

**THE NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE  
(Workshop & Maintenance Section)**

No. WMS-15011/1/2022-WMS

Date: 21.12.2022

**CIRCULAR**

With the approval of the Competent Authority, Seniority list, list of Vacant Staff Quarter and application form for Allotment is enclosed as Annexure-A, B & C. The eligible & interested applicant is requested to kindly apply for the same and duly filled application form may be sent to WMS after verify through their concerned administration on or before 06.01.2023.

(Amar Nath Gupta)  
In-charge, Workshop and Maintenance Section

For Information:

- 1. SPA to Director**
- 2. PA to D.D (Admin.)**
- 3. All HODs and Sectional Head**
- 4. Faculty In-charge, WMS**
- 5. In-charge, Admn.I & II –for verification**
- 6. I/C Computer Centre- for uploading on E-office & Institute website**
- 7. Notice Board**
- 8. Guard File**

**Seniority List for allotment of flats**  
**Type – II**  
**(Level – 1 to Level – 5 of Pay Matrix)**

Sl. No	Name of Applicant	Designation	Date of Joining in the Institute	Pay Matrix Level	Remarks
1.	Sh. Radhey Shyam	MTS	16.08.1989	Level – 3	Already allotted type – II staff quarter
2.	Shri Saju C. Verghese	U.D.C.	22.01.1992	Level – 4	Already allotted type – II staff quarter
3.	Shri Mohinder Singh	MTS	16.03.1992	Level – 4	Already allotted type II staff quarter
4.	Shri Krishan Kumar	MTS	21.02.1997	Level - 3	Already allotted Type-II staff quarter
5.	Shri Dayal Singh Negi	Driver	21.02.1997	Level – 3	Already allotted Type-II staff quarter
6.	Smt. Raj Bala	MTS	11.01.2001	Level – 3	Already Allotted Type-II staff quarter
7.	Shri Mohan Prasad	MTS	03.01.2003	Level - 2	Already allotted Type – I staff quarter
8.	Smt. Beena Rana	MTS	08.04.2004	Level – 2	Already Allotted Type-II staff quarter
9.	Sh. Eliazar Tirkey	L.D.C	24.01.2007	Level-2	
10.	Sh. Sudhir Gorai	Lab. Asstt.	28.01.2014	Level – 3	Already Allotted Type-I staff quarter
11.	Sh. Shailesh Kumar	U.D.C	20.10.2014	Level – 4	Already Allotted Type-II staff quarter
12.	Sh. Anand Mohan	L.D.C	27.07.2015	Level – 2	Already Allotted Type-II staff quarter
13.	Sh. Saket Kumar	Asst. Lib.	20.06.2016	Level – 5	Already Allotted Type-I staff quarter
14.	Shri Chankit Gola	Lab. Attndt.	09.10.2017	Level – 1	---
15.	Shri Rohit	L.D.C	30.10.2019	Level – 2	D.O.B. – 29.04.1991
16.	Shri Sumit	L.D.C.	30.10.2019	Level – 2	Already Allotted Type-II staff quarter
17.	Shri Tijender Sharma	L.D.C.	30.10.2019	Level – 2	Already Allotted Type-I staff quarter

