



Head Office
Retail Banking Deptt.
10, BTM Sarani, 1st Floor
Kolkata – 700001

UCO BANK
(A Govt. of India Undertaking)
HONOURS YOUR TRUST

Circular No.
CHO/RBD/69/2023-24
Dated: 21/02/2024

To All Branches/Offices in India:

Sub:	Launch of new product - UCO SURYODAYA LOAN SCHEME
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Rising awareness on global warming and resultant shift towards renewable energy sources underscores the pressing need for accessible and cost-effective Solar Power solutions. In alignment with this global initiative, our Prime Minister has announced the launch of the "PM – Surya Ghar: Muft Bijli Yojana," with a target of installing rooftop solar plants on 1 crore houses. This visionary scheme aims to provide electricity to low and middle-income individuals through Rooftop Solar plant installations.

In alignment with the Government guidelines and with an aim to support noble cause of creating sustainable, clean and green future, Department had placed a note before CRMC on "**UCO Suryodaya Loan Scheme**" and the Competent Authority has approved the same in its meeting dated 17.02.2024. Subsequently, Department had placed a note to Asset & Liability Committee for approval of ROI and the same was approved by the Committee on 19.02.2024.

Approved scheme guidelines are enclosed herewith as **Annexure – I**.

Branches/Offices are advised to take full advantage of scheme and mobilise substantial business under the Scheme.


(Rajesh Nagar)
General Manager
Retail Banking Department



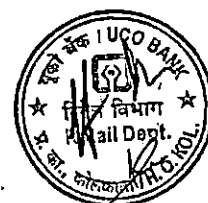
Encl: **Annexure I** – Scheme Guidelines on UCO Suryodaya Loan Scheme.
Annexure II – UCO Suryodaya loan Application form.
Annexure III – Process Note of UCO Suryodaya Loan Scheme.

MASTER GUIDELINES ON UCO SURYODAYA LOAN SCHEME

Annexure-I

Annexure 1

S. No.	Particulars	Guidelines						
1	Target Group	All individuals having residential property (singly/jointly), having home loan with our Bank/any other Bank or without home loan from any bank, are eligible under UCO Suryodaya Loan Scheme.						
2	Purpose	For Setting up of Grid connected RTS (Roof Top Solar) plants for residential purpose only a) Up to 3 KW b) Above 3KW						
3	Age	i) Minimum age of the Applicant/Co-Applicant – 21 Years ii) Maximum age up to 75 years including repayment period						
4	Type of Facility	Term Loan						
5	Maximum Quantum of Finance	a) Up to 3 KW : Maximum 2 Lakh b) Above 3KW: Maximum 6 Lakh						
6	Margin	Loan with Capital Subsidy from Government <table><tr><th>Capacity</th><th>Minimum Margin</th></tr><tr><td>Up to 3 KW</td><td>10% of the Project Cost</td></tr><tr><td>Above 3 KW</td><td>20% of the Project Cost</td></tr></table> <i>Subsidy will not be treated as margin.</i>	Capacity	Minimum Margin	Up to 3 KW	10% of the Project Cost	Above 3 KW	20% of the Project Cost
Capacity	Minimum Margin							
Up to 3 KW	10% of the Project Cost							
Above 3 KW	20% of the Project Cost							
7	Repayment Capacity Criteria	<table><tr><th>Capacity</th><th>Income Criteria</th></tr><tr><td>Up to 3 KW</td><td>Not Required</td></tr><tr><td>Above 3 KW</td><td>Min. Net Income of Rs. 3.00 lakh</td></tr></table>	Capacity	Income Criteria	Up to 3 KW	Not Required	Above 3 KW	Min. Net Income of Rs. 3.00 lakh
Capacity	Income Criteria							
Up to 3 KW	Not Required							
Above 3 KW	Min. Net Income of Rs. 3.00 lakh							
8	Repayment Period	Maximum Repayment - 10 years including Maximum Moratorium Period of 6 months.						
9	Sanctioning Authority	a) Up to 3 KW: Branch Head Loan may be sanctioned by Branch Head even in cases where existing credit facilities have been sanctioned by a Higher Authority. b) Above 3KW: RLH Head/ZLCC Sanctioning Authority for Loan to Staff Members will be as per extant guidelines.						
10	Security	Primary: Hypothecation of assets created out of bank finance. Collateral: Nil						
11	Guarantee	Not mandatory						



