

Report of the Committee for Framing of Guidelines for Allotment of Quarters

ESIC Hospital, Manesar

There are 14 quarters at ESIC Hospital, Manesar. The Quarters are segregated on the basis of number of Rooms available in each type. However, Committee is of the opinion to take all the quarters together for the purpose of deciding quotas for various categories of Staff. This is considered as the number of quarters in each type is very less and to meet quotas for respective categories i.e. General Pool SC/ST Pool, Ladies Pool will not be possible if taken individual type of flats. The committee has segregated various Grade/Cadre of employees on the basis of their respective grade pay and their eligibility for allotment of quarters.

| Sl. No. | Type of Quarter | No. of Quarters | Eligible Grade Pay | Eligible Category of Staff | Sanctioned strength | Remarks |
|---------|-----------------|-----------------|--------------------|---|---------------------|--|
| 1 | Type-I | 4 nos. | 1800 or less | Nursing Orderly/Cookmate | 40/15 | Ratio of Quarters will be kept 3 :1 |
| 2 | Type-II | 4 nos. | 1900 | Jr. MRT/ OT Asstt. | 2/6 | One quarter will be kept for each category of Staff. However, priority will be given to those staff who have emergency nature of duties. |
| | | | 2000 | Jr. Radiographer/ Lab Asstt./Plaster Asstt. | 5/5/4 | |
| | | | 2400 | OT Tech/ECG Tech/Plaster Tech/MSW/UDC | 4/4/1/1/12 | |
| | | | 2800 | Pharmacist/Radiograoger/Lab Tech. | 8/3/4 | |
| 3 | Type-III | 6nos. | 4200 | Physiotherapist/Occupational therapist/ Junior Engineer/Assistant | 1/1/2/3 | 2 quarters will be kept for IMOs |
| | | | 4600 | Dietician/ Staff Nurse/ Office Superintendent | 1/73/1 | |
| | | | 4800 | Assistant Director | 1 | |

On the basis of above the Committee has come to the conclusion that there are **4 (Four) Type I, 4(Four) Type II & 6 (Six) Type III** Quarters at present ,out of which **one quarter** will be **reserved for employee belonging to SC and one for ST category** . If there is no SC Employee, the quota reserved for SC would be allotted to ST Employees. There will be a separate pool maintained for Lady officer/official. The total number of quarters to be kept for lady officers/official pool will be **4(Four)**. It has been decided that for regular accommodation the allotment may be made to the lady officer/official in the ratio of **1 : 1** for **married and Single Lady Officer/official**. In the case of single room accommodation the allotment would be made in the ratio of 1:3 between married and single lady official. **Widow with or without children to be treated as Single Lady Officer**. In case there are no applicant from married category of Lady official the quarters pertaining to ladies pool will be allotted to single lady official and vise-versa. Among the Para-medicals apart from Nursing Staff, the **priority** will be given on **functional grounds (Emergency nature of duties)** to **Technicians and Assistants** of the departments namely Laboratory, ECG, Plaster, Radiology, and Operation Theatre. The committee also recommends that **(02) Two** quarters of **Type III** will be kept for Doctors (IMO'S) who will work in Casualty/Emergency. In case there are no applicants among IMO's these Two (02) quarters will be open for allotment to any eligible category of Staff. Apropos committee recommends ensuing quota for allotment of the quarters in respect of various categories.

Chauhan
9/4/12

Sharma
9/4/12

Narain
9/4/12

Rajshankar

| Sl. No. | Category | Quarters |
|--------------|--------------------|-----------|
| 1 | General Pool | 08 |
| 2 | SC Pool | 01 |
| 3 | ST Pool | 01 |
| 4 | Lady Official Pool | Single |
| | | Married |
| | | 02 |
| | | 02 |
| Total | | 14 |

The following parameters will be taken in to consideration while allotting the quarters. In case there are more applicants then the actual number of quarters to be allotted, it will be decided in the following manner.

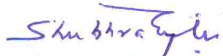
- The eligibility of an officer for accommodation shall be determined as per the Grade Pay of such officer in his present post held in the ESI Corporation.
- The date of priority in respect of lower type accommodation, i.e. Type-I to Type-III shall be the date of joining in the service of the ESI Corporation.
- The inter se seniority for the higher type accommodation shall be considered on the basis of following principles namely:-
 - Firstly, the Grade Pay of the officer:
 - Secondly, the priority dates within the same Grade Pay. In this case, the priority date shall be the date from which the applicant continuously drawing his existing Grade Pay:
 - Where the priority date of two or more officers is the same, the inter se seniority of the officers shall be determined on the basic pay, i.e the officers who have a higher pay shall be senior in the waiting list:
 - Where the priority date and the basic pay of two or more officers are the same, the earlier date of joining in the service of the Government of India shall be the next determining principle of inter se seniority:
 - Where the priority date, basic pay and date of joining in the service of the Government of India of two or more officers are the same, the officer retiring earlier may be accorded higher priority over the officer retiring later:
- The principle of determine the inter se seniority of two or more officers as specified in sub-clause (ii) of Clause (c) shall be implemented from the 1st January, 2010.

Applications for Allotment

In case of officers/officials not in occupation of ESIC/ Government accommodation shall submit his/her application in such form and manner and before such date, as may be specified by the Estate officer in this behalf.

Discretionary allotment of accommodation:

- Physically Handicapped employees
- On medical grounds


[Dr. Shubhra Gupta] 9/12/12
Dy. Med. Supdt
Chairperson


[Dr. Neeharika Kapoor]
Specialist Gr.II
Member


[Sh. Chandra Bhanu Jha]
Deputy Director
Member


[Dr. Baljeet Dahiya]
Specialist Gr.II
Member


[Sh. Ravi Shankar]
Staff Nurse
Member