OFFICE OF THE ASSISTANT COMMISSIONER (L&E)
DELHI JAL BOARD: GOVT.OF N.C.T.OF DELHI
VARUNALAYA PHASE-II, KAROL BAGH, NEW DELHI
Ph. No. 011-23510241, E-mail:-acle309@gmail.com

Office order no. 303 **Dated: 28-11-2018**

The Competent Authority vide his Order Dated: 27-11-2018 has accorded approval for allotment of alternate quarters to the officials/ allotees of chandrawal (WW)-II colony due to demolition of colony under JICA Project as per details given below:-

Shifting of quarters due to demolition of Chandrawal WW-II Staff Colony under JICA Project

Sl. No.	Name/Desi./Qtr. No.	DDO	Emp. Code	Allotteed Quarter
1	Sh. Harinder Singh S/o Sh. Fateh Singh, Beldar, Qtr. No.-H-22/I, Chandrawal-II	CWA(W&S)-I	20007296	Qtr. No. 55/II, Chandrawal WW-I
2	Sh. Rakesh Kumar Sharma S/o Lt. Sh. Devi Charan, Beldar, Qtr. No. H-07/I, Chandrawal-II	EE(E&M)W&S-C/N	40009303	Qtr. No. MS-10/II, Wazirabad

TERMS & CONDITIONS

1. The allottee will convey his acceptance regarding the change allowed/quarter allotted to him/her to the office of Asstt. Commissioner (L&E) within 05 days of receipt of this office order, as per acceptance form enclosed.
2. Any representation for allowing more time for acceptance/occupation of above allotted quarter on any ground shall not be entertained.
3. As per rule SR 317-B-10, if an employee fails to accept the allotment within 05 days or take possession of the quarter after acceptance within 08 days of receipt of allotment of letter, his allotment shall be cancelled and he/she shall not be eligible for another allotment for a period of one year from the date of allotment letter. No further correspondence shall be made in this regard.
4. The electricity, water and gas charges etc. will be borne and paid by the allottee.
5. Subletting or un-authorized addition/alteration/misuse or raising any un-authorized construction on the vacant land surrounding the quarter are strictly prohibited and shall result in automatic cancellation of allotment. For period of subletting, penal rent decided by the authority will be charged.
6. Recovery of HRA will be made by the DDO under the provision of FR-45-A and other relevant rules.
7. An employee may apply for change of accommodation of the same type or of type to which he is entitled, whichever is lower. Change shall be allowed only once in respect of same type of quarter.

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8. The allottee is a regular Govt. Servant. In case the allottee has expired or is unauthorizedly absent, the quarter will not be handed over.
9. The allottee will surrender the quarter allotted to him/her on his/her retirement, as per rules.
10. While taking over the possession, the checking of inventory of the flat will be carried out and the allottee will sign it indicating fans furnishing in the flat. While handing over the vacant possession, if deficiencies are noted, the allottee will be liable to rectify the same or pay the damages.
11. Quarter will be handed over to the allottee on the basis of **"Possession Slip"** issued by the office of Assistant Commissioner (L&E) after accepting the terms & conditions, mentioned here.
12. The ownership of the quarter will vest exclusively with Delhi Jal Board. The allottee will not claim any ownership right for the above quarter.
13. In case of change of quarter, the allottee is directed to handover the vacant possession of the quarter in which he is residing at present on the very same day when he/she takes over the possession of changed quarter.
14. No charge of accommodation, including allotment of higher type of accommodation, shall be allowed during the period of six months preceding the date of superannuation.
15. In case of change of quarter the allottee will clear the electricity/Bio-Gas of the quarter already occupied by him and get the electricity connection disconnected from his name and submit the **No Dues Certificates** in the office of Assistant Commissioner (L&E) within 15 days. The J.E concerned will ensure that the electricity/Bio-Gas charges are cleared by allottee, he will hand over the possession of newly allotted quarter after getting the clearance certificate of electricity/Bio-Gas charges. **Also at the time of submitting acceptance for change of quarter, the allottee will submit the copies of last paid electricity/Bio-Gas bills.**
16. **Allottee is liable to abide all Govt. Accommodation Rules (subject to revision time to time) as issued by Directorate of Estate, GOI.**
17. **Allottee must submit photograph of his family members at the time of submission of acceptance.**
18. **Applicants who have been allotted quarter under reserved category (i.e. SC/ST and PwD) shall submit their certificate at the time of submission of acceptance.**

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(Vilas Rampal)
Assistant Commissioner (L&E)

No. DJB/AC(L&E)/Allot./2018/ 6917 **Dated: 28-11-2018**

Copy to:-

1. Member(A)/Addl. CEO for kind information please.
2. Secretary to CEO for information of the CEO please.
3. Estate Manager/Ex.Engineer (C) Plant WW/SDW SE/SDW NW/ EE Central-II along with one spare copy of AE(C) concerned for

handing/taking over of the quarter and with request to make the quarter in inhabitable condition.

4. EE(EDP) with request to upload the office order on DJB website.
5. DDO concerned with the request to place the copy of this order in PF&SB of individual and ensure to deduction of HRA and normal licence fee of the quarter from the allottees.
6. Account officer/AAO concerned to ensure deduction of HRA and normal licence fee of the quarter from the applicants.
7. SO/SCT/JCT/Recovery Clerk.
8. Individual through DDO.
9. Office Order Book.

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Assistant Commissioner (L&E)

AE(EDP) 29-11-18
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