പതിനാറാം കേരളനിയമസഭ

രണ്ടാം സമ്മേളനം

നക്ഷത്രചിഹ്നമിടാത്ത ചോദ്യം നമ്പർ: 2897 **29-10-2026-ൽ മറുപടിയ്ക്ക്**

എൻ.ജി.ഒ. ക്വാർട്ടേഴ്സുകൾ അനുവദിക്കുന്നതിനുള്ള ചട്ടങ്ങളും മുൻഗണനാ മാനദണ്ഡങ്ങളും

ചോദ്യം ഉന്നയിച്ച അംഗങ്ങൾ **മറുപടി നൽകിയ മന്ത്രി**

ശ്രീമതി ഉമ തോമസ് ശ്രീ. പി. കെ. ബഷീർ
(പൊതുമരാമത്ത് വകുപ്പ് മന്ത്രി)

(എ) എറണാകുളം ജില്ലയിലെ സർക്കാർ ജീവനക്കാർക്കായി അനുവദിച്ചിട്ടുള്ള എൻ.ജി.ഒ. ക്വാർട്ടേഴ്സുകൾ നിലവിലുള്ള ചട്ടങ്ങൾ പാലിക്കാതെ ഹൈക്കോടതിയിലെ ജീവനക്കാർക്ക് പ്രത്യേക പരിഗണന നൽകി അനുവദിക്കുന്നതായി പരാതി ലഭിച്ചിട്ടുണ്ടോ;

മറുപടി: ഇല്ല.

(ബി) എൻ.ജി.ഒ. ക്വാർട്ടേഴ്സുകൾ അനുവദിക്കുന്നതിന് നിലവിലുള്ള ചട്ടങ്ങളും മുൻഗണനാ മാനദണ്ഡങ്ങളും എന്തൊക്കെയാണ്;

മറുപടി: 28-02-2006-ലെ സ.ഉ.(കൈ) നം.11/2006-PWD (അനുബന്ധം 1), 30-07-2010-ലെ സ.ഉ. (സാധാ)നം.1238/2010-PWD (അനുബന്ധം 2), 07-09-2016-ലെ സ.ഉ(കൈ) നം.65/2016-PWD (അനുബന്ധം 3) എന്നീ സർക്കാർ ഉത്തരവുകൾ പ്രകാരമുള്ള എല്ലാ അർഹതാ മാനദണ്ഡങ്ങളും മുൻഗണനാ മാനദണ്ഡങ്ങളും പാലിച്ചാണ് സർക്കാർ ക്വാർട്ടേഴ്സുകൾ അനുവദിച്ചു വരുന്നത്.

(സി) പ്രസ്തുത ക്വാർട്ടേഴ്സുകൾ ഹൈക്കോടതിയിലെ ജീവനക്കാർക്ക് അനുവദിക്കുന്നതിന് പ്രത്യേക അനുമതിയോ ഇളവുകളോ നൽകിയിട്ടുണ്ടോ; ഉണ്ടെങ്കിൽ അതിന്റെ വിശദാംശം ലഭ്യമാക്കുമോ;

മറുപടി: ഇല്ല.

(ഡി) ക്വാർട്ടേഴ്സ് അനുവദിക്കുന്നതിൽ അർഹരായ സർക്കാർ ജീവനക്കാർക്ക് മുൻഗണന ഉറപ്പാക്കുന്നതിനും ചട്ടവിരുദ്ധമായ അലോട്ട്മെന്റുകൾ ഒഴിവാക്കുന്നതിനും നടപടി സ്വീകരിക്കുമോ?

മറുപടി: അർഹരായ സർക്കാർ ജീവനക്കാർക്ക് നിലവിലുള്ള മുൻഗണനകൾ ഉറപ്പുവരുത്തി അതിൻ പ്രകാരമാണ് ക്വാർട്ടേഴ്സുകൾ അനുവദിക്കുന്നത്.

സെക്ഷൻ ഓഫീസർ

GOVERNMENT OF KERALA
Abstract

Government Servants' Quarters – Revised rules for allotment and occupation - Issued

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PUBLIC WORKS (E) DEPARTMENT

G.O.(MS)No. 11/2006/PWD. Dated, Thiruvananthapuram, 28.2.2006.

Read:- G.O.(Ms) 69/75/PWD dated 21.3.1975.

ORDER

In supersession of the rules issued for the allotment and occupation of Government Servants' Quarters in Kerala vide Government Order read above, Government are pleased to issue revised rules appended to this Order for allotment and occupation of Government Servants' Quarters under the administrative control of PWD with effect from 1st March, 2006.

2. The quarters which are earmarked or reserved for allotment of certain categories of officers for the sake of administrative purposes shall be continued as before.

3. The Chief Engineer (Buildings) and the District Collectors will take immediate action for implementation of the order.

By Order of the Governor

GYANESH KUMAR,
SECRETARY TO GOVERNMENT.

To

All District Collectors
All Chief Engineers
All Superintending Engineers and Executive Engineers of the Buildings Wing.
All Heads of Departments
The Finance Department
The Secretary, Kerala Public Service Commission
The Registrar, High Court of Kerala
The Registrar, University of Kerala/ Mahatma Gandhi University, Kottayam/University of Calicut/University of Cochin/University of Kannur/Agriculture University, Mannuthy (with CL)
The Accountant General (A&E)/(Audit), Thiruvananthapuram.
Stock File/Office Copy.

Forwarded/By Order,

Section Officer.

Rules for the Allotment and Occupation of Government Servants' Quarters in Kerala - 2006

1. **Short title** – These rules shall be called the rules for the allotment and occupation of Government Servants' Quarters in Kerala – 2006.

2. **Extent of application** – These Rules shall apply to all residential buildings under the control of the PWD or the District Collector, as the case may be, and do not apply to buildings under the control of other departments.

3. **Definitions** – In these rules, unless there is anything repugnant to the subject or context.

i. "Quarters" means houses and/or flats constructed leased or acquired by the Government of Kerala for being let out to State Government Employees for their residence on payment of rent, which are under the control of the PWD or the District Collector, as the case may be;

ii. "Applicant" means a Government Servant who is eligible for allotment of quarters and who submits an application for allotment of quarters in the form prescribed by Government;

iii "Allottee" means a Government Servant to whom quarters have been allotted by competent authority but not occupied;

iv. "Occupant" means an allottee who takes possession of the quarters duly allotted to him after completing all formalities required as per these rules;

v. “Collector” means the District Collector appointed by Government to be in charge of the District;

vi. “Executive Engineer” means the Executive Engineer in charge of the PWD (Buildings) Division, having jurisdiction over the area where the quarters are situated or his subordinate officials who have been empowered to discharge his duties;

vii. “Assistant Engineer” means the Assistant Engineer of the Buildings Section under whose jurisdiction the quarters are situated and who is directly in charge of the quarters;

viii. “Rent” means the monthly rent payable by the occupant for the quarters as specified by the Government time to time;

ix. “Standard Rent” means the rent fixed for a quarters by the PWD and got approved by Government based on its capital cost and other aspects as laid down in the relevant rules issued in that behalf;

x. “Head of Office” means the official superior or head of an office who is competent to draw and disburse the pay of the staff working under him and wherever necessary shall include the official superior who is competent to punish the staff;

xi. “Pay” means pay as defined in Rule 12 (23) Part I of KSR.

xii. “Family” for the purpose of these rules includes officer’s wife/husband, children, stepchildren, father and mother residing with him/her.

4. (a) Eligibility

(i) The Government quarters are intended for allotment to the officers of the State Government who do not have their own accommodation facilities in the place of duty.

(ii) Quarters shall be allotted only to those officers who do not have residential buildings within their Headquarters, cities or towns or within a radius of 20 (twenty) kilometers from their offices, either in their own names or in the names of their husbands or wives as the case may be, or in the names of their unmarried sons or daughters whether inherited or purchased or obtained otherwise, including that under any hire purchase scheme.

(iii) Non-availability of own accommodation facilities shall be clearly and specifically stated in the relevant columns in the application for allotment of quarters. In case it is subsequently detected that the statement in the application form in this regard is not true to facts, the allottee shall be liable to pay from the date of occupation of the quarters, penal rent at three times the rate of rent fixed for the quarters and to eviction under the provisions of the Kerala Public Buildings (Eviction of Unauthorised Occupants) Act, 1968 and the rules made thereunder, from the quarters forthwith and in addition, the allottee shall also be liable to disciplinary action under the relevant rules.

(iv) In case any allottee or occupant of Government quarters subsequently acquire or obtains residential buildings in any manner, the fact shall be forthwith intimated by the allottee/occupant to the Collector and the Executive Engineer (Buildings) concerned. On such intimation the allotment shall stand cancelled. The allottee/occupant shall without fail vacate the quarters within one month from the date on which the allottee/ occupant acquires or obtains such residential buildings. Occupation beyond the date of expiry of the said one month will be treated as unauthorised occupation and the allottee or occupant shall be liable to penalities envisaged in these rules.

(v) Failure to give timely intimation mentioned in sub clause (iv) shall make the allottee/occupant liable to pay penal rent from the date of acquiring or obtaining such residential buildings till the date of vacating the Government quarters/buildings, at three times the rate rent fixed for the quarters/buildings, in addition to other penalities including disciplinary action.

(vi) Occupant of the quarters shall before the end of January each year furnish to the District Collector concerned a declaration in the following form, duly verified and certified by the Head of Office.

"I ..... hereby declare that I have not acquired or obtained residential buildings in my name or in the name of my wife/husband or in the name of my unmarried children within 20 Km of the quarters during the previous calendar year."

Signature:

(Occupant)

Details of Quarters:

Verified and found correct.

(Head of Office)

4.(b) Persons who are not eligible for quarters: -

(i) Officers who are not being paid from the consolidated funds of the State Government, like persons employed under local bodies, Government owned companies, Corporate bodies and other quasi Government institutions.

(ii) Officers who have been evicted from the quarters due to violation of rules or other grounds.

(iii) Officers who own a house in their own names or in the names of their wives/husbands or in the names of their unmarried children as mentioned in Rule 4 (a) (ii).

(iv) Persons borne on daily wages/ work charges/Contingent establishment.

(v) Persons whose wife or husband has already been allotted quarters elsewere

Explanation: - (i) Wives/Husbands of army personnel irrespective of whether they are working under the State Government or not.

(ii) Wives/husbands of police personnel, and

(iii) Married persons whose wife/husband is no more or is legally separated, will be eligible to occupy the quarters.

Note : Unmarried Officers will also be eligible for allotment of quarters but preference shall be given to the married officers.

5. Type of Quarters eligible for – For the purpose of allotment, the quarters are classified into various types as given in Appendix I.

6. Allotment of quarters

(i) The application for allotment of quarters shall be made in the form in Appendix II to the Collector through the head of office who shall verify the correctness of the information furnished in the application and countersign it and forward it to the Collector as early as possible. If the applicant himself is the head of office he shall forward the application to his immediate Superior Officer who shall forward it to the Collector.

(ii) The Collector shall scrutinise the applications received by him. Defective applications, if any, shall be rejected and the applicants informed accordingly forthwith. But in such cases the applicant shall be given an opportunity to rectify it within 7 days and if he complies with the directions it should be considered as valid application. All the valid applications shall be registered in a Register of applications. If more than one application are received for a specific type of quarters on the same day, priority shall be given to the applicant who has been working at the same place for longer period and even that being equal in more than one case, the applicant who is older.

(iii) Separate registers or separate folios in a single book in the form in Appendix III shall be maintained for each type of quarters. A separate register shall be maintained for registering the applications which have priority in allotment and such applications shall be registered in both the registers simultaneously.

(iv) An applicant or occupant who, due to promotion or otherwise, becomes eligible for a higher type of quarters, may submit a fresh application for that type of quarters and shall be eligible for allotment of that quarters in the normal course according to the seniority in that group. In the case of an applicant, he will have claim to get the original type of quarters applied for, when his turn comes in the normal course. In the case of an occupant he will be allowed to continue to occupy the quarters till the time he is allotted a higher type of quarters.

(v) Quarters shall be allotted as soon as it falls vacant. In no case shall the allotment of a quarter be delayed for more than a week of its falling vacant.

(vi) The quarters shall be allotted strictly in accordance with the priority of applications in the respective group i.e. according to the priority of applications from the respective grades of officers for the type of quarters they are eligible for. In case a deviation from this rule for the allotment of quarters is found absolutely indispensable to meet any extra ordinary and exceptional circumstances, which might justifiably warrant such a deviation, the District Collector shall address Government pointing out the special circumstances of the case and obtain prior orders in the matter.

In respect of those who have registered their application for a lower type of quarter based on their eligibility at the time of application and who have subsequently become eligible for a higher type of quarter, priority will be determined with reference to the date of reaching the minimum of the pay range for which a particular quarter is intended. The applicant themselves would intimate this at appropriate time to the authority competent to make allotment of quarters.

(vii) The allotment orders shall be in the form given in Appendix IV and IV A. The allotment order shall be issued to the applicant through the head of office concerned and dated acknowledgement obtained. The head of office shall forward the orders of allotment to the applicant as expeditiously as possible. The Collector and the head of office shall see that there is no delay in despatching the allotment order to concerned officers. The liability on the part of the allottee for payment of rent for the quarters commences after 7 days from the date of receipt of allotment orders or from the date of occupation whichever is earlier. If by any chance the allottee does not require the quarters allotted to him, he shall intimate the fact to the allotting authority within three days of the date of allotment order. If such intimation is delayed, the allottee shall be liable to pay the rent of the quarters upto the date on which such intimation is received by the Collector subject to a minimum of one month's rent.

Note:- The applicants, should intimate the District Collector in writing, if their applications are to be cancelled, due to their transfer to another station, or promotion to a Cadre making them not eligible for the quarters or any other circumstances making them not in need of the quarters. All such intimations shall be routed through their heads of offices with copy direct to the Collector.

(viii) An officer to whom the quarters is allotted should occupy the same within 30 days of the date of issue of allotment order failing which the allotment shall be cancelled and the building allotted to the next applicant without intimation to the original allottee. The original allottee shall, however, be liable to pay rent for a minimum period of one month.

(ix) Applicants who are on leave/under suspension/on deputation to service other than those under the State Govt./on deputation for training, at the time of issue of allotment orders shall be permitted to prolong the actual occupation of the quarters for a period of three months or till they rejoin duty, whichever is earlier if they so request in writing to the Collector. The advance rent payable shall be remitted within the time fixed and their liability to pay the rent of the quarters will commence one week after the receipt of allotment order.

