



भाकृअनुप - केन्द्रीय रोपण फसल अनुसंधान संस्थान
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E.F.No.4(2)/2020-Allotment/Estate

Date : 30.10.2021

CIRCULAR

Ref: QAC Proceedings dated 12.08.2021, Sl. No. 5

In view of the above, applications are invited from the Officers and staff members of this Institute for the following **vacant quarters** for the allotment/change of residential quarters during the year 2021. Applications in the prescribed proforma (given overleaf) may be submitted to the Estate Section of the Institute on or before **10.11.2021**.

List of quarters lying vacant:

Sl. No	Type of quarters	Quarter No.
1	Type I (A)	1, 3, 5, 7, 11, 14, 17
2	Type II (B)	4, 11
3	Type III (C)	12, 13 & 18
4	Single Room Suit (SA I)	3, 5, 6

The details of quarters entitlement are indicated below:

Sl No.	Entitled type	Level in the pay matrix
01	Type I(A)	1
02	Type II(B)	2,3,4,5
03	Type III(C)	6,7,8
06	Single room suit (SA-I)	Level 6 and above

This is issued with the approval of the Competent Authority.

Asst. Administrative Officer (Estate)

Copy to: Administrator e-office/Institute web side.

PROFORMA

Application for allotment of Residential Quarter in response to the circular

01	Name and designation	
02	Type of quarters for which eligible	
03	Level in the pay matrix as on 01.01.2019	
04	Date of entry in ICAR/Central or State/University service	
05	whether SC/ST	
06	Quarters presently occupied (in case of request for change)	
07	Quarters for which applied (in case of request for change)	
08	Date of drawn of higher Pay matrix/ grade pay for Type V quarter	

Date :

Signature:

Place :

Name: