



No. CWC/XXXI-4/Admn.

Dated: 28.12.2017

CIRCULAR

Sub: Allotment of CWC Staff quarters (MIG) and LIG at Mayur Vihar, Delhi

With the approval of the Competent Authority, applications are invited from Group A, B officers and Group-C employees of CWC working in Corporate Office- New Delhi, RO-Delhi, and those posted in Central Warehouses at Delhi and Delhi NCR like Faridabad, Noida, Ghaziabad, Gurgaon etc. for allotment of flats at Pocket-II, Phase-I, Mayur Vihar, Delhi as per guidelines dated 30.06.2017 for following vacant flats:-


Type of flats	No. of flats	Eligible category
MIG-69.20 Sq.Mtr.	01	Group A officers
MIG-59.79 Sq. Mtr.	01	Group-B officers
LIG-41.90 Sq. Mtr.	03	Group-B officers
LIG-39.08 Sq. Mtr.	02	Group-C employees

Any other flat if falls vacant during the period of invitation of applications i.e. last date of receipt of application, the same will also be considered for allotment alongwith the above flats for the respective category of officers/employees.

The employees who own a house either in their name or in the name of any member of their family in the station of their posting or in the adjoining municipal areas may also apply for allotment of staff flat but such employees will be charged enhanced license fee i.e. three times of normal license fee.

The officers whose spouse has been provided residential facility by his/her employer at aforesaid places will not be eligible for allotment of quarter.

The applications received in the prescribed proforma (enclosed) will only be entertained. The last date for receipt of application is 10.01.2018. No application shall be accepted after the last date. All applications received shall be scrutinized and allotment shall be made accordingly. Employees desirous to change for higher accommodation as per their eligibility may also apply for the same. However, change within the same category i.e. LIG to LIG and MIG to MIG will not be permissible.


(Neha)
SAM(Admn.)

Distribution

1. All Divisional Heads/Sectional Heads at Corporate Office
2. RM, CWC, RO Delhi
3. EE, CWC, CC New Delhi
4. Sr. PA to Chairman /PPS to MD/SAM to Director (Pers.)/PS to Director (M&CP) CWC, Corporate office, New Delhi.
5. MIS Division-with the request to upload the circular ON CWC website alongwith the guidelines for allotment of CWC staff quarters at Mayur Vihar, Delhi dated 30.06.2017 and prescribed performa for application.
6. All Warehouse Managers, Central Warehouses - Delhi Complex.
7. Notice Board
8. Guard file

**APPLICATION FOR FRESH ALLOTMENT/CHANGE OF CWC STAFF QUARTER AT
MAYUR VIHAR**

1. Name	
2. Designation	
3. Date of appointment in present designation	
4. Present Basic Pay & Pay Scale (Please attach latest pay slip)	Basic Pay Rs. Pay Scale Rs.
5. Place of posting	
6. Date of joining in the Corporation	
7. Date of retirement	
8. Type of flat applied for	
9. Details of past service in Central Govt./State Govt./PSUs/ Autonomous body, if any.	Name of Organization: Date of joining: Date of leaving:
10. Whether any house is owned by him/her or dependant members at place of posting or cities/city region like Faridabad, Noida, Ghaziabad, Gurgaon etc. if so, give details	
11. Residential facility provided by the employer of husband/wife at his/her place of posting city/cities like Faridabad, Noida, Ghaziabad, Gurgaon etc. if so, give details	
12. Whether applicant belongs to SC/ST?	

I certify that above information furnished are true to the best of knowledge.

Signature

Dated