FORM -A – ONLY FOR EMPLOYEES WHOSE NAMES ARE NOT APPEARING IN THE PROVISIONAL PRIORITY LIST CIRCULATED VIDE

Ref. No.DCSEM/1/19/ALLOT/2019-20/ Dt. 01/03/2019. ALLOTMENT YEAR: 2019-20.

APPLICATION FOR ALLOTMENT OF GOVT. RESIDENCES (DAE), MUMBAI.

Application no. (for official use only)	

* PLEASE FILL THE BLOCKS WITH CAPITAL LETTERS ONLY
* STRIKE OUT WHOLE SECTION IF NOT APPLICATBLE

TICK MARK ☑ IN APPLICABLE BOXES

SECTION-1 : PERSONAL DATA

UNIT | C.C. No. | Employee No. | Previous C.C. No. (if any)

Shri/Smt./Ms./Kum. | SURNAME | FIRST NAME | MIDDLE NAME

DESIGNATION (Present) | DIVISION

DATE OF BIRTH (D D M M Y Y Y Y) | BELONGS TO : SC ☐ ST ☐

Gender : Male ☐ Female ☐ | Marital Status: Married ☐ Unmarried ☐

Physically Handicapped ☐

SECTION-2 : DETAILS OF INITIAL APPOINTMENT / TRAINING IN DAE

A : IF THROUGH TRAINING SCHOOL, PLEASE FURNISH FOLLOWING DETAILS

JOINED AS	DATE OF JOINING TRG. SCHOOL (D D M M Y Y Y Y)	TRG. SCHOOL BATCH	DATE OF ABSORP-TION IN DAE (D D M M Y Y Y Y)	PAY / LEVEL PAY ON ABSORPTION (₹)
TRAINEES				
M.TECH TRAINEES				
Any other (pl. specify)				

B : IF THROUGH STIPENDARY TRAINEE, PLEASE FURNISH FOLLOWING DETAILS

DESIGNATION ON ABSORPTION	DATE OF JOINING TRAINING SCHEME (D D M M Y Y Y Y)	DATE OF ABSORPTION IN DAE (D D M M Y Y Y Y)	PAY/ LEVEL PAY ON ABSORPTION (₹)

C : IF JOINED DIRECTLY, PLEASE FURNISH FOLLOWING DETAILS

DESIGNATION ON APPOINTMENT	DATE OF JOINING DAE (D D M M Y Y Y Y)	PAY / LEVEL PAY ON APPOINTMENT (₹)

1) Note : Whether interested in Transit accommodation (Only for Scientific Assistants) : Yes / No

2) If Yes please indicate date of appointment / promotion to SA/B ☐☐/☐☐/☐☐☐☐

SECTION-3 : DATE OF INITIAL APPOINTMENT IN GOVERNMENT OFFICE OTHER THAN DAE UNITS

Past Service	Specify name of the office in which employed	From			To		
		DD	MM	YYYY	DD	MM	YYYY
STATE							
CENTRAL							
DEFENCE SERVICES							

SECTION-4 : PAY DETAILS

Level in the pay matrix as on 01/04/2019	Pay in the Level as on 01/04/2019

SECTION-4 (A) : PAY DETAILS

(*) Date of Promotion to the post with the Level in the pay matrix as below :

Level	D	D	M	M	Y	Y	Y	Y
Level 9, 10 (SO/C or equivalent grades)								
Level 11 (SO/D or equivalent grades)								
Level 12 (SO/E or equivalent grades)								
Level 13, (SO/F or equivalent grades)								
Level 13-A (SO/G)								
Level 14 (SO/H & SO/H+)								
Level 15								
Level 16								
Level 17								
Level 18								

SECTION-5 : CHOICE OF LOCALITY

PLEASE ☑ FOR ONE LOCALITY ONLY

1	ANUSHAKTI NAGAR	
2	KENILWORTH	
3	ANAND BHAVAN	
4	ATOMICA	
5	CHEMBUR	
6	GHATKOPAR	
7	MISTRY NAGAR	
8	BANDRA	
9	COLABA	
10	OLD MANDALA	

* If more than one is ticked application will be disqualified.

SECTION-6: DETAILS OF PRESENT ACCOMODATION IN MUMBAI

1. If occupying any departmental accommodation, please furnish following details :

Locality	Building	Flat no.	Type	Date of Occupation	Allotted to Self	Allotted to Spouse

2. If allotted (self) any flat provisionally, which is under repairs, please furnish following detail :

Locality	Building	Flat no.	Type	Date of Allotment	Major / Minor repairs

3. Do you want CHANGE in the same category? YES ☐ NO ☐

4. Did you avail change in the same category? YES ☐ NO ☐

DECLARATION

I agree to abide by the Allotment of Government Residence (DAE) Mumbai Rules 1982 and as amended from time to time and instructions issued thereunder. I certify that the information furnished above are correct and I am aware that action as deemed fit will be taken in the event of any information found incorrect.

Date: _____ Signature of Applicant

Contact Nos: Office: _____ Mobile: _____

E-mail ID: Official: _____ Personal: _____

SECTION - 7 : TO BE CERTIFIED BY THE APPLICANT'S ADMINISTRATIVE AUTHORITY (Estt. Concerned)

The facts as stated above by the applicant have been verified from the service records and are found correct, (with specific emphasis on Level in the pay matrix, Pay in the pay matrix, Date of acquiring Level, SC / ST status, Date of Joining, Past service, if any, with details of the Dept/Ministry served etc.)

Date : Signature with seal of Admn. Authority

Note :
1. For fixing priority date, periods of break, if any, between the previous service in State / Central Govt./ Defence service, may please be excluded. Please indicate details in Section 3 about past service.
2. W/C, FTA service followed by regular appointment is counted for fixing priority date.
3. Casual service is not counted for allotment purpose except Casual Labour (Temporary Status). The date of priority for allotment to employees given temporary status under "Casual labours (Grant of Temporary Status and Regularization) Scheme of Government of India, 1993" shall be the date on which they complete three years of service as temporary status employees.
4. Employees whose applications/service particulars are not filled in completely/certified by the Admn. Authority will be rejected.