

OFFICE OF THE
SUPERINTENDING ENGINEER
LAKSHADWEEP PUBLIC WORKS DEPARTMENT
KAVARATTI -682 555

F.NO.2/1/935/90-CAB

DATED

4TH AUGUST 1992.

**RULES FOR ALLOTMENT OF RESIDENTIAL
ACCOMMODATION IN LAKSHADWEEP**

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Whereas, it has become necessary to modify the existing rules for allotment of residential accommodation framed by the Administration consequent on the large number of Govt. Officials residing in different islands without having sufficient suitable Govt. accommodation available for their residential purpose.

The Administrator, Union Territory of Lakshadweep hereby makes the following rules for allotment of Govt. residential accommodation to the officers of the Lakshadweep Administration in super cession of all the previous rules and orders on the subject.

1(a) The Administrator, Union Territory of Lakshadweep may constitute a Local Accommodation Board for each island and when found necessary.

(b) Administrator may also constitute a Central Accommodation Board at Kavaratti to function as an appellate authority for Local Accommodation Board.

2. The Local Accommodation Board including the Member Secretaries will act as advisory body only. The decision of the Local Accommodation Board will be subject to the approval of Central Accommodation Board. Local Accommodation Board may however take it for granted that approval of Central Accommodation Board would be forthcoming in the normal course. However in case of appeal by an aggrieved party

the decision of the Central Accommodation Board will be final and binding on the applicant and Local Accommodation Board.

Provided that in cases where representations are made to the Administrator, the Administrator may alter the decisions of the Central or Local Accommodation Board and it should be treated as the final allotment.

3. When a residential accommodation falls vacant in a particular island, the allotment of such accommodation should be made with reference to the eligibility of the Govt. servants at the moment posted and working in that island and no applicant shall be entertained for advance reservation if any except with the prior approval of the Administrator.
4. No Govt. quarters should be occupied by a Govt. Servant without allotment in his name by accommodation board or the Administrator.
5. Member Secretary of the accommodation board in each island should keep a register of Govt. servant working in each island containing the following particulars.
 - a) Name.
 - b) Designation and Office to which attached.
 - c) Basic pay (exclusive of special pay, personal pay and allowances etc.)
 - d) Date of joining service under Central Govt, State Govt. or other Union Territory Service, Public undertaking or Autonomous Bodies (Only continued service should be taken in to account).
 - e) Date of joining in the Administration.
 - f) Type of quarters to which eligible.
 - g) Type of quarters allotted
 - h) Remarks if any,
6. Accommodation Board may allot the quarters on the basis of eligibility of each Govt. servant with reference to his basic pay as follows.

Type of quarters Basic
pay

-----Type – I Less than Rs.950/-

Type – II Less than Rs.1500/- but not less than Rs.950/-

Type – III Less than Rs. 2800/- but not less than Rs.1500/-

Type- IV Less than Rs. 3600/- but not less than Rs.2800/-

Type- V Less than Rs. 5900/- but not less than Rs. 3600/-

Type- VI Rs. 5900/- and above.

7) Accommodation Board may make allotment to Govt. servants strictly according to seniority of the total continued service under Govt. subject to any quota fixed against specific posts (continues service including service in any State Govt., Public Sector Undertaking, Autonomous Bodies, etc.)

8) Accommodation Board may allot quarters in the following order of preference.

a) Married Govt. Servant with their families in the station at the time of allotment.

b) Woman Govt. Servants without family in the station.

c) Govt. Servants who have not brought their families, but intend to bring their families to the station within a specified period not exceeding a month,

d) Bachelors and other single officers.

Note :- Family means Govt.Servant's wife or Husband as the case may be and the legitimate children and step children wholly dependent on the govt.servants.

9) Husbands and Wife will not get separate quarters in the same station.

10) The accommodation board may also allot share accommodation to Govt.Servants staying along in an island without family.

a) The allottee of Govt. accommodation can share his residence allotted to him if he has obtained written permission of the Accommodation Board.

b) Any allottee who share the residence with other person without the permission of the Local Accommodation Board, shall do so at his own risk In addition to any other action taken by Accommodation Board, he shall remain personally responsible for any damage caused to the residence or its precincts or any other service provided to the accommodation.

c) If any instance/complaint is brought to the notice of Accommodation Board regarding unauthorized sharing or sub-letting of the Govt.accommodation allotted to a Govt.Employee, accommodation board shall have the discreet enquiries conducted through the Vigilance Department of the Lakshadweep Administration. In the event of allegation/complaint found true, Secretary, Accommodation Board shall proceed to take action for cancellation of allotment in the name of Govt. Officials after issuing necessary show cause notice, On receipt of the reply to the show cause notice, accommodation board shall take action as deemed fit regarding cancellation or regularization of the allotment. In the event of allegations/complaints found true, unauthorized person staying shall be liable for Civil/Criminal action against him as the facts would reveal.

