

F. No. 18012/1/2016-Pol.III
Govt. of India
Ministry of Urban Development
Directorate of Estates

Nirman Bhawan, New Delhi-110011.
Dated the 26th February, 2016

OFFICE MEMORANDUM


Sub: Licence Fee to be recovered from the allottee of the Government accommodation, who own house(s) at the place of his duties - Reg.

The undersigned is directed to refer to this Directorate's OM No. 12035/11/99-Pol.II, dated 24.7.2003(copy enclosed) on the above mentioned subject and to say that as per the provisions of SR-317-B-3(2) of the Allotment of Government Residences (General Pool in Delhi) Rules, 1963, an allottee, owning a house at the time of allotment either in his own name or in the name of any members of his family at the place of posting or in an adjoining municipality, shall notify the fact to the Directorate of Estates within a period of one month from the date of the house is let out. As per the provisions of SR-317-B-3(3) *ibid*, when after a Govt. accommodation has been allotted, the allottee or any member of his family become owner of a house at the place of his duty or in an adjoining municipality, shall notify the fact to the Directorate of Estates within a period of one month from the date of house is let out.

2. However, it is noticed from the records received from concerned administrative divisions of Ministries/Departments that declaration of house owning is received only at the time of application for allotment of accommodation, whereas, the same under the provisions SR-317-B-3(3) received is very negligible as compared to allotment made. In order to streamline the already laid down procedure, it is requested that the administrative authority of the concerned Ministries / Departments, etc. to ensure that the provisions SR-317-B-3(2) as well as 3(3) are followed strictly. In this regard, it is pertinent to mention here that from 1.3.2015 onwards, concerned Ministries/ Departments of the applicant for GPRA are advised to ensure that the particulars/details furnished by the applicant in the online DE-2 Form and the Acceptance Form are true and correct. It is thus requested now that the administrative authority of the concerned Ministries/Departments should ensure that the entries made by the applicant in DE-2 Form as well as the Acceptance Form with regard to owning of house, at the time of forwarding the same to this Directorate is as per the latest Immovable Property Return(IPR) filed by the applicant.

3. Further, they should also instruct all allottees in their Ministry/Department to intimate the Directorate of Estates regarding rental income, if any, from the house owned at the time of allotment/acquired after the allotment of Govt. accommodation either in his own name or in the name of any members of his family at the place of posting or in an adjoining municipality, and whenever any change in rental income, which affect the rate of prescribed licence fee as per OM No. 12035/11/99-Pol.II, dated 24.7.2003, so as to levy the prescribed rate of licence fee in this regard, to avoid any loss to Govt. exchequer. In case the details of rental income furnished by any allottee is found false at any later stage, the licence fee of the particular accommodation will be enhanced to the maximum as per OM dated 24.7.2003 w.e.f. the date of increase, by the Directorate of Estates *suo motu*.

Encl: as above.



(Swarnali Banerjee)
Deputy Director of Estates(Policy)

1. All Ministries/Departments under the Govt of India including attached/subordinate offices etc.
2. Deputy Director (Rent), Dte of Estates, New Delhi.

3. All Regional Offices under the Dte of Estates.
4. All Officers / Sections in the Directorate of Estates, New Delhi.
5. The Comptroller & Auditor General of India.
6. The Secretary, Election Commission of India, Nirvachan Sadan, New Delhi.
7. The Secretary, Union Public Service Commission, New Delhi
8. The Secretary General, Lok Sabha Secretariat, New Delhi
9. The Secretary General, Rajya Sabha Secretariat, New Delhi
10. Sr. Technical Director(NIC), Nirman Bhawan, New Delhi with the request to upload this OM on the website of this Directorate.

Copy to:-

1. PS to UDM/MOS(UD)
2. PPS to Secretary
3. PS to JS (UD)/JS & FA/JS (L&W)
4. PS to DE-I/DE-II
5. A.D.(OL), Directorate of Estates, for Hindi version.


(A. Thirunavukkarasu)
Assistant Director of Estates(Policy-III)