

## MINUTES OF HOUSE ALLOTMENT COMMITTEE MEETING ON DATED 28-01-2016 AT 04:00PM

The meeting of House Allotment Committee was held as per the schedule on dated 28-01-2016, 4pm.

The meeting was Chaired by Prof Manoj Pandey, Director BMHRC.

Following members were present in the meeting;

1. Dr Manisha Shrivastava, Prof & HOD, Transfusion Medicine Department, BMHRC - Member
2. Dr Rahul Ved, Asst Professor, Neurosurgery Department, BMHRC - Member
3. Mrs Parul Chansoriya, Asst Administrative Officer, BMHRC, - Member
4. Shri Bhupendra Kumar Shrivastava, Consultant Legal, BMHRC, - Member
5. Shri S R Ganvir, Dy Director Engg Services, BMHRC, - Invitee Member
6. Shri Rajeev Garg, Supervisor Civil, BMHRC, - Invitee Member
7. Shri Devendra Singh, Senior Manager Engg Services, BMHRC - Member Secretary

Member Not Present :

1. Dr Shubhanjali Joshi, Coordinator Mini Units, BMHRC - Member
2. Shri Shokat Azam Sheikh, Account Officer, BMHRC, - Member

Member Secretary (Devendra Singh, SMES) presented the agenda for the meeting as well as the representation letter given by Bhopal Memorial Hospital Nurses Association, along with the status of Vacant Quarters at BMHRC Campus mentioned as below.

S.No.	Type of Accommodation	Nos. of Vacant qtrs.
1	Type-II	3 nos. .
2	Type-III	10 nos.
3	Type-IV	25 nos.
4	Type-V-B (D-1)	9 nos.

**Agenda Points :**

- a. Regarding out of Turn Allotment of Quarter for Neuro Surgery OT Employee on functional ground.
- b. Regarding request for change of residence in the same category of entitlement.
- c. Regarding allotment of Vacant quarter to employees.
- d. Request of certain employees for Upgradation of Accommodation.

- a. Regarding out of Turn Allotment of Quarter for Neuro Surgery OT Employee on functional ground.

Mr. Sebestan Kurian (Staff Nurse), having PB-II, GP4600 had submitted letter on dated 21/08/2015 mentioning that he is eligible for Type - III flats and as he is working in Neuro Surgery OT and frequently called for emergency duty in Neuro Surgery OT, thereby causing much in convenience in attending the emergency cases. the H.O.D. of Neurosurgery has remarked on letter that there is no Staff Nurse of Neuro Surgery OT which is residing in Campus hence Priority to be given to Mr. Sebestan Kurian in Allotment of Quarter at BMHRC Campus. Chairman of Committee has seeked clarification whether any staff nurse of Neuro Surgery O.T. is residing at BMHRC Campus, in this regards Sup. Civil has confirmed that there is no staff Nurse from Neuro Surgery O.T. residing at BHMRC campus.

Chairman has stated that since BMHRC is a Superspeciality Hospital and there is a frequent occurrence of Emergency neuro Surgery cases for which at least one Nursing staff must reside at BMHRC Campus Dr. Rahul Ved also mentioned the necessity of having atleast one staff Nurse residing at BMHRC Campus so that he may be available in case of emergency cases, and therefore Keeping in View the Criteria of functional ground as per the Govt. Accommodation rules, it was decided for allotment of Type III Vacant flat to Shri Sebestan Kurian (Staff Nurse)

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**b. Regarding request for change of residence in the same category of entitlement.**

Ms. Mercy Martin Staff Nurse whom is residing at C-95 Qtr. on 2<sup>nd</sup> floor has requested vide letter dt 28/11/2015 for shifting to ground floor Qtr. owing to illness of her father in law, and Mrs. Sunaina Harishchandra whom is having accommodation on second floor vide letter dt. 03/12/2015, had requested for shifting on same category of ground floor Quarter.

The committee has referred the rule mentioned in page no 60 & 61 of allotment of Govt Residences (Rules) as mentioned below;

**Change of Residence**

SR 317-B-15(1) An officer to whom a residence has been allotted under these rules may apply for a change to another residence of the same type or a residence of the type to which he is eligible under SR 317-B-5, whichever is lower. Not more than one change shall be allowed in respect of one type of residence allotted to the officer.

[(2) An officer who intends to change the accommodation already allotted to him shall make application in the prescribed form to the Directorate of Estate. After acceptance by the Competent Authority, the name of the applicant shall be included in the computerized waiting list. The inter se seniority of the applicant so included shall be determined "On first-come first-served basis"]

(3) Change shall be offered in order of seniority determined in accordance with sub-rule (2) and having regard to the officer's preferences as far as possible:

Provided that no change of residence shall be allowed during a period of six months immediately preceding the date of superannuation.

