

**सवारी डिब्बा कारखाना, चेन्नै – ६०० ०३८.**  
**INTEGRAL COACH FACTORY, CHENNAI – 600 038.**

स.ए/प्रशा/53  
No. A/Admin/53

महा प्रबंधक कार्यालय  
General Manager's Office  
दिनांक/Date: 23/10/2018

**राजपत्रित आवास को द.रेल्वे के सात समता मे आबंटन/रोक-रक्ना – आदेश स. 02/2018**  
**GAZETTED QUARTERS ALLOTMENT/RETENTION ON PARITY WITH S.Riv –**  
**ORDER No. 02/2018**

ICF Type-V quarters No. 602/4, Constable Road is allotted in favour of Dr. V. Kamatchi Selvam, Sr.DMO/RH/PER/SR as detailed below till his tenure in SR HQ or MAS Division.

Charges/Per month	Grounds
Rent – ₹ 1236/-	PARITY BASIS – Normal rate of Rent
Servant Qtrs. – ₹ 84/-	
Garage Rent – ₹ 60/-	
Water Charges – ₹ 107/-	
Geyser Charges – ₹ 10/-	
E.E. Charges – As advised.	

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 8<sup>th</sup> 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 8<sup>th</sup> 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 8<sup>th</sup> day onwards damage rent will be levied to the old quarters and normal rent for the newly allotted quarters.

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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.

*Nilesh*  
23.10.  
महा प्रबन्धक के उप सचिव  
Deputy Secretary to GM

प्रतिलिपि/Copy to:

1. FA&CAO/SR: It is requested that the rent and other allied charges may be recovered from the salary of the Officer and credit transfer the same to FA&CAO/ICF.
2. Dy.CEE/ICF: It is requested to advise the electrical energy charges pertaining to the above quarters to FA&CAO/SR every month under intimation to FA&CAO/ICF.
3. Dy.FA&CAO/Fur: It is requested to monitor the recovery of rent and other allied charges regularly.
4. Dr. V. Kamatchi Selvam, Sr.DMO/RH/PER/SR through GM(P)/SR.
5. Asst. Secy. to GM/SR: W.r.t his letter No. G.215/A/RETN/ALLOTMENT/ICF/SR dated 04/09/2018.
6. SPO/Bills, XEN/S, Sr.AFA/Estt, Sr. AFA/CAS/Fur, SSE/74, SSE/Per.