



**VISVA-BHARATI  
ESTATE OFFICE**



Memo no:-Estate/QT- 3/213/2017-18

Date:-11/07/2017

**NOTICE INVITING APPLICATIONS FOR QUARTERS**

The following university quarters are available for allotment. Permanent employees who enjoy the rank and scale of pay as mentioned below against the quarters may apply for the same.

An employee, who is already in occupation of quarters, may apply for change of quarters, if no change in the same type has been made earlier. However, no change is allowed within a year of allotment.

Applications through proper channel should reach the office of the undersigned within 29/07/2017.

- Allotments will be made on the basis of seniority in service.
- Seniority for academic quarters will be calculated on the basis of date of joining of academic posts only.
- Seniority for a particular type of qtrs. will be calculated on the basis of date of joining an eligible post & pay scale only. [For example, seniority for an A- type quarters (academic) will be calculated from the date of joining a post having the scale PB-4 i.e. Rs. 37400-67000 with AGP Rs. 9000 only.]
- Separate applications are to be made for different types of quarters.
- Allotment will be made on, *as is where basis is*.
- Applicants may visit the quarters they wish to apply for & satisfy themselves before submitting their applications.
- For any query, please contact Estate Office.

**Academic Quarters**

Sl. No	Quarters no, type etc.	Location	Eligibility	Reservation Category
1	B-type qtrs no.12 vacated by Dr. Ruhi Das.	Ratanpalli	Assistant Lecturer, & above (GP Rs.4200) & above	UR
2	B-type qtrs no.16 vacated by Dr. Sangita Saikia.	Ratanpalli	Assistant Lecturer, & above (GP Rs.4200) & above	SC

**Non-Academic Quarters**

Sl. No	Quarters no, type etc.	Location	Eligibility	Reservation Category
1	C-type qtrs no.04 vacated by Sri Anshuman Banerjee.	Ratanpalli	Grade C & D Staff & other Technical Staff of equivalent Grades, (GP Rs.2400) & above)	UR
2	C-type qtrs no. 01 vacated by Smt. Susanna Susma Murmu.	Sevapalli	Grade C & D Staff & other Technical Staff of equivalent Grades, (GP Rs.2400) & above)	ST (PMH staff will get preference)
3	C-type qtrs no. 18 vacated by Sri Manas Ghosh.	PSV area, SRK. (Near CIT Boy's-Hostel)	Grade C & D Staff & other Technical Staff of equivalent Grades, (GP Rs.2400) & above)	UR

*S. 11/07/17*

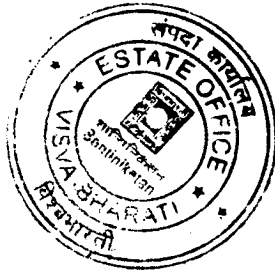
Sl. No	Quarters no, type etc.	Location	Eligibility	Reservation Category
4	D-type qtrs no. 01 vacated by Sri Sushil Kr Mukherjee.	Ratanpalli	Jr. Office Assistant, & Technical Staff of equivalent Grades, (GP Rs.1900) & above	ST
5	LSS qtrs no.18 vacated by Sri Debashis Chatterjee.	Vinaya Bhavana	Lower Subordinate Staff, (GP Rs.1800) & above	UR

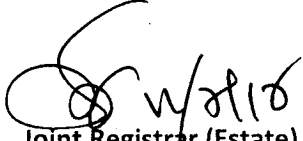
  
Joint Registrar (Estate)  
Visva-Bharati

11/07/17

Copy to:-

1. Chairman, Accommodation (Allotment) Sub-Committee, V.B.
2. Principal /Directors / HOD of all Bhavanas/Departments/Offices.
3. Joint Registrar, Deputy Registrar, Assistant Registrar, of all administrative Offices.
4. C.S to the Vice-Chancellor, V.B.
5. P.A to the Registrar, V.B.
6. University Engineer - with request to arrange minor repairing/ white washing of the quarters before these are occupied.
- ✓ 7. Email Administrator, Computer Centre, V.B - Kindly upload the notice on Visva-Bharati web-site for wide circulation.



  
Joint Registrar (Estate)  
Visva-Bharati

11/07/17

## Form of Application for Quarters

1. Name of employee .....
2. Designation.....
3. Dept / Office / Section etc.....
4. I.D. No.....
5. Phone / Mobile No: - .....
6. Date of joining a permanent / substantive post of Visva-Bharati.....
7. Date of joining an eligible post\* of Visva-Bharati .....  
(\* Read the notice carefully for clarification)
8. Present scale of pay / pay band (with grade pay):  
.....
9. Present basic pay: Rs.....  
(Attach pay slip for the month of ~~July 2016~~ *June-2017*)
10. Number & location of qtrs. applied for (not more than two choices are allowed):
  - a. ....
  - b. ....
11. Category: SC/ST/OBC/PH: ..... (Attach attested copy of certificate);
12. If presently residing in University quarters, mention qtr no &  
location.....
13. Undertaking  

I undertake to abide by the relevant rules / regulations / orders etc relating to allotment and vacation of quarters and other related matters, in case quarters is allotted to me by Visva Bharati.
14. Signature (with date) of applicant .....
15. Reason for change of quarters, if this is an application for  
change:.....
16. Remarks & signature of the concerned Head of Dep't / Office  
.....