(x) In case where officers of the grade prescribed for a particular type of quarters, as laid down in rule 5 are not available or where they do not require accommodation in quarters provided by Government, the fact being intimated to the allotting authority in writing, then such quarters may be allotted to other officers of a higher or lower grade, if any, who apply for such allotment, until an officer of the particular grade eligible for the particular type of quarters becomes available and applies for allotment of the quarters. In the event of receiving such application, the allotting authority shall give notice to the then occupant of the quarters to vacate the quarters within one month of the receipt of such notice and the occupant shall vacate the quarters within this time limit without raising any objection, and the quarters shall then be allotted to such applicant or applicants on the basis of priority of application. If such applicant happens to be one who on any previous occasion did not want accommodation in the quarters and intimated the fact in writing to the allotting authority, his application shall not be entertained and no re-allotment of quarters as contemplated here shall be made in his favour. If a lower type quarters is allotted to a higher grade officer, the rent to be realised shall be the normal rent payable from time to time or the standard rent of the quarters whichever is lower and if a higher type quarters is allotted to a lower grade officer, the rent to be realised shall be normal rent payable from time to time or standard rent, whichever is higher.

7. If an occupant due to reversion or other reasons, becomes ineligible for the type of quarters allotted to him, but only to any of the lower type he may submit a fresh application for the type of quarters for which he is eligible. He shall be permitted to continue to occupy the quarters, provided he is willing to pay the standard rent or rent fixed by the Govt. from time to time in the revised scale calculated at the rate of pay he was drawing immediately before the reversion, whichever is higher. If he is not willing to this, he shall immediately vacate the quarters and wait for his turn for allotment of the quarters to which he is eligible for in the normal course.

8. The Executive Engineer in charge of the building shall maintain a register of the allotees with details of the date of occupation, the date on which the building is vacated, rent collected, list of equipments, fittings etc. The Executive Engineer shall inform the allotting authority, viz. the Collector concerned within three days when a building falls vacant. He shall intimate the Audit officer the occupancy of quarters from time to time.

9. Priorities for allotment of quarters will be available to the following: -

(i) Government Servants who are wives of Jawans serving in Border area or who were killed in action or reported missing, (To be certified by proper military authority).

(ii) Officers who are physically handicapped. (To be certified by a Medical Officer not below the rank of an Assistant Surgeon/Assistant Professor belonging to the particular speciality.)

(iii) Ten percent of the quarters inclusive of the special priorities mentioned in rule 9 shall be reserved for allotment to members belonging to the Scheduled castes and Scheduled tribes and a ratio of 1:1 shall be maintained between applicants belonging to Scheduled Tribes and Scheduled Castes. If adequate applications are not available either from the category of Scheduled castes / Scheduled tribes, the quota will be made available to the alternate category.

If sufficient applications are not forthcoming from the Scheduled Caste/Scheduled Tribe category the quota would revert to the general pool.

(iv) Government Servants who have entered into inter caste marriage. (This should be certified by a Revenue Officer not below the rank of a Tahsildar or by Misra Vivaha Sangham).

(v) Ex-Service men N.G.Os (to be proved by Certificate from competent authority).

Note: - *i) Priority for classes i, ii, iii, iv and v shall be 1:1 with other non-priority applicants.*

ii) The order of priority among the above five classes will be determined on the basis of date wise seniority of the applicants irrespective of the classes.

(vi) IAS/IPS/IFS Trainees from outside States, if they are married.

(vii) 15% of Flats at Rajiv Nagar, Poojappura shall be reserved for allotment to Officers of the Secretariat.

(viii) 5% of the Flat at Rajiv Nagar, Poojappura shall be reserved for allotment to Jail Staff.

10. 75 Nos. of Quarters at Thiruvananthapuram will be reserved exclusively for Personal Staff of Ministers, Speaker, Deputy Speaker and Govt. Chief Whip.

(i). The allotment of the above quarter will be done by the Govt. and intimated to the District Collector, who shall issue formal allotment orders.

(ii). Members of the Personal Staff who are not Govt. employees shall vacate the quarters allotted to them within three months positively from the date on which they ceases to be the members of the Personal Staff.

(iii). Other conditions prescribed in this rules shall apply to the allottees of the above reserved quarters.

11(1). An agreement in appendix V shall be executed by the allottee of the quarters before the quarters are actually occupied by them.

(2). The lease agreement to be executed shall be on plain paper, the stamp duty being payable by the Government. The Assistant Executive Engineer, (Buildings) in charge of the quarters shall be competent to accept the agreement on behalf of the Governor of Kerala and these agreements shall be recorded in his office, duly numbered and entered in a separate register of agreement.

12. Electric current charges and water charges where such amenities are available, shall be payable by the occupants direct to the Kerala State Electricity Board and Kerala Water Authority respectively or other bodies maintaining such system. Other taxes such as Property Tax, Building Tax etc. shall be paid by the Public Works Department.

An allottee shall deposit one month rent payable by him/her under Rule 15 before the occupation of quarters. This amount shall be refunded to him/her after deducting the dues to Govt. if any and on production of a Non-Liability Certificate from the Collector concerned when he/she vacates the quarters.

Note *(i).* – The meter reading as on the date of occupation will be noted, and the occupant shall be responsible for payment towards further consumption charges. If, in the first bill received, any charges pertain to the period of occupancy of the previous occupant, the Assistant Engineer concerned shall collect the proportionate amount due from the occupant and settle the bill, meeting the difference from Government funds. The amount so advanced shall be debited to the suspense head ‘Misc. P.W. Advance’ and promptly recovered from the previous occupant.

(ii) - The District Collectors and the Superintendents of Police and Executive Engineers (Buildings Division) are exempted the obligation of paying the deposit amount in respect of Govt. Quarters allotted to them.

13 (i). The occupants shall provide their own furniture, other required materials and electric bulbs.

Note. – Where any items of furniture is provided by Government, rent for the same, as fixed by Government, shall be payable by the occupant in addition to the rent of the quarters. In such cases no option shall be available for the occupant for non-payment of additional rent on the plea that such furniture is not used/required by the occupant.

(ii). An inventory of articles available in the quarters shall be prepared in duplicate by the Assistant Engineer concerned and signed by the occupant and the Assistant Engineer as soon as the allottee occupies the quarters. The original of the inventory shall be kept by the Assistant Engineer and the duplicate by the occupant. The occupant shall be responsible for all articles included in the inventory until they are handed over to the Assistant Engineer at the time of vacating the quarters and an unqualified acknowledgment obtained for the same.

Note. – If any articles are lost or damaged, while in the custody of the occupant, the cost thereof shall be recovered from the occupant, as if it is arrears of rent. The cost of articles shall be fixed by the Assistant Engineer, at book value or market value plus 10 per cent centage.

After the requirements of rules are duly fulfilled, the Assistant Engineer concerned shall handover the key of the quarter to the allottee.

14. The occupant shall keep the quarters and premises neat and tidy and shall be liable to make good any damages to the building and its installations caused during his/her occupancy other than by normal wear and tear. Damages caused due to carelessness or in advertence of the occupant shall be repaired departmentally and cost recovered from the occupant, as if it is arrears of rent.

