

फा.सं.01-04/2018-स्था.(एनसीआई)/विविध
अखिल भारतीय आयुर्विज्ञान संस्थान
राष्ट्रीय कैंसर संस्थान (एनसीआई), झज्जर
(स्थापना अनुभाग)

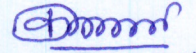
कमरा सं. 180, दूसरी मंजिल, ओ.पी.डी. ब्लॉक,
एनसीआई-एम्स, बाढ़सा झज्जर परिसर,
हरियाणा-124105
दिनांक 12 दिसम्बर, 2019

परिपत्र

विषय: एनसीआई-एम्स, झज्जर में आवास आबंटन हेतु आवेदन पत्र आमंत्रित करने संबंधी।

1. एनसीआई-एम्स, झज्जर के संकाय-सदस्यों/अधिकारियों/कर्मचारियों से निर्धारित प्रारूप (परिपत्र के साथ संलग्न) में विधिवत भरे हुए आवेदन पत्र आमंत्रित किए जाते हैं।
2. एनसीआई-एम्स झज्जर के योग्य तथा इच्छुक संकाय-सदस्यगण/अधिकारीगण/कर्मचारीगण अपना विधिवत भरा हुआ आवेदन पत्र संबंधित नियंत्रण अधिकारी के द्वारा (उचित माध्यम से) स्थापना अनुभाग, एनसीआई-एम्स झज्जर में दिनांक **20 दिसम्बर, 2019, अपराह्न 3.00 बजे तक** जमा कर सकते हैं।
3. संबंधित नियंत्रण अधिकारी/विभाग इस परिपत्र का व्यापक रूप से प्रचार-प्रसार करें।

संलग्नक: उपर्युक्तानुसार


12.12.2019

(विपिन कुमार)

प्रशासनिक अधिकारी (एनसीआई)

फोन: 9868224121

ई-मेल: vipin.kumar@nic.in

प्रशासनिक अधिकारी/Admn. Officer

रा. कै. सं., झज्जर/NCI, Jhajjar

अ. भा. आ. सं./AIIMS

सभी संकाय-सदस्य/अधिकारी/कर्मचारी, एनसीआई-एम्स, झज्जर

प्रतिलिपि:

1. अध्यक्ष, एनसीआई-एम्स, झज्जर
2. चिकित्सा अधीक्षक, एनसीआई-एम्स, झज्जर
3. परियोजना अधिकारी, एनसीआई-एम्स, झज्जर
4. एपीएचए, एनसीआई-एम्स, झज्जर
5. प्रभारी-सिस्टर, ओआर-ओपीडी, झज्जर
6. अधीक्षण अभियंता, एनसीआई-एम्स, झज्जर
7. कार्यकारी अभियंता, एनसीआई-एम्स, झज्जर
8. आबंटन फा.सं.एफ 1-04/2018-स्था.(एनसीआई) (विविध)
9. कंप्यूटर सुविधा: इसे सम्पदा अनुभाग शीर्ष में उपयुक्त स्थान पर अपलोड करने हेतु।

F.No.01-04/2018-Estt(NCI)/Misc
All India Institute of Medical Sciences
National Cancer Institute (NCI), Jhajjar
(Establishment Section)

Room No. 180, 2nd floor, OPD Block,
NCI-AIIMS, Badsa Jhajjar Campus,
Haryana-124105
Dated the 12th December, 2019.

CIRCULAR

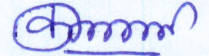
Subject: Inviting applications for allotment of residential accommodation at NCI-AIIMS, Jhajjar -regarding.

Duly filled application forms from Faculty/Officials/Employees of NCI-AIIMS, Jhajjar, are invited in the prescribed proforma (enclosed with this Circular).

2. Eligible and interested Faculty/Officials/Employees of NCI-AIIMS, Jhajjar may submit their duly filled application form to the Establishment Section, NCI-AIIMS, Jhajjar through their respective Controlling Officers (through proper channel) **latest by 20th December, 2019 at 03:00 AM.**

3. Respective Controlling Officers/Departments may be given wider publicity to this Circular.

Encl: As above.


