



भाकृअनुप-केन्द्रीय रोपण फसल अनुसंधान संस्थान
कासरगोड़ - 671124, केरल, भारत



ICAR-Central Plantation Crops Research Institute
Kasaragod - 671124, Kerala, India
(An ISO 9001:2015 Certified Institution)



F.No. 4(8)/2022/Unified Waiting List-Qrts./Estate

Date 07.02.2024

CIRCULAR

Due to surplus accommodations available in Type III and Type II quarters, based on the recommendations of the CPCRI Quarters Allotment Committee, the Competent Authority of this Institute has been pleased to invite applications from the Non-eligible applicants (on one step above category) for Type III & II quarters subject to the condition that:

1. An undertaking has to be submitted from the allotted applicant.
2. The quarters will be deemed to be vacated within 15 days as and when eligible person applied. The junior most person (as per ICAR Service) in the non-entitled category will be vacated initially, failing which, damaged rent will be levied as per rules.
3. Application for one step higher category will be considered only for the applicants, those who will be reaching the eligible pay level of the higher type quarters before his/her retirement.\

Duly filled in application should reach the undersigned through e-office on or before 16.02.2024.

Asst. Administrative Officer (Estate)

Copy to:

1. Institute web site.
2. E-office notice board.

PROFORMA

Application for allotment of Residential Quarter Type III (C), II (B)

(on one step higher entitlement)

(Eligibility:Level-2,3,4,5 in the pay Matrix)

1. Name and designation : _____
2. Level in the pay matrix as on 01.01.2024 : _____
3. Entitled type of quarters : _____
4. Date of entry in ICAR/ : _____
Central or State/ University service
5. Date of Retirement : _____
6. Type of Quarters presently occupied : _____

UNDERTAKING

I,..... (Name) undertake and agreed that I will be deemed to be vacated within 15 days as and when eligible person applied for Type III quarters, failing which, I agreed to pay damaged rent as per rules.

Date :

Signature:

Place: