

### **(16.3) License Fee for Residential Accommodation**

#### **(16.3.1) Sub: Fixation of flat rate of licence fee for residential accommodation under Central Govt. all over the country - recommendation of the Fourth Pay Commission.**

I am directed to forward herewith a copy of OM No. 12035(1)/85-Pol.II (Vol.III) dated 1st June, 1987 (not printed) on the subject cited above. It is requested that the flat rate of licence fee may be got assessed through your Engineering Unit in consultation with the Finance & Accounts Officer according to the formula approved by the Govt. as indicated in Annexure I & II, and keep it ready so that the necessary recoveries, according to the revised flat rate, are made from the salaries for the month of June, 1987 as soon as the formal orders are received amending the FRs. (Please see last para of the enclosure). In case of any doubt, the Chief Engineer, CSIR, may kindly be consulted in the matter.

(No.28(1)85-Engg, dated 15-6-87)

#### **(16.3.2) Sub: Recovery of License Fee for Leased Accommodation.**

I am directed to refer to OM No. 12035(1)185-Pol.II (Vol. III) dated 1st June, 1987 from the Ministry of Urban Development (Directorate of Estates), Govt. of India, regarding fixation of flat rate of licence fee for residential accommodation under Central Government and to state that a question has arisen as to how to fix the licence fee for the leased accommodation.

The matter has been referred to the Directorate of Estates and Ministry of Finance for requisite clarification. It has, however, been decided that pending receipt of such clarification the recovery on account of licence fee for the leased accommodation may be made from Council employees C& 10% of the emoluments based on the pre-revised scales of pay.

(No.26(80)/85-Engg, dated :30-9-1998)

#### **(16.3.3) Sub: Recovery of License fee for leased accommodation.**

Reference this office letter of even number dated 30- 9-88 wherein decision was communicated that pending receipt of clarification from the Directorate of Estates, New Delhi, the recovery of licence fee for the leased accommodation may be made from the Council employees C& 1 0% of the emoluments based on the pre-revised scales of pay.

The Directorate of Estates, Ministry of Urban Development, New Delhi have now clarified that the flat rate of licence fee is not applicable in respect of leased/hired accommodation; and that when an officer is provided ' with a leased/requisitioned accommodation, the licence fee is to be recovered in accordance with the instructions contained in F.R.45.A-III and F.R.45.A (IV).

You are therefore, requested kindly to charge the licence fee in respect of leased accommodation, accordingly.

(No.26(80)/85-Engg, dated 23/2/90)

**(16.3.4)Sub : Charging of License fee from the allottees of Scientist- Apartments.**

We have been receiving queries from some of the Labs./Instts. regarding the rates of Licence Fee recoverable from the allottees of Scientist-Apartments. It is clarified that the license fee recoverable from the allottees is as under:-

1. Single roomed Scientist-Apartment covering area from                      Rs.651-P.M.  
21.05 to 30.00 Sq.Mtr.
2. Single roomed Scientist-Apartment covering area 30.5 to                      Rs.90/-P.M.  
39.05 sq.mtr.
3. Double roomed Scientist Apartment covering area 47.05 to                      Rs. 1251-  
P.M.  
60.00 sq.mtr.

(No.28(137)/95-Engg, dated 28-11-1989)

**(16.3.5) Sub : Recovery of Water & Electricity charges from the Occupants of Scientist- Apartments at Maharani Bagh.**

The question regarding recovery of Water & Electricity charges from the allottees of Scientist-Apartments at Maharani Bagh, New Delhi has been under consideration of the C.S.I.R. It has now been decided that the recovery of water charges may be made at a flat rate of Rs. 10/- (Rs.Ten only) from the allottees of one-roomed, two-roomed Scientist- Apartments and electricity charges on the basis of actual consumption. The recovery is to be effected from the date of occupation of Scientist- Apartment. In this connection, the following guidelines may kindly be adhered to:-

1. Every allotment letter indicating the rate of water charges may be endorsed to Maintenance Engineering Maharani Bagh and Engineering Services Division in future, and before relieving the Scientist/ occupant, clearance certificate from Maintenance Engineer, Maharani Bagh may be insisted to ensure that fittings are in proper condition, and meter readings are noted/ sent to the Lab.
2. Maintenance Engineer, Maharani Bagh would ensure that meter reading is taken and the tariff calculated at prevalent rates in the vicinity and the recovery for power consumption sent to the Lab., to enable them to do the needful. He may do it every month.
3. General Section, CSIR may also ensure the recovery of water charges and the electricity charges based on Meter reading from the occupant of essential staff quarters and No demand certificate may only be signed after such clearance before the occupant is relieved.

