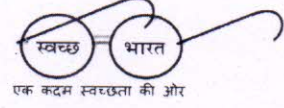




दक्षिण पूर्व मध्य रेलवे
South East Central Railway



कार्मिक विभाग, प्रथम तल, महाप्रबंधक कार्यालय, बिलासपुर (छ. ग.) 495004
PERSONNEL DEPARTMENT, 1st FLOOR, GM's OFFICE, BILASPUR (C.G.) 495004

No.P-HQ/Qtr/380/3/447

Date: 31.01.2019

All PHODs/CHODs


Sub: Policy for allotment of quarters to the Non - Gazetted staff of Zonal Headquarter.

Ref:-This office letter No P(HQ)/555/Qtrs/06/707 dated 17.07.2006.

Please find enclosed herewith, Rules for allotment of Railway Quarters to the Non- Gazetted staff of Zonal Headquarters staff for information and guidance approved by General Manager/SECR/BSP.

In this regard, as per policy Item No. 3.6, the application for allotment of quarter in prescribed form duly indicating the order of preference of Type and location of his choice. Once choice is exercised, quarters available for allotment in other locations will not be considered against his registration. Once an allotment is made according to the choice/application of the employee and he refuses to occupy the quarters or intentionally delays the occupation, his name will be struck off from the applicant's priority list. How ever, he is at liberty to make registration afresh, this shall be strictly followed by Headquarter Housing Committee.

Encl; As above


(M. Babu Abdul Khadeer)
Senior Personnel Officer (HRD)
Convenor HQ/HC

Copy for kind information to :-

1. GS/SECRMC/BSP.
2. GS/AISCSTREA/BSP
3. GS/OBCREA/Raipur
4. Notice Board-HQs office

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South East Central Railway

Office of the
Chief Personnel Officer
Bilaspur

No.P(HQ)/555/Qtrs/06/707

Date:17.7.06

All PHODs/CHODs

Sub: Policy for allotment of quarters to the Non- Gazetted staff of Zonal HQ

Rules for allotment of Railway Quarters to the Non-Gazetted staff of Zonal Headquarters including Construction organization at Bilaspur is enclosed for information and guidance. In terms of Para-3, option is called from all staff of HQs/ Construction for allotment of quarter.

The last date for receipt of option is 17th August-2006. Option may be exercised in enclosed proforma .Wide publicity may be given to all staff working under your control.

Encl: As above


(C.L.Deharia)

Sr. Personnel Officer (W)
For General Manager (P)

Copy forwarded for information and necessary action to :-

1. GS/SECRMC/BSP, GS/SECRMU/BSP, GS/AISCSTREA/BSP
2. DRMs- BSP, R and ~~MS~~ - for information
3. Notice Board - HQs and Construction organization .


(C.L.Deharia)

Sr. Personnel Officer (W)
For General Manager (P)

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RULES FOR ALLOTMENT OF RAILWAY QUARTERS TO NON-GAZETTED STAFF OF ZONAL HEADQUARTERS INCLUDING CONSTRUCTION ORGANIZATION AT BILASPUR.

1. General

- 1.1 In accordance with the provisions contained in the Codes, Rules, Railway Board's directives for the time being in force and subject to such orders as may be issued from time to time, the following Rules shall govern the allotment of quarters to Non-gazetted staff posted in Zonal Headquarters and Construction Organization Headquarters at Bilaspur.
- 1.2 Railway quarters may be provided subject to availability on the basis of general criteria specified here under or where considered necessary for special reasons, as special cases. No Railway staff has any right to take possession of a Railway accommodation without a valid allotment order.
- 1.3 The Railway may hire accommodation on lease and allot to staff posted in Zonal Headquarters or Construction organization at Bilaspur as and when required subject to admissibility of plinth area of accommodation and rent as per entitlement of allottee.
- 1.4 Quarters earmarked for allotment to Group D staff shall not be allotted to Group C staff. However, on promotion of a Group D staff to Group C, he shall be eligible to retain the allotted accommodation till an alternative eligible accommodation is allotted to him.

2. Allotment authority

- 2.1 Housing Committee, headed by Chief Personnel Officer, will allot quarters available in the non-gazetted pool of zonal Headquarters and Construction Department Headquarters. The Housing committee shall have the following permanent members to recommend allotment: -
- a) Dy. CPO (Welfare) - Convener
 - b) One member each representing HQ branch of SECRMC and SECRMU nominated by the Branch Secretary of the Union.
 - c) One member representing SC/ST Employees Association.
- 2.1 Dy.CPO (Welfare) shall convene and chair the meeting of housing committee, at least once in every month on a pre-determined date.

