

GOVERNMENT Of BALOCHISTAN

www™ , sl VICES & GENERAL ADMN: DEPARTMENT

(CIVIL ESTATE OFFICE)

Dated: Quetta September 9, 29099

NOsITICATION.

No CROISEGAD 1-1/2009/4530-680 ly Seive af
E Fundamental Rules, 45, the Government of B: ee of
» ules for the allotment of residential alienist
Fa Quetta, namely :- |

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the powers conferred by the
ecoumadat an is pleased to make the following
loatton tothe Provincial Government Servants

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. SHORT TITLE. | y
| T TITLE AFPLICATION AND COMMENCEMENT,
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(1) These 'rules 1
S may be called the Residenti:
l sta (Praeer al Accor a al
Quetta (Procedure for Allotment) Rules, 2009, cae

—
(2) They shall apply to Government Colonies and all
Civil Estate Office Pool es and all the houses in the
y r ' k ay my ' + x ft iy

: (3) They shall come into force at once.
2, DELINITIONS.,

In these rules, unless is anyth

; : less there is anything' r j

ning repugnant EC :

wsontext «- ything pugnant in subject o1

(a) "Annexure" means an Annexure to these rules,

| (b) Allottee means a Government Servant in whose favour a residential
accommodation out of the Estate Office pool is allotted.

(c) "Accommodation" means residential accommodation owned or hired
; or requisitioned by Government and placed in the pool of Estate
4 Office.

i J (d) "Committee" means The House Allotment Committee constituted by
the Government under rule 5. :

t (e) "Chairman" means C hairman of the Committee as nolified by the

eee Be Government from Lime to time.

a ee fives' 2 (Boo. "Beslate Officer" means Civil Estate Officer appointed under rule 9. ede Wee (gy (D) "Bmotuments" for the purpose of determining the entitlement of ae ; yi! --various classes of accommodation include pay; special pay, technical pay, deputation pay, expatriation allowance, non-practicing allowance, pension as defined under FR 45-C, and any other pay or allowance which Government may decide ; for counting towards entitlement.

ot (ii) For the purpose of recovery of rent including pay, special pay, technical pay, deputations ; pay non-practicing allowance, expatriation allowance ad-hoc relief, special ; compensatory allowance for Quetta, pension as defined under FR AS-C, and the bther pay or allowance which Government may decide for 2955 COUNTINE towards realization of rent.

= amily as defined in supplementary Rule 2(Which isigiven in annexure "AY, | ie "Government" means Government © F Balochistan. vible for accon ation out oft

8) existing definition of

Provinceial. Goverment © he Estate Office pool.

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rt A Government Serv: |
ment Servant, who is posted at Quetta and does not own

house either in hi

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avin ea or in the names of his spouse or dependent

4 7 SHAN Be eligible for allotment of residential ace oda

() (a) In cage both heen | ial accommodation.
e and his spouse are in Goverment Service only

one of them sh: 12 i
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accommodation, ° or alloient of rested

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gal asi d ¥) ase both he and his spouse are in Government Service and a

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peslse ther spo nt vill co tants is allotted to either one of them, the

agit ss | spouse will no longer be elivable lor E oO
Allowance, g eligible [ov House Requisition

4, CLASSI MICATION AND ENTITLEMENT,

|
(L) Mhe limits ot entitlement of Government Servants for allotment of
accommodation to Quetta shall be as under :-

Type of Accommodation - 'Entitlement 7

Yo coin Ye Residences | Cirade 20-22 and Additional Secretaries.
Sam ic Residences Grade L9- Dy: Secretaries Zn
C' Type Houses / Flats. Grade (7-18 Officers. ~

"D" Type Quarters
eye

"BE" Type Quarters

Grade 16 Oflicers.
Grade 11-15 Officials

Cirade 01-04 Officials.

A | Government Servant shall be eligible to a residential accommodation of his status, as Government may from time to time prescribe for different categories of Government servant provided that nothing contained in this rule shall debar a Government servant from the allotment of an accommodation inferior than to the one to which he is entitled if such Government Servant has no objection to allotment of

sought inferior accommodation.

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* ALLOTMENT COMMITTEE.

a to have Allotment Committee constituted by the selection of a chairman and three members,

all appoint a Civil Estate Officer in the Services & who shall act as Secretary of the Committee determined by the

(1) There shall be Government, consisting of (2) The Government shall be the General Administration Department, which Committee and perform such functions as — Committee. |

(3) . The Committee

—

shall meet at least once a month.