(No.28(137)/85-Engg./Pt.II, dated 13-8-90)

**(16.3.6) Sub : Charging of license Fee from the allottees of Scientist Apartments.**

Kind attention is drawn to Govt. of India, Directorate of Estates, New Delhi O.M.No.18011/13/69/Pol.III dt. 28-6-91 endorsed to all Labs./Instts. vide letter No.28(1)/85- Engg. dt. 10- 10-91 wherein orders for revision of flat rates of license fee for Residential accommodation under central Govt. all over the country are to be recovered. On the same analogy it has been decided that the revised

license fee from the allottees of Scientist Apartments may also be recovered w.e.f. 1-7-90 as under:

- 1 . Single roomed Sc.Aptts. covering area from 21.5 to 30 sq.mtr. Rs.85/- P.M.
2. Single roomed Sc.Aptts. covering area 30.5 to 39.05 sq.mtr. Rs. 120/-P.M.
- 3 . Double roomed Sc.Aptts. covering area 47.05 to 60.00 sq.mtr. Rs. 165/-P.M.

(No. 28/137/85-Engg. Pt.II, dated 25-11-1991).

**(16.3.7) Sub : Allotment of Scientists Apartments- Norms therefore.**

I am directed to refer to various communications resting with this office letter No.6(21)11/90-Genl. dated 21-1-1991 on the subject cited above and to inform you that in supersession of all previous orders on the subject, the DG,CSIR has been pleased to approve the revised norms for eligibility as well as priority date for allotment of scientist apartments as follows :-

**A. Eligibility for scientist apartments**

The scientist apartments may be allotted in order of preference as follows

I.

(a) Scientists in Group IV

(b) Scientists appointed under the Quick Hire Scheme.

(c) Emeritus Scientists/Research Associates/ Research Fellows/ Pool officers.

(d) Technical Officers (A & above)

(e) Officers of the level of Section Officers and above from non-technical cadre.

II. The Labs. may also keep a few scientist apartments earmarked for accommodating short term visiting scientists either from universities or industries or otherwise under any mobility scheme in consultation with their MCs.

#### **B. Priority date for allotment**

(i) The priority date for one roomed & two roomed scientists apartments would remain the same as notified vide CSIR letter No.6(21)II/90-Genl. dated 21 st Jan.91 as follows

"The priority date for allotment of scientist apartments may be earliest date on which the scientists are appointed to Group IV positions. Every year the priority list may be drawn on this basis. The double room or single room apartments may be allotted to the scientists as per their positions in the priority list - those who may be senior in the priority list may be given double room apartments and the remaining may be given single room apartments depending upon availability". Similarly the station seniority will be the criteria for considering applications for categories (b), (c), (d) & (e) in Para A-I.

(ii) Regular scientists and those appointed under Quick Hire Scheme and drawing Rs.37001- and above will be eligible for three-roomed scientist apartments. Their priority date will be the earliest date from which they started drawing Rs.3700/-. In case 3-roomed scientist apartments remain vacant, these may be allotted in accordance with the order of preference as in A-1 & priority date as in B (i).

#### **C. General**

1) Scientists who are allotted scientist apartments may apply for regular accommodation according to their eligibility and priority date under the CSIR Allotment Rules.

2) Scientist apartments may be constructed in the following broad ratio, depending upon local requirements:-

One roomed	Two roomed	Three roomed
20	60	20

It is requested that the above norms may kindly be brought to the notice of all the concerned officers in your Lab./Instt.

(No. 28(137)85-Engg, dated 24th March, 1992)

**(16.3.8)Sub : Charging of Licence Fee for Five Roomed Sci. Apts, at Maharani Bagh, New Delhi.**

DGSIR in consultation with F.A. has been pleased to approve the charging of licence fee for five roomed units of Maharani Bagh, Sci. Apartments @ 425/-P.M. (Rs. Four hundred twenty five only) per month.

