

'GO GREEN'
'MAKE ICF PLASTIC FREE'

सवारी डिब्बा कारखाना, चेन्नै 600038

INTEGRAL COACH FACTORY, CHENNAI-600 038

Office of the PCPO,
Date:28/01/2019

Quarters Allotment Order No: 11/2019
Reg: Allotment of Quarters Type III in Centralized Pool.

Consequent on having expressed their unwillingness either to occupy or to move to their allotted quarters, respective allotment order of the following employees are treated as cancelled.

Sl.No.	Name, Emp.No. Designation	A.O.No. Date of Allotment Type of Qrs	A.O. Sl No	Qrs allotted (Sub Type) Colony	Unwillingness letter dt Remarks
1	THIRUNAVUKARASU.S 855113 Jr.Engr CSU 19A/0028 LHB - FIAT Shop	3 09/01/2019 Type: 3	7	0763/10 (32) South	18/01/2019 Cancelled
2	CHITRA.N 852705 S S E CSU 50C/ Time Study/S	128 18/12/2018 Type: 3	11	0256/A5 (31) North	23/01/2019 Cancelled

The under mentioned employees who are now residing Outside/in quarters and who have registered their name for changes of locality/floor and for allotment of quarters are allotted quarters that are vacant as detailed below with immediate effect as per the following conditions

Conditions:

- Employees whoever allotted with quarters are hereby advised to receive the keys from the SSE/Works concerned within 2 days from the date of receipt of allotment.
- After the inspection, whatever works required to be attended inside and outside the quarters, are to be informed to the SSE/Works or SSE/Electrical concerned in writing.
- SSE/Works and SSE/Electrical have been advised to attend to the complaints within a period of 15 days.
- Color wash also, if not done already, will be done during this 15 days period.
- If the complaints given to the SSEs are not rectified within 15 days period, the same should be brought to the notice of SPO/Gaz.
- It is also informed that recovery towards rent and other charges will commence on 15th day from the date of acknowledgment of quarters allotment order or date of occupation or completion of the work by SSE/Works or SSE/Electrical concerned, which ever as earlier.
- Employees may also note that if they express unwillingness to occupy the allotted quarters, they will not be eligible for allotment of quarters on any grounds for the next 2 years and their names will be removed from the seniority list.

Contd.2.

