

सवारी डिब्बा कारखाना, चेन्नै – 600 038.
INTEGRAL COACH FACTORY, CHENNAI – 38

स. ए/प्रशा/51
No. A/ADMIN/51

महा प्रबन्धक के कार्यालय
General Manager's Office,
दिनांक/Date: 03/08/2018.

राजपत्रित् आवास आबंटन आदेश स. 08/2018
GAZETTED QUARTERS ALLOTMENT ORDER No. 08/2018

Type-VI quarters no. 624, Phipps Road is allotted to Shri Shubhranshu, PCME, Emp. No. 408111, under fresh allotment basis.

1. This has the approval of the Competent Authority.
2. The Officer is advised to occupy the quarter now allotted to him/her within 7 (Seven) days from the date of receipt of this order duly advising all concerned. Rent will be recovered from the 8th day of the receipt of this letter or from the date of occupation, whichever is earlier.
3. Where the allottee does not occupy the new quarters or does not seek cancellation, if he/she so desires, within the seven days from the date of receipt of the allotment order, the new allotment will be cancelled including registration. In such cases, rent for the new quarters will be recovered from the 8th day of receipt of the allotment order till it is allotted to some other officer and occupied by him.
4. **For allotment on change over basis, the officer should vacate the existing quarters immediately after occupation of the new quarters. Normal rent will be charged for both the quarters for the first seven days of taking possession of keys or first seven days on receipt of allotment order, whichever is earlier. From 8th day onwards damage rent will be levied to the old quarters and normal rent for the newly allotted quarters.**
5. The officer is requested to preserve the natural resources available in the quarters and to refrain from cutting down or destroying trees, plants etc. which will be viewed seriously and deterrent action taken. Loss due to such illegal act will be quantified in terms of money and will be recovered from the defaulted officer/retired officer.
6. **The officer should ensure that the Railway accommodation allotted is meant only for his/her bonafide use and cannot be used for any purpose other than residence. Any violation in this respect would result in cancellation of allotment of accommodation besides initiation of disciplinary action under Railway Servants (D&A) Rules.**
7. In the event of changes if any, at a later date, the same shall be advised to the concerned authority.


सचिव/सडीका

f Secretary/ICF

प्रथलिपि/Copy forwarded to:

PCPO, PCEE, PCE, CEGE,
Dy.CEE, Sr.EDPM,
Sr.AFA/Estt., APO/Bills, AEN/Colony, APO/Gaz,
SSE/Per., SSE/74, SSE/Tel, PI/Comp., OS/Bills/Gaz, SO/Admn./Gaz.

Shri Shubhranshu
PCME

: The officer is requested to abide by the terms and conditions of the allotment order.