12	Rate of Interest (Floating)	a) Capacity up to 3 KW : UCO Float Rate – 2.30% (Strategic Discount) i.e. 7.00% at present b) Capacity above 3 KW: i) For Individuals having home loan with our Bank: Applicable card rate for fresh home loan. ii) For Individuals not having home loan with our Bank: 1.00% over and above the applicable card rate for fresh home loan.
13	Penal Charges	Penal charges will be 2% + GST on the amount of default from the date of default till payment or realization.
14	Pre-payment Charges	No pre-payment charges
15	CIR pulling Charges	Rs 150 + GST per report. (Refer: Circular No. CHO/RM/33/2023-24 dated 29.11.2023 for detailed guidelines. Subject to revision from time to time)
16	Processing Charges	NIL
17	Documentation Charges	NIL
18	Documentation	a) A-109 – Term Loan Agreement b) A-9C – Composite Deed for Hypothecation c) A-21/21A – Letter of Guarantee (If applicable) d) NACH Mandate/Auto Recovery mandate
19	Disbursement	Disbursement (Loan Amount + Borrower's Margin) to be made directly to the Vendor/EPC Contractor after submission of all the required feasibility reports as mandated by MNRE. Margin to be deposited upfront or at the time of disbursement.
20	Credit Score Requirement	a) A minimum CIBIL Score of 650 is required. b) Individuals with no Credit History (score of 0 or -1) or Credit History not in the range of 300-900 are eligible
21	Important Provisions	General Guidelines a) The owner(s) of the residential property will be the primary applicant(s) for the loan. b) Statement of saving account to be fetched through Account Aggregator framework where Home Loan is not availed from our Bank. c) PSVR 1 is to be carried out as per extant guidelines. PSVR 1 is not required if borrower is our existing loan customer with satisfactory track record of minimum one year repayment. PSVR 4 is not required.



		d) PSVR 2 to be carried out for borrower where Home Loan is not availed from our Bank. e) Branches should arrange for physical inspection of the created asset and related documents immediately after installation. Records for such verification should be preserved in the loan file.										
22	Subsidy	To be Claimed by Borrower. Information regarding Central Financial Assistance (CFA) to residential sector is available in National Portal for Rooftop Solar - https://pmsuryaghar.gov.in Amount of subsidy available at present, for various categories, is as follows: <table><tr><th colspan="2">Subsidy Structure for Individuals</th></tr><tr><th>Capacity</th><th>Subsidy Support</th></tr><tr><td>1 KW</td><td>Rs. 30000</td></tr><tr><td>2 KW</td><td>Rs. 60000</td></tr><tr><td>3 KW & Above</td><td>Rs. 78000</td></tr></table> Other Conditions 1. Loan Account Number to be provided for credit of subsidy in loan account. 2. Subsidy received from State/Central Govt. is to be credited to loan account. EMI will be revised once subsidy is credited. 3. Extant guidelines of Central/State Govt. subsidy scheme are to be complied with.	Subsidy Structure for Individuals		Capacity	Subsidy Support	1 KW	Rs. 30000	2 KW	Rs. 60000	3 KW & Above	Rs. 78000
Subsidy Structure for Individuals												
Capacity	Subsidy Support											
1 KW	Rs. 30000											
2 KW	Rs. 60000											
3 KW & Above	Rs. 78000											
23	Scheme Code	Scheme Codes will be circulated in due course										
24	Lead Generation	All applications must originate exclusively through Jan Samarth Portal.										





UCO Bank

Annexure-II

To
The Manager
UCO Bank
.....Branch

Passport size
Photograph
Applicant

Passport size
Photograph
Co-Applicant

Sir / Madam,

Sub: - Application for Term Loan under UCO Suryodaya Loan Scheme

I / We apply for sanction of a term loan limit of Rs in favour of me/ us under UCO Suryodaya Loan Scheme and furnish below the necessary information & relevant particulars:-

	<u>Applicant</u>			<u>Co-Applicant</u>		
	First Name	Middle Name	Surname	First Name	Middle Name	Surname
Name (In Block letter)						
Father's Name						
Husband's Name						
Date of Birth (dd/mm/yyyy)		Age (years)		Date of Birth (dd/mm/yyyy)		Age (years)
Gender (✓)	Male/Female			Male/Female		
Marital Status (✓)	Married/ Bachelor/Widow/Widower/ Divorced			Married/ Bachelor/Widow/Widower/ Divorced		
Category (✓)	Gen/SC/ST/OBC			Gen/SC/ST/OBC		