15 (i). Rent payable by the occupant of the quarters shall be the rent fixed by Government from time to time or the standard rent .

15**(ii)** If the husband and wife are Government servants and residing in the quarters, the allottee shall file an Affidavit to the effect that both the husband and wife are Govt. Servants and that they are living together the rent payable shall be calculated on the basis of the pay of the person drawing higher rate. However, the rent shall be payable by the person in whose name the quarters are allotted. The allottee in such cases shall produce before the Executive Engineer, Buildings the pay/income certificates of both the husband and wife.

He/She shall intimate the Executive Engineer, Buildings concerned the change in the rate of pay of himself/herself as well as his wife/her husband. Failure to give timely intimation shall make the allottee liable to pay penal rent from the date of change in pay till the date of intimation, at three times the normal rate of rent. Both the occupants shall be held jointly and severally responsible for payment of rent and other requirement of these rules, as far as applicable to them.

15**(iii)** House rent allowance shall be denied only to the allottee of the quarters, whether it is the husband or the wife as the case may be.

15**(iv)** The standard rent shall be the rent fixed by the Government from time to time.

Explanation: - For calculating the standard rent for the purpose of this rule, capital cost of a building shall be arrived as based on the instructions as laid down in appendix VI.

15**(v)** Payment of rent or arrears thereof shall be made by recovery in the salary bills of the officers to whom quarters are allotted.

15**(vi)** In the case of occupants who proceed on leave or are placed under suspension or are on deputation for a training or higher studies, the rent payable shall be the admissible rate of rent (fixed by Govt. time to time) being paid by him/her immediately before he/she proceeds on leave or on deputation for training or higher studies or were placed under suspension or standard rent, whichever is higher, and the amount shall be realized from his /her leave salary or subsistence allowance, or deputation pay as the case may be.

16(i). A Government servant occupying the quarters when transferred from the station shall vacate the quarters within a period of one month from the date of handing over charge on transfer. The Allotting authority may consider request for grant of extension of time for occupation of the quarters on merits and grant extension for a period not exceeding six months in all or till the end of the academic year (30th of April), whichever is earlier on usual rate of rent. No further extension shall for any reason be allowed. Action shall be taken for eviction of the occupants after the extended period. If the officer is re-transferred to the Station within the permissible period or extended period he/she shall be allowed to continue without any fresh application.

16**(ii)** Government servants occupying the quarters who retire from service shall vacate the quarters on the date of retirement. If they however wish to continue occupation on account of unavoidable circumstances they shall apply to the allotting authority sufficiently early and in any case before fourteen days prior to the date of retirement. The allotting authority may consider the request for grant of extension for a period not exceeding six months in all or till the end of the academic year, (30th April) whichever is earlier. No further extension shall on any score be allowed. Action shall be taken for eviction of the occupants after the extended period. If the request of the Government servant for continued occupation is granted they shall pay the standard rent or the rent fixed by Government from time to time in advance before 5th of every month and also shall give an undertaking in writing to the allotting authority, to the effect that they shall be liable to the dues to Government if any being recovered from their pension, in case they fail to pay the dues. If the occupant continues occupation of the quarters unauthorisedly after the date of retirement, action shall be taken to evict them.

Note. - The above rules shall not apply if the quarters are occupied by husband and wife who are both Government servants and if only one of them is transferred from the station or retired from service. If the quarter is allotted in the name of the person transferred/retired it shall be re-allotted in the name of the other person and rent recovery shall be effected based on the pay of the occupant in such cases. The formalities regarding registration of application and allotment as detailed in rule 6 shall not be applicable in such case of transfer/retirement.

16**(iii)** Where occupancy terminates due to retirement or other causes, the occupant's last pay shall be disbursed only on receipt of the certificate of the Executive Engineer concerned that no rent is due from the occupant. Receipt of this certificate shall also be a condition for the issue of non-liability certificate to or on behalf of the officer before final settlement of his/her retirement benefits or payment of gratuity/ pension to family.

16**(iv)** In case an officer goes on long leave for more than six months, previous sanction of Government shall be obtained for the continued occupation of the quarters. In such case, rent shall be calculated and realised at the rate prescribed in Rule 15. For the purpose of this rule, the amount of pay drawn by the officer immediately before the commencement of the leave shall be the basis for determining the amount of rent to be realised from the officer.

16(iv) **(a)** *And in case an Officer goes on long leave for more than six months for better employment opportunities, the allotment should be cancelled.*

Note. *– Heads of offices shall ascertain from the persons working under them and occupying quarters, whether they have left any arrears of rent or other dues and show such amount in LPC issued to Accountant General after retirement of the officer for settling their terminal dues, if the individual concerned does not pay the dues before that.*

16**(v)** In the event of death of allottee of the quarters, the maximum period of continued occupation by the husband or wife who is not a Government servant/very near relative is fixed as six months in all from the date of death of the allottee or till the end of the academic year whichever is earlier. In such cases, rent shall be realised based on the last pay drawn by the allottee of the quarters.

Note:- The term 'very near relative' is defined as follows:

Mother or Father or Daughter/Daughters or Son/Sons who are wholly dependent on the deceased allottee.

16**(vi)** The occupants of the Government Servant's Quarters including the officers in the All India Services who proceed on deputation or training or higher studies may continue occupation of the quarters during the period of training/higher studies or for two years whichever is earlier.

16**(vii)** The unauthorised occupant shall be evicted forthwith. For the period of unauthorised occupation penal rent shall be levied at three times the normal rate.

17. Whenever possible, the occupant shall give advance information to the Executive Engineer concerned about vacating of quarters. Normally this period shall be 30 days in advance of the proposed date of vacating. In any case, a minimum period of 7 days shall be insisted. If any occupant surrenders the key, without any advance notice, he shall be liable to pay rent, for another 7 days also. The notice of vacating the quarters shall be sent simultaneously to the District Collector and the Executive Engineer concerned, specifying the date on which the quarters are proposed to be vacated.

17(i) The Assistant Engineer concerned shall arrange to verify the condition of the quarters and other amenities provided therein jointly with the occupant, if possible, with reference to the list prepared at the time of occupation. Proper charge papers shall be prepared in duplicate signed by the occupant and the Assistant Engineer and one copy kept by each. If any damages or losses are noticed, the fact should be noted in the charge papers. Those shall be assessed by the Assistant Engineer within one week and details intimated to the Executive Engineer for taking action for recovery from the occupant.

17(ii) The occupant shall produce the latest bill and relative receipt in support of payment of electric current charges and water charges to the Assistant Engineer, at the time of vacating the quarters. The meter readings as on the date of vacating shall then be taken by the Assistant Engineer and the amount yet to be paid by the occupant worked out. The occupant shall pay such amount to the Assistant Engineer, at the time of surrendering the key and obtain proper receipt. This shall be credited to “Deposits” in the accounts of the Executive Engineer and payment of Electric current or water charges, when the bills are actually received, arranged by the Assistant Engineer, by drawing from the deposit amount. Balances, if any, will be refunded to the occupant after settling all liabilities. If the amount recovered is found inadequate, the difference shall be met from the advance rent available in deposit and if that too is insufficient the required amount shall be met initially by the PWD and subsequently recovered from the occupant, as detailed in rule 30.

