



# राष्ट्रीय प्रौद्योगिकी संस्थान गोवा

कुनकोलिम, जिला दक्षिण गोवा, गोवा, पिन-403703

## NATIONAL INSTITUTE OF TECHNOLOGY GOA

Cuncolim, South Goa District, Goa, Pin-403703

दिनांक / Date: 13.01.2025

### CIRCULAR

- In its 4th Meeting of the the Institute House Allotment Committee in its meeting has decided to incorporate the following points.
1. Since few of the flats in the residential quarter are currently vacant, the Committee has recommended that the vacant flats be allocated to the ad-hoc employees of the Institute. Only five (5) flats will be reserved in the Type B (Ashray) Quarters for this purpose.
  2. Preference will be given on a first-come, first-served basis. Quarters will only be allotted to Institute contract employees with dependents.
  3. 18% of their consolidated salary as part of the housing rent allowance (HRA), along with license fees, electricity, and water charges, will be deducted from the allottee.
  4. The allottee must vacate the residential quarter if a permanent staff member opts for it.
  5. No dues need to be presented by the ad-hoc faculty after the completion of their contract and before vacating the quarter; this should be signed by the Estate Office.
  6. Once the contract of such employees is completed, they must vacate the quarter within two weeks. Since the concerned ad-hoc employee will not be receiving any salary after the end of their contract, the HAC recommends not charging them during that period.
- In view of the above applications are invited from the interested applicants, the application should be submitted to Dispatch Section, at Room No. 3, Ground floor, administrative building.

**-SD-  
REGISTRAR**

Copy to:

1. Institute web site
2. All HoDs
3. Institute notice board
4. PA to Director & Registrar
5. House Allotment Committee