<u>CURRENT ADDRESS</u>							
<u>Applicant</u>				<u>Co-Applicant</u>			
Address (Holding/ Premises no. Flat/floor no. Street Ward no. etc.)							
Municipality /Corporation / Panchayat		Village/Town		Municipality /Corporation / Panchayat		Village /Town	
City		Post- Office		City		Post- Office	
District		State		District		State	
Pin Code		E mail		Pin Code		E mail	
Phone		Mobile		Phone		Mobile	
No. of years in Current Address							





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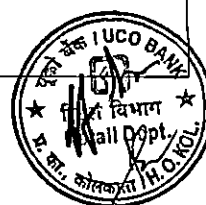
PERMANENT ADDRESS							
Applicant				Co-Applicant			
Address (Holding/ Premises no. Flat/floor no. Street Ward no. etc.)							
Municipality /Corporation / Panchayat		Village/Town		Municipality /Corporation / Panchayat		Village /Town	
City		Post- Office		City		Post- Office	
District		State		District		State	
Pin Code		Phone		Pin Code		Phone	

RELATIONSHIP WITH ANY MEMBER OF UCO BANK STAFF							
Applicant				Co-Applicant			
Relationship with any Member of UCO Bank Staff (✓)	Yes / No	If yes, Nature of relationship		Relationship with any Member of UCO Bank Staff (✓)	Yes / No	If yes, Nature of relations hip	
Name of the UCO Bank Staff		PFM No.		Name of the UCO Bank Staff		PFM No.	
Category of the UCO Bank Staff (✓)	Officer/Clerk / Sub-staff	Present Place of Posting		Category of the UCO Bank Staff (✓)	Officer/Clerk /Sub-staff	Present Place of Posting	

EDUCATIONAL QUALIFICATION							
Applicant				Co-Applicant			
Academic Qualification		Professional Qualification		Academic Qualification		Professional Qualification	

FAMILY MEMBERS							
Applicant				Co-Applicant			
Minors (No.)		Adults (No.)		Minors (No.)		Adults (No.)	
No. of Family Members		No. of Dependents		No. of Family Members		No. of Dependents	

OTHER INFORMATION							
Applicant				Co-Applicant			
Pan Card/ GIR no.		Ration Card no.		Pan Card/ GIR no.		Ration Card no.	
Voter Id Card no.		Passport no.		Voter Id Card no.		Passport no.	
Driving License no.		Office Identity Card no		Driving License no.		Office Identity Card no	
Relationship between the Applicant & Co-applicant							





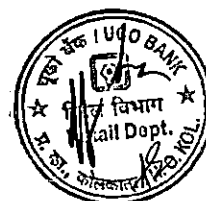
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OTHER INFORMATION	Applicant	Co-Applicant
Age of Banking Relationship with UCO Bank	New Customer /(Months) / (Years)	New Customer /(Months) / (Years)
Whether you are guarantor of someone else? (✓)	Yes / No	Yes / No
SB/Current a/c no. with UCO BANK (CBS Branch)		

OCCUPATION PARTICULARS:-							
Applicant				Co-Applicant			
Occupation (✓)	Service/Business/Professional/Self-employed/Agriculture/Retired/House wife/Student/Others			Service/Business/Professional/Self-employed/Agriculture/Retired/House wife/Student/Others			
Designation		Department		Designation		Department	
No. of years in Present Occupation		Emp / PF No.		No. of years in Present Occupation		Emp / PF No.	
Date of Retirement (As per Employer's certificate)		Retirement Age		Date of Retirement (As per Emp. certificate)		Retirement Age	
Name of the Employer / Business Organization							
Address of the Employer / Business Organization							
Village/Town/City		Post-Office		Village/Town/City		Post-Office	
District		State		District		State	
Pin		Phone		Pin		Phone	
Fax		E mail		Fax		E mail	
Nature of Employment (✓)	Transferable / Non- Transferable			Transferable / Non- Transferable			
No. of years in the present occupation							

INCOME PARTICULARS:-							
Applicant				Co-Applicant			
Monthly Income from Occupation (A)	Rs.....			Rs..... (A)			
Other Regular Income per month (B)	Rs.....	Source		Other Regular Income per month (B)	Rs.....	Source	
Total Monthly Income (C=A+B)	Rs.....			Rs..... (C=A+B)			
Monthly Deductions / Expenses (D)	Rs.....			Rs..... (D)			
Net Income (E=C-D)	Rs.....			Rs..... (E=C-D)			
Monthly Repayment (EMI) of any outstanding loan/s	Rs.....			Rs.....			