18. The demand statement for recovery of rent should normally reach the head of office by the 17th of each month. If due to any reasons, the demand statement is not received in time, the head of office shall effect the recovery based on the previous month’s demand statement and intimate the fact to the Collector, if the occupant continue to occupy the quarters during that month also.

18(i) It shall be incumbent upon the head of office to recover the amount as shown in the demand statement. If there is any real error or mistake in the demand made, it may be pointed out after effecting the recovery and got adjusted in the subsequent demands.

18(ii) The advance rent paid by the occupant shall not normally be adjusted towards rent due. It shall be refunded, only on the basis of a certificate from the Assistant Engineer concerned that no liabilities are due from the occupant, after the quarters are vacated and key and other articles handed over.

19. If any occupant contravenes any of the provisions of these Rules or conditions in the agreement executed by him, it shall be lawful for the Collector concerned to cancel the allotment of quarters made to him. The Collector shall issue a memo to the occupant, setting forth the irregularities noticed, and get a statement from the occupant showing cause, if any, against the proposal to cancel the allotment. The occupant shall be bound to submit his reply within seven days of receipt of the show cause notice. If the reply is not found to be satisfactory, the Collector shall serve a Notice of eviction on the occupant through the head of his office directing him to vacate the quarters within 30 days of the date of Notice.

20. The head of office shall serve the orders of eviction to the occupant as immediately as practicable and direct him to vacate the quarters within a week and produce clearance certificate to that effect from the concerned Assistant Engineer. If the occupant fails to vacate the quarters and to produce the certificate within the time limit, the head of office shall issue orders placing the occupant under suspension with immediate effect. If the head of office himself is not competent to place the officer under suspension he shall immediately, take action to get the orders of the officer competent to do so, and in any case the suspension orders shall take effect from the next working day after the expiry of above time limit.

20**(i)** The employees under suspension shall be reinstated in service only on receipt of a clearance certificate from the Assistant Engineer in charge of the quarters. He shall be deemed to have been reinstated in service the day following the day of production of certificate.

Note:

(i) The period of suspension may be regularised by the authority competent, as eligible leave, except casual leave.

(ii) If the occupant fails to vacate quarters within a reasonable time even after placing him under suspension, action shall be taken to evict the occupant under the provisions of the Kerala Public Buildings (Eviction of Unauthorised Occupants) Act, 1968 and the rules made thereunder.

(iii) For the period of stay in the quarters beyond the date permitted under rule 19, rent at 3 times, the normal rates shall be recovered from the occupant.

21. An appeal shall lie against the orders of eviction to the Government in the Public Works Department. But filing of such an appeal shall not in any way empower the occupant to continue to occupy the quarters. If, however, the State Government after examining the facts of the case, set aside the orders of eviction, appellant shall be eligible for registration and shall be allotted a quarters falling vacant next ie. in preference to all other registered applicants.

22. If any occupant commits violation of any of these rules and the cancellation of allotment and eviction from quarters, is not considered necessary, the Collector shall intimate the head of office about the violation of rules with a request to initiate departmental disciplinary proceedings against the occupant. The head of office there upon shall initiate disciplinary proceedings, as per the Kerala Civil Servants (Classification, Control and Appeal) Rules and award appropriate punishment if the occupant is found guilty.

Note:

(i) Warning is not treated as punishment. If the charges are proved, one of the punishment specified in the K.C. S. (CC&A) Rules shall be awarded.

(ii) The Head of office shall intimate the Collector, about the outcome of the disciplinary proceedings and the final findings of the case in due course.

23 (i). The quarters shall not on any account be sublet, nor shall it be shared with anybody without the written permission of the Collector concerned. Even in case where such permission is granted, the liability for payment of rent shall rest on the person to whom the quarter is allotted.

23**(ii)** In the event of the death of either the husband or wife (allottee of the quarters) occupying the same quarters with the family i.e. husband and wife with children, the quarters shall be allotted to the surviving person (husband or wife) in case he/she is also a Government Employee.

23**(iii)** In the event of the transfer/retirement of either the husband or wife (allottee of the quarters with family) i.e. husband and wife with children, the quarters may be re-allotted to the other persons (husband or wife) occupying the same quarters in case he/she is also a Government employee and continue to work in the same station even after the transfer/retirement of the allottee.

24 (i). The occupants shall not make any additions, alterations or repairs to the quarters or any of the installations therein, even at their own cost. Repairs or replacements required shall immediately be brought to the notice of the Assistant Engineer concerned for further action. Electrical wiring, pipes laid, etc. shall not be interfered or tampered with.

24**(ii)** Additional amenities like installation of telephones, ceiling fans, etc. at the cost of the occupant, can be provided only under written permission of the Executive Engineer (Buildings).

Note: - The occupants may put up at their cost temporary fence within the area of the compound if any set apart for the quarters, for protecting garden or other vegetable plantations from stray animals for which no special sanction is required. But this may be done in consultation with the Assistant Engineer concerned.

24**(iii)** The occupant while living in quarters shall conduct himself/herself decently, without, in any way causing inconvenience to the neighbours. Unnecessary quarrels, state of drunkenness or other undesirable behaviour shall be treated as misconduct, and such occupants shall be liable to be evicted on such grounds alone, without notice.

25. Without prejudice to any of the provisions contained in these Rules or any other rules prescribed in this behalf, the Government shall have the right (a) to refuse to register any particular applicant or (b) to terminate any of the allotment already made, without assigning any reasons and in the latter case, the occupant shall forthwith vacate the quarters and surrender possession as laid down in these Rules. No appeal shall be entertained on such orders.

26. The occupants shall keep the Collector and the Executive Engineer concerned informed of changes in their pay, station, address and such other events like transfer, promotion etc. during the period of their stay in the quarters.

Note:- When the occupant proceeds on leave, tour etc, for more than two weeks and leaves his headquarters with family, the fact shall be intimated to the Assistant Engineer in charge, in writing.

27. The occupant may reside in the quarters without his/her family or keep it locked up for a maximum period of 3 months for reasons like hospitalisation and other treatments, vacation etc. This period may be extended up to six months in exceptional cases, with the permission of the Executive Engineer, in writing. But if such instances exceed six months, the quarters shall be vacated and the key and other articles properly handed over, as provided in these Rules. Failure to do so shall entail eviction as well as departmental disciplinary proceedings and realisation of penal rent at three times.

28. Liabilities, if any, left by an occupant while vacating the quarters, shall be assessed and finalised within 14 days of the date of vacating. If the amount of liability is more than the advance rent available with the Executive Engineer a special demand shall be issued to the head of office immediately. The amount as per the special demand shall be recovered in cash from the pay of the occupant and remitted to the Executive Engineer by the head of office. If the occupant has left on transfer, the amount due shall be intimated to the new head of office, in writing. But if such instances exceed six months the quarters shall be vacated and the key and other articles properly handed over, as provided in these rules. Failure to do so shall entail eviction as well as departmental disciplinary proceedings.

Note:- Postal commission for remitting the amount recovered by M.O. to the Executive Engineer concerned shall be met from the Office contingencies of the head of office concerned.

29. The applicants, allottees and occupants as well as past occupants of the quarters, shall be governed by these Rules as well as any other rules and conditions as may be prescribed by Government in this behalf from time to time.