d) In case complaint/allegation of sub-letting and or unauthorized sharing of accommodation is proved true during enquiry against such Govt.Employee, he shall be debarred from the allotment of Govt. accommodation for three years.

e) If an officer to whom the residence has been allotted, unauthorisedly subjects the residence or erect any unauthorized structure in any part of the residence or uses the residence or any portion thereto for any purpose other than that for which it is meant or tempers with the electrical or water connection or commits any other breach of the rules or the terms and conditions of the allotment or uses the residence or premises or permits the residence or the terms and conditions of the allotment or uses the residence or premises to be used for any purposes which the accommodation board considered to be improper of conducts himself in a manner which is prejudicial to the maintenance of harmonicas relations with his neighbours or has knowingly furnished in correct information any application of written statement with a view to securing the allotment, the accommodation Board may without prejudice to any other disciplinary action that may be taken against him, cancel the allotment of residence.

11. It will be the responsibility of the Govt.Servant occupying the Govt. quarters that he should keep the quarters neat and clean. He will also be responsible for the Govt. property in the quarters.

a) If an officer fails to accept allotment of a residence within fifteen days or fail to take possession of that residence after acceptance within fifteen days from the date of receipt of letter of allotment from the Accommodation Board, the allotment will be automatically cancelled and he will not be eligible for another allotment for a period of one year from the date of allotment letter.

12) The occupant of the quarters on vacation should hand over the vacant possession of the quarters then and there to

the Member Secretary or any other person authorized in his behalf from time to time failing which the Govt. Servant concerned will be charged rent for the period he keeps the vacant quarter for more than a month as decided by the Administrator from time to time.

13) A residence allotted to an officer may be retained on the happening of any of the events specified in column 1 of the table below for the period specified up the corresponding entry in col.2 there-of, provided that the residence is required for the bonafied use of the officer or members of his family.

Events Possible period for residence	Permi Retention of
1. Resignation, dismissal or removal from Service, termination of service, termination of service or unauthorized absence Without permission.	1 month.
2. Retirement or terminal leave months	4
3. Death of the allottee months	6
4. On proceeding on Foreign Service in India. months	2
5. Temporary transfer in India or transfer To a place outside India. months	4

6. Leave (other than leave to retirement, for the period of leave but not Refused leave, terminal leave, ML., exceeding four months. For the Maternity leave or study leave. Period of maternity leave plus Leave granted in continuation Subject to maximum of five Months.

7. Leave preparatory to retirement or for the full period of leave on Refused leave, granted under F.R 86 full average pay subject to a Or earned leave granted to Govt. Maximum of 180 days in the case of leave preparatory to Retirement and four months in Other cases inclusive of the Period permissible in the case Of retirement.

8. Study leave in outside India. (a) In case the officer is in occupation of accommodation below the his entitlement for the entire period of study leave.

(b) In case the officer is in

occupa	
tion of his entitled type acco-	mmod
ation for the period of	study
leave but not exceeding	
six months provided that where	the
study leave extends beyond	Six
months he may be allotted	Altern
ative accommodation, one	Type
below his entitlement, on	The
expiry of six months or from	The
date of commencement of the	Study
leave if he so desires.	
9. Deputation out side India.	For
the period of deputation but	Not
exceeding six months.	
10. Leave on Medical ground.	Full period of
leave.	
11. On proceeding on training.	For full
period of training.	
14. If an eligible quarter is not available, the Govt. Servant is obliged to occupy the quarters allotted to him below his entitlement without, of course, affecting the interse seniority. Normally type I quarter will not be allotted to officials other than entitled according to clause 6, not even under the one below entitlement clause.	

15. The priority date for a particular type of quarters will be reckoned from the date of govt. servants become eligible for the same with reference to his basic pay. However for allotment of quarters below his entitlement his total seniority will be taken into account.

16. No-Go Servants should be accommodated in a quarter above the type in which he/she is entitled to except with specific orders of the Administrator or in case of earmarked accommodations.

