

CENTRAL SILK BOARD
BANGALORE - 560068

NO.CSB-25(7)-97-COORD

DATE:19.01.98

C I R C U L A R

Sub:- Retention of Staff Quarters by the
Officials transferred - Regarding.

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It has been observed that Officers/Staff residing in the staff quarters are retaining the staff quarters in the old station even after their transfer, beyond the admissible period of 2(two) months on some pretext or other without adhering to either the rules or the instruction issued by Central Office. This has set a bad precedence besides depriving the other employees working in that centre the facilities of staff quarters. The Competent Authority has therefore prescribed the following norms with regard to retention of staff quarters by the transferred officials which should be followed strictly hence forth.

1. Any transfer effected between 1st March and 31st May, either in public interest or on request basis, shall be treated as the transfer effected within the academic year and he will be eligible for retention of staff quarters only for a period of two months from the date of his relief from old station, as per Rules. In case he fails to vacate the quarters within the eligible two months period, he will be required to pay double the standard licence fee for overstay as per rules for another two months. If he fails to vacate the quarters even after 4 months period from the date of his relief from old station, the allotment shall be cancelled and he has to pay market rate of rent or damage charges @ Rs.55/-per Sq.mtrs.as per rules. Besides eviction proceeding shall be initiated against such employees.

2. Employees who are transferred between 1st June and 28/29th February in public interest will be treated as having been transferred in the middle of the academic year and they will initially be eligible for retaining of staff quarters for a period of two months by paying licence fee at normal rates and subsequently on payment of double the standard licence fee till the end of the academic year i.e., upto 30th April. For overstay beyond this period, apart from initiating eviction proceedings, the employee will be liable to pay rent at market rate fixed by CPWD or damage charges @ Rs.55/-sq.mtrs./month.

3. Those transferred from 1st June to 28th February on request basis will not be allowed to retain the staff quarters beyond the concessional period of two months.

The above will come into force with immediate effect and it should be strictly followed henceforth.


(MD. MUNER PASHA)
JOINT SECRETARY (TECH.)

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