12.12.2019

(Vipin Kumar)

Administrative Officer (NCI)

Phone: 9868224121

Email: vipin.kumar@nic.in

प्रशासनिक अधिकारी/Admn. Officer

रा. कै. सं. झज्जर/NCI, Jhajjar

अ. भा. आ. सं./AIIMS

To

All Faculty/Officials/Employees of NCI-AIIMS, Jhajjar

Copy to :-

1. Head, NCI-AIIMS, Jhajjar
2. MS, NCI-AIIMS, Jhajjar
3. Project Officer, NCI-AIIMS, Jhajjar
4. APHA, NCI-AIIMS, Jhajjar
5. Sister-in-Charge, OR-OPD, Jhajjar
6. Superintending Engineer, NCI-AIIMS, Jhajjar
7. Executive Engineer, NCI-AIIMS, Jhajjar
8. Allotment File NoF.1-04/2018-Estt(NCI)(Misc.).
9. Computer Facility : To upload the same in Estate Section head at appropriate place.

**APPLICATION FORM FOR ALLOTMENT OF RESIDENTIAL ACCOMMODATION TO THE EMPLOYEES OF
NCI-AIIMS, JHAJJAR AT NCI RESIDENTIAL CAMPUS, JHAJJAR**

Note 1. Applications should be routed through the concerned Controlling Officer of the Respective Section/Division/Department under which the service record of the applicant is maintained.

Note 2. Last date of receipt of application in Establishment Section, NCI-AIIMS, 2nd Floor, OPD Block, NCI-AIIMS is 20th December, 2019 (Friday)(upto 3:00 pm only).

Part-I (to be filled by the applicant in his own handwriting)

Particulars of applicant:

Sl No.	Particulars	Details
1	Name of the Employee (as per service record)	
2.	Father's/Husband's name	
3.	Official designation	
(i)	Whether the applicant is holding substantive post on regular basis at NCI-AIIMS, Jhajjar (Yes/no). If no, then mention the place of actual posting.	
(ii)	Whether interested for getting residential accommodation at NCI-AIIMS, Jhajjar campus (Yes/No)	
(iii)	Whether the applicant is holding any accommodation provided by AIIMS (Yes/No)? If yes, details thereof.	
(iiia)	If the answer of para 3(iii) is yes. Whether the applicant is giving his undertaking that he will vacate the earlier accommodation immediately after allotment of accommodation at NCI-AIIMS, Jhajjar (Yes/No)?	
4.	Date of Birth (DD/MM/YYYY)	
5.	Department/Section/Place of Posting	
6.	Date of joining service in AIIMS/NCI-AIIMS	
7.	Present basic pay and level in pay matrix	
8.	Whether belongs to SC/ST/OBC	
9.	Date of Retirement	
10.	Mobile No. (Mandatory)	
11.	Email ID (Mandatory)	

Note:

1. Applicant may note that the allotment of residential accommodation by NCI-AIIMS, Jhajjar is for the purpose of Bonafide use of the employees and same should be occupied by applicant himself/herself and his family members only.
2. The allotted quarter should not be subletted partially or fully to any other person, which will invite appropriate penal action as per rules alongwith appropriate disciplinary action as per Rules.
3. The allottees are not allowed to make any addition/alternation/modification to the institute quarter.
4. The allottee, will be responsible to keep the premises clean and tidy and are not allowed to keep domestic animals in the premises.
5. The allottees are responsible to keep cordial relationship with his/her neighbours.

Declaration by the Applicant:Information furnished by me in this application form are true and complete to the best of my knowledge and belief and I undertake to adhere to the conditions mentioned in this application form. I also undertake that I will follow the Rules/Regulations issued by the competent authority regarding any conditions for the allottees of residential accommodation at NCI-AIIMS, Jhajjar campus. I am also aware that in case any of the information furnished by me in this application form is found incorrect, I shall be held liable and appropriate disciplinary action under the Rules can be initiated against me.

Place:

Date:

(Signature of the applicant)

Name of the applicant: _____

(The application is forwarded by,
Signature of HOD/recommending Officer of NCI,
with date and Stamp)

(Filled in application form is submitted to the concerned Establishment Section)

Part-II

Details of the applicant mentioned in this application form (viz. name, father's/husband's name, designation/department/Section, date of birth, date of joining, date of retirement, present basic pay/pay matrix and category) are verified from his/her service record and the same is verified.

**(Administrative Officer)
(Concerned Establishment)**

To,

**The Administrative Officer(NCI),
2nd Floor, OPD Block,
NCI-AIIMS, Jhajjar, Haryana.**