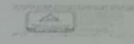




केन्द्रीय भण्डारण निगम
(भारत सरकार का उपनिगम)
CENTRAL WAREHOUSING CORPORATION
(A GOVT. OF INDIA UNDERTAKING)



No. CWC/XXXI-4/Admn.

554A

CIRCULAR

Dated: 30.04.2019

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&D employees of CWC working in Corporate Office- New Delhi, RO-Delhi, and those posted in Delhi Region for allotment of flats at Pocket-II, Phase-I, Mayur Vihar, Delhi as per guidelines dated 30.06.2017 for following vacant flats:-

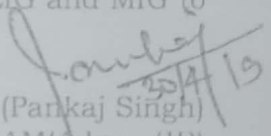
Type of flats	No. of flats	Eligible category
MIG-69.20 Sq.Mtr.	03	Group A officers
MIG-59.79 Sq. Mtr.	11	Group-B officers
LIG-39.08 Sq. Mtr.	04	Group-C&D employees

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 license fee as per Circular No. CWC/XXXI-4/Admn. dated 15.01.2019.

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 15.05.2019. No application shall be accepted after the last date. 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.


(Pankaj Singh)
SAM(Admn./IR)

Distribution

1. All Divisional Heads/Sectional Heads at Corporate Office
2. RM, CWC, RO Delhi - with a direction to forward the circular to all concerned Warehouse.
3. Sr. PA to Chairman /Sr.PA to MD/PS to Director (M&CP)/SAM to Director(Fin.), CWC, Corporate office, New Delhi.
4. 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.
5. Notice Board
6. Guard file

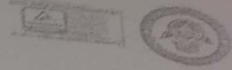
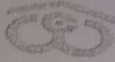
APPLICATION FOR FRESH ALLOTMENT/CHANGE OF CWC STAFF QUARTERS
MAYUR VIHAR

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



**GUIDELINES FOR ALLOTMENT OF CWC STAFF QUARTERS
AT MAYUR VIHAR, PHASE-I, NEW DELHI**

The CWC, residential quarters situated at various locations are being allotted to the staff of CWC as per guidelines for allotment of CWC residential quarters circulated vide circular dated 29.09.1981 and the amendment made from time to time in the guidelines.

With the approval of the Competent Authority following amendments in the existing guidelines for allotment of staff quarters at Mayur Vihar, Phase-I, New Delhi has been made.

The CWC staff quarters at Mayur Vihar, Phase-I, New Delhi is now earmarked for the officers-Group A&B and the employees-Group C&D working in Corporate Office, New Delhi, RO, Delhi and those posted in Central Warehouses, Delhi & Delhi NCR like Faridabad, Noida, Ghaziabad, Gurgaon etc. as per the type/area of accommodation in the following manner tabulated below:-

Category of Employees (Group)	Type/Area of Accommodation	Number of Flats Earmarked
A	MIG-69.20 Sq. Mtr.	20
B	MIG-59.79 Sq. Mtr.	20
B	LIG-41.90 Sq. Mtr.	10
C	LIG-39.08 Sq. Mtr.	15
C	LIG-41.90 Sq. Mtr.	10
D	LIG-39.08 Sq. Mtr.	5

2. Determination of priority date

2.1 In case of entitled accommodation inter se seniority in any group e.g. A, B, C & D shall be decided in the following manner:-

- Seniority in designation.
- If designation is same, date of joining in the particular designation.
- If date of joining in the particular designation is also same then basic pay
- If basic pay is also same the employees date of retirement.

Dr.
20/06/2017

2.2. In case of non-entitled/step below accommodation

- a) First preference shall be given to entitled employee to that category of accommodation and then seniority be decided in the group in the manner mentioned under Para-2.1 above.
- b) In case an employee is desirous to be considered for non-entitled step below accommodation, the same shall be considered subject to availability of accommodation and inter se seniority and such cases shall be decided purely on the basis of seniority in service including past service(s) of the employees who join from Central Govt./State Govt./PSU/Autonomous bodies etc. (whatever the case may be) without giving any weightage to designation. If date of joining is same then date of retirement shall be considered for seniority.
- c) Employees entitled for lower category of accommodation shall not be considered for higher category of accommodation. However, in exceptional circumstances, if more than 01 higher category of accommodation remain vacant for a period of more than 03 months; the request from non entitled employee be considered only after retaining 01 staff quarter. However, at the time of allotment; if request for entitled official is received; then first priority be given to entitled official only.
- d) Above criteria shall be followed for all subsequent allotment as well as for change of accommodation.

