

Central University of Haryana

(Estate & General Administration Section)

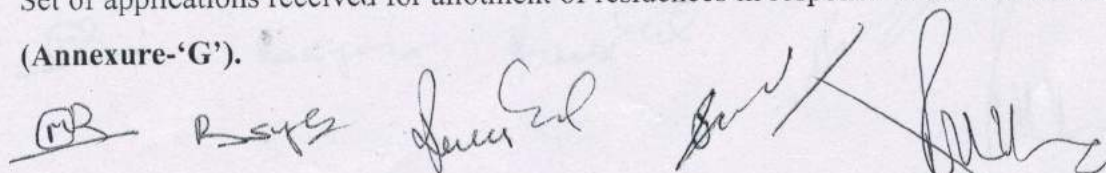
Subject: Minutes of First Meeting of House Allotment Committee.

First Meeting of the House Allotment Committee consisting of the following was held on 13.03.2018 at 02:00 PM in Conference Hall at First Floor Academic Block-III.

1. Prof. Ranvir Singh - Chairman
2. Dr. P.K. Khurana - Member
3. Dr. Bir Singh - Member
4. Dr. Surender Grewal - Member
5. Er. P.C. Garg - Member
6. Sh. Manoj Rana - Member Secretary

A. The Committee perused the following documents:

1. Rules for allotment of Residences in Central University of Haryana, notified vide Letter No. CUH/GEN/2018/356 dated 31/01/2018 (**Annexure-'A'**).
2. Gazette Notification No. G.S.R. 591(E) dated 15.06.2017, issued by Department of Empowerment of Persons with Disability (Divyangjan), Ministry of Social Justice and Empowerment (**Annexure-'B'**).
3. University Grants Commission (2006) Guidelines for "Strict implementation of reservation policy of the Government in Universities, deemed to be Universities, Colleges and other grant-in-aid Institutions and Centers" (**Annexure-'C'**).
4. Gazette Notification No. G.S.R. 598(E) dated 16.06.2017, pertaining to rules for allotment of accommodation to Central Government Employees, under the control of Directorate of Estates, Ministry of Urban Development (**Annexure-'D'**).
5. Notice bearing No. CUH/GEN/2018/357 dated 31.01.2018 issued for inviting applications for allotment of residences to eligible regular employees of the University (**Annexure-'E'**).
6. Request dated 07.02.2018 received from some employees for lowering of eligibility criteria for allotment of Type-IV residences as prescribed in Clause – 4 of University rules for Allotment of Residences (**Annexure-'F'**).
7. Set of applications received for allotment of residences in response to aforesaid notice (**Annexure-'G'**).



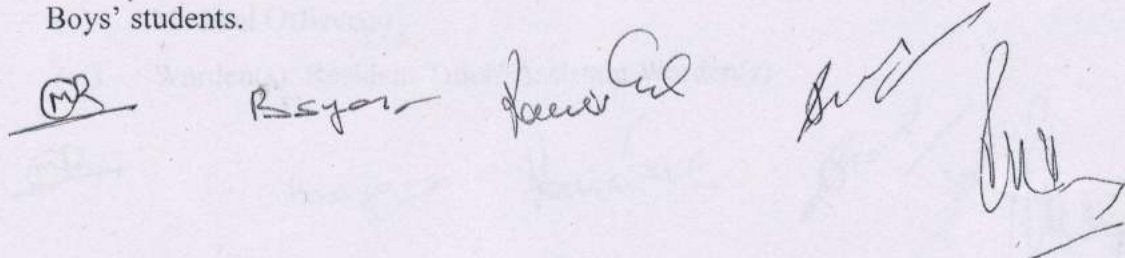
B. The Committee considered the following facts relevant to Allotment Process:

1. Stock Position (Quarters available with University):

One Vice Chancellor's Residence-cum-Camp Office, 24 Nos. Type-IV residences, 48 Nos. Type-II residences, 20 Nos. Two Room Set Semi Permanent Structure (SPS) quarters, and 10 Nos. One Room Set Semi Permanent Structure (SPS) quarters are available for the "Allotment Year" 2018.