17. The following posts are made eligible for specific allotment irrespective of seniority as mentioned under clause-7.

1. Administrator
2. Collector Cum Dev. Commissioner
3. Counselors
4. Superintendent of Police
5. Superintending Engineer, PWD
6. Executive Engineer, PWD
7. Director of Medical & Health Services
8. Sub Judge
9. Director of Fisheries
10. Director of Agriculture
11. Director of Industries
12. Director of Social Welfare
13. Director of Animal Husbandry
14. Director of Education.
15. Asst.Executive Engineer (Ele)
16. Registrar of Co-operative Societies
17. Port Officer
18. Settlement Officer
19. Secretary (Administration)
20. Principal in Colleges of Islands
21. Vigilance Officer
22. Research Officer (Planning)
23. Asst.Manager (Tech) Press
24. Asst.Engineers PWD in each island
25. One Asst.Engineer(Ele) and Junior Engineer(Ele) in each islands.

26. Deputy Superintendent of Police
27. One Junior Engineer, PWD in each island
28. Deputy Superintendent of Police of MPSAF
29. Circle Inspector/Sub-Inspector of Lakshadweep Police in each island.
30. Fire Service Officer.
31. Massifs in islands.
32. Medical Officer in charge of Hospital/Primary Health Centre I all islands
33. All Doctors in islands.
34. ECG and X-Ray Technician in islands.
35. Head Master of High School in each island.
36. Block Development Officer/Addl.Sub-Divisional Officer in islands
37. Deputy Collector, Minicoy
38. CA to Administrator
39. Two staff nurses attached to Hospital/Primary Health Centre in all islands.
40. One maternity Assistant attached to Hospital/Primary Health Centre in all islands
41. Education Officers
42. Govt. Servant on deputation to Lakshadweep Administration.
43. Port Assistant in all islands.
44. Managing Director, Lakshadweep Development Corporation] with prior approval of]
45. Manager (SPORTS)] Administrator

18. Allotment strictly with reference to rules may be made by the Member Secretary of each island with the approval of the concerned Local Accommodation Board.

19. Essential Hospital Staff declared from time to time should be accommodated near to Hospital/Primary Health Centre.

20 Govt.Servants of other Central Govt. Organisation working in islands may also be considered for allotment according to their eligibility and seniority at par with the Administration officials.

21. When a Govt. Servant moves on transfer he should obtain a surrender certificate from the concerned Member Secretary to show that he has surrendered the Govt. quarters allotted to him in that station. If he was not allotted any Govt. accommodation, a certificate to this effect may also be obtained from the Member Secretary.

22. When a Govt.Servant applies to a Govt. Quarters in the new station, application should accompany a surrender certificate from the Member Secretary of the Local Accommodation Board of his previous station. Applications along with the surrender certificate will only be admitted by the Member Secretary for registering his application for allotment of quarters in the new station.

23. Constitution of Central Accommodation Board and Local Accommodation Boards would be as under:

Central Accommodation Board

1. Executive Engineer, PWD,
Kavaratti Chairman
2. Director of
Education. Member
3. Director Medical Health
Services. Member
4. Deputy Superintendent of
Police Member
5. Secretary (Administration
) Member

Local Accommodation Board

1. Addl.Sub-Divisional Officer/Deputy
Collector/

- Sub divisional Officer in
islands. Chairman
2. Junior Engineer,
PWD Member Secretary
3. Head Master, Govt.High
School Member.
4. Medical Officer/Dental Surgeon,
Kavaratti Member.

However, if any change is required such change can be made by the Superintending Engineer, PWD from time to time.

24. Administrator may in unavoidable circumstances allot quarters out of turn with reference to the circumstances of each case.

25. The Superintending Engineer,LPWD will be the Appllite Authority for the Central Accommodation Board and any dispute in allotting the residential accommodation shall be referred to the Superintending Engineer, Lakshadweep PWD, Kavaratti whose ruling shall be final and binding on all concerned. If required the Superintending Engineer may take the advice of the Central Accommodation Board from time to time.

26. These rules shall come into force with immediate effect.

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(A.M. KASMIKOYA)

To

The Chairman/Member Secretary/Members
Local Accommodation Board in all islands

The Chairman/Member Secretary & Members
Central Accommodation Board at Kavaratti.

All Departmental Heads/ Offices in all Islands

Secretariat, General Section, Kavaratti

Copy to all Asst.Engineersa (PWD) in islands
Copy to the Executive Engineer, PWD, Kavaratti/Amini/
Cochin.

ADMINISTRATION OF THE
UNION TERRITORY OF LAKSHADWEEP
PUBLIC WORKS DEPARTMENT
KAVARATTI – 682 555

F.NO. 33/2/1370/02-C5

Dated 7.8.2002

ORDER

Sub : Amendment to the Rules for Allotment of
Residential Accommodation
In Lakshadweep – Regarding.

The following amendments to the existing rules for
allotment of residential accommodation in Lakshadweep
issued vide F.No.2/1/935/90-CAB dated 4.8.1992 is made
with immediate effect.

1. Clause 6 regarding the eligibility of quarters with
reference to the basic pay of the Government servants
substituted as follows.:

Pay Range

Entitled Type

2550 – 3049	I
3050 – 5499	II
5500 – 8499	III
8500 – 11999	IV
12000 and above	V

2. Clause 13 regarding retention of quarters on various reasons shall be read as follows.

Events retention of residence	Permissible period for
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leave free of rent subject to return to the same post	1. During Up to maximum period of one month the condition that he is likely to from which he proceeds on leave.
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2. Female Officer maternity leave free of rent, accommodation is not required for the the absence on leave of likely to return to the on leave, no additional the substitute.	During the entire period of Maternity leave provided that the Substitute, if any, engaged during The officer concerned and she is Same post from where she proceeds Accommodation will be provided to
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3. On transfer thereafter on payment of rent exceeding one month from	First 15 days free of rent and under FR 45-A for a period not the date of handing over charge.
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4. On death of the Family may retain the
residence free of rent for a period
Officer of one month from the date
of the officer's death, and
Thereafter for a further period of 3
months on payment Of rent under FR 45-A.

5. On resignation, Rent-free concession cease
from the date of resignation
dismissal or removal dismissal or
removal.

6. On retirement. No rent-free concession; but
can be retained for a period
of one month on payment of rent
under FR 45-A.

3. In clause 17, the following posts are also added for specific allotment irrespective of seniority.

S.No.46 : Officers from DANIL and DD and DNH Civil Services Officers.

47 : Deputy Conservator of Forests.

4. In Clause 23, Central Accommodation Board and Local Accommodation Board, Kavaratti are as under with the insetions followed.

CENTRAL ACCOMMODATION BOARD

- | | | |
|----|-------------------------|----------|
| 1. | Secretary (PWD) | Chairman |
| 2. | Secretary (Finance) | Member |
| 3. | Superintending Engineer | Member |
| | Secretary | |

LOCAL ACCOMMODATION BOARD

1. Collector cum Dev.
Commissioner Chairman
2. Director of
Education Member
3. Director Medical & Health
Services Member
4. Superintendent of
Police Member
5. Superintending
Engineer Member
6. Secretary (Administration
) Member Secretary

The Local Accommodation Board at Kavaratti may make allotment for type I, II & III quarters, but excluding the quarters attached to the Lakshadweep House. Central Accommodation Board may make allotment for the type IV and V quarters at Kavaratti

Any dispute in allotting the residential accommodation by Local Accommodation Board may be referred to the Central Accommodation Board.

5. Clause 25 is substitute as :

The Administrator will be the Appellate Authority for any dispute over the decision/allotment of residential accommodation by Central Accommodation Board.

Sd/-

PUKH RAJ BUMB)

(
Commissioner and Secretary (
Works)

To

The Chairman/Member Secretary/Members of
Central Accommodation Board.

The Chairman/Members Secretary/Members of the
Local Accommodation Boards.

- Copy to
- 1) All Departmental Heads/ Offices in islands
 - 2) P.A to Administrator/CDC/Secy(Works)/SE,PWD
 - 3) All Executive Engineers of PWD
 - 4) All Assistant Engineers of PWD
 - 5) Secretary (Administration), Sectt, Kavaratti.

ADMINISTRATION OF THE
UNION TERRITORY OF LAKSHADWEEP
PUBLIC WORKS DEPARMTNE
KAVARATTI – 682 555

F.NO. 33/02/1798/02-C5
22.10.2003

Dated

ORDER

Sub :- Constitution of Local Accommodation Board for
Kavaratti –

Regarding.

Ref :- Order F.No. 33/2/1370/02-C5 Dated 7.8.2002

The Local Accommodation Board for Kavaratti
constituted vide reference cited above is reconstituted with
the following officers with immediate effect.

1. Additional District Magistrate, UTL,
Kavaratti Chairman
2. Sub Divisional Officer,
Kavaratti Member

3. Dental Surgeon, IGH,
Kavaratti Member
- 4 Head Master, G.S.S.School,
Kavaratti Member
5. Assistant Engineer PWD (Housing),
Kavaratti Member Secretary

The other conditions contained in the above referred order shall remain unchanged.

Sd/-
(PUKH RAJA

BUMB)
Commissioner & Secretary (Works)

To

The Officers concerned.

Copy to all Departmental Heads/ Offices at Kavaratti for general information

Copy to PA to Admr/CDC/Secy(W)

Copy to

- 1) Director of Education, UTL, Kavaratti
- 2) Director Medical & Health Services, Kavaratti
- 3) Superintendent of Police, Kavaratti
- 4) Superintending Engineer, PWD, Kavaratti
- 5) Secretary (Administration) Kavaratti.