



भाकृअनुप - केन्द्रीय रोपण फसल अनुसंधान संस्थान
कुड्लु, कासरगोड - 671124 केरल, भारत
ICAR- CENTRAL PLANTATION CROPS RESEARCH INSTITUTE
KUDLU, KASARAGOD - 671 124 KERALA, INDIA
(An ISO 9001: 2015 Certified Institute)



Phone (Off) : 04994 - 232893
: 04994 - 232894
: 04994 - 232895
: 04994 - 232090
Fax : 04994 - 232322

Email : director.cpcricar.gov.in
: directorcpcricar@gmail.com
: cpcricar.gov.in
: cpcricar.nic.in
Website : https://cpcricar.gov.in

E.F.No.4(2)/2020-Allotment/Estate

Date : 14.12.2020

CIRCULAR

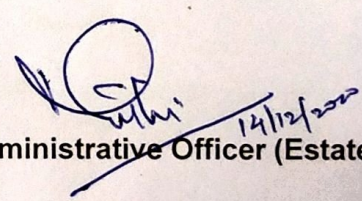
Applications are invited from the Officers and staff members of this Institute for the preparation of priority list for the allotment/change of residential quarters during the year 2021. Applications in the prescribed proforma (given overleaf) may be submitted to the Estate Section of the Institute on or before **28.12.2020**.

The details of quarters entitlement are indicated below:

SI 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
04	Type IV(D)	9,10,11
05	Type V(E)	12,13, 13(A), 14
06	Single room suit (SA-I)	Level 6 and above
07	Double room (SA-II)	Level 9 and above

The official joining the Institute on first appointment or transfer during 2021 may submit their applications (in the proforma) within one month of joining duty. Applications thus received on or before 20th of the month shall be considered for allotment in the succeeding month along with the enlisted applicants.

This is issued with the approval of the Competent Authority.


Asst. Administrative Officer (Estate)

Copy to:

1. All Head of Divisions/Sections, CPCRI, Kasaragod
2. Programme Co-ordinator, KVK, CPCRI, Kasaragod
3. Senior Finance & Accounts Officer, CPCRI, Kasaragod
4. AAO (Bills/Estt/Estate) & I/c. Stores, CPCRI, Kasaragod
5. PS to Director, CPCRI, Kasaragod
6. Secretary, IJSC Official/Staff side, CPCRI, Kasaragod
7. Admin (E-office) / Notice Board (Office/Farm) / Institute web site.

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 01.01.2021	
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 level in the pay matrix for Type V quarter	

Date :

Signature:

Place :

Name: