

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**DEPARTMENT OF TRAINING AND TECHNICAL EDUCATION**  
**MUNI MAYA RAM MARG, PITAMPURA, DELHI**  
**(Allotment Branch)**

No.F.24(11)/DTTE/Allot/2016/

Dated:

**M E M O R A N D U M**

It has been noticed that the Estate Managers, Principals of ITIs/ Polytechnics, Head of Offices and Branch Incharges are forwarding the requests of the allottees/ legal heirs of the deceased allottees, for further retention of Government Accommodation occupied by them, beyond the maximum retention period already allowed to them, and each time this office has to decline their request, as the provisions of the "Allotment of Government Residences Rules" do not allow further retention beyond the maximum retention period already allowed to them.

It is, therefore, requested that henceforth such applications received may not be forwarded to this office and declined at the institute/branch level itself. Further, the Estate Managers may take all the necessary steps to vacate the quarter on the expiry date of retention period positively in all such cases.

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**(JITENDER)**

**ADMINISTRATIVE OFFICER (ALLOTMENT)**

To

**All Branch Incharges, DTTE (HQ)**  
**Principal of all Polytechnics/ITIs**  
**Controller, Board of Technical Education**

No.F.24(11)/DTTE/Allot/2016/ **533-583**

Dated: **11/10/2017**

Copy for information to:

1. PS to Secretary (TTE)
2. PS to Director (TTE)
3. PA to Addl. Director (TTE)
4. Assistant Programmer, DTTE (HQ) with the request to upload the circular on the website of the Department.

**(JITENDER)**

**ADMINISTRATIVE OFFICER (ALLOTMENT)**