



**icmr**  
INDIAN COUNCIL OF  
MEDICAL RESEARCH  
Serving the nation since 1911

भारतीय आयुर्विज्ञान अनुसंधान परिषद  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य एवं परिवार  
कल्याण मंत्रालय, भारत सरकार

Indian Council of Medical Research  
Department of Health Research, Ministry of Health  
and Family Welfare, Government of India

No. 16/14/2020-Admn.-II

Dated : 17.9.2020.

OFFICE MEMORANDUM

Subject : Allotment of vacant staff quarters in the Institutes/Centres of ICMR.

It is observed that many staff quarters (about 212) are lying vacant in various Institutes/Centres of ICMR, since long, resulting in loss of revenue to Govt. and deterioration of vacant quarters due to want of maintenance and upkeep, leading to huge requirement of funds for making them habitable, if allotted after a long spell of time.

2 This matter is viewed seriously and henceforth, the following guidelines are issued for proper utilization of vacant staff quarters, in different Institutes/Centres of ICMR, with immediate effect:-

i. At first the vacant staff quarter may be allotted to willing regular staff of the concerned Institutes/Centres. Thereafter, staff quarters still remaining vacant may be allotted to JRF/SRF/PDF/Women Scientists, Project staff, Consultant staff on lease deed on yearly renewal basis, in the following order of preference-

- (a) JRF/SRF/PDF/Women Scientists.
- (b) Project staff.
- (c) Consultant.

3. The above staff shall be entitled only for temporary/transit accommodation (Hostel) and no HRA will be paid to them. Others who have no HRA component, shall pay the local market rate fixed by CPWD or State PWD.

4. This issues with the approval of Competent Authority.

  
17/09/2020

(Jagdish Rajesh)  
Asstt. Director General (Admn.)

Distribution :

Directors/Directors-in-charge of all permanent Institutes/Centres  
of ICMR

Copy to:

- 1 PS to DG/Addl.DG/Sr.DDG(A)/Sr.FA
- 2 Heads of all Divisions/Sections
- 3 Dr. L.K.Sharma, Scientist 'E' – soft copy of the same has been mailed at your email ID([sharma.lk@icmr.gov.in](mailto:sharma.lk@icmr.gov.in)) for website upload.