



Government of Goa  
General Administration Department  
Secretariat

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No.1/5/2013-GAD-IV

Dated:- 13/02/2013

OFFICE MEMORANDUM

**Sub:- Policy Guidelines for Allotment of Residential Accommodations under the control of General Administration Department.**

It has come to the notice of the Government that the Government Residential Quarters are being utilized as offices/hostels by various departments/offices of the Government of Goa/Central Government/State Government Corporations/Grant-in-Aid Institutions/Professional Government Colleges/Private Organizations etc.

And, therefore, it has been decided to adopt the following policy guidelines in respect of allotment of such accommodation:-

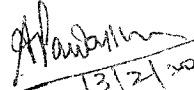
1. Proposals/requests for allotment of space in the residential accommodation for the use of office/hostels shall not be agreed to and shall be summarily rejected.
2. However, it would be at the discretion of the Government to relax the clause at point No. 1 for a period of six months with one extension of six months. However, no such use (office/hostels) beyond a term of one year shall be allowed.
3. No free accommodation shall be granted to any organizations except Government Departments.
4. The rent payable in case of clause at point No. 2 shall be at the market rate and that no concession shall be allowed except in case the allotment is approved for office space of Government of Goa.
5. All old cases of the allotment use of Offices/Hostels & Government offices shall be put up to the Secretary (GAD) on case by case basis (separately) so that they are reviewed and discrepancy (if any) shall be removed.

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6. Any other issue such as holding of accommodations on post retirement of Government employee, accommodation to Central Government staff, etc and those not covered under the Goa Government General Pool Residential Accommodation Allotment Rules, 1994 for allotment of accommodation of the general pool shall be examined on the merits of each case and shall need Government approval prior to its allotment.

The above guidelines shall come into force w.e.f. 01/04/2013.

By order and in the name,  
of Government of Goa

  
13/2/2013  
(Ajit Pawaska)  
Under Secretary (GA-II)

To,

1- The Director, Department of Printing & Stationery, Panaji, with a request to kindly publish the above Guidelines in extra-ordinary issue of the Official Gazette of today and to forward 5 copies of the same to this Department.

Copy to:-

1. Secretaries to Government
2. Under Secretaries/P.S. to Ministers, Secretariat, Porvorim.
3. All Secretariat Departments.
4. All Heads of Department/Offices.
5. Guard file.
6. O/c.