



भारत सरकार
GOVERNMENT OF INDIA
चिकित्सा अधिक्षक का कार्यालय
OFFICE OF THE MEDICAL SUPERINTENDENT
सफदरजंग अस्पताल एवं वी.एम.एम.कॉलेज
SAFDARJUNG HOSPITAL & V.M.M.C.
नई दिल्ली 110029-
NEW DELHI-110029

No.PS/MS/OM/2018

Dated:22.01.2018

OFFICE MEMORANDUM

Subject: Guidelines for discretionary allotment of Residential Accommodation from the Safdarjung Hospital Pool-regarding.

It has been felt that there is a dire need regarding issuance of consolidated guidelines w.r.t. the subject noted above for the employees of the VMMC & Safdarjung Hospital and for the officials.

In pursuance of the OM No. 12035/2/97-Pol. II(pt.II), dated 17 November, 1997 issued by the Directorate of Estate, Ministry of Urban Affairs on the subject noted above and the subsequent directions/guidelines, it has been decided to issue the requisite guidelines applicable for grant of the discretionary allotment of residential accommodation from the Safdarjung Hospital pool for proper regulation and transparency in the matter. The present guidelines shall supersede all previous orders issued from time to time by this Hospital.

(1) The discretionary allotment to the serving hospital employees shall be permitted only on medical and functional grounds which are not covered under General policy instructions.

(2) The ceiling of discretionary allotments shall be 5% of the total number of vacancies oncoming in each type of houses in a year.

2. All the requests for allotment on medical/non-medical (out of discretionary quota) shall be considered by the Committee of Officers with the following members:

- | | | |
|-------|--|--------------------|
| (i) | Addl. Medical Supdt., SJH | - Chairman |
| (ii) | HOD Medicine (SAG), SJH | - Member |
| (iii) | *Medical Expert | - Member |
| (iv) | *Medical Expert | - Member |
| (v) | *Medical Expert, Desired Specialty (whenever required) | - Member |
| (vi) | SAG Level Officer, VMMC | - Member |
| (vii) | AO Estate, SJH | - Member Secretary |

*Medical Experts will be required for the cases covered under the Medical grounds and for non-medical cases, DDA, SJH will replace them as a member.

(2)

3. Procedures/Guidelines will be as under:

(i) The Committee shall meet atleast once in three months to consider all applications received through proper channel. The request in each case should be specifically recommended by the Head of the Department where the employee/officer is working.

(ii) The Committee shall consider discretionary allotment in the next below (the next below type, since not available for Type-III in Srinivaspuri, same entitled accommodation shall be considered) of the entitlement of the officials concerned only and will submit its recommendations to the Medical Superintendent for final orders in this regard.

(iii) The committee while recommending allotment to the competent authority (i.e. Medical Superintendent, SJH) shall make a speaking recommendation in each case giving specific reasons for discretionary allotment.

(iv) The detailed guidelines for priority allotment of Govt. accommodations on medical grounds within the overall ceiling of 5% shall be covered by governed by the Annexure-I referred to in the OM No. 12035/2/97-Pol(pt.II) dated 17th November, 1997 and updated vide No.23/55/2016-CDN.II dated 16th December, 2016

4. Reservation:

(a) The Medical Superintendent, VMMC & Safdarjung Hospital may, if he deems it necessary, allot or set aside a particular house or set of houses to any persons or for any specific purpose.

(b) The above guidelines are illustrative and not exhaustive. Any remaining and left in the subject matter shall be dealt in accordance with the instructions issued by the Directorate of Estate, Ministry of Urban Development.

5. The decision of Medical Superintendent for allotment shall be final.

Sd/-
(Dr. Rajendra Sharma)
Medical Superintendent,
VMMC & Safdarjung Hospital

Standard distribution