

INDIAN INSTITUTE OF TECHNOLOGY, BOMBAY

REGISTRAR'S OFFICE

No. REG/A-7(A)/96

May 10, 1996

C I R C U L A R

At its meeting held on the 9th April 1996, the Board of Governors had made certain amendments to the existing Rules for Allotment of Residential Accommodation 1989. A copy of the amendments is enclosed for information of all concerned.

REGISTRAR & SECRETARY
BOARD OF GOVERNORS

Encl: Copy of amendments

To

All the Heads of Departments/Centres & Incharges of Sections

- with a request to bring the contents of this Circular to the notice of all the staff members.

Copy to: Prof. C.S. Gurujee,
Chairman, Accommodation Allotment Committee

Prof. U.N. Gaitonde,
Actg. Chairman, Accommodation Allotment Committee

Executive Engineer, Estate Office

cc to: Director
Dy. Director
All Deans
Supdtg. Engineer, Estate Office

:ksa/-

ESTATE OFFICE

INVOICE NO. 3473

DATE 21-5-96

RECEIVED

*Shri. Puri
for record
& for
reference*
MM
21/5

INDIAN INSTITUTE OF TECHNOLOGY, BOMBAY

Amendments made by the Board of Governors dated 9th April, 1989
in the Rules for Allotment of Residential Accommodation, 1989

1. Changed text of 4.3.4

When after an allotment has been cancelled or deemed to have been cancelled under any provisions contained in these rules, the accommodation remains or has remained in occupation of the employee or of any person claiming through him, such employee shall pay damages for use and occupation of the accommodation equal to fifteen times the flat license fee. Water and electricity charges would in this case be charged as per the actuals. Provided that an employee, as a special case may be allowed by the Director to retain an accommodation on payment of license fee equal to twice the rate of flat license fee for a period not exceeding six months in case of death of employee, beyond the permissible period of retention under rule 4.2.7

2. New clause 4.3.8

Any unauthorised absence of an employee from institute's service or any period which has been treated as *Dies Non* will attract penal license fee of fifteen times the normal license fee from the employee. Such an act on the part of an employee will also make him/her liable for action for unauthorised occupancy of institute accommodation.

3. Changed text of 5.3.7

The Chairman, Allotment Committee may temporarily allot any available accommodation to an employee or any recognised association or organisation of the campus for specific purposes like marriage, religious festivals etc. Similarly, if accommodation in the Guest House is not available, the Chairman may allot Staff Hostel Rooms for temporarily accommodating guests of staff members. The maximum period for which such temporary allotment may be made is 7 days except in case of religious ceremonies associated with a death in the family, in which case it may be for 14 days. In the former case the license fee per day to be charged for different quarters will be as follows:

Type of quarter(s)	License fee charged per day (Rupees)	
	Present Rate	Recommended
A	41.20 / 49.60	100.00
B and BTR	32.24	60.00
C and CTR	18.90 / 21.04 / 26.80	40.00
D	15.60	25.00
IIB	14.40	20.00
H1 and SHA	11.32	15.00
H2, HPS and I (New)	06.24	10.00
H1A, LCH	04.92	09.00
H2BB, H1BB and I (Old)	02.12	04.00

In case of temporary allotment made on account of death in the family the present rates i.e. four times the daily license fee will be charged.

4. Changed text of 6.6

The Director may approve two quarters every year on functional ground Request* for such allotments have to be made by Heads of Departments, Heads of Centres, In-charges of Centres, Registrar, Dean or Deputy Director. These requests have to be addressed by these officials to the Director requesting him to given out-of-turn allotment to some employee(s) for carrying out some important and essential functions. Such requests must be accompanied by data about other employees of similar grades already staying on the campus and why the services of employees staying on the campus cannot be These allotments will be in addition to any allotment that may be

approved by the Director under rule 13. The 'year' for the purpose of this rule will be from 1st June of any calendar year to 31st May of the following year.

5 Changed text of 4.4.2

The change in the same type of quarter if permissible under 4.4.1 may not be availed within one year from the first allotment. An employee who has been allotted an institute quarter of a particular type is not eligible to apply for the same type of accommodation for a period of one year.

6 New clause 4.2.6

In case of retiring employee who has a dependent son or a dependent daughter attending a regular school, college or university at the time of retirement may be allowed to retain the quarter till the end of the academic year in which the retirement has occurred. The request for this has to be made to the Director who will grant such a request. This concession is not available to dependants undergoing vocational courses such as computer programming, interior decoration, travel and tourism etc. In all such cases where the Director has allowed the overstay under this clause, license fee ten times, the normal license fee will be charged for the stay beyond the period mentioned in Table 4.1

7 Condition ii) clause 7.1

ii) He/she should not have been drawing HRA for at least three years previous to the date of retirement of his/her father/mother.

8 Typographical corrections

A) There is no clause 3.4 in the present set of rules. Therefore,

Clause 3.5	will become	3.4
3.5.1	"	3.4.1
3.5.2	"	3.4.2
3.5.3	"	3.4.3 (in text 3.5.1 to be replaced by 3.4.1)
3.5.10	"	3.4.10

B) Page 21 ----- Table 4.1 (vide rule 4.2.2 in place of 4.12.2)