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ALLOTMENT. !

availability of accommodation a 'residential accommodation in order of merit as

in accordance with the

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above provisions, of the The allotment sl

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Committee,

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shall be determined Wont

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Oe ont OF his joining al Quetta or on hiy beconine entitled
WW higher class of accommodation due to ierease of tis
CIMOLUMENL,

(1) date of his application to Estite Olicur in case le applies lor
higher type OF accommodation afer one month of
- join becominy entitled to higher class of necernererenlaier
(111) the date of entitlement of yo or more Goverment Servants
iiosame, the semorty will be awarded on the basis of
emoluments counted towards catitlement,

(iv) in case the emoluments are also the same for two or more
\ Governmien! servants, the seniorily will be delenmined on the
a basis of the dates from which emoluments counting towards
, enutlement accrued, ,

/ (v) in case they have the same seniority, then the seniority shall be
determined by the size of the famiily.

Reevipt of appheation form for accommodation shall be
acknowledged by state Ofice with a printed receipt serially
numbered in print, as and when it is received from the applicant
The form of receipt is given in Annexure "2",

Allotinent of Government residence will be made on the principle
of first come first served, The-priority will be based on the date of
rece}pt of application in Hstate office in the respective category. TF
i . the Government Servant becomes eligible in the higher category
i during the tine he is on the waiting list, he will be given position
on the list of requisite category on his application from the date of
oy his eligibility as such.

E Jet SNS). Seereta 4es to Government, Member Board of Revenue, Judges ol
i High Court, Chairman of Public Service Commission and Menibers «"
be = OF Sechetariat stutt and such other Government Servant 'as may be
i natified by the Provincial Government for the purpose, in the matter
gfoallatment will have the ist priorily, within their respective:
- edtegoties. Heads of Attached Department, Superintendent Members ea
'and other olficers/olicials willy said, Departments and officer will
made to the Secretarial' and non Seerelaciat' olTicers/olTe US OU Fi
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dong to the non Secretarial officials STON

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ie ene douses may be fixed for i
Ciyerinee seen y be Uixed for allotment to female
5 OUT OF TIRN |
g. 'TY OF TURN ALLOTMENT |
f1\ .
' - Svernment Sei vant deserving out of turn allotment shall apply to
lc Estate Officer in the form given in Annexure 'C'. |
(2) The Estate Officer shall grant a receipt to the applicant. -
(3) The House \j titlee after \fj i
phe ee 7 Astotment Committee afler consideration of the ,
application may ether reject the application or accep1 it. |
{ } annliee ' ' Salis ¥ :
; (4) The application may be accepted where lack of accommodatio
; . - F . sa. 2° .
Ler) constitutes a Serious threat to the: life or is likely to lead to |
f f ee deterioration of the health of the applicant ar a member of hig
My who should stay ordinarily with the applicant. The application ma

also be accepted. in cases where no possible alternative accommodation is available for the family of the applicant any where in the Province / Pakistan.

The appeal against the decision of the House Allotment Committee may be made to the Chief Secretary, Government of Balochistan, who

may pass such orders as he may deem fit.

(6). The House Allotment Committee shall 'state reasons in writing for rejecting or accepting the applications.

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OCCUPATION AND VACATION...

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(Lt)... On receipt of the allotment order from the Estate Officer, an allottee
pits "shall take over possession of the accommodation from Assistant Civil

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" Bstate Officer, within.10 days of allotment and sign-a receipt for all ae

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The Assistant Civil Estate Officershall send the occupall
'the Bstate Officer' within: three daysofoccupation."

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vil Estate Officet and obtain a'r

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E in the house. '

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The allottee shall send one of the

Officer for Necessary action

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(4) The allottees shall be liable to pay rent for the period upto

handing over Possession to the Estate Office, and for

neck wd fittings and for any damage caused to the but

= Normal wear and tear the cost of which will be realized

the chute

(3) In case an allottee Vacate

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al & VA oclat Won without

iving its Possession to the Civil Estate Office,

dated or d the list of missing,

HUMES OF destroyed fixtures and fittings prepared by the ;

shall be final, -

10. CANCELLATION

A) The Pipe ned an accommodation to a Government servant is not transferable. [an allottee or his family do not ordinarily reside in accommodation allotted to him and allows other person to live house without permission of the Estate Officer, it may be deemed to have been transferred by the allottee and the allotment shall be liable to cancellation,

[Pat any stage, it comes to the notice of the Estate Office that there is a personally owned accommodation in the name of an all

spouse, the allotment shall stand cancelled.

(3) The allottee shall pay rent at the prescribed rate regularly every month

month, Whe does not pay the rent for three consecutive months, the allotment order shall stand cancelled,

ottee or his/her

ie

(4) Exchange of accommodation between two allottees can be made with the prior permission of the Estate Officer. If any exchange takes place Without such permission the allotment shall be liable to cancellation

(5) Accommodation shall not be sublet by the allottee nor shall it be used for any business or profession. Provided that the Chairman House Allotment Committee may, on a request, permit a Government Servant or a member of his family to carry on medical practice.

