

फा.सं.10-1 / 2021-22 / एच.ए.सी. / परि.एवंक. /
राष्ट्रीय शैक्षिक अनुसंधान एवं प्रशिक्षण परिषद्
श्री अरविंद मार्ग, नई दिल्ली-110016
(परिसर एवं कल्याण अनुभाग)

दिनांक : 23.04.2024

विषय : एन.सी.ई.आर.टी. क्वार्टर अलॉटमेंट संबंधी नियम व शर्तें।

उपरोक्त विषयांतर्गत सभी क्षेत्रीय शिक्षा संस्थानों के प्रशासनिक अधिकारियों/संपदा अधिकारियों को सूचित किया जाता है कि क्वार्टर आबंटन के समय क्वार्टर अलॉटमेंट संबंधी नियम व शर्तें जो भारत के राजपत्र, शहरी विकास मंत्रालय, संपदा निदेशालय, भारत सरकार द्वारा जारी अधिसूचना दिनांक 16.06.2017 में से अंगीकृत की गई हैं, को क्वार्टर का प्रस्ताव/आबंटन लेने वाले आबंटियों को उपलब्ध कराएं। अलॉटमेंट संबंधी नियम व शर्तों की प्रति आवश्यक जानकारी हेतु संलग्न की जा रही है।

यह सक्षम प्राधिकारिणी के अनुमोदन से जारी किया जाता है।

संलग्न : उपरोक्तानुसार



(महावीर सिंह)
अवर सचिव

परिसर एवं कल्याण अनुभाग

प्राचार्य, क्षेत्रीय शिक्षा संस्थान
अजमेर/भोपाल/भुवनेश्वर/मैसूर
एवं नेरी-शिलांग।

प्रतिलिपि :

1. प्रशासनिक अधिकारी, क्षेत्रीय शिक्षा संस्थान, कैप्टन डी.पी.चौधरी मार्ग, अजमेर-305004
2. प्रशासनिक अधिकारी, क्षेत्रीय शिक्षा संस्थान, श्यामला हिल्स, भोपाल-462002
3. प्रशासनिक अधिकारी, क्षेत्रीय शिक्षा संस्थान, सचिवालय मार्ग, भुवनेश्वर-751022
4. प्रशासनिक अधिकारी, क्षेत्रीय शिक्षा संस्थान, मानसगंगोत्री, मैसूर-570006
5. प्रशासनिक अधिकारी, उत्तर-पूर्व क्षेत्रीय शिक्षा संस्थान, उमियाम, शिलांग-793003

Terms and conditions

Maintenance of accommodation by the Allottee

- (1) The allottee to whom a residential accommodation has been allotted shall maintain the accommodation and premises in a clean condition and such allottee shall not grow any tree, shrubs or plants contrary to the instructions issued by the Government or by its maintenance agencies nor cut or lop off any existing tree or shrubs in any garden, courtyard or compound attached to the accommodation save with the prior permission in writing of the concerned maintenance agencies.
- (2) Trees, plantation or vegetation, grown in contravention of this rule may be caused to be removed by the concerned maintenance agencies at the risk and cost of the allottee concerned.

Cooperation with maintenance agencies by the allottees to carry out repair works-

- (1) All allottees of accommodation will cooperate with respective maintenance agencies of residential accommodation in government colonies in carrying out all kinds of repair or renovation works.
- (2) In case, a complaint for non-cooperation is received from maintenance agency against any allottee, strict action shall be taken against him as per these rules and the instructions issued by the NCERT from time to time.

Misuse of accommodation for trade or business or any other unauthorized activity

- (1) The accommodation shall be used for residential purpose only by the allottee and other authorized persons as per these rules.
- (2) Action shall be taken against the allottee for unauthorized use of the allotted accommodation as per these rules and instructions issued by the NCERT in this regard from time to time.

Payment of requisite charge or fee to public utility services

- (1) The allottees of accommodation shall pay the charges and fees to all utility services such as electricity, water, gas, etc. regularly on receipt of the bill for such payment.
- (2) In case an allottee has not paid the dues to the public utility authorities before vacation or surrender of the accommodation, vacation or surrender of accommodation shall not be accepted by the maintenance agency.

M. S. D. S.

Unauthorised constructions in Government Colonies

- (1) No unauthorized construction shall be allowed in Government residential colonies and the unauthorized constructions, if any shall be removed or demolished by the concerned maintenance agency or the Estate Officer notified under the Public Premises (Eviction of unauthorized occupants) Act, 1971 (40 of 1971), as the case may be in accordance with the provisions of that Act.
- (2) In case any further unauthorized construction is found in the accommodation of the same allottee, the accommodation provided to such allottee shall be cancelled from the date of inspection of the accommodation and he shall be debarred for allotment of accommodation for remaining period of service in future.
- (3) The procedure of dealing with cases relating to unauthorized construction or encroachment in accommodation or public premises and the responsibilities of respective maintenance agencies shall be specified by the Central Government from time to time.

