सं. No. – NITR/ES/HAC/2017/M/ **4086**   दिनांक Date – **06.12.2017**

Advertisement of Vacant Quarters for Allotment

The following quarters are available for allotment to eligible employees as per Institute rule:

Sl. No.	Quarter No.	Category of Employees Eligible
1	A-11	Faculty with AGP 9000 & above and Officer AGP/GP 8700 & above
2	FRA-402-408, 502-508, 602-608	Faculty with AGP 9000 & above and Officer AGP/GP 8700 & above
3	TF - 6, TF-13, TF-18	All Faculty and Officers
4	FD – 33, 34, 38, 39, 40, 43, 50, 52, 54	All Faculty and Officers
5	FR- 14, 28, 39, 42, 54, 68, 84	All Faculty and Officers
6	BF - 4, 7, 8, 14, 20, 23	All Faculty and Officers
7	D -16	PB-2, with GP-5400
8	F -43	All Tech./Admin both Higher & Lower Cadre Staff in Pay Band – 1 & 2 with GP 2000 to 4800 & Supporting Staff with GP – 2400 only
9	G -09	Tech./Admin Lower Cadre Staff with GP – 2000 and all Supporting Staff

Eligible employees of the Institute interested in new allotment or change in residence may apply online. Employees who are out-of-station during the application period can also apply online from outside. The allotment against this advertisement is expected to be made within a week after the closing date and the **allottees will be required to move within 10 days from the date of allotment**. Applicants are advised to remain ready for shifting on allotment. Withdrawal after allotment and/or failure to take occupation of the allotted quarter within the given time period will lead to cancellation of the allotment and other measures (including imposition of ban for one year) as per House Allotment Rules.

Note: All employees residing in the campus with shared accommodation are required to apply positively for the quarters as per their eligibility against this advertisement, failing which their shared accommodation will be cancelled.

How to Apply –

1. Access Institute Website Home Page → Reach the Administration → NITRIS
2. Login with your authorized User ID (Employee Code) and Password (same as for HR module)
3. Open "Services" Tab → "House Allotment" link → Application
4. Complete the required information and submit.

Link Opening Date – 06/12/2017 (Wednesday)   **Link Closing Date – 13/12/2017 (Wednesday)**

उपकुलसचिव (स्थापना) एवं सचिव (एच ए सी)
Dy. Registrar(ES) & Secretary (HAC)

Copy to –

1. All employees by Group-mail / Institute Website (Faculty & Staff → Circulars & Notices)
2. HOU (EM) for information and to complete the maintenance (if any) at the earliest
3. Prof. S. Jena (PH), Chairman (House Allotment Committee)
4. House Allotment File.