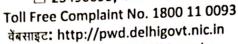
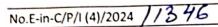


दिल्ली सरकार प्रमुख अभियंता, लो०नि०वि०, 12वां तल, बहु—मंजिलाभवन, इंद्रप्रस्थसंपदा, नईदिल्लीः 110002

🕾 23490093, फैक्स23766924



ई-मेल:<u>dirw-pwd@delhi.gov.in</u>





Dated: 28.05.2025

OFFICE MEMORANDUM

Regarding non-communication of recovery of license fee to Directorate of Sub: Estates with respect to govt. accommodations timely.

A lot of government officials prefer to reside in govt. quarters in PWD, GNCTD. PWD, GNCTD has their own set of govt. quarters which are allotted to such PWD employees upon their posting in PWD from CPWD. All such posts in PWD are encadred post of CPWD.

Instances have been received whereby necessary deductions with respect to govt. accommodations i.e. HRA not drawn entry and license fee deducted from officials residing in govt. quarters are neither communicated nor credited into appropriate a/c of Directorate of Estates, Nirman Bhawan, New Delhi, timely. Such non-communication compels Directorate of Estates to send notices to govt. officials for vacation of govt. accommodation on account of non-receiving of such licence fee.

In view of the above, to alleviate the inconvenience caused to govt. officials, all DDOs/NCDDOs are directed to submit the details of HRA not paid and recovery of licence fee in the proforma attached herewith to Directorate of Estates on regular basis. All DDOs/NCDDOs are also directed to furnish ATR in this regard on quarterly basis without fail.

This issues with the approval of Engineer-in-Chief, PWD, GNCTD.

Encl: As above

(Sahanubhuti Ashok) Director (Personnel)

To,

All DDOs/NCDDOs in PWD, GNCTD.

Copy to: -

1. Pr. Chief Engineer (M&F), PWD, 12th floor MSO Building, IP Estate, New Delhi

2. Pr. Chief Engineer (Projects), PWD, 9th floor MSO Building, IP Estate, New Delhi

3. All CEs, PWD, GNCTD for further dissemination to SEs/EEs/AEs, and JEs.

4. PWD Website

cases where recove	ered amount of lice	nce fee could no	ate of recovery of licence ot be posted online by D	e fee in Exceptional DO.	
Name of Office	-				
	signationPay Level				
House Allotted					
AAN No					
Date of continuous	posting in the curre	nt office			
			office or outside delhi)		
			·		
Period of Leave (more than one month continuous leaves only)					
Month of pay bill	Rate	Amount	Pay bill No. & Date of credit of license fee to head 0216 (if Credited to Govt. account) (Star	Cheque/Payment Receipt No. of Directorate of Estates (if Paid to DOE) mp and sign of DDO)	
Remarks of allotme	ent section				
A.D./Supdt(A/Cs) Allot Section Recovery entered by (login-ID) in system at folder No page No					
· Accountant (Rent Recovery Cel					