Application form - UCO Suryodaya Loan Scheme





UCO Bank

LOAN PARTICULARS					
PURPOSE OF LOAN					
Purpose			Purchase & Installation of Roof Top Solar Plant		
REQUIREMENT & SOURCE OF FUND					
	Estimate of Fund Requirement	Amount in Rupees		Estimate of Source to Meet Requirement of Funds	Amount in Rupees
1.	Estimated Cost Of Rooftop Solar Plant		a)	Own Contribution	
2.	Estimated Installation Cost Of Rooftop Solar Plant		b)	Loan Applied From UCO Bank	
3.	Insurance Charges (one time)				
A	Total Project Cost		B	Total Amount	
OTHER INFORMATION					
1.	Proposed Repayment Period (Months)				
2.	Proposed Moratorium Period within the above Repayment Period (Months)				
3.	Rate of Interest Opted		Fixed/Floating		
4.	Proposed Equated Monthly Instalment (EMI) for Term Loan		Rs.....		
5.	Proposed Mode of Repayment for Term Loan		Auto Recovery/NACH		
6.	Amount of Instalment the applicant/co-applicant can pay				

PROPOSED SITE FOR INSTALLATION OF ROOFTOP SOLAR PLANT			
Name of the present owner/s of the property			
Description of the property			
Location of the property (✓)		Metro/Urban/Semi-Urban	
Marketability (✓)		Very Good/ Good/ Fair/ Poor	
Area of the Land			
Built up area of the Building, if any (sq.ft.)		Age of the Building	 years
POSTAL ADDRESS OF THE PROPERTY (Holding/ Premises no./Flat/ floor no. Street, Ward no. etc.)			
Village/Town		City	
Municipality /Corporation / Panchayat		Post- Office	
Police Station		District	
State		Pin Code	





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DECLARATION

I/We declare that all particulars and information given in the application form are true, correct and complete and that they shall form the basis of loan under UCO Suryodaya Loan Scheme to be availed from UCO Bank.

I/We confirm that we have had no insolvency proceedings against me/us nor have I/we ever been adjudicated /insolvent.

I/we also agree to UCO Bank making enquiries in respect of the loan application made by me/us. I/We further agree that my/our loan if sanctioned shall be governed by the rules of UCO Bank which may be in force from time to time.

(Applicant's Signature)

(Co-Applicant's Signature)

Date:-

Date:-

Place:-

Place:-





UCO Bank

LIST OF DOCUMENTS TO BE SUBMITTED BY THE APPLICANT

{A} <u>Statement of means of Applicant/s & Guarantor/s</u>
{B} <u>Two passport size photographs of Applicant/s</u>
{C} <u>Proof of Identity/Age</u>
1. Ration Card 2. Voter's Identity Card 3. PAN Card 4. Pass Port 5. Driving Licence 6. Office Identity Card (Any one document of the above documents (1-5) is compulsory)
7. Bank's Pass Book/ Statement of accounts for last six month ** Submission of Bank's Pass Book / Statement of accounts (of both for Applicant/s and Guarantor/s) for last six month is COMPULSORY.
{D} <u>Proof of Employment/Income</u>
1. Employment Verification Certificate (Format enclosed) 2. Salary Slip for the last three months 3. Form 16 issued by the office 4. Income Tax Return/Assessment Order.
{E} <u>Proof of undertaking the business</u> (For Non-Salaried Class people)
a) Trade license b) Statement of accounts (CA/CC) c) Financial statements
{F} Quotation of Rooftop Solar Plant from approved vendor {G} Feasibility Report/ Commissioning Certificate {H} Proof of Property ownership
{I} Additional documents, if any, as per the terms & conditions of UCO Suryodaya loan scheme as well as norms & guidelines of the Bank.





