



REGIONAL OFFICE (MAHARASHTRA)

## EMPLOYEES' STATE INSURANCE CORPORATION

(An ISO 9001:2008 Certified Organization)

108, Panchdeep Bhavan, N.M.Joshi Marg, Lower Parel, Mumbai-400 013.

Tel No.:022-612 097 00/9 Fax: 022-249 21 701/612 09741

No.31-D-11/20/Allotment/12-13.Genl.I (Vol-I)

Date: 12/12/2012

### C I R C U L A R

**Sub: Allotment of Staff quarters of various categories during the calendar year 2013.**

Applications are invited for preparation of priority lists for allotment of staff quarters of various categories situated at **ESIC Nagar Andheri/Goregaon/ESI Hospital Complex, Wagle Estate (Thane)** during the calendar year 2013. Allotment of staff quarters will be made on availability of quarters. Interested officials, including those who had applied earlier but have not been allotted staff quarters, may apply for the allotment of staff quarter indicating preference of location in prescribed form available at this office and copy enclosed. Application duly filled in may be submitted **Through Proper Channel** to this office and should reach this office latest by **28/12/2012**. Incomplete applications will not be considered and no correspondence will be entertained thereafter. The allotment of the quarters will be made according to the provisions of allotment rules. Applications received after the aforesaid date shall not be entertained except from the officials who join duty in Mumbai on transfer or on fresh appointment.

It may also be noted that in case the applicant refuses to accept the allotment of staff quarter of entitled requested type, in such case, applicant may be debarred for another allotment for the period of one year from the date of allotment.

If the applicant is holding a lower type of staff quarter than the eligibility and refuses to accept the allotment of staff quarter of entitled type, the applicant will be debarred for another allotment for the remaining period of the allotment in year 2013. While permitting to continue in lower type staff quarter the license fee will be charged at the rates applicable to such higher type staff quarter. Application should clearly indicate regarding ***New Allotment or Change of Staff quarter.***

Contents of this circular may be brought to the notice of all officials including those on leave (on return from leave) and their initials may be obtained in token thereof.

Receipts of the circular may please be acknowledged immediately.

RAJEEV KUMAR  
ASSISTANT DIRECTOR (GENL)

**Encl.: As above,**

To,

1. All Branch Officers at Regional Office, Mumbai / SRO Marol/SRO Thane/D. O. Nashik.
2. All Branch Office Managers in R.O. Mumbai/SRO Thane/SRO Marol/D. O. Nashik
3. General Secretary, ESIC Employees' Union, Mumbai
4. General Secretary, ESIC Officers' Association, Mumbai
5. PGIMSR, Parel, Mumbai/PGIMSR, Andheri
6. ESIC Model Hospital Andheri

RAJEEV KUMAR  
ASSISTANT DIRECTOR (GEN)

**Please Select : New Allotment / Change of Staff Quarter**

Application for issue of ESIC Residential Accommodation

1	Name of the applicant (In block letter)	
2	Contact No.	
3	Designation and place of posting	
4	a) Present Basic Pay and Grade Pay b) Date of Birth: c) Date from which the applicant is in continuous employment in the E.S.I. Corporation	
5	Whether appointment is regular or temporary, from which date	
6	Location and type of staff quarter applied for	
7	Whether belongs to S.C./S.T./Ex. Servicemen/Handicap	
8	Particulars of the family members	

Sl. No.	Name of the family member(s)	Age	Relationship with employee	If earning indicate the name of the office

9.	Whether Owning a house at the place of posting in his name or in the name of any family member	
10.	Present residential Address	
11	In case of change, please specify the reason for change	

**Place :**

**Date:**

**Signature of the Applicant**

## **DECLARATION**

Certified that the particulars given in the application are correct to the best of my knowledge.

I have gone through the Rules and other terms and conditions of allotment of ESIC residences and I promise to abide by them . Further ,I will not sub-let the residence allotted to me or any portion thereof with or without receiving payment in contravention to these rules and utilize the undertake to seek permission from the Estate Officer, well in advance, for the overstay of casual visitor in the premises.

**Signature of Applicant**

**Place:**

**Date:**

## **CERTIFICATE**

**(To be given by the Head of the Office/Branch)**

Certified that the particulars furnished by the applicant in Column No .2 to 10 have been certified from the relevant service records and found to be correct.

**Date:**

**Signature of the Head of the  
Office /Branch**

Forwarded to the Estate Officer, ESI Corporation, Panchdeep Bhavan, 108, N. M. Joshi Marg, Lower Parel, Mumbai-400 013 for further action.

**Date:**

**Signature of the Head of the  
Office /Branch**

### Staff Quarters and their location and criteria for entitlement

Sr.No.	Location of Staff Quarters	Type of Staff Quarters	Living area in Sq. mtr	Grade Pay as per VI th Pay Commission
1.	ESIC Nagar, Andheri Mumbai	B	32.73 to 40.45 App.	Rs.1900 to 2800
		C	50.91 App.	Rs.4200 to 4800
		D	58.63 App.	Rs.5400 to 6600
2	10 Jawahar Nagar, Goregaon	C	41.78 to 45.78 App.	Rs.4200 to 4800
		D	59.17 to 74.54 App	Rs.5400 to 6600
3*	ESIS Hospital Complex, Wagle Estate, Thane	A	22.87 App.	Rs.1300 to 1800
		B	27.60 App.	Rs.1900 to 2800
		C	32.47 App.	Rs.4200 to 4800
4*	ESIS Hospital Complex, Vashi, Navi Mumbai	A	22.87 App.	Rs.1300 to 1800
		B	27.60 App.	Rs.1900 to 2800
		C	32.47 App.	Rs.4200 to 4800

\*(Subject to Vacation on demand from Hospital Authorities)

Note : For Thane Quarters, Type A & C will be allotted by Medical Supdt. of Thane Hospital & Type B will be allotted directly by AC /E.O. of R.O.Mumbai.

For Vashi Quarters , All types of Quarters will be allotted by Medical Supdt. of Vashi Hospital.