30. Not withstanding anything contained in the above rules, any amount due to Government from any occupant or past occupant, shall also be recovered from his/her properties movable or immovable under the Revenue Recovery Act for the time being in force, as though they are arrears of land revenue, or in any other manner as the Government may deemed fit.

31. These rules are issued in supersession of all previous rules issued in this behalf and occupants who have been allotted quarters already in pursuance of the rules then in force, shall be deemed to be governed by these rules hereafter.

These rules shall be supplementary to the relevant rules in the Kerala Financial Code, the Kerala Public Works Account Code and the Kerala Public Works Department Code and subject to the general rules regarding fixation of rent of Government quarters framed by Government in this behalf from time to time.

32. Notwithstanding anything contained in these rules, Government may, in deserving case, dispense with or relax the provisions of any rule to such extent or subject to such conditions as they may deem fit.

Appendix I

CLASSIFICATION OF RESIDENTIAL QUARTERS FOR GOVERNMENT EMPLOYEES

Type No	Grade of Officers	Plinth area	No. of family per quarters/ Flats	Remarks
	I. Single storeyed quarters			
I.	Officers coming under the pay scale of Rs. 2610-3680 to Rs. 2750-4625	38 m^2	4 families	Row type units
II	Officers drawing the scale of pay of Rs. 3050-5230 to Rs. 3590-5400.	57.71 m^2	2 families	Duplex type
III	Officers drawing the scale of pay of Rs.4000-Rs.6090 to Rs. 4600-7125.	84.10 m^2	2 families	Duplex type.
IV	Officers drawing the scale of pay of Rs.4600-8000 to Rs. 5500-9075	109.43 m^2	2 families	Duplex type.
V	Officers drawing the scale of pay of Rs.5800-9425 to Rs.8250-13650.	142.12 m^2	2 families	Duplex type
VI	Officers drawing scale of pay of Rs.10000-15150 and above	233.01 m^2	1 family	Single unit - Two storied. 1.Approved design is inclusive of Guarrage. 2. Additional rooms having plinth area 13.44 m2 each will be provided in the quarters intended for DIG of Police/SPs for accommodating Security Guards and official visitors (Estimate Rs. 64000/-
	II. Flat type quarters.			
I	Officers drawing scale of pay of Rs. 2610-3680 to 2750-4625.	38 m^2	12 families	3 storied
II	Officers drawing scale of pay of Rs. 3050-5230 to 3590-5400	57.5 m^2	6 families	3 storied
III	Officers drawing scale of pay of Rs. 4000-6090 to 4600-7125.	84.40 m^2	6 families	3 storied
IV	Officers drawing scale of pay of Rs.4600-8000 to 5500-9075	109.00 m^2	6 families	3 storied
V	Officers drawing scale of pay of Rs. 5800-9425 to 8250-13650.	142.35 m^2	6 families	3 storied

Appendix II

APPLICATION FOR THE ALLOTMENT OF GOVERNMENT SERVANTS QUARTERS IN KERALA

1. Name of officer
2. Date of birth
3. Whether belongs to Scheduled Caste or Scheduled Tribe
4. Office or department in which employed
5. Pay and scale of pay
6. Designation
7. Permanent or Acting
8. Years of service to retire with date of retirement on superannuation
9. Permanent Home address (with Village, Taluk and District
10. Whether married
11. Whether wife/husband is employed and if so particulars regarding Name, designation, place of employment, pay and scale of pay.
12. Whether the applicant owns a house or other residential buildings within their headquarters -–Cities or Town within a radius of 20 kilometres from their offices either in their own names of in the name of his/her husband/wives or in the name of their unmarried sons or daughters whether inherited or purchased or obtained otherwise including that under any hire purchase scheme
13. Intended to live with family or alone

14 Living alone or with family at present

15 Priority for allotment of Quarters, if any

15 A Whether the applicant is wife of Jawan who is serving in Border area or who was killed in action, or reported missing.

B Whether the applicant is physically handicapped

C Whether the applicant belongs to Scheduled Caste

D Whether the applicant belongs to Scheduled Tribe

E Whether the applicant is a person who entered into intercaste marriage

F Whether the applicant is an ex-service man N.G.O.

Place :

Date :

Signature of the applicant

Declaration

I declare that the statements made above are true. I agree to abide by the rules and conditions for the occupation of the quarters now in force and also such terms and conditions and rules which the Government may prescribed from time to time in that regard.

Certified that no departmental quarters are available in this station.

(Countersigned by the Head of office/Department)

Name

Designation

For use in the Office of the Collector

Received on .....

Registered as No. ..... for ..... Type quarters vide folio No. ..... Priority verified and entered in Register (Item No. .....

.....

.....folio .....)

Section Clerk

Superintendent Officer

Date of issue of allotment order:

Date of cancellation of Registration :

No. of quarters allotted:

Appendix III

REGISTER OF APPLICATIONS RECEIVED FOR ALLOTMENT OF QUARTERS AT (FOR ..... TYPE QUARTERS)

Sl. No.	Date of receipt	Name of applicant	Designation Office and Department to which attached	Pay and scale of pay
(1)	(2)	(3)	(4)	(5)

Nature	If cancelled before allotment and its reasons	Date of allotment of quarters	No. of quarters allotted
(6)	(7)	(8)	(9)

Type of quarters allotted	Date of occupation	Date of vacation	If the wife/husband of the applicant is a Government Servant, give full details as furnished in the application
(10)	(11)	(12)	(13)

Date of birth	Date of retirement	Details of rent collected	List of equipment fittings, furniture etc. available in the quarters	Remarks
(14)	(15)	(16)	(17)	(18)

Appendix IV

Office of the District Collector,

Dated:

No. .....

To

(Head of Office)

Sir,

Sub:- Government Servant Quarters – Allotment to

Shri./Smt. ..... orders – Issued.

Ref:- Application forwarded with your Endt./letter .....

dated .....

I enclose two copies of my proceedings of even No. and date, allotting Quarters No, ... to Shri/Smt ..... working as ..... under you. I request that one copy of the same may please to communicated to him/her as expeditiously as possible and the date of service intimated to me in the skeleton letter form attached. It may please be noted that the responsibility of the allottee for payment of rent commences after one week from the date of this letter, unless he intimates his unwillingness within three days of that date. Non-receipt of the allotment orders will not be a valid reason for non-recovery of rent as per rules and as such your maximum co-operation is solicited in the matter.

Yours faithfully,

District Collector

Encl. 2 copies

Copy to : The Executive Engineer.

Appendix IV A

Proceedings of the District Collector

No. ..... Shri/Smt .....
Dated .....

Sub:- Allotment of Government Quarters at ..... ordered.

Ref:- Your application dated .....

One ..... type quarters (No. .....) is allotted to you. You are requested to occupy the quarters within 10 days from the date of receipt of this orders. In any case, your liability for payment of rent for the quarters will commence from that date.

If however, you do not wish to occupy the quarters, you may intimate the fact to this office within three days from the date of receipt of the order.

You may contact the Assistant Engineer, Buildings and Local Works ..... immediately and take charge of the key and the quarters with all articles provided therein. The lease agreement required to be executed, may also be executed before actually occupying the quarters.

An advance rent of Rs. ..... is payable by you. This may be remitted into the Treasury under the head "P.W. IIIR. in favour of the Executive Engineer, Buildings and Local Works ....." and the receipt chalan produced before the Assistant Engineer , on receipt of which only the key of the quarters will be handed over to you.

