



No.F-DJB/AC(L&E)/Allot.(I/II/III)/2017/

1457

Dated: 05.01.2018

**CIRCULAR**

As per decision taken by the competent authority duly circulated vide no. 24577 to 24838 dated 02.03.2015, seniority list of applications received for allotment of quarters is prepared twice in a year i.e. applications received up to 15<sup>th</sup> March and 15<sup>th</sup> September in a particular year and quarters are allotted accordingly. After that seniority list is scrapped and fresh seniority list is prepared and operated.

In this regard, it is circulated that allotment of type-I to type-III quarters in respect of applications received up to 15.03.2017 has already been done vide this office order 311 dated 12.12.2017 and officer order no. 317 dated 13.12.2017 and accordingly, the seniority lists of type-I to type-III quarters up to 15.03.2017 have been scrapped.

A **PROVISIONAL SENIORITY LIST** in respect of applications for allotment of type-I to type-III quarters received w.e.f. 16.03.2017 to 15.09.2017 has been prepared and has been **DISPLAYED ON THE NOTICE BOARD OF AC(L&E) OFFICE AT ROOM NO. 309, 3<sup>RD</sup> FLOOR, VARUNALAYA COMPLEX, PHASE-II, KAROL BAGH, NEW DELHI.**

All applicants who have applied for allotment of type-I to type-III quarter w.e.f. 16.03.2017 to 15.09.2017, are requested to check their details mentioned in the provisional seniority list and objections/short-comings, if any, is found/noticed in the particulars, may be brought to the notice of undersigned {AC(L&E)} in writing along with documentary proof by 16.01.2018. Thereafter, the seniority list will be finalized and uploaded on the House Allotment Software for allotment to type-I to type-III quarters of this semester.

Applicants may check their seniority status on DJB website also.

It is also informed that quarters vacated w.e.f. 16.03.2017 to 15.09.2017 or earlier will only be considered for allotment.

All DDO's are requested to give wide publicity to this Circular so that any applicant/employee may not have any complaint about non information of this circular.

**N.B: From 16.09.2017 onwards, online system of allotment of quarters has already been implemented.**

(Alka Sharma)

Assistant Commissioner (L&E)

All DDO's/Controlling Officers.

Copy for kind information to:-

1. Member (A)/Member(F)/Member(WS)/Member(Dr.)/CVO.
2. All CE's/Dir. (A&P)/Dir. (L&E)/DOR/Dir. (F&A)/Secretary, DJB.
3. Dir. (S&DM)/Dir. (T&QC)/All SE's/Jt. Dir. (Admn.)HQ./All Jt. Dir. (R).
4. All AC's/All Dy. Dir. (Rev.)/All Dy. Dir. (F&A)/Secretary to CEO.
5. EE(EDP) with the request to upload this CIRCULAR on the DJB website under Head-'CIRCULARS'.

1704  
9/1/18  
A.E. Sharma

Sh. Sanjay Singh

Assistant Commissioner (L&E)