The recovery of Elect. and Water charges will be extra as per rules.

(No.28/141/93-Engg, dated 1/9/93)

**(16.3.9) Sub :Revision of tariff for Guest Houses in CSIR and its National Laboratories/ Institutes.**

The question of revision of tariff for Guest Houses in CSIR and its National Labs./Instts. has been under consideration of Committee constituted by DG,CSIR for some time. Based on the recommendations of this Committee, DG, CSIR has been pleased to decide as under :-

- (1) The existing rates for CSIR officials using Guest House facility either on duty or on leave would continue.
- (2) The rates for other non-CSIR officials using Guest House facility on their visits to various CSIR Labs./ Instts. in connection with specific CSIR business, would also remain unchanged.
- (3) The Directors of concerned Labs./ Instts. and their Management Committees would, however, be at liberty to revise the tariff for all other categories of Guests requiring CSIR Guest House facility.

(No. 15(8)/90-Gen. dated 31-12-1993)

**(16.3.10) Sub: Allotment Rules -Cancellation of Allotment of Quarters and Charging of Penal License Fee reg.**

Of late it has come to our notice that the staff quarters allotted to the staff members are being cancelled by the Instt./Lab. based on the report of the fact finding/surprise check committee without issue of show cause notice to such allottees who have contravened the Allotment Rules. It has been decided that in future no staff quarter should be cancelled without giving show cause notice to the such defaulting staff members. Decision to cancel the allotment of staff quarter and/or charging penal license fee should be taken after disposal of the representation, if any, submitted by the defaulting staff members by passing speaking order in the matter by the Competent Authority.

The above instructions may please be noted for strict compliance.

(No. 126/84-Engg. (P.II), dated 6th July, 1994)

**(16.3.11 )Sub: Charging Licence Fee from the Allottees of Scientists Apartments,, Hostels/ Hotels Suits.**

Reference CSIR Circulars No.28/137/85-Engg. PT.II dated 25.11.91 and No.28/127/83-Engg. dated 24.11.93 intimating recovery of licence fee on the basis of covered (covering) area. The matter whether licence fee should be charged based on the "Living Area" in accordance with the formula given in Annexure - 11 attached with Government of India O.M. No.12035(1)/85-Pol.II (Vol.III) dated 1st June, 1987 circulated to the Laboratories/ Institutes vide CSIR circular No.28(1)185-Engg. dated 15.6.87 or on the basis of covered (covering) area as mentioned in the above two circulars has been under consideration and it has now been decided that the licence fee should be charged based on the living area. Accordingly, the licence fee in respect of the Scientists Apartments/ Hostels should be charged as follows:-

1. Single Room Scientist Apartments/ Hotels with living area  
:Rs.85/- p.m.

**from 21.5 sqmts. to 30 sqmts.**

**2. Single/ Double Room Scientist Apartments with living area :Rs.  
1201-p.m.**

**exceeding 30 sqmts. but below 40 sqmts.**

**3. Double three Room Scientist Apartments with living area from :Rs.  
165/-p.m**

**40 sqmts. to 60 sqmts.**

**4. Three Room Scientist Apartments with living area above 60  
:Rs.250/-p.m**

**sqmts.**

**The recovery of electricity and water charges shall be extra as per rules.**

**(CSIR Letter No.28/90/79-Engg, dated 31.10.1995)**



**(16.3.12) Reference this office circular of even number dated 3]st October, 1995.  
The description at S.No.2of the circular may be read as under:-**

**Existing**

**Revised**

**Single/Double Room Scientist**

**Single/Double Room**

**Apartments.....**

**Scientist**

**Apartments/Hostels**

**.....**

**(CSIR letter No.28/90/79-Engg, dated 1- 11- 1995)**

**(16.3.13) Sub: Charging of Licence Fee from the Allottees of Scientist Apartments,  
Hostels/Hostels Suite.**

**Reference this office circulars of even number dated 31-10-95 and 1-11-95. The  
provisions contained therein shall be effective with retrospective effect from 1-7-  
90.**

**(CSIR letter No.28/90/79-Engg, dated 6-12-95)**