

INTEGRAL COACH FACTORY, CHENNAI 600038

No.PB/Q/76

Office of the PCPO

Dated: 27.11.2018

CIRCULAR

Sub: Allotment of Conversion quarters to employees in Type-III & II seniority who express willingness on "OPEN" day.

Few among Type I quarters in East Colony were converted to Type -III and is ready for allotment.

Now, it is proposed to allot the below mentioned converted Type-III quarters to those employees who are willing to occupy. This is open to only those employees who have already registered for Type II & III quarters and are waiting in General /Changes seniority for allotment of quarters.

This allotment will be done on an "OPEN DAY" which will be on **03.12.2018**. Following are the converted Quarters in East Colony.

S.No.	Block No.	Unit No.	Floor	Type - III
1	32	1,2,3 & 4.	Ground/Floor,	Verandah
2	32	5,6,7 & 8	First Floor	Verandah
3	35	1, & 4.	Ground/Floor,	Verandah
4	35	5,6,7 & 8	First Floor	Verandah
5	53	1,2,3,&4	Ground/Floor,	Verandah
6	53	5,6,7,&8	First Floor	Verandah
7	429	5	First Floor	Box

1. In all, there are 23 Units available. All the 23 quarters will be kept open for inspection on 3.12.2018 between 11.30 to 14.30hrs.
2. Employees who have registered for Type-III & II for General/Changes seniority are eligible for allotment of the above quarters.
3. The eligible employees can inspect the quarters mentioned above during the open day on 03.12.18. If willing to occupy any of the above mentioned quarters, they can give their request then & there in writing to the officials available.
4. SSE/Works/GI staff & PB staff will be available at - 32/1 Unit premises.
5. Allotment Orders will be issued then & there and Keys will be handed over immediately.
6. Allotment will be made as per seniority of registration under Type-III & Type-II from among those who are present on the said day and time, (i.e) 03.12.2018 at 14.31 hrs.
7. The employees who appear in person after inspection at 14.31 hrs and express their willingness in writing to occupy, will be considered.
8. If more than one employee opt for allotment of these quarters, then the senior most employee, as per seniority position in Quarters General / Changes seniority list for Type-III & II will be considered for allotment of above quarters.
9. Among those who express willingness, first priority will be given to employees registered for Type III quarters as per seniority position and the remaining vacant quarters, if any, will be allotted to employees registered for Type II quarters.
10. Consequent to the allotment, all other conditions governing Quarters allotment will prevail.
11. This is a one-time arrangement and the said employees are urged to avail this opportunity without fail.

Senior Personnel Officer/Gaz.