2. Current Usage Status:

- (a) Vice Chancellor's Residence-cum-Camp Office is being used by the Vice Chancellor.
- (b) 24 Nos Type-IV residences are unoccupied and are to be allotted for first time.
- (c) 48 Nos Type-II residences are unoccupied and are to be allotted for first time.
- (d) 20 Nos. Two Room Set Semi Permanent Structure (SPS) quarters are occupied, out of which 19 quarters are occupied by regular employees and 01 quarter is occupied by an employee on deputation to this University.
- (e) 10 Nos. One Room Set Semi Permanent Structure (SPS) quarters are occupied, out of which 09 quarters are occupied by regular employees and 01 quarter is being used as Health Center.
- (f) As a Temporary provision, some employees have also been accommodated in approximately one-fourth portion of Ground Floor of Girls' Hostel Building and in one floor of Boys' Hostel Building.
- (g) Half portion of Ground Floor of Girls' Hostel Building is temporarily being used as Guest House.
- (h) Two floors (1st and 2nd) of Girls' Hostel building are being used as Hostel for Girls' students.
- (i) Two floors (1st and 2nd) of Boys' Hostel building are being used as Hostel for Boys' students.
- (j) Two floors (1st and 2nd) of Old Administrative Block are being used as Hostel for Boys' students.

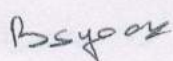
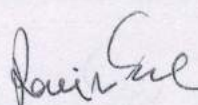
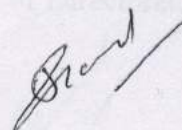
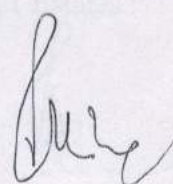


3. Projection of Availability and Requirement of Infrastructure at the commencement of Academic Session 2018-19:

- (a) Construction of one Boys' Hostel and one Girls' Hostel (630 students each) is under progress and scheduled for completion in December 2018. Construction of Health Centre, 24 Nos. Type – V residences, and 24 Nos. Type – III residences is scheduled for completion in year 2019 only. Construction of Guest House is yet to commence.
- (b) One Batch would be added in each of the four Engineering Departments during the Academic Session 2018-19 due to which first floor of old Administrative Block would have to be vacated for Engineering classes.
- (c) Student intake of all Post Graduate programmes was increased during Academic Session 2017-18, and during Academic Session 2018-19 the University would be admitting second batch of all PG programmes with increased intake. In view of this all three floors of Girls' Hostel building as well as Boys' Hostel building would be required for Hostel students and the University would be forced to discontinue the temporary provision of Guest House and Accommodation of employees in Girls' and Boys' Hostel buildings.
- (d) Alternate space needs to be provided for Guest House(s).
- (e) Presently total seven staff members are deployed in Health Center and One Room Set SPS quarter presently being used for Health Center is inadequate. More space needs to be provided for Health Center.

4. Earmarking Provisions:

- (a) As per **clause 8.1** of the University Rules for Allotment of Residences, Houses for the following categories shall be earmarked.
 - (i) Vice Chancellor
 - (ii) Pro Vice Chancellor
 - (iii) Registrar
 - (iv) Provost/ Chief Warden
 - (v) Medical Officer(s)
 - (vi) Warden(s)/ Resident Tutor/ Assistant Warden(s)

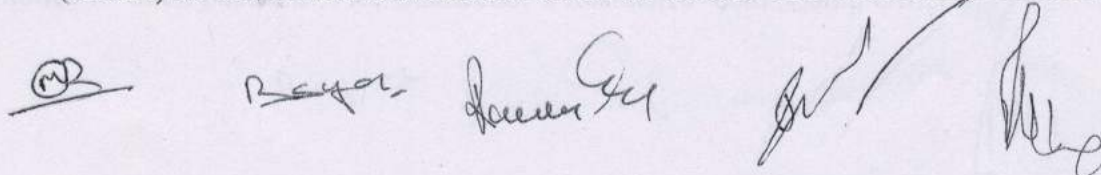
- (b) There is no earmarking provision for key posts like Dean Academics & Research, Dean Students Welfare, Proctor/ Deputy Proctor/ Assistant Proctor(s), Director IQAC, Finance Officer, Controller of Examinations, Librarian, Internal Audit Officer, Executive Engineer etc.

