NOTICE

This is to notify that following Institute Apartments are lying vacant at present:

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Category</th>
<th>Type</th>
<th>Details of Apartments/Quarter No.</th>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Prof. Gopal Tripathi Faculty Residential Complex (GTFRC)</td>
<td>3BHK</td>
<td>A-23</td>
<td>Professor Grade</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>A-11</td>
<td>Associate Prof. Grade</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>A-12</td>
<td>Assistant Prof. Grade</td>
</tr>
<tr>
<td>2.</td>
<td>Gurudev Rabindranath Tagore Apartment (GRTA)</td>
<td>Single Bed Room</td>
<td>F-11, Block ‘B’</td>
<td>Faculty members and Group ‘A’ officers of the Institute who joined the Institute after 29.06.2012.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Apartment</td>
<td>S-11, Block ‘B’</td>
<td></td>
</tr>
</tbody>
</table>

Eligible faculty & Group ‘A’ officers desirous of availing accommodation may apply on the prescribed form available on Institute Website and submit the same, duly completed in all respect, in the office of the undersigned, by **12th February, 2020** (positively).

Joint Registrar (Estates)

Copy forwarded to the following for information and necessary action:
1. All the Deans
2. All the Heads of Departments/Coordinator of Schools.
3. The Coordinators/Incharge of Units/Centers/Offices.
4. The Chairman, Institute Works Departments.
5. The Chairman, Council of Wardens
6. The Joint Chief Proctor
7. The Coordinator, GTAC & GRTA.
8. The Chairman, Web Management & E-mail Services Committee -
10. The Joint Registrar (Accounts).
11. All the Assistant Registrars.
12. P.S. to the Director.
13. P.A. to the Registrar.
14. Faculty.all@iitbh.ac.in
15. Group A officers.all@iitbh.ac.in

Indian Institute of Technology (Banaras Hindu University)

Joint Registrar (Estates)
Indian Institute of Technology (Banaras Hindu University), Varanasi

Application for Allotment/Change of Residential Accommodation for GTFRC/GRTA, IIT(BHU), Varanasi.

(Please tick whichever is applicable)

1. कर्मचारी संख्या:
   Employee No.

2. नाम (हिंदी में)
   Name (in Block Letters)
   Give space between First name & Surname

3. संस्थान/विश्वविद्यालय में पदभार ग्रहण करने की तिथि
   Date of continuous appointment in the
   Institute/University

4. पद एवं विभाग
   Present Designation & Department

5. जन्म तिथि / Date of Birth

6. पता/ Address

7. टेली. / मोबिल नं./Tel./Mobile No.

8. ई-मेल / E-mail

9. क्या आपको या आपके किसी परिवार के सदस्य के नाम पर वाराणसी या उसके आस-पास कोई आवास है (यदि हां तो कृपया उसका स्थान एवं संस्थान से उसकी दूरी बताएं) Do you own a house in your name or in the name of any member of your family within the district or outskirts or suburb? (if yes, please mention its location & distance from the Institute)

10. क्या आपको कभी अपने वर्तमान श्रेणी आवास/एक श्रेणी नीचे अथवा एक श्रेणी ऊपर का आवास आवटन हेतु प्रस्तावित किया गया है?
    Have you ever been offered any quarter of your present grade/ one grade below or one grade up?

11. यदि हां, तो कृपया श्रेणी बताएं
    If yes, please indicate grade of quarter

12. क्या आपको कभी आवास आवटन प्रक्रिया से विरास्त किया गया है? यदि हां, तो जब तक के लिए विरास्त किये गए हैं उस तिथि को अंकित करें
    Have you ever been debarred from consideration of allotment of University quarter? If yes, mention the date upto which the debarment is applicable.

<table>
<thead>
<tr>
<th>PIN</th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tel./Mobile No.</td>
<td></td>
<td></td>
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<tr>
<td>E-mail</td>
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<td></td>
</tr>
<tr>
<td>Employee No.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name (in Block Letters)</td>
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</tr>
</tbody>
</table>
13. संस्थान/विश्वविद्यालय में प्रत्येक श्रेणी में की गई सेवाओं (स्वतंत्रता बढ़ाने के विवरण के साथ) का विवरण (केवल परिविद्यालय एवं स्थायी सेवाय)।
Details of substantive service (include breakup of upward movement) held in each cadre (only on probation and confirmed services) in this Institute/University.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>पद, विभाग</th>
<th>परिविद्यालय की तिथि</th>
<th>वेतन स्वरूपी होने की तिथि</th>
<th>वेतन व्यंजन एवं ग्रेड पेय</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.</td>
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</tr>
<tr>
<td>II.</td>
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<tr>
<td>III.</td>
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<tr>
<td>IV.</td>
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<td></td>
</tr>
</tbody>
</table>

14. संस्थान/विश्वविद्यालय आवास का विवरण (यदि पहले से आवंटित है)
Details of Institute/University Accommodation (if already allotted)

आवास संख्या / Quarter No.

आवास की श्रेणी / Grade of Quarter No.

आवंटन की तिथि / Date of Allotment

क्या आपके पति/पत्नी संस्थान/विश्वविद्यालय कर्मचारी हैं?
Whether your spouse is a Institute/University employee?

यदि हाँ, तो निम्नलिखित विवरण दें
If so, then give his/her following details

a. नाम/Name

b. पद/Designation

c. विभाग/Department

d. आवास संख्या (यदि हो तो)/Quarter No. (if any)

e. आवास (किसी अन्य सरकारी संस्थान में)/Quarter

No. (in any other Government organization)

15. आवास परिवर्तन के लिए (केवल उन आवेदकों द्वारा भरा जाए जो कि आवास परिवर्तन करना चाहते हैं)/ For Change of Quarter (to be filled up only by those who desire a change of accommodation)

i. आवास संख्या एवं कोलोनी जिसमें परिवर्तन चाहते हैं/Quarter No. and Colony to which the applicant desire to shift

ii. आवास परिवर्तन का कारण/Reason for change

घोषणा/Declaration

1. मैं आवास आवंटन संबंधी सारे नियमों से अवगत हूँ तथा यदि मुझे आवास आवंटित होता है तो मैं उन नियमों का तथा इनमें समय-समय पर होने वाले संशोधनों का पालन करेंगा/करेंगी।
I have read the regulations regarding classification, allotment, retention and vacation of Institute Accommodation and I shall abide by such regulation as may be amendate from time to time, in case a residential accommodation is allotted to me.

2
2. If the property in which we are interested is acquired by the institution or any member of my family is acquired by the institution or any member of my family becomes owner of the house or take(s) House Building Advance from Institute subsequently within one month from the date of becoming such owner/recipient of House Building Advance.

3. I hereby declare that I have neither changed any quarter of my grade in the past nor any change was offered to me.

4. I shall not undertake any work of alteration/renovation in the Institute allotted accommodation without the permission of the Institute.

Dated ..........................................................  ...........................................................

Signature of the applicant

For forwarded to the Chairman (R.A.A.C.) IIT(BHU), Varanasi with the remark that the information furnished in columns 5 and 13 have been checked and verified.

Asstt. Registrar (Admin.) II/ Faculty Affairs

Head of the Department/Office/Coordinator of School

Seal / Seal