

EX-2508

**OFFICE OF THE DIRECTOR (MUNICIPAL HOUSING)
5TH FLOOR, ROOM NO. 5008.
NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA : NEW DELHI**

No. SAA(G)/DD(MH)/2011/D-2066/P

Dated: 19.12.2011

CIRCULAR

Applications on prescribed forms are invited for formation of seniority list for allotment of Type-I to Type-V municipal quarters without choice or locality/floor etc. from the municipal employees who have completed 10 years of regular service upto **30.11.2011** including officials/officers on deputation with NDMC who are interested in the allotment of municipal residence and are drawing Grade pay as mentioned below as on **01.12.2011**.

Type of Residence	Grade Pay (Vlth pay Commission)	Grade Pay (DTL Scales) Old S S Scale
I.	Rs. 1,300, Rs. 1400, Rs. 1,600, Rs. 1,650 and Rs. 1,800	Upto Rs. 2,200/-p.m.
II.	Rs. 1,900, Rs. 2000, Rs. 2400 and Rs. 2,800	Rs. 2,400/- to Rs. 3,500/- p.m.
III.	Rs. 4,200, Rs. 4,600 and Rs. 4,800	Rs. 3,600/- to Rs. 5,000/- p.m.
IV.	Rs. 5,400 to Rs. 6,600	Rs.5,400/- to Rs. 7,000/- p.m.
V.	Rs. 7600 to Rs. 8900	Rs. 7,600/- to Rs. 8,900/- p.m.

Prescribed application forms will be available from the reception of Palika Kendra, New Delhi and can be obtained on all working days between 3.00 P.M. to 5.00 P.M. w.e.f **19.12.2011 to 13.01.2012** as well as download form from NDMC website www.ndmc.gov.in. The application form duly filled in by the applicant should reach the Municipal Housing Section 5th Floor Palika Kendra latest by 20.01.2012. This date may be strictly adhered to. Applications reaching the Municipal Housing Section after the said date will not be entertained/considered. It will be the responsibility of the applicant concerned to see that his/her application duly verified by the Establishment Branch reaches the Municipal Housing Section on or Before **20.01.2012** positively.

Such employees, whose names exist in the current Seniority List for allotment of Municipal residence, should also apply afresh on the prescribed form if they are interested in the allotment of the municipal residence, but the condition of 10 years regular service should be adhered to. If they fail to do so, it will be presumed that they are no longer interested in the allotment of municipal quarters and their names will not be considered.

The allotment of municipal residence will be made on license basis and license fee will be recovered as per the fee prescribed by Director of Estate, Govt. of India and adopted by the Council. Other terms and conditions will be the same as contained in the allotment of NDMC residential rules as are in force from time to time. The officers/officials who are presently in the occupation of below category quarters and are interested in the allotment of higher category according to their entitlement, may also apply on the prescribed forms without any choice for floor/locality etc. otherwise they will not be considered for allotment of higher category quarters, till seniority list so prepared remains valid.

[Signature]
Jt. Director (Municipal Housing)

~~DIR (TT)~~
DD (TT)

[Signature]

[Signature]
21/12

[Signature]

on leave

Mr. Bhawani

R-2103/Dir(TT)
19/12/11

R-2891/DD(TT)
21/12/11

Copy to the following for information and giving wide publicity amongst the staff under them:-

1. F.A.
2. Chief Engr. (Civil)—I
3. Chief Engr. (Civil)—II
4. Chief Engr. (Elect)—I
5. Chief Engr. (Elect)—II
6. Chief Architect
7. MOH
8. Dir. (Commercial)
9. Dir. (Tax)
10. Dir. (Hort.)
11. Dir. (Edn.)
12. Dir. (P)
13. Dir. (Welfare)
14. Dir. (MH)
15. Dir. (Accounts)
16. Dir. (Enf.)
- ✓ 17. Dir. (IT) - To upload
18. Dir. (Coordination)
19. Dir. (Vigilance)
20. L.A.
21. Chief Auditor
22. Dir. (Med. Service)
23. Dir. (General Administration)
24. Incharge Hindi Section
25. Chief Security Officer 1
26. P.S to Chairperson
27. P.S to Vice Chairperson
28. All members
29. P.S to Secretary
30. ICCRB
31. Notice Board of Palika Kendra
32. Notice Board of Bhagat Singh Place
33. Notice Board of Vidyut Bhawan
34. Notice Board of Mohan Singh Place
35. Notice Board of Pragati Bhawan
36. Navyug School Society
37. Chief Fire Officer

on N.D.M.C. web-site pl. (Circular of Application form)

DECLARATION

Certified that I have read the contents of Circular No. SAA (Q)/MH/D- /P/DD (MH) Dated as also all the rules/ regulations/ Instructions governing the allotment of quarters and declare that the allotment to be made to me or already made to me shall be on licence basis. Licence being revocable at the will of the Licensor without assigning any reasons and other terms and conditions will be the same as contained in the allotment of New Delhi Municipal Council Residential Rules enforced at present and or as may be enforced hereafter from time to time and instructions issued by the NDMC from time to time in this behalf. I will inform the Municipal Housing Deptt. as and when the place of duty is changed and inform the office address accordingly. Incomplete applications will not be considered and will be filed without any further correspondence.

Signature of the applicant

(Mob.) Tel.Ph. No.(If any)

(To be completed by the Applicant's Establishment Unit)

No.....

Date.....

The particulars given in the application have been verified from the service record of the concerned employee and are found correct. It is Certified that he holds a temporary / permanent post of in this department.

Forwarded to Director (Municipal Housing)

Signature of the verifying section officer with stamp

ELIGIBILITY GRADE PAY :

Type of Residence	Grade Pay (With pay Commission)	Grade Pay (DTL Scale) old S S Scale
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II	Rs. 1,900, Rs. 2000, Rs. 2400 and Rs. 2,800	Rs. 2,400 to Rs. 3,500
III	Rs. 4,200, Rs. 4,600 and Rs. 4,800	Rs. 3,600 to Rs. 5,000
IV	Rs. 5,400 to Rs. 6,600	Rs. 5,400 to Rs. 7,000
V	Rs. 7,600 to Rs. 8,900	Rs. 7,600 to Rs. 8,900

ACKNOWLEDGEMENT

Name of Applicant..... Emp.Code

Designation with Department.....

And I will inform the Municipal Housing Deptt. as and when the place of duty is changed and inform the office address accordingly.

Application received..... Signature with dated: