

Minutes of Special Meeting of Accommodation Allotment Committee No. I

Special meeting of AAC-I was held in the Conference Room of Dean (IPS) Office on 20-04-12 at 03.00 p.m.

The following members were present:

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| 1) | Prof. Kishore Chatterjee | - | Chairman |
| 2) | Prof. (Ms) Pratibha Sharma | - | Member |
| 3) | Prof. V. S. Sirola | - | Member |
| 4) | Dr. C. P. Joglekar | - | Member |
| 5) | Prof. Shirish Gedam | - | Member |
| 6) | Dr. H. S. Waydande | - | Member |
| 7) | Shri K.R.P. Unnithan | - | Member-Secretary |

The committee discussed about the modalities and procedures to be followed for the allotment of Quarters in New Buildings No. 23 & 24 of Type-B and ratified the procedure proposed by the Chairman, AAC-I which is reproduced below:

- 1) Allotments of apartments will be done on the spot. Applicants will be entertained according to their position in the respective seniority list. S/he will be asked to choose a single apartment from the apartments that may be available at that point of time. Once s/he has given her/his choice of apartment, the said apartment will be considered to be provisionally allotted to that particular applicant. If the applicant later refuses to occupy the apartment, standard penalty as per the Institute's allotment rule will be imposed on her/him with effect from the date on which the refusal will be communicated.
- 2) If an applicant does not exercise his/her choice on the spot at the time when s/he is asked to do so or s/he (or the person whom s/he has authorized for the purpose) is not present in the venue at that point of time, will be considered as applicant refusing allotment (ARA). Subsequent requests from an ARA for an allotment in the concerned building(s) will not be considered under any circumstances till all the applicants present in the seniority list and appearing after him/her are entertained. After entertaining all the applicants appearing in the seniority list if some accommodation(s) in the concerned building are still remaining vacant, then requests from ARAs, if any, will be entertained as per their seniority in the original seniority list. In any case, penalty will not be imposed on ARAs.
- 3) Allotment for parking lot will be done concurrently with the allotment of the apartments. Applicant, who has been allotted an apartment in a particular building, will be considered for allotment of a parking space in that particular building only. A copy of the registration document of the vehicle which is registered either in the name of the applicant or in the name of a direct dependent of the applicant needs to be made available at the time of spot allotment.
- 4) Allotments that will be made on the aforementioned dates are to be considered as tentative allotments and a provisional allotment letter will be issued on the spot. Final allotment letters, however will be issued once the buildings are handed over to IIT and necessary clearances etc. are obtained from competent authorities.
- 5) Apartments that will become available for allotment due to refusals received from allottee(s) at a later date will be re-circulated as per

Priority list only among ARAs and applicants who have not been allotted an apartment in the said building(s) till that point of time.

6) Once an allottee receives the final allotment letter s/he is supposed to occupy the apartment within four days of the receipt of this letter. However, if the letter is issued within the vacation period of the Institute and the concerned allottee is on leave, he is required to take occupation of the allotted apartment four days from the date of his joining the Institute or four days from the end date of the vacation period, whichever is earlier. Requests for extension of this period from applicants who are on lien or will be on long leave will be dealt with appropriately on a case to case basis.

Chairman mentioned that status of the staff members in CRNTS section (Dr. Vijaylakshmi, Research Scientist & Dr. Mayuri Gandhi, Research Scientist would be considered as belonging to faculty cadre for allotment purpose as per guide lines received from the DD (AIA).

Chairman mentioned that staff members employed in the library, P.T.I , Student Gymkhana to be considered as non-faculty employees as per the guide line received from the DD(AIA).

Chairman mentioned that Prof. D. S. Mishra who applied for new B-type quarter while on lien would be considered as eligible based on the guide line received from the Acting Director.

The committee resolved to consider Prof. Inamdar as an ineligible applicant for New B-type quarters as the current change would be the second change in the current type while staying in an accommodation which is at par with his entitlement.

The committee resolved to consider Prof. Bhargava as an ineligible candidate as he did not complete his residence of five years in the present quarter as on the last date of the receipt of the application.



Prof. Kishore Chatterjee,
Chairman, AAC-I