

IT Department

Inward / Dispatch

Diary No.: ..101

Date: ..12/7/18

INDRAPRASTHA POWER GENERATION COMPANY LIMITED

(HR DEPARTMENT)

(Regd. Office: Himadri, Rajghat Power House Office Complex, New Delhi – 110 002)

Corporate Identity Number (CIN) – U40103DL2001SGC111530

Website: www.ipgcl-ppcl.gov.in

No:AM(HR)H/2018-19/ 82

Dated: 12 July, 2018

Circular

Representations have been submitted by most of the employees who have been allotted quarters viz. fresh allotment, change, exchange through the procedure of Priority fixation during 2018. It has been mentioned that the allocated flats require repair work to be carried out by Civil Department so that they may take possession of livable flats.

Further, as per Housing Policy; **“If an employee fails to accept a change of accommodation offered to him within 15 days from the receipt of the letter of allotment, he shall not be eligible for another allotment for a period of one year from the date of allotment order”**.

The validity period for taking possession of relevant flats by the allottees has been relaxed for a period of 03 months from the date of issuance of allotment letters; owing to necessary repair / maintenance work by Civil Department provided the applicant has filed his / her request on this matter prior to issuance of this Circular.

This issues with the approval of Competent Authority.

*Anil Taneja*  
12-17/2018

(Anil Taneja)

AM (HR) Housing

Copy to:

1. Sr. PS/PS to MD / all Directors
2. Sr. PS/PS to all EDs/GMs/Company Secretary
3. Officials concerned
- ✓ 4. **DM(IT): For uploading in the company's website**