An allottee may allow a relative to share accommodation' with him

: 4, without any monetary gain for a period of one month without the permission of the Estate Officer and with the permission of the Estate Officer for a period of six months. Any breach of this rule; shall lead & to cancellation of the allotment.

IF it is proved that an allottee has sublet the accommodation, the Estate Office shall, with approval of the Chairman House Allotment Committee, cancel the allotment and report the matter to the head of

tio

allottee's department for disciplinary action against him under the Balochistan Province Removal from Service (special power) | Ordinance. 2002. } |

- q port to Government the names 'of the | ik (8) The Estate Office shall rey : stile aoe

. _ Government servant whose allotments have been month for supleting by the first week of the following month.

'Af an. 'allottee is found guilty of encroachment the allotment shall be liable. to. cancellation. eae a 5 if

shall be debarted front a ofment — me

A allottee found guilty of subletting ity shall be nosed on The accommodation for 3. years. Same penalty" sh: . at

those who : are found guilty of encroachments. ; 4 :

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eh case there is no widow, the |

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Oval, resiynation, transfer,

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0 be vacated within lwo
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Wor ull 3] December, whichever

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father/mother/res Viethen may be transferred to the
een ae fren brothet/real Sister/real son or wile/husband of i
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accommodation at the t

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two months of the even

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me s entitled to a lower class
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age ane a he/she shall be allotted the fist available quarter in
; ass, Vill such time an alternative accommodation is made

the accommodation in his/her occupation

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available, he/she may retain
on payment of normal rent,
"An allottee proceeding én leave prep
residential accommodation for the whole period of leave preparator
to retirement and two month beyond that, . ai

An allottee, transferred to an area clecl

\$ aed as non-family area by
Government, he/she may be allowed: to retain' accommodation by
paying normal rent,

aratory lo retirement may retain

When an allottee who is dismissed, removed or compulsorily/retired
trom service, files an appeal under the relevant rules lo the competent
authority against the orders of dismissal, removal or retirem ent; he

fer) may retain the accommodation on payment of normal rent as long as

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i leave (foreign or domestic) or training, and his family is residing in
=Government accommodation, he may retain the accommodation on

. Z payment of normal rent for entire period of leave / training,

7 al hi shift him elsewhere. Keepin
cancel his allotment ot shift him elsewhere. Keep

a his appeal is not disposed off.

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_ Av allottee leaving his headquarters on extraordinary and eared

& |f the allottee surrenders the accommodation, he may on return from

'leave or training, be provided with the same class of accommodation
ona Top priority basis.

An allottee transferred to an Autonomous organization may be
allowed to retain accommodation for a period of four months.

Benefit of sub-rule (4) will not accrue to the father/mother/real
sister/real brother/real son etc. of the allatlees mentioned in sub-rule

(7) and (8) after the expiry of one year from the day the allottee is transferred to a Central Government Department / Autonomous and Semi-Government Organization. . .

A Government Servant who is allotted an accommodation, he and members of his family shall abstain from all actions which are likely to cause a nuisance. If his behavior or that of any person living With : 'him causes a nuisance or trouble in the locality, the Estate owner receiving such information or complain, if the owner is particularly against the allottee by the inhabitants of the area; | Property of pels or cattle. Violations may be treated as nuisance in case 'at "this rule if it causes some offence or harm to residents ; to an allottee while in occupation of Stolle ihe 'aa of his master = _ acquires. house at the place at his/her posting, in the new area

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wife/husband or any one of ϕ
accommodation for the period

en, he/she may retain the
completion on payment of ne

hs from the date of its
Jallottue shall surrender

accommodation as soon as that ent CAPES,

ne) In case am accommodation is occupied or retained unauthorizedly,
disciplinary action may be taken against the defaulter under the
of Balochistan Province Removal from Service

Ordinance 2002 and the Estate Oft

penal ten as defined per rule 12(2) from occupants for the period of
unauthorized occupation/retention and take
expeditiously, In cas

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(special power)
icer shall charge and recover a

Steps to evict him

. ϕ the unauthorized occupant is a person other

than a government employee, FIR sh

charges of illegal occupation,

(15) In order to expedite his eviction, Estate Officer may also take
following actions,

all be lodged against him on

a. Disconnect water, gas, electric supp]

Btcaualil' Baas y, and telephone connection.

. Disqualify him from allotment of Government accommodation for

a specified period not exceeding two (02) Years.

