

**OFFICE OF THE PR. ACCOUNTANT GENERAL (AUDIT) PUNJAB, CHANDIGARH.**  
**CIRCULAR**

Office Order No. EMS/Fresh Applications/T-I to T-IV/2021-22/ 01

Dated: 07-06-2021

**Subject: Inviting fresh applications for the allotment/change of quarter of Govt. accommodation in the Audit Pool Colony for the year 2021.**

1. Due to implementation of new IA&AD allotment rules, 2021 (effective from 01-04-2021) the information received through applications received in January, 2021 has proved to be insufficient. Therefore, applications for the allotment of Audit Pool Accommodation are required to be invited again to collect full information required under new allotment rules called "Allotment of Government Residences (IA&AD) Rules, 2021". In view of this and in accordance with the provisions of Rule ibid, fresh applications are invited for the allotment/change of quarter of accommodation in the Audit Pool Colony, Chandigarh during the year 2021.

2. The Officials/Officers who are desirous of seeking allotment/change of quarter should submit their applications afresh. Copy of format of application is enclosed with the office order or may be downloaded from the Estate Management Section website <http://estatepagpb.org>. The new applicants or those applicants who want to apply for change of quarter are required to fill the prescribed form and submit the duly filled up form to their respective Welfare Section by 22-06-2021, positively. The Welfare Section after verifying the details of information of the applicant mentioned in the form duly signed and stamped by the Welfare Officer/Sr. AO (Admn.), will submit all the applications to Estate Management Section, office of the Pr. Accountant General (Audit), Punjab, Plot No. 21, Sector 17-E, Chandigarh by 09-07-2021, positively.

3. **All the applicants who could not be allotted Govt. accommodation as per priority list for the year 2020 or 2021 also need to apply fresh to enter their names in priority list for the year 2021. Those applicants who had applied online for change of quarter prior to 01-04-2021, need not apply.**

4. All applicants who are residing in the Audit Pool Colony and want to change quarter in the same category (after 01-04-2021), are also required to submit application for change of quarter in the prescribed form.

5. All fields in the application form are mandatory and compulsorily to be filled. The Welfare Section should ensure that all fields are duly filled in. Incomplete application form will be returned back to respective Welfare Section and will not be considered for allotment.

6. The entitlement of each applicant shall be determined with reference to his/her Level in the pay matrix/ Grade Pay (Pre-revised) as on 01.01.2021 as follows:-

Type of Residence	Pre-revised Grade Pay/Basic Pay (Rs) (6 <sup>th</sup> CPC)	Level in the pay matrix (7 <sup>th</sup> CPC)
I	1300, 1400, 1600, 1650, 1800	1
II	1900, 2000, 2400, 2800	2, 3, 4, 5
III	4200, 4600, 4800	6, 7, 8
IV	5400, 6600	9, 10, 11

7. Since the digitization process for allotment of IA&AD Pool residential accommodation will be taken up by the Headquarters Office as per the revised rules, the information shall be passed on to the Welfare Officers as and when the digitization work is completed.

8. The Officers/Officials who happen to be on leave/Tour etc. may be informed suitably about the contents of this circular. Such officials may be advised to submit their application within the prescribed period. As no application will be entertained after the prescribed date, it would be duty of the respective Officer of concerned office to ensure that the contents of this circular are conveyed to the concerned Officers/Officials.

9. The applicants will be responsible to ensure that their applications are submitted on or before due date i.e. 09-07-2021. No request in this regard, whatsoever, shall be entertained afterwards.

10. After the completion of the process of verification and forwarding of printouts of applications by the welfare Section of respective offices, priority list for each category will be prepared.

11. **The applications for allotment of ground floor accommodation on medical basis will not be considered, as the applications for allotment of ground floor accommodation on medical basis are called separately.**



**No. EMS/Fresh Applications/T-I to T-IV/2021-22/ 221-228**

**Dated: 07-06-2021**

- 1 Sr. Audit Officer (Admn.), O/o the Director General of Audit (Central), Chandigarh.
- 2 Welfare Officer, O/o the Accountant General (A&E), Punjab & UT, Chandigarh.
- 3 Welfare Officer, O/o the Pr. Accountant General (Audit), Punjab, Chandigarh
- 4 Welfare Officer, O/o the Accountant General (A&E), Haryana, Sector 33-B, Chandigarh.
- 5 Welfare Officer, O/o the Pr. Accountant General (Audit), Haryana, Sector 33-B, Chandigarh.
- 6 ✓ Sr. Accounts Officer, (Admn.), O/o AG (A&E) UT, Sub-office.
- 7 Notice Board.
- 8 Office Order File.

**It is requested to give wide publicity to this circular. The Officers/Officials on long leave or on tour should be informed specifically.**

कालिका:  
07/06/2021

**Sr. Audit Officer (EMS)**



9	E mail address	
10	Mobile number	
11	Aadhaar No.	
12	PAN No.	
13	Whether temporary/permanent	
14	Details of any Govt. accommodation occupied by you/your spouse (if applicable)	
15	Number of members residing with you who will continue to do so after the allotment of Government Accommodation	

Name of member	Age	Sex	Relationship of allottee	Whether employed	Where employed

(Note: Combined photograph of the whole family be submitted/pasted)

16	a	Have you ever been found to sublet government residence (yes /no )	
	b	If yes, have you been debarred from allotment of government residence (yes/no )	
	c	If yes, up to which date	

**(Point number 17 is only for change of residence applicants)**

17	Preference for Quarter (Tick any one)	First Floor	Second floor	Ground floor
	1 <sup>st</sup> preference			
	2 <sup>nd</sup> preference			
	3 <sup>rd</sup> preference			

### DECLARATION

I	I solemnly affirm and declare that the information given above is correct to the best of my knowledge and no part thereof is false or concealed.
II	I shall abide by the provisions of the IA&AD Allotment Rules, 2021 as amended from time to time.
III	I am aware of the penalties to be imposed in the event of refusal of acceptance of allotment of accommodation of the entitled type or furnishing false information.

	I am working in eligible office.
	I also understand that the preference for allotment of quarter (at Sr. No. 17) for change of quarter will be subject to availability and date of priority of applicants. Decision of Estate Officer shall be final and binding in this regard.
VI	I shall at any time prefer change of quarter (whenever applications are called for) after possession of quarter in the same category.

**Visiting Hours 3:00 PM to 4:30 PM**

**Signature along with full name of the applicant**  
**Section:**  
**Office:**  
**Date:**  
**Phone No.**

**To be filled in by the forwarding Officer**  
**(Welfare Officer/Administrative Officer)**

Office \_\_\_\_\_

Place of duty of the applicant \_\_\_\_\_

Certified that particulars are forwarded by the applicant have been verified from records and found correct. It is also certified that the applicant is employed in an eligible office.

**Endst. No** \_\_\_\_\_ **Dated** \_\_\_\_\_

**Signature of W.O./ Administrative Officer**  
**(with date and office seal)**

**Instructions:-**

1. Please fill up the form in BLOCK LETTERS only
2. Fill dates as day (01-31), month (01-12) & year (2005) in the format DD-MM-YYYY
3. Please tick ( ) where ever required to do so.
4. Pools have been coded as follows:  
**GP** : General Pool      **SC** : SC Pool      **ST** : ST Pool      **LS** : Ladies Pool  
  
**LM** : Ladies Married Pool      **LW** : Ladies Widow Pool
5. Please ensure that the application is complete in all respect, signed by the applicant and forwarded & stamped by the forwarding officer of your office.