5. Comparative Position of Residences available for allotment to employees and No. of applicants eligible as per the University Rules for Allotment of Residences:

S. No.	Type of Residences	No. of available Residences	No. of Eligible Applicants	Priority List as per the University Rules for Allotment of Residences
1.	Type –IV	24	SC-Nil, ST-Nil	
			UR-06	Annexure-‘H’
2.	Type –II	48	SC-Nil, ST-Nil	
			UR-17 (includes 02 PWD)	Annexure-‘I’
3.	Type –III	Nil	SC-06	Annexure-‘J’
			ST-02	Annexure-‘K’
			UR-38 (includes 01 PWD)	Annexure-‘L’

C. In view of above, Observations/ Recommendations of the Committee are as under:

- Request dated 07.02.2018 (Annexure-‘G’)** received from some employees is for lowering of eligibility criteria for Type-IV residences as prescribed in Clause – 4 of the University Rules for Allotment of Residences in accordance with Ministry of Urban Development, Directorate of Estates, Gazette Notification No. G.S.R. 598(E) dated 16.06.2017. In this regard, the Committee observed that:
 - Clause 2.8 of the University Rules for Allotment of Residences defines “Residence” as “Any residence for the time being under the administrative control of the University”, whereas Clause – 2(a) of aforesaid Gazette notification defines “Accommodation” as “General Pool Residential Accommodation (GPRA) of the Central Government under the control of Directorate of Estates.”



As per clause – 19 of the University Rules for Allotment of Residences, relevant rules of Government of India may be followed only in such cases where the University rules approved by the Executive Council are silent. The eligibility criteria for allotment of Type-IV Residences are explicitly defined by the Executive Council and are in consonance with overall approach adopted for fixing eligibility criteria for allotment of various Types of Residences. Therefore in this matter University Rules for Allotment of Residences as approved by the Executive Council prevail and provisions of aforesaid Gazette Notification of Ministry of Urban Development are not applicable.

- (b) Presently Type-IV is the highest type of Residence available in campus and as of now even earmarking of houses for Pro Vice Chancellor and Registrar may be done from this type only.

In view of above, request for lowering of eligibility criteria for allotment of Type-IV residences may not be acceded to.

2. Continuation of allotment made prior to issue of the University Rules for Allotment of Residences:

Clause – 19 of the University Rules for Allotment of Residences states that “These rules shall supersede all earlier Rules/ Provisions made in this regard from time to time”. In pursuance of the same, all allotments made to various categories of employees in Two Room Set SPS quarters, One Room Set SPS quarters, Girls’ & Boys’ Hostel buildings etc. through different provisions from time to time may be cancelled. Further in the interest of students, cancellation of all earlier allotments is necessary in view of already elaborated projection of availability and requirement of infrastructure at the commencement of Academic Session 2018-19. Fresh allotment may be done for all type of residences as per eligibility criteria for different types of residences.

3. Utilization of Vice Chancellor's Residence -cum- Camp Office

Residential portion meant for the Vice Chancellor may be earmarked for the Vice Chancellor. Office portion may be utilized as Camp Office. Servant quarter may be allotted to Cook posted at Vice Chancellor's Residence -cum- Camp Office.

Allotted to Cook posted at Vice Chancellor's Residence -cum- Camp Office.

4. Utilization of Type-IV Residences:

Total twenty four (24) available residences may be utilized in following manner:

(a) Distribution of twenty four (24) residences among different categories may be done as per Clause - 8 of the University Rules for Allotment of Residences as under:

- (i) Vice Chancellor's Discretionary Quota- Two (02) residences (10% of 24).
- (ii) Scheduled Castes (SC) Category- Four (04) residences (15% of 24).
- (iii) Scheduled Tribes (ST) Category- Two (02) residences (7.5% of 24).
- (iv) Unreserved (UR) Category- Sixteen (16) residences (Balance out of 24).

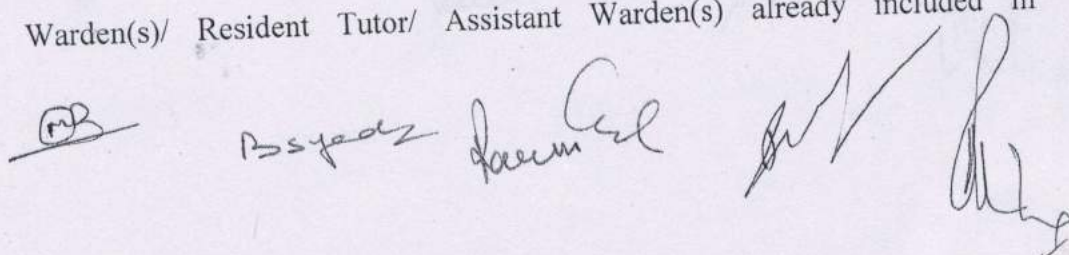
(b) There are no applicants in Scheduled Castes category eligible for Type-IV residences. Four (04) residences for SC category remain unutilized.