~ 5 +e .

c. Report to the Administrative head of officer/official to take
Disciplinary action against him on the charge of "Misconduct"
under intimation to S&GAD,

(10) That persons who are transferred from Quetta and have children
2) tlh Q .

admitted to the Schools may be allowed to retain the house for four months or till 31st December, whichever is earlier, at the discretion of the house allotment committee, :

\ S/o (17) That an official who produces medical certificate from authorized medical attendant to the effect that any of his family members is sick may be allowed to retain the house for a maximum period six months.

2. RENT RATE & PROCEDURE FOR RECOVERY.

(1) Unless entitled to a free accommodation, the rent of accommodation allotted to a Government servant shall be payable at 5% of his emoluments, as defined under rule 2(7)(1)

? Government may specify from time to time. ;
In case of unauthorized occupation/retention of Government accommodation, penal rent should be charged which may extend to ten times of the normal rent. Such occupant may also be ejected forcibly. ‘

'> The Rent Branch of the Maintenance Division of Communication & Works Department shall send rent demand statements in duplicate to the department/officers concerned and one copy to the comptroller by the 15th of each month regarding rent to be recovered from the | | Gazetted and Non Gazetted servants. ! |

(4) It shall be the responsibility of the departments/offices concerned to recover rent as per the demand statement from the Non-Gazetted staff }

and the Accountant General will be responsible for the recovery of | , or at such rate as

rent from the Gazetted Officers. Departments/Offices concerned shall report to the Estate Office as well as the Rent Branch; of the Maintenance Division the factual position of the recovery by posting; Le

the amount recovered in the demands statement and return them to the Estate Office and Maintenance Division by the 15th of next month.

(5). When an allottee is in heavy arrears of rent, the Estate Office shall refer the matter to the Accountant General for recovery of the amount under the rules who shall realize the amount accordingly and shall meet the same :
not defer the realization on any appeal from the allottee cone :

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"any appeal is made to the Accountant General, that office may refer
"the appeal to Estate Office for redress. : os ant f iS
"If a Government Servant for any reason does not receive} pay: a
certain: period or periods, the rent becoming due shall be deducted

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(7)

(rom the pay bills of Government Servant concerned us and when he
gels pay for the period or periods for which the rent has not been paid,
or shall be recovered in such other manner as may be permissible
under any lay, tules, order, or instructions for the time bet tn force.

Other charges such as electricity, Sui Gas, Water conservaney ele,
shall be paid directly by the allottee to the relevant Authorities.

NO DEMAND CERTIFICATE

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(1)

The Rent Branch (Maintenance Division) Communication and Works
Department shall issue a No Demand Certificate to every allottee of
accommodation within two months of the expiry of each calendar
year,

When a Government servant is transferred/retired/dismissed and
vacates the accommodation allotted to him, Estate Office and Rent
Branch of the Maintenance Division, Communication & Works
Department shall issue the No Demand Cettificate within two months
of the demand for such a certificate by the allottee or from the date
When the event comes to their notice,

The pension/commutation cases of a Government Servant retired
from Government Service shall not be processed by Accountant
General until and unless the retiree produces No Demand Certificate
trom Estate Office and C&W Department.

While allotting an accommodation to a Government servant, the Civil
Estate Office shall ascertain from the Government servant about the
accommodation he was occupying in his former post and if it is so
happens that he occupied an accommodation previously, Estate Office
shall ask him to file a "No Demand Certificate" in respect of previous

accommodation. In case he is unable to do so, Estate Office shall make a reference to the Rent Branch (Maintenance Division) Communication & and Works Department for the certificate. However, the allotment of accommodation shall not be held-up on this account.

SAVINGS.

These rules shall be in addition to and not in derogation of any instructions or order issued by Government from time to time or which hereafter be issued.

REPEAL.

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| The Additional Chief Secret

The Residential Accommodation at Quetta (Procedure for Allotment)

Rules, [982 are hereby repealed. i ce alt alldenents

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under the Rules repealed in sub-rule (1) shall be apie naka een

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~ifo ed on the day on which such thing, action or order wa

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| BY ORDER OF
| GOVERNOR BALOCHISTAN |

CHILI SECRETARY Sj

2009.

'Dated: Quetta September 9,

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5 Chis } a pa jeerenry to Chie? Minister Balochistan, Quetta,

; ALE oat : ol Atuiched Departments, Government of Balochistan

Listriet Coordination OFteer Quetti ,

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\ Phe Registrar, buigh Court of Balochistan, Quetta

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1. Che seeretiy Balochistan Public Service Commission Quetta
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ee The Manager, Government Printing Prege >is |
& Fress, Quella. He js requested to publish the

NotiWeation as Extra Ordinary Gazette of 13

his Department alochistan and supply 100 copies for use in

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