

EASTERN RAILWAY

No. E.886/0/Vol. IX

Kolkata, Dated 12.03.2019

ALL CONCERNED

Sub: Allotment of House to staff - improving availability and simplification of process.

The copy of Executive Director/S&T, Transformation Cell, Railway Board's letter No. 2018/Trans Cell/S&T/House Allotment dated 05.03.2019 on the above subject is attached herewith for information, guidance and strict compliance.

This Serial Circular is available on Eastern Railway's official website viz. URL No. <http://www.er.indianrailways.gov.in> under About us → Department → Personnel → CODEs MANUALs and CPO's Serial Circulars → CPO's SERIAL CIRCULARS.

Index No. 1062: Improve availability of houses of Rly. employees and simplification process of allotment of the Rly. Qrs. - guidelines regarding.

DA: As above.


(Anjan Ray)
Dy. Chief Personnel Officer/G
for Principal Chief Personnel Officer

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
RAILWAY BOARD**

NO. 2018/Trans Cell/S&T/House Allotment

Dated: 05.03.2019

The General Manager, All Indian Railways/PUs, NF(Con), CORE
The DG/RDSO/Lucknow, DG/NAIR/Vadodara
CAOs, DMW/Patiala, WPO/Patna, COFMOW/NDLS, RWP/Bela, CAO/IROAF

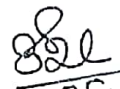
Sub: Allotment of House to staff_ improving availability and simplification of process.

In order to improve availability of Houses for Railway Employees and to simplify the process of allotment, Board (ME, MS, FC & CRB) have approved the following:

1. The quarters of a pool laying vacant for more than 3 months or so should be brought into a Common Pool. The process may be started from way side station colony and progressively moved to minor and major colony.
2. There may be a single allotment agency considered at the station of the unit that would maintain the record and allot the quarters in accordance with the rules set out by the Railway/Division/Unit.
3. Vacant Quarter shall be allotted as per the rules set out, preferably within 7/15 days of the vacancy.
4. Railway/Division/Unit may formulate necessary guidelines for implementation keeping in view the Local conditions and shall make the process transparent and preferably allot the quarters online.
5. Other rules & guidelines including policy of allotment of quarters to essential staff as issued from Board shall remain unchanged and as modified from time to time.

This issues with the concurrence of Associate Finance of Transformation Cell of Railway Board.

Kindly acknowledge the receipt and ensure compliance.

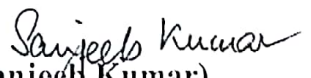

05.03.19
(Umesh Balonda)

**Executive Director/S&T
Transformation Cell**

NO. 2018/Trans Cell/S&T/House Allotment

Dated: 05.03.2019

1. PFAs, All Indian Railways & Production Units
2. The ADAI (Railways), New Delhi
3. The Director of Audit, All Indian Railways


(Sanjeeb Kumar)

**Executive Director/Accounts
Transformation Cell**

Copy: As per list attached.