


POLICE HEADQUARTERS J&K JAMMU / SRINAGAR
JAMMU

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Email:-buildingsectionphq@gmail.com

Subject:- Allotment of Hotel accommodation at Srinagar in favour of Moving Officers/Officials (Summer Session-2018)

C I R C U L A R

In order to provide the hotel accommodation at Srinagar for Summer Session 2018 (May, 2018 to ending October 2018) all subordinate formations of Police Department whose employees are likely to move to Srinagar are informed that :-

- I. The PHQ is inviting application forms for providing of hotel accommodation to the employees at Srinagar who are moving/likely to move with Annual Darbar Move, 2018 (Summer).
- II. The requests/application forms (as per enclosed proforma) filled in all respects and duly authenticated by the DDO concerned through their respective Hqrs. shall reach PHQ by or before 15th of March 2018, in MS Excel format given below (soft/hard copy) failing which the forms shall not be entertained.

S. No	Rank	PID No (9 characters)	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

- III. PHQ, J&K will not entertain any individual request(s).

Sd/=

(V. K Singh) IPS

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

Encl: Application form.

No:BD/Hotel/21/ 683 - 770

Dated: 19.02.2018.

Copy to the:

1. Chairman- cum Managing Director, PHC, J&K Jammu.
2. DG, Prisons/ Addl.DGP Armed /Director Vigilance/ ADGP, CID J&K Jammu.
3. Director, SKPA Udhampur.
4. Additional DGP, Home Guards/Security J&K Jammu.
5. IGP, Jammu Zone/ Director, SSG /IGP, Telecom/ IGP, Technical Services/ IGP, Railways/IGP, Crime/IGP, Kashmir Zone/ IGP, Traffic, J&K Jammu.
6. All Range DIsG of J&K.
7. Director, FSL, J&K Jammu.
8. FA/CAO, PHQ for information with the request to furnish the forms of Police Personnel posted in PHQ after authentication.
9. SSP, Security, Civil Sectt./ SSP, Sec. J&K Jammu/ SSP, Sec. Jammu/ Kashmir.
10. SSP, PCR, Jammu/Srinagar.
11. All DDOs of Police Department.
12. Sr. ADO, PHQ for information with the request to furnish the forms of Police Personnel attached with PHQ after authentication.
13. I/C IT Centre PHQ to upload the circular in J&K Police Website/ Notice Board


(Munish Dutta)

Dy. Director (P&S) PHQ,
J&K- Jammu/Srinagar.

PROFORMA FOR ALLOTMENT OF HOTEL ACCOMMODATION AT SRINAGAR/JAMMU FOR MOVE/NON MOVE PERIOD

(SUMMER/WINTER SESSION-2018-19)

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 i.e. 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.

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