(4) If an officer fails to accept a change of residence offered to him within five days of the issue of such offer or allotment; he shall not be considered again for a change of residence of that type.

(5) An officer who, after accepting a change of residence fails to take possession of the same, shall be charges licence fee for such residence in accordance with the provision of sub-rule (1) of SR 317-B-12 in addition to the normal licence fee under FR 45-A for the residence already in his possession, the allotment of which shall continue to subsist.

As per the rule, the two eligible applicants as mentioned below whom had given applications for change of accommodation can be allotted the same category of quarter at ground floor.

Available quarters on ground floor in Type III category are C-52 & C-89

Name of Employee	Designation
1. Ms Mercy Martin	Staff Nurse
2. Mrs. Sunaina Harishchandra	Staff Nurse

In addition to this Ms. Radha K. Vice Principal Nursing College whom is residing in B-32 first floor has given an application for change of her accommodation in the same category of Qtr. in Type IV special flat at Ground floor.

On this Dy Director Engg. Services, had informed HAC that Ms. Radha K. whom is Residing at B-32 Qtr. was previously residing in B-38 and changed her accommodation to B-32 flat, and as per the rule there can be a change of accommodation in the same category of Qtr. only once in service tenure. On the mentioned fact the Committee has stated that her application not to be considered further, for change of accommodation.

*[Handwritten signatures and initials]*

c) **Regarding allotment of Vacant quarter to employees, against their applications**

In this regards, as mentioned above there are 3 vacant Quarters at Type II flats, 10 Vacant quarters at Type III flats, 25 Qtr at Type IV Special flats, & Nine Vacant Qtr. At Type V-B (D-1) Bungalow, which are Presently vacant and available for Allotment.

From the above Vacant Quarters, one Type III flat has been allotted by the HAC Vide Point No(1) thus remaining 9 Vacant Type III Quarters are available in this category.

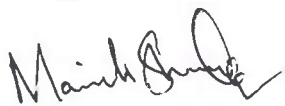
For the allotment of above vacant quarters under various categories the Seniority List which has been Prepared at DDES office is examined by the Chairman, It has been observed by the Chairman that the Seniority List is not as per the rules mentioned on PG No. 16 & 17 of Swamys Handbook on allotment of Govt. Accommodation. On this Chairman has instructed the Member Secretary that meeting shall not be arranged without Proper documentation & upto date information, further chairman instructed DDES & Sup. Civil to Prepare the Seniority list Strictly as per Govt. Rules & in Consultation with P&A Dept.

Chairman had also instructed that Prior to the decision of allotment of Type IV special & Type V B (D-I) Quarters, P &A Dept. of BMHRC shall prepare and put up compiled list of all Vacant Posts having eligibility of above mentioned Quarters to be filled in future at BMHRC. Further Chairman HAC also instructed that all the reports stated above shall be put up before him Prior to Convening of next HAC Meeting.

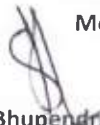
The letter submitted by Bhopal Memorial Hospital Nurses Association dated 28/01/2016 was put on record and Dr. Rahul Ved has pointed out that at the time of BMHT administration if certain employees were allotted the Quarters to Lower type of Accommodations, and now as per the Govt. rules if they are eligible for higher type of Quarters, which are vacant at BMHRC campus these employees shall be allotted the accommodation as per their eligibility criteria and in future also the same rules to be followed, the Committee agreed on the raised point.

Subsequently the meeting of HAC has adjourned due to non availability seniority list of employees as per Govt rules.

The members conveyed vote of thanks to the chair.



**Dr Manisha Shrivastava**  
Prof & HOD  
Transfusion Medicine Department  
BMHRC  
Member



**Shri Bhupendra Kumar Shrivastava,**  
Consultant Legal, BMHRC  
Member



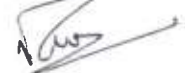
**Dr Rahul Ved**  
Asst Professor  
Neurosurgery Department  
BMHRC  
Member



**Shri S R Ganvir**  
Dy Director Engg Services  
BMHRC  
Invitee Member



**Devendra Singh**  
Member Secretary  
House Allotment Committee



**Mrs. Parul Chansoriya**  
Asst Administrative Officer  
BMHRC  
Member



**Shri Rajeev Garg,**  
Supervisor Civil, BMHRC  
Invitee Member

Put up for approval of Minutes of 3<sup>rd</sup> House Allotment Committee meetings recommendations.

  
**Prof Manoj Pandey**  
Chairman  
House Allotment Committee