined in consultation with Loans & Advances (L&A) Section and also the practices in vogue in other work centres of ONGC have also been ascertained by L&A Section. Keeping in view of the practices in vogue in other work-centres, it has been decided to discontinue the process of site inspection, subject to following conditions:

1. Additional Documents, Photographs, Self-Certification by HBA applicant, etc should be obtained from the Applicant by L&A Section and forward to Civil Section, in order to fulfil the requirements for issuance of clearance by Civil Section.
2. However, site inspection shall be carried out by Civil Section only in exceptional cases wherever required.

This has the approval of competent authority.

Yours faithfully,

M. Ganeshan

General Manager (HR) - Incharge IR