(c) There are no applicants in Scheduled Tribes category eligible for Type-IV residences. Two (02) residences for ST category remain unutilized.

(d) There are six (06) applicants in Un-Reserved category as per Priority List available at **Annexure-'H'**. All of them may be allotted one (01) residence each; after which Ten (10) residences for this category remain unutilized.

(e) As per clause 8.7(iii) of the University Rules for Allotment of Residences, unallotted vacancies of SC/ ST category residences are not to be carried forward and applicant list of UR category has also been exhausted therefore as an interim measure, the unutilized residences mentioned at (b), (c) and (d) above may be utilized for earmarking for key posts as per Clause 8.1 of the University Rules for Allotment of Residences. The utilization of Type-IV residences for earmarking is being proposed as an interim measure due to non-availability of Residences as per eligibility of persons holding key posts/ positions. As soon as residences as per eligibility of persons holding key posts/ positions become available for allotment, earmarked Type-IV residences may be vacated and made available for allotment as per category-wise distribution proposed at (a) above.

(f) Type-IV residences may be utilized for earmarking for key posts/ positions of Pro Vice Chancellor, Registrar, Provost/ Chief Warden, Medical Officer(s), Warden(s)/ Resident Tutor/ Assistant Warden(s) already included in



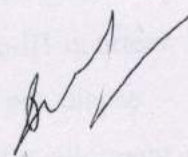
Earmarking category as per Clause 8.1 of the University Rules for Allotment of Residences:

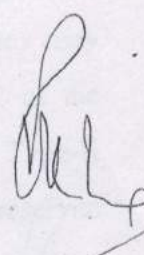
- (g) Type-IV residences may also utilized for key posts/ positions like Dean Academics & Research, Dean Students Welfare, Proctor/ Deputy Proctor/ Assistant Proctor(s), Director IQAC, Finance Officer, Controller of Examinations, Librarian, Internal Audit Officer, Executive Engineer etc.; which may be included in earmarking category, subject to approval by the Executive Council.
- (h) The persons holding the key posts/ positions already included/ to be included in earmarking category would be eligible for Type-III/ Type-IV/ Type-V residences as per their Grade Pay. In view of this, floor-wise allocation of Type-IV residences may be done in following manner:
 - (i) Six (06) residences on 1st, 2nd, & 3rd floors, i.e., Residence No. A101, A102, A201, A202, A301, A302 may be utilized for earmarking for key posts/ positions otherwise eligible for allotment of Type-V residences. Residence No – 101 may be allotted to the Registrar, as the post of Registrar is already filled up as well as included in list of Earmarking category as per Clause 8.1 of the University Rules for Allotment of Residences.
 - (ii) Six (06) residences on 1st, 2nd, & 3rd floors, i.e., Residence No. A103, A104, A203, A204, A303, A304 may be allotted in order of priority to six (06) persons as per Priority List – 'H', specified at (d) above.
 - (iii) Ten (10) out of the twelve (12) residences available on 4th, 5th, & 6th floors may be utilized for earmarking for key posts/ positions otherwise eligible for allotment of Type-IV/ Type-III residences. Remaining two (02) residences may be utilized for discretionary allotment by the Vice Chancellor.