You are also informed that you have to make yourself conversant with the provisions of "Rules for allotment and occupation of Government Servants' quarters (Kerala) 1987" as any infringement of the conditions stipulated therein or any of the conditions in the lease agreement to be executed by you, will make you liable for the punishments provided in the rule, as well as departmental disciplinary action.

District Collector

To

1. Shri. ..... through (Head of Office)
2. Copy to: - (Head of Office) with covering letter
3. Copy to: - The Executive Engineer

Appendix V

(Vide Rule 11)

THIS LEASE DEED executed on this the ..... day of ..... two thousand

and..... between Shri/Smt ..... Son/Daughter of Shri./Smt .... resident of ..... House in ..... Village in ..... Taluk ..... District now employed as ..... at ..... (hereinafter called “the lessee”) of one part and the Governor of Kerala (Hereinafter called “the lesser”) of the other part;

WITNESS as follows:-

In consideration of the rent herein reserved and the covenants on the part of the Lessee hereinafter contained the Lesser both hereby demise unto the Lessee the building No. ..... in Block No. ..... with appurtenances thereto attached to the ..... more particularly mentioned and described in the Schedule hereto subject to the provisions contained in the Rules for the Allotment and Occupation of Government Servants Quarters (hereinafter called the Rules) and subject to the terms and conditions herein contained.

I. The Lessee hereby covenants with the Lesser as follows:-

(i) The lessee shall during the continuance of the lease pay a monthly rent which will be the standard rent fixed for the aforesaid building or 75% of the pay of the Lessee whichever is lower or the amount fixed in accordance with the rules in force from time to time:

Provided when both the husband and wife occupying the quarters are Government Servants, rent will be calculated on the basis of the pay of the person drawing the higher pay. Payment of rent or arrears thereof shall be made by short drawals in the Salary Bills of the Lessee.

(ii) The Lease shall not sublet the building or accommodate persons other than bonafide departments whom the Lessee is expected to maintain.

(iii) The Lessee when vacating the building shall hand over charge of the building to the Officer appointed by the Executive Engineer for this purpose.

(iv) The Lessee who intends to vacate the building shall, except in cases of sudden transfer intimate the fact to the District Collector and the Executive Engineer in charge of the building at least thirty days before the date on which the Lessee intends to vacate the building, failing which the Lessee shall be liable to pay rent for the period of thirty days from the date of vacating or till the date of occupation of the building by another person, whichever is earlier.

(v) The Lessee when transferred shall vacate the building within one month of the date of transfer of the Lessee. If any extension of time is required the lessee shall apply for sanction sufficiently early as contemplated in the rules in the matter and obtain the required sanction. The Lessee shall pay rent in such cases at the rates and in the matter laid down in the rules in this regard.

(vi) The Lessee shall pay all dues by way of water charges, current charges and cleaning charges, etc. except property tax due tot he local authority concerned.

(vii) The Lessee shall keep the building in neat condition and shall be liable for any damage caused to the building and the installations therein and shall not make any addition or structure alteration to the building or the installations therein.

(viii) The Lessee shall abide by the Rules for the Allotment and Occupation of Government Servants quarters in Kerala now in force and also such terms and conditions contained in the rules which Government may prescribe from time to time in that regard, which shall form part of this deed as if incorporated herein.

(ix) In case of Lessee commits breach of all or any of the terms and conditions and rules herein mentioned, the Lessee shall cease to have any right of occupation of the quarters and the Lessee shall thereupon take possession of the quarters and the lessee shall not on any account object to such taking over of the quarters by the Lesser and shall vacate the quarters forthwith.

(x) Notwithstanding anything herein contained, the Lessor shall be competent to terminate the lease without assigning any reason whatsoever and the Lessee shall, thereupon vacate the building within one month of the receipt of the notice of such termination.

II. The Lessor hereby covenants with the Lessee as follows:-

The Lessee regularly paying the rent hereby reserved and agreed to be paid and on performing and observing all the covenants and stipulations herein contained to be observed on the Lessee's part shall peacefully and quietly hold and enjoy the leasehold quarters and premises attached thereto during the currency of the lease without any interruption by the lessor except as otherwise provided for herein. The lessor shall carry out the annual maintenance such a white washing, minor repairs etc. of the lease hold at Lessor's cost.

III. The Lessee further agrees that all amounts found due from him on account of damages caused to the building and installations during his stay or by way of arrears of rent or any other dues for which he becomes liable to the Lessor under this deed shall be recovered by the Lessor by deduction from the Lessee's Salary Bills.

IV. Without prejudice to the rights of the Lessor under the proceeding clauses all sums found due to Lessor (Government) under or by virtue of this deed shall be recovered from the Lessee and his properties movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as though they are arrears of land revenue and in such other manner as the Lessor may deed fit.

V. The stamp duty for this deed shall be borne by the lessor.

SCHEDULE

(Here enter full details of the Lease hold)

IN WITNESS WHEREOF Shri/Smt ..... the Lessee and Shri. ..... for and on behalf of the Government of Kerala have hereunto set their hands the day and year first above written.

Signed by the Lessee Shri. .....
1. .....
2. .....
Signed by Shri. .....
1. .....
2. .....

Appendix VI

MODE OF CALCULATION OF CAPITAL COST

[VIDE RULE 15 (4)]

1. For the purpose of assessment of standard rent, the capital cost of residence including subsidiary buildings owned by Government shall include the cost or value of sanitary, water supply and electric installations and fittings but, exclude the cot or value of site (including expenditure on its preparations) and shall be either

(a) The cost of acquiring or constructing the residence including subsidiary buildings and acquisition or construction or when this is not known,

(b) The present value of the residence (Building)

2. The cost of restoration or special repairs shall not be added to capital cost or present value unless such restoration or repairs add to accommodation or involve replacement of the existing type of work by work of a more expensive character.

3. When the standard rent of a residence has been calculated minor additions and a alterations may be made without the rent of the residence being increased, subject to the following conditions namely:-

(a) the total cost of such additions and alterations shall not exceed 5 percent of the capital cost on which the standard rent was last calculated; and

(b) such additions and alterations shall be made within five years after the last calculation of the standard rent.

4. (a) When by reason of additions and alternations, the capital cost of a residence exceeds by more than 5 per cent the capital cost on which the standard rent was last calculated the standard rent shall be recalculated with effect from the 1st April next following or from the date

upon which a new tenant becomes liable for the payment of rent whichever is earlier.

(b) Subject tot he provisions of subrule 4(a), the standard rent of a residence shall be recalculated on the expiry of five years from the date of the last calculation shall take effect from such other date as the Government may direct.

5. For the purposes mentioned in Rule 1 above in this Appendix, expenditure incurred on such works as :-

(a) raising, leveling and dressing sites;

(b) construction of revetment, retaining walls compound walls, fences and gates;

(c) storm water drainage; and

(d) approach roads and paths within the compound shall be regarded as expenditure on the preparation of a site and on the following shall be regarded as fittings namely:-

i. *Electric Fittings*:-

(a) Lamps of all kinds (excluding bulbs)
(b) Fans, including switches and regulators, the bire of which is not charged separately
(c) Electric heaters and water heaters which are fixed to walls, floor or ceiling and
(d) Electric lights

ii. Sanitary and Water Supply fittings:-

(a) Apparatus for hot water supply
(b) Bath, basins and lavatory equipments

6. (a) The Capital cost of howsoever calculated shall not take into consideration

i. any charges on account of establishment and tools and plant other than such as were actually charged direct to this work in cases in which the residence has been constructed by Government; or

ii. in other cases, the estimated amount of such charges

(b) The capital cost should be the work outlay (i.e. including departmental charges) which should include direct charges on the work i.e., the expenditures on the work charged establishment and purchase of tools and plant debited direct to the work and freight and storage charges on the stores issued to or used in the work.

