

NOTIFICATION
FRONTIER EDUCATION FOUNDATION
RULES FOR FINANCIAL ASSISTANCE TO PRIVATE SECTOR
EDUCATIONAL INSTITUTIONS, 2008

LOAN RULES

Notification: FEF/17-XVII/BOD .In exercise of the powers conferred by section 17 of the Frontier Education Foundation Act , 1992, the Board of directors Frontier Education Foundation is pleased to make the following rules w.e.f. 14.03.2008, namely Frontier Education Foundation Rules for Financial Assistance to Private Sector Educational Institutions 2008.

PART-I GENERAL

1. Short Title and commencement :

- 1) **Title:** These Rules may be called the Frontier Education Foundation, financial assistance to private sector educational institutions rules, 2008.
- 2) **Commencement:** These rules shall come into force at once.
- 3) **Application:** a) The Foundation through its Board of Directors reverse the right to frame, repeal, amend or modify all or any of these rules as it may deem necessary and such amendments shall be binding on all concerned.
b) The Board of directors may decide any question related to rights and duties of the employees, which are not provided for in the service rules.

1. Definitions:

In these rules , unless the context otherwise require.

- (a) Act means the Frontier Education Foundation Act 1992.
- (b) District Education Foundation means a committee means a committee constitution under of the Act, hereinafter referred to as DEFAC.
- (c) Loan” means refundable sum of money advanced by the Frontier Education Foundation to any non-government organization or individuals under these rules.
- (d) Non-Government Organization’ means non-government organization or a Corporate body set up for object relating to social welfare including running of an educational institutions duly registered under the relevant rules, hereinafter refer to an NGO’.

Part II DISTRICT EDUCATION FOUNDATION

ADVISORY COMMITTEE

3. 1) There shall be constituted in each district a committee to be known as the District Education Foundation Advisory Committee of the DISTRICT Concerned, hereinafter referred to as DEFAC;.
2) DEFAC; shall consist of the following:
 - 1) District Coordination Officer of the District concerned. **Chairperson**
 - 2) Executive District Officer (Educational) of the district concerned. **Member**
/Secretary
 - 3) Nominee of the Chairman, preferably a prominent educationist. **Member.**
 - 4) A District based representative of Director Educational Colleges, NWFP.

- 5) A representative of the private education sector to be nominated by District Nazim.
- 6) District revenue officer (concerned) **Member**
- 7) EDO works and Services (concerned) **Member**
- 8) Representative of Foundation **Member.**

3) Foundation of the District Education Foundation Advisory Committee shall be as under:

- 1. To inspect and monitor the project for ascertaining proper utilization of funds and submit a report in respect thereof to the FEF recommending release or withholding of financial assistance.
- 2. To verify any complaint made by the Managing Director regarding misuse of funds or default on part of the loanee.
- 3. On receipt of application DEFAC shall cause to inspect the location of the proposed institution in order to ensure viability of the proposed project and its genuineness and credibility including implementation capacity of the applicant and forward a report, recommending the proposal or otherwise to the Managing Director, who shall place the same before the Board.
- 4. The Chairman of DEFAC shall be designated as 'District Education Foundation Officer' hereinafter referred to as DEFO'.

PART –III CONDITIONS FOR PROVISIONS OF LOAN AND LEASE OF LAND

- (1) The Foundation may provide assistance in the shape of loan for the purpose of encouraging individuals and non-government organizations for establishing and cooperation of Educational Institutions on an agreed pattern basis in the province.
- (2) The assistance shall be provided to individuals and NGOs for all or any of the purposes mentioned in section 13 of the Act.
- (3) In order to qualify for assistance, educational Institutions being run by individual or NGOs shall have to be registered under the KP Province (Registration of private educational institutions) rules, and shall abide by the provisions of any law for the time being in force, these rules and the instructions by the Board from time to time.
- (4) The Institutions shall be recognized by or affiliated or registered with the Directorate of Education having jurisdiction to the institution, or Board of Intermediate and Secondary Education, Board of Technical Education or the University, as the case may be.
- (5) The individuals or the NGOs shall provide bank guarantee or shall mortgage adequate property in favour of the Foundation under the relevant procedure.
- (6) The applicant shall have to submit a project proposal on the prescribed application form alongwith a rough cost estimate of the construction component duly authenticated by a technical expert.
- (7) The individuals or the NGOs shall maintain accounts of income in respect of their institutions and while applying for loan and shall submit proof of the income and expenditures duly audited by chartered Accountant.
- (8) (i) The Foundation may ordinarily sanction loan for different categories of institutions not exceeding Rs. 10 Million.

- (ii) The Foundation may relax in special cases the maximum ceiling as specified above for areas where the cost of land/construction/services may be high e.g. in the urban areas etc.
- (9) The premises of the institution shall be hygienic, and consist of well ventilated suitable classrooms laboratories, workshops (if required for the instructional program) and shall have suitable accommodation for students, offices, etc.
- (10) The institution shall have adequate and suitable furniture and equipments.
- (11) The staff engaged in the institution shall be properly qualified as per standard laid down by Government.
- (12) The administration, Discipline and academic tone of the institution are satisfactory; the instruction imparted is upto the standard as judged from the methods of teaching and results and is also in accordance with the prescribed curricula.
- (13) The institution shall provide reasonable facilities for extracurricular and recreational activities to the students.
- (14) Plot or land shall ordinarily be 12 Kanals for setting up the educational institution, however in congested urban area where land is not available minimum three kanals is required for establishment of educational institutions.
- (15) The fees and funds levied and concessions allowed are reasonable.
- (16) The institutions shall keep the following record and register:-
 - a. Admission and Withdrawal Register
 - b. Attendance Register for Students and Teachers
 - c. Cash Book
 - d. Acquaintance Role
 - e. Log Book
 - f. Stock Register
 - g. Examination Register
 - h. Statistical Register
 - i. Correspondence Register
 - j. Personal Files of Staff
 - k. Annual Schools Census Report

4. (1) Loan Shall be allowed to individuals and NGOs to meet partially the Expenditures incurred on:

- a) Construction or extension of building
- b) Purpose of Land for setting up the educational institution.
- c) Purchase of equipment, machinery, furniture, books, laboratory materials and other educational materials.
- d) Any other project assigned or taken up by an individual and NGO for the fulfillment of any of the functions of the Foundation as enumerated in sub –clauses(e) to (g) of Section 13 of the Act.

(2) Loan may also be advanced in kind for all or any of the purposes mentioned in sub rule(1).

(3) The Foundation after satisfying itself will sanction loan on the recommendation of DEFAC.

5. (1) The loan for the construction of building will be released in three equal Installments as under:-

- a) 1st Installment on completion of plinth level.
- b) 2nd installment on completion of building upto roof level.
- c) 3rd installment on completion of the roof.

(2) Loan for other specified purposes may be released in lump sum.

6. The loan shall be utilized for the purpose for which it is sanctioned and, in case, any individual or NGO is found utilizing the amount of loan for a purpose other than the purpose for which it was sanctioned, the unset amount of loan shall be withdrawn, further advances shall be stopped and the amount of loan already utilized shall be recovered in the manner provided for in the agreement, if any, executed under section 14.1 or as arrears of land revenue section 14.3 of the ACT, as the case may be.