




This module is an online application process of managing Housing Loan in SSM, subject to employee’s eligibility and Treasury Department’s final approval.

Below are the quick guide for Dept Endorser to Endorse / Reject HL Application:

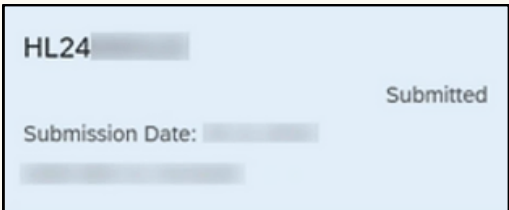
## Maintain Housing Loan Application

- 1


In Fiori (ESS), click on **Department Application Endorsement** tile


- 2

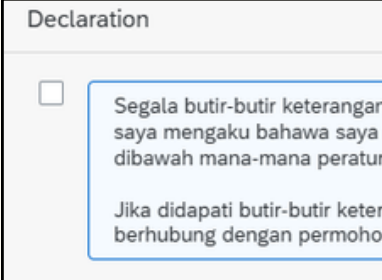
Click on **Submitted** Application


- 3


**Review** all 4 tabs


- 4

Tick **Declaration** Checkbox


- 5

Click **Endorse / Reject**



Please refer to the **User Guide** for a step-by-step guide. **Housing Loan User Guide** is available on **SSM Info Website**:  
[www.jpa.gov.bn/SSM](http://www.jpa.gov.bn/SSM)