Unauthorized occupation after cancellation of allotment

Where, after an allotment of accommodation has been cancelled or is deemed to have been cancelled under any provision of these rules, the accommodation remains or has remained in occupation of the allottee to whom it was allotted or of any person claiming through, such allottee shall be liable to pay damages for use and occupation of the accommodation, services, furniture and garden charges, as may be determined by the Central Government from time to time.

Issue of vacation notice and show cause notice to the allottees

- (1) The vacation notice shall be issued to all the allottees of accommodation or to their families at least fifteen days before the date of expiry of the permissible period of retention.
- (2) In case where the allottees have not vacated the quarters after expiry of permissible retention period, the concerned authority will issue show cause notice to such unauthorized occupants under the Public Premises (Eviction of Unauthorised Occupants) Act, 1971 (40 of 1971).

Disciplinary proceedings against persons who fail to vacate temporary allotment of accommodation-

- (1) The temporary accommodation allotted for marriage and other social purpose shall be vacated on expiry of the allotment period.
- (2) In case of failure to vacate the allotted accommodation the matter shall be referred to the office of the allottee for appropriate disciplinary action against him and damages shall be charged for such unauthorized occupation.

Handwritten signature

Subletting of Accommodation

Persons to reside with allottee

- (1) The allottee shall reside in the accommodation allotted to him with his family and immediate relations.
- (2) In case any relationship ceases by any order of court of law, such relation shall not reside with the allottee.
- (3) The servant quarters, out-houses and garages may be used for the bonafide purposes only as permitted by the NCERT.
- (4) The allottee who shares the accommodation with his family or immediate relations shall furnish prior intimation to the NCERT in such form, as may be specified by the NCERT furnishing full particulars of his family members or immediate relations residing in the accommodation allotted to him:

Provided that the details of guests, if such guest is likely to stay for more than fifteen days in the accommodation, shall be intimated to the NCERT in such form, as may be specified by the NCERT, intimating full particulars of the individual or individuals.

Subletting of accommodation

- (1) An allottee shall not sublet the whole or part of accommodation including garage allotted to him:

Provided that an allottee proceeding on leave may accommodate, in the accommodation any member of his family or immediate relations, as a caretaker, by submitting, along with his leave application, the details of such member of his family or immediate relation, to the NCERT:

Provided further that the maximum period of such accommodation by a caretaker shall be not exceeding six months.

- (2) If an allottee to whom an accommodation has been allotted, unauthorisedly sublets the accommodation, the NCERT may without prejudice to any other disciplinary action that may be taken against him, cancel the allotment of the accommodation from the date of inspection.

Explanation- In this sub-rule, the term "allottee" include, unless the context otherwise required, a member of his family and any person claiming through the allottee.

Handwritten signature

- (3) If an allottee sublets an accommodation allotted to him or any portion thereof or any of the out-houses or garages in contravention of these rules, he may without prejudice to any other action that may be taken against him, be charges such damages from the date of inspection by the NCERT, as may be determined by the Central Government from time to time, in this respect.
- (4) Where an action to cancel the allotment is taken on account of unauthorized subletting of the premises, a direction shall be issued by the NCERT to the concerned administrative office of the allottee for the purposes of initiation of Departmental proceedings and for imposition of major penalty, along with the copy of a draft charge sheet; and the administrative office shall intimate the NCERT the details of the charges framed and the penalty imposed on the allottee under this rule.
- (5) The NCERT shall be competent to-
 - a) take all or any of the actions provided under this rule;
 - b) declare the allottee to be ineligible for allotment of residential accommodation for the remaining period of his service;
 - c) intimate to the office of the allottee for initiating disciplinary proceedings for major penalty under the relevant rules.
- (6) Where any penalty under this rule is imposed on proved case of subletting, the aggrieved person may within thirty days of the receipt of the order by him or his employer imposing the penalty, may prefer an appeal before the concerned appellate authority specified under rule 69 through proper channel.
- (7) The original order imposing the penalty shall stand unless it is modified or rescinded on appeal by the appellate authority.
- (8) Cases where individual fails to comply with the provisions this rule shall be brought to the notice of authorities concerned by the NCERT for taking appropriate disciplinary action against such defaulting allottees.

Procedure for conduct subletting inspection

The procedure to conduct subletting inspections by the authorized officials shall be such as may be specified by the NCERT from time to time.

Penalty for conduct subletting inspection

The procedure to conduct subletting inspections by the authorized officials shall be such as may be specified by the NCERT from time to time.



Penalty for subletting

- (1) Cancellation of allotment of accommodation or otherwise of the cases suspected of subletting shall be decided by the concerned authority after inquiry providing equal opportunity to the allottee as per the established procedure in this regard.
- (2) The Estate Officer shall be the deciding authority and the NCERT shall be the appellate authority in respect of subletting of general pool residential accommodation in Delhi.
- (3) In places other than Delhi, the deciding authority, the appellate authority and the Estate Officer in respect of subletting cases of general pool residential accommodation shall be the concerned Administrative Officer.