MB

B.S. Yadav

Deputy Secy

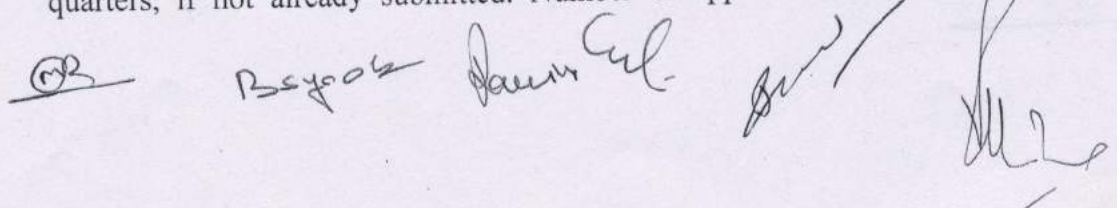




5. Utilization of Type-II Residences:

Total forty eight (48) available residences may be utilized in following manner:

- (a) Distribution of Forty Eight (48) residences among different categories as per clause - 8 of the University Rules for Allotment of Residences may be done as under:
 - (i) Vice Chancellor's Discretionary Quota- Five (05) residences (10% of 48).
 - (ii) Scheduled Castes (SC) Category- Seven (07) residences (15% of 48).
 - (iii) Scheduled Tribes (ST) Category- Four (04) residences (7.5% of 48).
 - (iv) Unreserved Category- Thirty Two (32) quarters (Balance out of 48).
- (b) As per Priority List placed at **Annexure-'I'**, there are total seventeen (17) employees, all belonging to Un-Reserved category, who are eligible for allotment of Type-II staff quarters. All of them may be allotted one quarter each; after which fifteen (15) quarters are left unutilized in Un-Reserved category. Two (02) "Person with Disability" are included in aforesaid Priority List of seventeen employees; they may be allotted quarters on First Floor.
- (c) As per Priority List placed at **Annexure-'J'**, there are total six (06) applicants in Scheduled Castes category eligible for Type-III quarters. All of them may be allotted Type-II quarters as per clause - 7.2 of the University Rules for Allotment of Residences, subject to submission of consent for allotment of Type-II quarters, if not already submitted. After this allotment; one (01) quarter for SC category remains unutilized.
- (d) As per Priority List placed at **Annexure-'K'**, there are total two (02) applicants in Scheduled Tribes category eligible for Type-III quarters. All of them may be allotted Type-II quarters as per clause - 7.2 of the University Rules for Allotment of Residences, subject to submission of consent for allotment of Type-II quarters, if not already submitted. After this allotment; two (02) quarters for ST category remain unutilized.
- (e) As per Priority List placed at **Annexure-'L'**, there are total thirty eight (38) applicants in Un-Reserved category eligible for Type-III quarters. They may be considered for allotment of Type-II quarters as per clause - 7.2 of the University Rules, subject to submission of consent for allotment of Type-II quarters, if not already submitted. Number of applicants in Un-Reserved

The bottom of the page features several handwritten signatures and initials in black ink. From left to right, there is a circular stamp with the letters 'CB' inside, followed by a signature that appears to be 'Beyoz', then a signature that looks like 'Jain', and finally a large, stylized signature on the right side.

category is more than number of unutilized quarters available in this category as mentioned at (b), above and as per clause 8.7(iii) of the University Rules for Allotment of Residences, un-allotted vacancies of SC/ ST category residences are not to be carried forward. Therefore as an interim measure all unutilized residences as mentioned at (b), (c) & (d) above may be allotted to Un-Reserved category applicants. Accordingly first eighteen (18) applicants as per Priority List placed at **Annexure-'L'**, may be allotted Type-II Residences and remaining twenty (20) applicants may be waitlisted. In respect of three (03) reserved category residence being utilized for allotment to Unreserved Category applicants, whenever a residence is vacated by any Unreserved category occupant, attempt should be made to restore the reservation percentage depending upon availability of reserved category applicants.

- (f) Allocation of residences to successful applicants from aforesaid Priority Lists may be done in following manner:
- (i) The complex of 48 residences spread across two blocks (Block – A & B) may be arranged in following sequence for allotment purpose-
A101, A102, A103, A104, B101, B102, B103, B104, A201, A202, A203, A204, B201, B202, B203, B204, and so on.
 - (ii) First two residences on first floor, i.e., Residence No - A101 & A102 may be allotted to the two Persons with Disability included in Priority List - 'I'.
 - (iii) First residence on each of remaining five floors, i.e., Residence No. A201, A301, A401, A501 & A601 may be kept for discretionary allotment by the Vice Chancellor.
 - (iv) Remaining residences from the sequence at (i) above may be allotted to successful applicants from the Priority Lists in following order- 'I' followed by 'J', 'K' and 'L'. within each Priority List allotment may be done in the order of Priority.

