

INDIAN INSTITUTE OF TECHNOLOGY DELHI
Industrial Research & Development Unit

No. IITD/IRD/M-96/

193351

Dated:05/09/2023

Subject: Inviting applications for few vacant IRD Project Staff Hostel Accommodation from married project staff working on yearly contractual basis under sponsored research projects.

Ref.: IITD/IRD/M-96/186320 dated 16/08/2023

Applications from eligible married project staff of IRD working on yearly contractual basis as SRF/RA/Project Associate, Project Scientist and above under Sponsored Research Projects are invited for allotment of hostel rooms (one room set). The project staff working on casual appointment basis are not eligible to apply.

The allotment shall be on the following terms & conditions:

- The allotment of IRD Project Staff Accommodations will be subject to the availability of the accommodation and seniority of the project staff.
- The allotment will be made to only those who are appointed through regular selection on yearly contractual basis holding the post of Project Associate and above including JRF/SRF/RA etc. under Sponsored Research Projects.
- The deductions towards rent, electricity charges, water charges and license fee etc. shall be as per approved norms.
- The allotment shall be made after recommendations of the PI for an initial period of one year extendable up to minimum of five years subject to tenure of appointment and duration of the project.
- No request for further extension of allotted project staff hostel accommodation shall be considered once the tenure of appointment is over or the services of particular project staff are terminated. The request for further extension will be with prior approval of the Competent Authority on the recommendations of PI.
- In case, the occupant does not vacate the project staff hostel accommodation on their last day/date then an amount of Rs.800/-per day initial period for one month will be charged extra. The payment for the penalty will be deducted from the last month salary during NO DUES process.
- No subletting of accommodation is allowed at any stage. If any case is found, then the allotment shall stand cancelled and suitable action as deemed fit will be initiated by the Competent Authority
- All the allottees are required to mark the attendance with timings in a register provided at the Security Unit there while entering and going outside the premises as follows in other hostels. The occupants are required to submit a copy of their joining letter/ allotment letters and identity card to the Caretaker for records.
- The allottees are not allowed to alter any original fixture provided in the rooms. / premises or deface the same.
- Unauthorized use of accommodation or misconduct will lead to the cancellation of the accommodation.

The interested eligible married project staff may submit their request for allotment for the above IRD Project Staff Hostel accommodation to Assistant Registrar (IRD) on the prescribed application form IRD/REC-9 available at IRD Unit / IRD Website on or **before 25/09/2023 (5PM)**. No request received after the due date will be entertained. The allotment will be subject to seniority of the project employee and availability of accommodation.

Distribution

IRD Notice Board
IRD Website
IRD Webmaster
Caretaker: IRD Project Staff Hostel
Deputy Registrar, IRD Accounts
Dealing Assistant (Salary), IRD Accounts

Assistant Registrar, IRD

- For deduction of HRA and other applicable charges etc. as per norms

Copy to-

- Secy. to Associate Dean (R&D)
- Secy. to Dean (R&D)