**Type – III and IV**

**(Pay Matrix Level – 6 to Level – 8 of Pay Matrix Level)**

<b>Sl. No.</b>	<b>Name of Applicant</b>	<b>Designation</b>	<b>Date of Appointment</b>	<b>Pay Matrix Level</b>	<b>Remarks</b>
1.	Sh. Jagdish Gupta	Steno Gr. I	29.06.1989	Level – 7	Already Allotted Type-III Qtr.
2.	Shri Jagdish Chander	DEO Gr. E	18.05.1990	Level – 8	Already Allotted Type IV Qtr.
3.	Sh. Subhash Chand	A.R.O	21.03.1994	Level – 8	Already Allotted Type- IV Qtr.
4.	Smt. Rita Rani	A.R.O	23.07.1997	Level – 8	Already Allotted Type- IV Qtr.
5.	Sh. Yogesh Kumar Singhal	A.R.O. (HG)	03.09.1997	Level – 8	Already Allotted Type-IV Qtr.
6.	Shri Bacchu Singh	A.R.O. (HG)	04.09.1997	Level – 8	Already Allotted Type-IV Qtr.
7.	Sh. Lavkush	Librarian	22.09.1997	Level – 7	Already Allotted Type- IV Qtr.
8.	Shri G.G. Halkar	Sr.Tec.Asst t (Doc.)	14.10.1997	Level – 7	Allotted Type-IV Qtr.
9.	Dr. Manisha	A.R.O.	28.10.1997	Level – 8	Already Allotted Type-IV Qtr.
10.	Dr. Ghanshayam Karol	A.R.O.	10.11.1997	Level – 7	Already Allotted Type-IV Qtr.
11.	Dr. Vaishali Jaiswal	A.R.O.	23.08.1999	Level – 8	Already Allotted Type-III Qtr.
12.	Shri B.C. Patro	Sub-Editor (Eng.)	27.08.1999	Level – 8	Already Allotted Type- IV Qtr.
13.	Sh. Niranjana Kumar	Driver	25.04.2001	Level – 6	---
14.	Dr. Rekha Meena	A.R.O.	24.08.2001	Level – 7	Already Allotted Type-III Qtr.
15.	Dr. Sherin Raj T.P.	A.R.O. (HG)	10.10.2001	Level - 8	Already Allotted Type- IV Qtr.
16.	Dr. S.P. Singh	A.R.O.	18.01.2002	Level – 8	Already Allotted Type- IV Qtr.
17.	Sh. Vinay Kumar	Assistant	23.06.2004	Level – 6	Already Allotted Type-III Qtr.
18.	Smt. Sunita Malik	DEO – B	09.04.2007	Level – 6	Already Allotted Type-IV Qtr.
19.	Dr. Ganesh Shankar Srivastava	Sub-Editor (Hindi)	21.07.2008	Level – 7	Already Allotted Type-III Qtr <b>(Under Deputation)</b>
20.	Smt. Sarita Kumari	Tech.Asstt. (Lab)	16.03.2009	Level – 6	Already Allotted Type-III Qtr.
21.	Sh. Pawan Kumar Sharma	Projectionist	09.06.2009	Level – 6	Already Allotted Type-III Qtr.
22.	Smt. Kavita	Staff Nurse	18.09.2009	Level – 7	Already Allotted

Sl. No.	Name of Applicant	Designation	Date of Appointment	Pay Matrix Level	Remarks
					Type-III Qtr.
23.	Sh. Amar Nath Gupta	J.E.(Civil)	19.11.2009	Level – 6	Already Allotted Type-III Qtr.
24.	Smt. Babita Singh	Asstt. Librarian	12.02.2010	Level – 6	Already Allotted Type-III quarter
25.	Smt. Kalpana Mishra	Jr. Hindi Translator	12.12.2013	Level – 6	Already Allotted Type-III Qtr.
26.	Ms. Neha Pathania	Staff Nurse	18.10.2016	Level – 6	Already Allotted Type-I Qtr.
27.	Dr. Raj Narayan	A.R.O	29.09.2017	Level – 7	Already Allotted Type-III Qtr.
28.	Dr. Vikram Singh	T.A. (Lab.)	25.10.2018	Level – 6	Already Allotted Type-III Qtr.
29.	Shri Neeraj Yadav	Sr. Tech Asstt. (Doc.)	08.09.2022	Level - 6	---
30. S	Shri Puneet Kumar Pandey	Librarian	13.09.2022	Level-7	

Note: All the officers in priority list for allotment of Type-III staff quarters are also eligible for Type IV staff quarters on the payment of double license fee.

**The Details of Vacant Staff Quarters in NIHFV is also as under:****List of Type – I Vacant Quarter**

<b>Sl. No.</b>	<b>Quarter No.</b>	<b>Type</b>	<b>Remarks</b>
<b>1.</b>	A – 2	I	<p>At present, Institute has surplus Type I flat lying vacant. Lift Services are not available in these accommodations. These flats are in low demand.</p> <p>After approval of Director, these flats will be allotted to the eligible employees on the basis of "First Come First Serve".</p>
<b>2.</b>	A – 4	I	
<b>3.</b>	A – 5	I	
<b>4.</b>	A – 6	I	
<b>5.</b>	A – 7	I	
<b>6.</b>	A – 14	I	
<b>7.</b>	A – 15	I	
<b>8.</b>	A – 19	I	
<b>9.</b>	A – 20	I	
<b>10.</b>	A – 21	I	
<b>11.</b>	A – 22	I	
<b>12.</b>	A – 25	I	
<b>13.</b>	A – 28	I	
<b>14.</b>	A – 29	I	
<b>15.</b>	A – 31	I	
<b>16.</b>	A – 32	I	
<b>17.</b>	A – 34	I	
<b>18.</b>	A - 35	I	
<b>19.</b>	A - 36	I	
<b>20.</b>	A - 37	I	
<b>21.</b>	A – 39	I	
<b>22.</b>	A – 41	I	
<b>23.</b>	A – 44	I	
<b>24.</b>	A – 45	I	

