

GOVERNMENT Of BALOCHISTAN

www .tm , sl VICES & GENERAL ADMN: DEPARTMENT

(CIVIL ESTATE OFFICE)

Dated: Quetta September 9, 29099

NOsitlCATION.

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

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the powers conferred by the  
ecoumadat an is pleased to make the following  
loatto 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:  
\ 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  
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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 nolfied 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.

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8) existing definition of

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he Estate Office pool.

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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 Government Service only

one of them sh: 12 i

will be clivable for j

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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,

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(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: Secreturies Zn

C' Type Houses / Flats. Grade (7-18 Officers. ~

"D" Type Quarters

eye

"BE" Type Quarters

Grade 16 Officers.

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 vary 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

such inferior accommodation.

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\* ALLOTMENT COMMITTEE.

a House Allotment Committee constituted by the ruling of a Chairman and three members,

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

(1) There shall be a Government, consisting

(2) The Government shall be the General Administration Department, Welfare Committee and perform such functions as may be determined by the Committee.

(3) . The Committee

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shall meet at least once a month.

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ALLOTMENT. !

availability of accommodation  
a residential accommodation  
in order of merit and

in accordance with: the

PAN): : "Subject to the provisions  
imposed on him under

the provisions, of the  
'The allotment shall

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Committee,

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Chairman House Allon Aecthy wy the tare et

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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 necernerenaiaier

(111) the date of entitlement of yo or more Government Servants  
iosame, 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 faniily.

Reevipt of appheation form for accommodation shall be  
acknowledged by state Office 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 oficers/ollicials willy said, Departments and officer will  
made to the Secretarial' and non Seerelaciat' olTicers/olTe US OU Fi  
sr atlolment, first two will be'ulotted to | retarial OFT uls.and  
dong to the non Secretarial officials STON

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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 \ | itlee after \ fj i

phe ee 7 Astotment Committee afler consideration of the ,

appication may ether reject the application or accepl it. |

{ } annlieal ‘ ‘ Salis ¥ :

; (4) The application may be accepted where lack of accommodation |

; . - 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 family

My who should stay ordinarily with the applicant. The application may :

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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t '

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 Officer shall send the occupall

'the Bstate Officer' within: three days of occupation."

i the allottee shall have over possession of U  
vil Estate Officer 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

[www.ezqanoon.com](http://www.ezqanoon.com) ;

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

handing over Possession to the Estate Office, and for

neck and 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 Vacates

the residential accommodation 1

and the VA should be without

relinquishing its Possession to the Civil Estate Office,

dated or the list of missing,

HOUSE OF destroyed fixtures and fittings prepared by the ;

shall be final, -

## 10. CANCELLATION

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

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

or spouse, the allotment shall stand cancelled.

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

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

allottee 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

tion

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

- report to Government the names of the

18 (8) The Estate Office shall regulate:

1. Government servant whose allotments have been cancelled for a period of one month for the first week of the following month.

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

shall be debarted from allotment — me

A allottee found guilty of subletting ity shall be nosed on Phe

ecommodation for 3. years. Same penalty" sh: . at

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

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i.e. four (04) Months. [y  
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in allottee the accommodation shall t

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eh case there is no widow, the |

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Oval, resiynation, transfer,

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: e accommodation sh:  
months of the event vocation shall

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period  
family of the

deputation  
to be vacated within two  
months of the

completion of education of

dismissal, removal/resignation  
permission may be granted  
at the rate of normal rent for the period  
earlier, at the discretion of the

accommodation is required for the family  
in the event of death of the  
allottee or transfer of an allottee;  
if no accommodation is available

within 30 days of the date of death

of the allottee

of the house allotted to him.

father/mother/relative may be transferred to the  
house of the brother/sister/son or wife/husband of the  
allottee, if he/she is eligible for the allotment

accommodation at the same

level for a higher type of  
two months of the period

the event or becomes eligible  
for the allotment, if he/she has been ordered

to be accommodated in a lower class  
if he/she is entitled to a lower class  
accommodation he/she shall be allotted the first available quarter in  
the class; if such time an alternative accommodation is made

the accommodation in his/her occupation

time of  
the allotment

regularly residing

available, he/she may retain  
the payment of normal rent,  
"An allottee proceeding on leave preparatory  
residential accommodation for the whole period of leave preparatory  
to retirement and two months beyond that, if he/she is

An allottee, transferred to an area cled

\$ 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 from 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 Commissioner receiving such information or complaint, if the same is substantiated against the allottee by the inhabitants of the locality; or if the premises may be treated as nuisance in any way at this rule if it causes some offence or harm to residents; then - If an allottee while in occupation of the house acquires the right of the house at the place at his/her posting, in the name of the Government company

in the Government company

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wife/husband or any one of  
accommodation for the peric

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

hs from the dale of its  
Jallottue shall surrender

accommodation as soon ag that ent CAPES,

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

Ordinance 2002 and the Estate Oft

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

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(special power)  
icer shall charye and recover a

Steps to evict hin

. ¢ the unauthorized occupant ig a person other

than a government ciployee, FIR sh

charges of Wegal occupation,

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

all be lodged against him on

a. Disconnect water, vas, electric supp]

Btcaualiil' Baas y, and telephone connection.

. Disquality 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 Quetla and have children  
2) tlh Q .



admitted to the Schools may be allowed to retain the house for four months or till 31<sup>st</sup> 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 15<sup>th</sup> 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 demand statement and return them to the f

Estate Office and Maintenance Division by the 15<sup>th</sup> 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; sg | \_ not defer the realization on any appeal from the allottee concerned :

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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

“Tf a Government Servant for any reason does not receive} pay: a  
certain: period or periods, the rent becoming due shall be deducte

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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 Cettilicate 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  
from 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.

| MOCED(SeGaD)I-1/2009/4530-680  
eee Copy to rwarded for in to rmation to Bo  
| The Additional Chief Secret

The Residential Accommodation at Quetla (Procedure for Allotment) Rules, 1982 are hereby repealed. In case all allotments then standing contained in the said Rules, notwithstanding anything in any Act or rules made thereunder, orders passed, made, passed, commenced and taken, as if made on the day on which such thing, action or order was enforced,

| BY ORDER OF  
| GOVERNOR BALOCHISTAN |

CHILI SECRETARY Si

2009.

'Dated: Quetta September 9,

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rRevenue, Government of 990 stan, Quetta,  
(Development) Government of Balocis ; Q be

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

; ALE oat : ol Atuiched Departments, Government of Balochistan

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1. Che seeretity Balochistan Public Service Commission Quetta

LI. Phe seeretary, Provincial Ombudsman Quetta i -

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& Fress, Quella. He js requested to publish the

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his Department alochistan and supply 100 copies for use in

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ios Son & Civil Estate Officer

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