

**GOVT. OF NCT OF DELHI
PUBLIC WORKS DEPARTMENT & HOUSING
5TH LEVEL "B" WING
DELHI SECRETARIAT: NEW DELHI**

F. No. 4(Allot)/II/Retr/PWD/2015/4525-28

Dated: 23/3/15

To

All the Principal Secretaries / Secretaries/Director/
Head of the Departments,
Government of NCT of Delhi.
Delhi.

Sub:- Providing of information in respect of employees occupying Govt accommodation unauthorisely after retirement/death etc.

Sir/Madam

I am directed to inform that, it has been observed that, Government employees who are occupying the GNCT of Delhi Flats on retirement are not providing the copy of their retirement order to the PWD Housing allotment Branch for finalisation of the Government dues on vacation of the flat.

It has also been observed, that even Head of the Office of all Government department of GNCT of Delhi, are not providing the information in respect of retiring employees, occupying the Government flats to this secretariat office, resulting some of the employees who have taken the possession earlier manually and whose details such as Date of Retirement is not available in our E-awas system, continue remained occupying the Government Flat un-authorisely without paying the required government dues. Even in some cases sometimes the copy of retirement order is received from Head of the Office but it remain implicit in absence of details of Flat number and its Type being occupied by the retiring official, resultantly some of the employees continue remain occupied in the Government flat un-authorisely remain and un-noticed due to casual negligent and lackadaisical attitude on the part of Head of the office concerned, resultantly even loss of the Government revenue in some cases.

Therefore; in view of interest of Government revenue as well as increasing the availability of existing government flats to the eligible applicants, all Heads of the Department are requested to kindly issue direction to their H.O.O/D.D.O concerned, to take sufficient advance

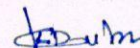
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measures in the interest of the Government, in case a retiring official is occupying the Government flat, including withholding of 10% gratuity from the retiring Government servant in pursuance of D.o.P.&PW, Government of India OM No.20/16/1998-P&PW(F) dated 11th July 2013.

All Head of the Departments of eligible Government offices of GNCT of Delhi for allotment of Government accommodation, are requested that they should invariably inform the retirement detail along with flat number, Type, Colony, ect. of such retiring officials at least 60 (sixty) days in advance to this PWD Secretariat to avoid loss of Government revenue.

It is further requested that H.O.O/D.D.O may be sensitised that henceforth in case any information in regard to retiring official as well as of death cases, occupying the Government accommodation is not received in this PWD Secretariat with details, besides the concerned official, the H.O.O/D.D.O would also be responsible for the recovery of the pending Government revenue if any, on account of un-authorized occupation of Government accommodation in contravention of Government of NCT of Delhi Allotment Rules .

Yours faithfully



(KAMALDEEP GUPTA)

Dy. Secretary.PWD (Allotment)

Copy to:

1. PS to Secretary (PWD), PWD, Delhi Secretariat, New Delhi-110002.



(KAMALDEEP GUPTA)

Dy. Secretary.PWD (Allotment)