

F.No. 1-167/2021/H&E/Vol.IV
अंडमान तथा निकोबार प्रशासन
Andaman and Nicobar Administration
सचिवालय/Secretariat

Sri Vijaya Puram, dated the 28th October, 2024..

C I R C U L A R

Sub:- Allotment of Accommodation of Andaman and Nicobar Administrative Residence (General Pool) Rules 1991- regarding.

As per the provision of Rule 11 (1) of Allotment of Accommodation of Andaman and Nicobar Administrative Residence (General Pool) Rules-1991, If a government servant fails to accept the allotment of residence within 7(seven) days or fails to take possession of that residence allotted to him/her within 7(seven) days from the date of receipt of the letter of allotment, he/she shall not be eligible for another allotment for a period of one year from the date of the allotment order.

It has been observed that after allotments, the allottee are submitting grievances for alternate allotment on various grounds and this department is not in a position to allot an alternate accommodation as per the existing rules since the allotments were made on the status report furnished by APWD which are fit for allotment.

In view of the above circumstances, the following guidelines/procedure to be adopted in place of inviting claims/objections from allottee for timely redressal of such grievances :-

- i. An offer of allotment of accommodation shall be accepted by the allottee within seven days from the date of allotment of the accommodation or take physical possession of the accommodation from APWD, if the allotted accommodation is ready for immediate occupation and he/she shall submit online occupation report also.
- ii. In case the allotted accommodation is not ready for immediate occupation, APWD shall issue a Technical Occupation Report to the allottee on receipt of authority slip from the Housing & Estate Department, Secretariat.
- iii. The APWD shall issue a Physical Occupation Report to the allottee once the accommodation is ready for occupation and after handing over the accommodation to the allottee in habitable condition.
- iv. The APWD shall carryout any repair works of allotted houses within 30 days from the date of issue of Technical Occupation Report and handover the allotted house to the allottee in habitable condition.
- v. The allottee shall submit online occupation report within 45 days from the date of allotment order on the basis of Technical Occupation

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Report/Physical Occupation Report, as the case may be, to avoid cancellation of allotment in the portal automatically.

The change of Same Type of accommodation on the medical/repair(uninhabitable condition) grounds only shall be considered as per the existing rules/policy from the occupant of houses only.

This has the approval of Competent Authority.


Assistant Secretary (H&E)

To

1. All Head of Departments/Head of Offices with the request to circulate amongst the employees and display on Notice Board in their respective offices for wide publicity.
2. The Chief Engineer, APWD, Nirman Bhawan, Sri Vijaya Puram for information and necessary action.
3. The Executive Engineer, SVPSD/SVPND/CD-II, APWD, Sri Vijaya Puram for information and necessary action.
4. The Assistant Engineer (Works), CE's Office, APWD, Sri Vijaya Puram for information and necessary action.
5. All Sections in the Secretariat, A&N Administration, Sri Vijaya Puram for information.
6. The Executive Officer, SOVTECH, DBRAIT campus, Pahargaon with the request to upload the circular in the homepage of the "AAGA" portal.
7. Assistant Manager (IT), EDP Cell, Secretariat for uploading the circular in the website of A&N Administration <https://andaman.gov.in> and also sent through e-mails to all departments.

Copy to :-

1. PS to Chief Secretary, A&N Administration, Secretariat, Sri Vijaya Puram for kind information of CS.
2. PS to Commissioner-cum-Secretary(H&E), A&N Admn., Secretariat, Sri Vijaya Puram for kind information of Commr-cum-Secy(H&E).
3. Sr.PS to Secretary (H&E), A&N Admn., Secretariat, Sri Vijaya Puram for kind information of Secretary(H&E).


Assistant Secretary (H&E)