6. Allotment of Quarters to 'Person with Disability':

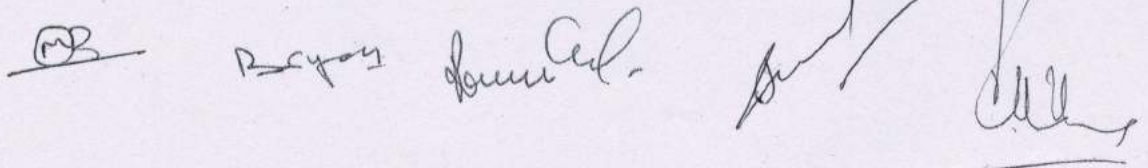
There are three (03) regular and one (01) contractual "Persons with Disability" who may be allotted quarters in following manner:

- (a) Shri Paramjeet Singh, Section Officer and Shri Rajesh Bansal, UDC are eligible for allotment of Type-II staff quarters. As per clause 8.6 of the University Rules for Allotment of Residences, allotment of Type-II quarters on first floor has been proposed for both of them as per their seniority. They may also be given option of allotment of Two Room Set SPS quarters in lieu of Type-II quarters as per their needs.
- (b) Shri Ajaj Ansari, Assistant Professor is eligible for allotment of Type-III staff quarters but as per his seniority he is not getting allotment of any type of quarters. In view of this he may allotted one (01) Two Room Set SPS quarter.
- (c) Ms. Rekha Garg, Assistant Professor (Contractual) presently residing in Girls' Hostel Building is dependent on wheel chair and also needs ramp facility. In view of this she may be allotted one (01) room on Ground Floor of Girls' Hostel Building, as per suitability of room for her needs.

7. Utilization of Two Room Set (SPS) Quarters:

Total twenty (20) available quarters may be utilized in following manner:

- (a) One Block of ten (10) quarters may be utilized as Guest House(s).
- (b) One (01) quarter may be allotted to Dr. Aditya Saxena, Associate Professor on deputation also holding charge of Director, IQAC and Director, DDU-KK, as earlier also one (01) such quarter was allotted to him.
- (c) Two (02) quarters may be used for Health Center.
- (d) One (01) quarter may be used as rest room for Security Personnel.
- (e) One (01) quarter may be used as rest room for Drivers.
- (f) One (01) quarter may be allotted to Two (02) Cooks and One (01) Medical Attendant on sharing basis.
- (g) One (01) quarter may be allotted to Consultant (Infrastructure), JE (Civil), and JE (Electrical) on sharing basis.
- (h) One (01) quarter may be allotted to one "Person with Disability" (namely Dr. Ajaj Ansari) who could not be allotted a Type-II quarter as per his Seniority.



- (i) Remaining two (02) quarters may be kept in abeyance in view of option proposed at 6(a) above for other two Persons with Disability.

8. Utilization of One Room Set (SPS) Quarters:

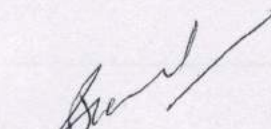
Total ten (10) available quarters may be utilized in following manner:

- (a) Six (06) quarters may be allotted to Professors on deputation/ contract and Academic Consultants/ Advisors presently serving the University.
- (b) One (01) quarter may be allotted to Consultant (Internal Audit).
- (c) One (01) quarter may be allotted to Shri Balbir Singh, Caretaker as earlier also one (01) such quarter was allotted to him.
- (d) Remaining two (02) quarters may be kept in abeyance for allotment to Hostel Attendants. Hostel Wardens may advice regarding operational suitability of providing accommodation inside/ outside Hostels to Hostel Attendants.

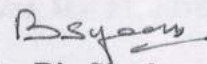
The recommendations of Committee may be submitted for consideration and approval by the Competent Authority. After approval, the minutes may be uploaded on the University website for information of all concerned.



Sh. Manoj Rana

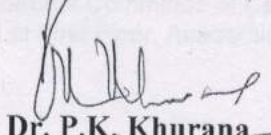


Er. P.C. Garg

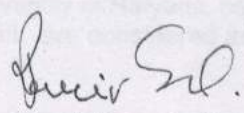


Dr. Bir Singh

Dr. Surender Grewal



Dr. P.K. Khurana



Prof. Ranvir Singh