### List of Type-II Vacant Staff Quarters

Sl. No.	Quarter No.	Type	Remarks
1.	B - 01	II	Lift Services is not available in these accommodations.
2.	B - 04	II	
3.	B - 05	II	
4.	B - 06	II	
5.	B - 07	II	
6.	B - 14	II	
7.	B - 21	II	
8.	B - 24	II	
9.	B - 25	II	
10.	B - 27	II	
11.	B - 32	II	
12.	B - 33	II	
13.	B - 34	II	
14.	B - 35	II	
15.	B - 36	II	
16.	B - 37	II	
17.	B - 38	II	
18.	B - 39	II	

### List of Type – III Vacant Staff Quarters

Sl. No.	Quarter No.	Type	Remarks
<b>1.</b>	C – 01	III	May be demanded by the Employee of Institute.
<b>2.</b>	C – 02	III	
<b>3.</b>	C – 05	III	
<b>4.</b>	C – 06	III	
<b>5.</b>	C – 07	III	
<b>6.</b>	C – 09	III	
<b>7.</b>	C - 11	III	
<b>8.</b>	C – 15	III	
<b>9.</b>	C – 16	III	
<b>10.</b>	E-50-B	III	
<b>11.</b>	E-53-B	III	

### List of Type – IV Vacant Staff Quarters

Sl. No.	Quarter No.	Type	Remarks
1.	D – 18	IV	May be demanded by the employee of Institute
2.	D – 21	IV	
3.	D – 24	IV	
4.	D – 29	IV	

### List of Type – V Vacant Staff Quarters

Sl. No.	Quarter No.	Type	Remarks
1.	E – 02	V	
2.	E – 06	V	
3.	E - 11	V	
4.	E – 13	V	
5.	E – 14	V	
6.	E – 18	V	
7.	E – 19	V	
8.	E – 22	V	
9.	E – 25	V	
10.	E – 26	V	
11.	E – 27	V	
12.	E – 28	V	
13.	E – 29	V	
14.	E – 31	V	
15.	E – 32	V	
16.	E – 33	V	
17.	E – 35	V	
18.	E – 36	V	
19.	E – 38	V	
20.	E – 39	V	
21.	E – 42	V	
22.	E – 43	V	
23.	E – 44	V	
24.	E – 45	V	
25.	E – 46	V	
26.	E – 47	V	
27.	E – 48	V	



As on date, there are following staff quarters category-wise lying vacant.

<b>SN</b>	<b>Category</b>	<b>Vacant Numbers</b>
1.	Type I	24
2.	Type II	18
3.	Type III	11
4.	Type IV	04
5.	Type V	27

**APPLICATION FORM FOR ALLOTMENT OF RESIDENTIAL  
ACCOMODATION THROUGH CHOICE BASED SYSTEM ALLOTMENT**

1. Name and Designation of the Applicant \_\_\_\_\_
2. Pay Band + Grade Pay \_\_\_\_\_
3. Date of Joining \_\_\_\_\_
4. If already NIHFV quarter allotted, then the details thereof:  
Type and Flat No.: \_\_\_\_\_  
Date of Allotment: \_\_\_\_\_
5. Do you want to be considered for allotment for the vacancy available?
  - (i) Type II-- Yes/No; if Yes, indicate the Sl. No. in the Priority / Waiting list
  - (ii) Type III--Yes/No; if yes, indicate the Sl. No. in the Priority / Waiting list
  - (iii) Type IV – Yes/No; if yes, indicate the Sl. No. in the Priority / Waiting list
6. If yes, indicate the following choices: -
  - (a) Type – II (i) H. No. \_\_\_\_\_ (ii) H. No. \_\_\_\_\_ (iii) H. No. \_\_\_\_\_
  - (b) Type – III (i) H. No. \_\_\_\_\_ (ii) H. No. \_\_\_\_\_ (iii) H. No. \_\_\_\_\_
  - (c) Type – IV (i) H. No. \_\_\_\_\_ (ii) H. No. \_\_\_\_\_ (iii) H. No. \_\_\_\_\_
7. I would accept any house the choice given above for allotment

(Signature of Applicant)

Name of Applicant:

Designation:

Pay Scale:

Department:

Contact Number:

**Note: Above details (Sl. No. 1, 2 & 3) should be duly Verified by the administration.**