

POLICE HEADQUARTERS



J&K JAMMU / SRINAGAR

JAMMU

**NOTICE INVITING APPLICATIONS**

**Subject:- Allotment of Hotel accommodation at Srinagar in favour of Moving Officers/Officials (Summer Session-2017)**

Application for hotel accommodation at Srinagar are invited from officers/officials moving with Darbar from Jammu to Srinagar for the summer session 2017:-

- i) The application shall be duly forwarded by the DDO's of the applicants in the enclosed format with their recommendations.
- ii) The concerned DDO's shall forward the applications form filled in by the applicant and duly authenticated and recommended by the DDO and should reach the PHQ by or before 1<sup>st</sup> of March 2017.
- iii) Application with incomplete information shall not be entertained.
- iv) The concerned DDO alongwith application forms shall also furnish the details of employees in Excel format (soft copy) as per the format given below:-

S.No	Rank	PID No	Name	Unit where from salary is drawn	Place of posting/ attached with	Last year allotment, if any	Mobile No.
1	2	3	4	5	6	7	8

- v) The Police Headquarters will not entertain any individual requests.

**Matter may be treated as Most Urgent.**

**Sd/-**

Addl. Director General of Police (Hqrs),  
J&K- Jammu/Srinagar.

No:BD/Hotel/ 18/2017/ 530-81

Dated: 20.02.2017.

Copy to the:

1. DG, Prisons Department, J&K Jammu
2. Commandant General, HG/CD/SDRF, J&K Jammu
3. Additional DGP, Security/Armed, J&K Jammu.
4. MD, JKPHC, Jammu.
5. IGP Kashmir Zone/Jammu Zone.
6. IGP, CID/Technical Services/Railways/Crime/Vigilance/Telecom/Traffic/ SHRC, J&K Jammu.
7. Director, SSG / FSL /DPT, J&K Jammu.
8. CAO, PHQ shall furnish the application forms of employees posted at PHQ after certification.
9. AIG (Pers) PHQ, J&K shall furnish the applications forms of attached employees of PHQ after certification.
10. SSP, Security, Civil Sectt. J&K
11. SSP Security J&K Jammu.
12. SSP Security Jammu/Kashmir.
13. SSP, PCR, Jammu/Srinagar.
14. All DDOs of Police Department.
15. I/C IT Centre PHQ to upload the circular in J&K Police Website.
16. Notice Board

*[Signature]*  
Dy. Director (P&S),

For Addl. Director General of Police (Hqrs),  
J&K-Jammu/Srinagar

**PROFORMA FOR ALLOTMENT OF HOTEL ACCOMMODATION AT SRINAGAR FOR MOVE PERIOD**

**(SUMMER SESSION-2017)**

Space for photograph

Pl. Tick in the appropriate column:

Move May to Oct (Sgr)	
Non Move May to Oct (Sgr)	

1.	Name	
2.	Rank/Designation	
3.	PI D No. in case of Police personnel (PID number must be of nine characters eg. ARP123456)	
4.	Name of the Unit where from salary drawn	
5.	Present Posting /attached with	
6.	Permanent Home address	
7.	Gender (Male/Female)	
8.	Gazetted/Non-Gazetted	
9.	Scale of pay with grade	
10.	Date of retirement	
11.	Last year accommodation Hotel/Quarter/Private House/Fresh (specify details)	
12.	If Hotel /Guest House (Name of the Hotel/Guest House)	
13.	Whether having residential house in Srinagar in his /her own name or in the name of any family members (provide details)	
14.	Whether receiving HRA	
15.	Contact No.	

I state and undertake that the above mentioned details are true to be best of my knowledge and belief and nothing has been concealed. In case any information given by me is found incorrect, I shall be liable to pay rent as per the market rates with 100% penalty and shall also be liable for action under rules on the subject.

Besides, I also undertake that neither I nor my Spouse/Family own a house in Srinagar City.

Signature of the applicant

Date: \_\_\_\_\_

I \_\_\_\_\_ posted at \_\_\_\_\_ do hereby certify that the information given above by the applicant has been checked and verified by me as per applicant's service record and is correct. The officer/official is hereby recommended for allotment of hotel accommodation with justification that \_\_\_\_\_

DDO /Head of the Office,  
Seal and Signature