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**INDIAN COUNCIL OF AGRICULTURAL RESEARCH**  
**KRISHI BHAVAN : NEW DELHI**

F.No. 12(1)/07-Per.IV

27<sup>th</sup>  
Dated: August, 2012

To

The Directors/Project Directors of all ICAR Research Institutes/Project Directorates/National Research Centres/Bureaus/Zonal Project Directorates

**Sub: Allotment of Residential Accommodation to officers on transfer/ selection to various units of the Council - regarding**

Sirs,

In partial modification of the provisions contained in the Council's Circular of even number dated 27<sup>th</sup> February, 2007, it has been decided with the approval of the Competent Authority to regulate allotment of residential quarters in case of transfers/selection etc. as below:

1. Any employee on transfer from ICAR headquarters / any ICAR Institute or from one Institute to another Institute will be required to apply afresh for accommodation at his/her new place of posting within one month of his/her transfer / charge assumption in case of selection etc.
2. Such employees shall be allowed to retain the residential quarters in their earlier place of posting for a maximum spell of four months from the date of relief irrespective of the fact whether he/she has been allotted residential accommodation or not in the new place of posting. In such cases, the normal licence fee shall be charged for the first two months of retention and subsequently, double the licence fee shall be charged for the third and fourth month of retention.

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3. If no residential accommodation is provided in the new place of posting even after four months from the date of relief from the earlier place of posting, the employee shall be entitled for the admissible HRA as per rules at the new place of posting.
4. In any case retention of residential accommodation in the earlier place of posting shall not be permitted beyond four months and if, not vacated by then, damage rent shall be realised from the fifth month of the date of relief.

These instructions may be brought to the notice of all concerned for strict compliance and regulation. All other provisions of Rule 13 of the Allotment of Residences Rules shall remain the same.

This issues with the approval of Secretary (DARE) & Director General, ICAR.

Yours faithfully,

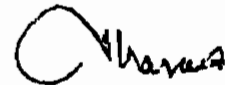


(V.K. Sharma)

Under Secretary (Per. IV)

Copy for information to :-

1. All officers/Sections of ICAR headquarters, KAB-I, KAB-II / NASC Complex
2. President, ARSS Forum
3. Secretary, CJSC/HJSC
4. Information System Officer, ICAR, KAB-II, Pusa, New Delhi
5. CDN Section for giving Index number
6. Guard File



(V.K. Sharma)

Under Secretary (Per. IV)