7. For the purposes mentioned in Rule 4(b) above, the present value of a residence, including its subsidiary buildings and of the site on which it stands, shall be estimated by a PWD Officer of rank not lower than an Executive Engineer nominated in that behalf by the competent authority viz. the Government or the Chief Engineer or the District Collector who shall determine the present value of the residence and of the site.

8. When a garage is provided for a particular residence (whether within or without the compound or premises) its capital cost should be included in the capital cost of the residence for the purpose of assessment of standard rent. Where this condition is not fulfilled, rent for

the garage should be charged separately.

9. Government may, for reasons which should be recorded make suitable reduction in the capital cost of a, residence for the purpose of calculating the standard rent:-

(a) when a portion of the residence is set a side by the officer to whom the residence is allotted for the sole purpose of reception of official and non-official visitors visiting him on business, or

(b) When it is satisfied that the capital cost as determined under the above rules would be greatly in excess of the proper value of the accommodation provided.

(c) But no such reduction shall be made where a portion of the residence is being used by an officer for doing his office work.

10. Government may for reasons which should be recorded, authorise a revaluation of all residences of a specified class or classes within a specified area to be conducted as under the prescribed rules and may revise the capital cost of any or all such residences on the basis of such revaluation.

GOVERNMENT OF KERALA

Abstract

Public Works Department - Government Servants' Quarters - Revised Rules for Allotment and Occupation modified - Orders issued

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PUBLIC WORKS (E) DEPARTMENT

G.O. (Rt) No. 1238 /2010/PWD Dated, Thiruvananthapuram,30/7/ 2010.

Read:- G.O. (MS) No. 11/2006/ PWD dated 28.2.2006.

ORDER

As per Government Order read above Government issued Rules for Allotment and Occupation of Government servants quarters with effect from 1st March 2006. Government are pleased to issue modifications to this rules as follows:

2. The Rule 10 is hereby modified as adequate number of quarters at Thiruvananthapuram will be reserved exclusively for Personal Staff of Ministers, Speaker, Deputy Speaker and Government Chief Whip and the allotment of above quarters will be done by District Collector, Thiruvananthapuram Rule 6 (VI) will be modified to the extent that the District Collector shall have powers to allot quarters out of turn in extremely genuine and exceptional cases with justification

3. It is also ordered that Rule 32 will stand deleted from the above G.O and that the Government Quarters shall be allotted by the District Collector concerned strictly in accordance with the provisions contained in Rule 6 of the said G.O.

4. The G.O. read above stands modified above extent.

By Order of the Governor,
P.S. SREEKUMAR
Additional Secretary to Government

.To
All District Collectors
All Chief Engineers
All Superintending Engineers and Executive Engineers of the Buildings Wing
All Heads of Departments
The Finance Department
The Secretary, Kerala Public Service Commission,
The Registrar, High Court of Kerala,
The Registrar, University of Kerala, M.G. University/ University of Calicut/ University of Cochin/University of Kannur/Agriculture University (With CL)
The Accountant General, Kerala, A & E (Audit), Thiruvananthapuram
Stock File/Office Copy.

Forwarded/by Order,

Section Officer.

GOVERNMENT OF KERALA

Abstract

Public Works Department – Amendment to Rules for Allotment and Occupation of Government Servant's Quarters in Kerala, 2006 - Orders issued.

PUBLIC WORKS (E) DEPARTMENT

G.O.(Ms)No.65/2016/PWD Dated, Thiruvananthapuram,07.09.2016

Read: - G.O.(Ms)No.11/2006/PWD dated 28.02.2006

ORDER

As per Government Order read as 1st paper above Government issued Rules for Allotment and Occupation of Government Servant's Quarters with effect from 1st March,2006.

2. Government are pleased to issue amendment to the Rules for Allotment and Occupation of Government Servant's Quarters in Kerala, 2006, appended to this Order.

(By Order of the Governor)

SHAREEFUDEEN A.

Additional Secretary to Government

To

All District Collectors
All Chief Engineers
All Superintending Engineers and Executive Engineers of the Buildings Wing
All Heads of Department
The Finance Department
The Secretary, Kerala Public Service Commission (with C/L)
The Registrar, High Court of Kerala (with C/L)
The Registrar, University of Kerala / Mahatma Gandhi University, Kottayam / University of Calicut / University of Cochin/University of Kannur / Agriculture University, Mannuthy (with C/L)
The Accountant General (A&E) / (Audit), Thiruvananthapuram
The Information Officer [Web & New Media]
Stock File / Office Copy

Forwarded / By Order

Section Officer

Copy to:PS to Minister [Works]

AMENDMENT TO THE RULES FOR THE ALLOTMENT AND OCCUPATION OF GOVERNMENT SERVANT'S QUARTERS IN KERALA 2006

1. These Rules may be called the Amendment Rules for the allotment and occupation of Government Servant's Quarters in Kerala, 2006.

2. It shall come into force at once.

3. Amendment of the Rules issued under GO(MS)No.11/2006/PWD dated 28.02.2006.

1) In rule 9, after clause (viii) the following clauses shall be inserted, namely:-

"(ix) 50% of the quarters shall be reserved for allotment to women staff
(x) Government servants who are from distant places".

2) (i) in rule 10, for the figure and words "75Nos." the figure and words "200" Nos." shall be substituted;

(ii) After the words "Deputy Speaker" the words "Leader of Opposition" shall be inserted;

(iii) for the existing clause (ii), the following clauses shall be substituted namely-

"(ii) Members of the personal staff including Government employees shall vacate the quarters allotted to them within one month positively from the date on which they ceases to be the member of personal staff.

(ii)(a) Not withstanding anything contained in these Rules, the Government employees who were ceased to be members of personal staff, but continued in the Government Quarters allotted to them under clause (ii) of Rule 10 as it stood before this amendment, shall vacate the quarters within one month positively from the date of this amendment, if they have not been allotted the Government quarters under rule 6 or 32."

3) (i) in rule 16 (i), for the words "not exceeding six months" the word "not exceeding three months" shall be substituted.

(ii) In rule 16(ii), for the words "not exceeding six months" the words "not exceeding three months" shall be substituted.

(iii) In rule 16 (iv), for the words "six months" the words "three months" shall be substituted.

(iv) In rule 16 (iv) (a), for the words "six months" the words "three months shall be substituted.

(v)In rule 16(v) for the words "six months" the words "three months" shall be substituted.

(vi) In rule (vi), for the words "two years" the words "three months" shall be substituted.

4) In rule 27,

(i) The sentence "This period may be extended up to six months in exceptional cases with the permission of the Executive Engineer in writing" shall be omitted.

(ii) For the words " exceed six months" the words "exceed three months" shall be substituted.