2.3 The existing practice of withholding the amount of Rs.50,000/- from the final dues of the superannuating employee as security money for retaining the quarter after superannuation has been increased to Rs.2,50,000/-. The amount so withhold will be refunded to the retired employee after vacating the staff quarter and deducting the damaged rent and other charges including damages cost to staff quarter if any.

PKS
30/06/2017

(P. K. Saw)

Dy. Genl. Manager(Pers.)



केन्द्रीय भण्डारण निगम
(भारत सरकार का उपक्रम)
CENTRAL WAREHOUSING CORPORATION
(A GOVT. OF INDIA UNDERTAKING)



जन जन के लिए भण्डारण - WAREHOUSING FOR EVERY ONE

No. CWC/XXXI-4/Admn.

Dated: 15.01.2019

CIRCULAR

Sub: Allotment of CWC Staff Quarters for the employees having their own accommodation at the place of posting - reg.

In partial modification to this office Circular No. CWC/XXXI-4/Admn. dated 07.07.2004, with the approval of Competent Authority, it has been decided that the employee who owns a house either in his name or in the name of any member of his family in the station of his posting or in the adjoining municipal area will also eligible for allotment of staff flat and the Licence fee would be charged as follows :-

Slab or rent from the owned house	Rate of licence fee to be charged
(i) If the income from own house does not exceed Rs. 12,000/- p.m.	Normal Licence fee
(ii) If the income from own house exceeds Rs. 12,000/- p.m. but does not exceed Rs. 20,000/- p.m.	Twice the normal licence fee
(iii) If the income exceed Rs. 20,000/- p.m.	Thrice the normal licence fee

The allotment would be subject to following conditions:-

1. An employee owning a house either in his own name or in the name of any member of his family at the place of his duty, shall inform the fact to the CWC at the time of applying for accommodation :

Provided that where an employee or any member of his family become owner of a house at the place of his duty after an accommodation is allotted to him under these rules, the allottee shall inform the fact to the CWC within a period one month from the date of possession of the house.

2. A higher rate of licence, as specified by the CWC from time to time shall be applicable to the allottees under this rule.

Further, it is also clarified that :-

These slab rates will apply equally whether the house is owned by the officer or his/her wife/husband, or by his/her dependent children.

[Handwritten Signature]

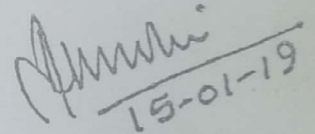
The income from the house shall mean the rent received by the owner where the house has been given on lease. The income will also include any income derived out of tenancy such as rent of house, rent of fixtures, charges on account of maintenance, taxes and insurance amount payable, if any by the tenant and the interest @ 12.5% on the security deposit obtained by the officer owning a house. Where, however, the house has not been given on lease, the income will mean the rent which is taken into account by the Municipal bodies for the purpose of determining House Tax etc. However, it is for the authority controlling the residential accommodation to satisfy itself about the correctness of income from house for which the following documents may be considered.

- (i) Where the house have been given on lease, lease deed or house rent agreement.
- (ii) House Tax receipt, in original.
- (iii) An Undertaking should be given by the Officer to the effect that he will be responsible to intimate whenever there is an increase in the rent he received from the private house.

In case the officer has only a share in a Hindu Undivided Family house or in a joint property and the officer's share is not a separate unit, the income for the purpose of this order may be taken to be the proportionate share of the officer, his/her spouse and dependent children from the total income from the whole property.

In case of allottees/Coparcener of HUF property, the proportionate income of all Coparceners will be taken into account for determining the rental liability.

These guidelines would be applicable from prospective effect.


15-01-19

(Arvind Chaudhri)
Group General Manager(Pers.).

Distribution:

1. All HoDs, CWC, CO, New Delhi
2. All Regional Manager, CWC - with a direction to forward the circular to all concerned.

Copy to:

1. PS to Chairman/ PPS to MD/PS to Dir (MCP)/SAM to Dir (Fin)/ PA to CVO - for information please.
2. GM (MIS), CWC, CO, New Delhi - for arranging to upload on CWC website.