Annexure-III

UCO Suryodaya Loan Scheme
Process Note

Application ID	
Date of Application	

(A) GENERAL INFORMATION:

	Particulars	Applicant	Co-Applicant
a.	Name		
b.	Age		
c.	Occupation		
d.	Whether existing borrower	Yes/No.	
e.	If yes, detail of existing credit facilities	Facility Type- a/c no.- O/s as on date-	Facility Type- a/c no.- O/s as on date-
f.	Designation (Business / employment)		
g.	Address		
h.	Phone No./Mobile No./E-mail		
i.	Net Means	Rs.	Rs.
j.	CIBIL Score		

(B) GUARANTOR DETAILS (IF APPLICABLE):

a.	Name	
b.	Age	
c.	Occupation	
d.	Position held (Business / employment)	
e.	Address	
f.	Phone No./Mobile No./E-mail	
g.	Total Monthly Income	
h.	Net Means	Rs.
i.	CIBIL Score	

(C) DETAILS OF APPROVED QUOTATION:

a.	Name of the vendor	
b.	Quotation no. & date	
c.	Installed Capacity (KW)	
d.	Feasibility report details	

(D) INSPECTION:

Inspection Report	Date of Inspection	Name of Inspecting Official	Designation	PFM No.	Adverse features, if any	Whether the property has been fully occupied by the applicant	If no, Mention the detailed position
PSVR-I							
PSVR-II							



(E) PARTICULARS OF THE PROPERTY WHERE ROOFTOP SOLAR PLANT IS TO BE INSTALLED:

Property owned by	
Address	
Whether free from encumbrance	Yes/No
If No, specify details	

(F) LOAN PARTICULARS:

a.	Location/Centre (of the property)	Metro/Urban/Semi-Urban/Rural
b.	Purpose of Loan	Installation of Rooftop Solar Plant
c.	Nature of Facility	Term Loan
d.	Amount of loan applied for	Rs.....
e.	Proposed Repayment Period for Term Loan	To be repayable in ____ EMIs post ____ months of moratorium from the date of disbursement.
f.	Rate of Interest at Monthly Rest-Floating/Fixed	@ ____% per annum (floating/ Fixed) with monthly rest and /or Rate of Interest is subject to change from time to time as per Bank's Guidelines.
g.	Moratorium, if any	months
h.	Proposed EMI.	
i.	Margin %	 %
j.	Mode of Repayment.	Auto recovery /ECS/NACH

(G) COMPUTATION OF LOAN AMOUNT:**Loan Entitlement Based On Project Cost:****(Amt. in Rs.)**

a.	Cost of Installation of Rooftop Solar Plant	Rs.....
b.	Add: Insurance Charges (one time)	Rs.....
c.	Total Project Cost (a+b)	Rs.....
d.	Less: Margin @ ____ %	Rs.....
e.	Eligible loan Amt. (c-d)	Rs.....

Loan Entitlement Based On Income:

Capacity	Upto 3 KW /Above 3 KW
Net Annual Income	
Eligible Loan Amount	
Limit recommended for Sanction (lower of- amt. requested/ amt. eligible as per project cost / amt. eligible as per income)	

(H) RECOMMENDATION:

a.	Name of the Asset Disbursing Branch & ID No.	
b.	Name of the Borrower/s	
c.	Residential Address	
d.	Purpose of Loan	Installation of Rooftop Solar Plant
e.	Nature of Facility	TL
f.	Limit	Rs.....
g.	Rate of Interest at Monthly Rests (Floating/Fixed)	@ ____ per annum (floating/fixed) with monthly rest and /or Rate of Interest is subject to change from time to time as per Bank's Guidelines.
h.	Repayment Period for Term Loan	To be repayable in ____ months



		commencing from ____ month/s after first date of disbursement.
i.	Equated Monthly Installment	
j.	Mode of Repayment	Auto Recovery/ECS/NACH
k.	Margin Offered (%)	Rs.
l.	Insurance	Rs.

(I) VIEWS OF THE APPRAISING OFFICER:

Name of the Appraising Officer	
PFM No. of the Appraising Officer	
Designation	
Comments of the Appraising Officer	
Whether the application satisfies all existing guidelines/terms & conditions of UCO Suryodaya Loan Scheme and the applicant is eligible for receiving loan under UCO Suryodaya Loan Scheme	
If NO, please state reasons	

(J) VIEW OF THE RECOMMENDING OFFICER:

Name of the Recommending Officer	
PFM No. of the Recommending Officer	
Designation	
Comments of the Recommending Officer	
Whether recommended for sanction or rejection by the Recommending Officer	
If NO, please state reasons	

(K) DECISION OF THE SANCTIONING OFFICER:

Name of the Sanctioning Officer	
PFM No. of the Sanctioning Officer	
Designation	
Comments of the Sanctioning Officer	
Decision of the Sanctioning Officer	
If NO, please state reasons special stipulations, if any	

Signature of
Appraising Officer
P.F. No.-
Date :

Signature of
Recommending Officer
P.F. No.-
Date :

Signature of
Sanctioning Authority
P.F. No.-
Date :

