

**PUNJAB GOVERNMENT
SERVANTS HOUSING FOUNDATION**

14-A, UPPER MALL SCHEME, LAHORE

Dated Lahore, 11Th February, 2006

NOTIFICATION

No. PGSHF (Admn) 879. In exercise of the powers conferred by section 22 of the Punjab Government Servants Housing Foundation Act, 2004 (X of 2004), the Board of Directors of the Punjab Government Servants Housing Foundation hereby makes the following Regulations namely.

1. Short title and commencement - (1) These Regulations may be called the Punjab Government Servants Housing Foundation (Allocation of Houses/Commercial Plots) Regulations, 2006.

(2) These shall come into force at once.

2. Definitions - (1) In these Regulations, unless there is anything repugnant in the subject or context;

(a) "Act" means the Punjab Government Servants Housing Foundation Act, 2004 (X of 2004);

(b) "allottee" means a member of the Foundation and includes a person succeeding him by way of inheritance or a legal instrument and in whose favour the title of the house may be alienated by the Foundation

(c) "built-up house" means the house constructed or acquired by the Foundation;

(d) "Chairman" means the Chairman of the Board of Directors of the Foundation;

(e) "days" mean the calendar days, inclusive of all holidays and

(f) "Rules" means the Punjab Government Servants Housing Foundation Rules, 2005.

(2) The words and expressions used herein but not defined in these Regulations shall have the same meanings as are assigned to them in the Act or Rules made there under.

3. Type of houses – The Foundation shall provide four types of house A, B, C and D to its members according to the category ascertained under Regulation 5 of these Regulations.

4. Cost of House – (1) The Foundation shall work out the cost of the house which shall be intimated to the member at the time of allocation. This cost may be reviewed at different stages of construction and shall be subject to escalation necessitated on account of market price, labour wages essential alternations, additions, etc.

(2) All revisions of cost shall be charged from the allottee before taking possession of the allocated house.

5. Entitlement – (1) Each member of the Foundation shall be entitled to a built-up house of the type as indicated below according to the category he belongs to

Categories of member	Types of House
I (BS-1 to BS-7)	Type 'D'
II (BS-8 to BS-16)	Type 'C'
III (BS-17 to BS-18)	Type 'B'
IV (BS-19 and above)	Type 'A'

(2) The category of member shall be ascertained on the basis of his pay-scale at the time of allocation of a house.

(3) For member who has retired from the Government service, his pay-scale upon retirement shall be used to ascertain his entitlement.

6. Entitlement seniority – (1) Entitlement seniority of member shall be his date of retirement from the Government Service, irrespective of his service grade and seniority.

(2) Each category of member shall have separate entitlement seniority.

(3) Where date of retirement of two or more members in the same category is the same, then the seniority shall be worked out in accordance with their date of membership. In case the date of membership is also the same, then it shall be determined by way of a draw.

(4) In case of death of a member while in service, date of his death shall be deemed to be the date of retirement for the purpose of determining the entitlement seniority.

(5) The Foundation shall maintain and publish on its website, in the first week of January, entitlement seniority lists for all categories of members for each calendar year.

7. Allocation of house – (1) Allocation of house shall be made by a Committee to be called the House Allocation Committee comprising the following :-

- (a) Additional Chief Secretary, Government of the Punjab;
- (b) Senior Member Board of Revenue, Government of Punjab;
- (c) Secretary to Government of the Punjab HUD&PHE Department;
- (d) One Director selected under section 4(g) of the Act; and
- (e) Managing Director of the Foundation.

(2) The House Allocation Committee shall conduct its business through majority votes.

(3) A house shall be allocated to member on the basis of his entitlement seniority, keeping in view his preference for districts for provision of house.

(4) In case a housing colony at the district(s) of preference of member has not been proposed, then member's subsequent preference(s) of district(s) may be used for allocating the house.

(5) For a housing colony, the number of members in a category to be considered for allocating the houses shall be equal to the numbers of houses available for that category in that colony.

(6) Assigning of a house to member selected according to above sub-regulation (5) shall be made by an open draw in presence of such of the members who choose to be present. For this purpose, the Foundation shall invite the concerned members to participate in the draw, communicating to them the time and venue of the draw.

(7) Allocation of house to member as a result of the draw shall be final and no request for change shall be entertained.

8. Confirmation of Allocation – (1) The Foundation shall communicate to the allottee his “Allocation Letter” within 15 days of the draw.

(2) Each allottee shall confirm in writing to the Foundation, his acceptance of the allocation within 15 days of receipt of the “Allocation Letter”, failing which, his allocation may be cancelled.

9. Commercial Plots – (1) All the commercial plots shall be disposed off through open auction after wide publicity.

(2) The commercial plots will be developed / built in accordance with the design and specifications approved by the Foundation.

10. Possession – The Foundation shall give to the allottee a notice of three months requiring him to complete all formalities, pay entire dues, execute requisite deeds, obtain a clearance certificate from the Foundation, for taking possession of the allocated house.

11. Delay in taking possession – (1) The Foundation may cancel allocation of an allottee who fails to take possession of the allocated house within three months after expiry of the notice period.

(2) Under special circumstances and before expiry of notice period, allottee may approach the Foundation for an extension in the said period, which may be granted by it as a special case for a maximum period of three months only.

(3) Allottee who takes possession late in consequence of above sub-regulation (2) shall be liable to pay, to the Foundation, the additional costs incurred as a result of the delayed possession and to the concerned Society, the prescribe membership fees, charges and the like for the period from the original date of handing over to the date of taking possession of the house.

(4) In the event allottee fails to take possession of the house within six months of the original date of taking of possession specified in the notice, his allocation shall be cancelled and he shall be liable to pay to the Foundation the additional costs as determined by it, along with the membership fees, charges, and the like, prescribed by the Society for the period from the original date of handing over of the house to the date of cancellation of the allocation of the house.

12. Handing Over of House – The allocated house shall be offered for handing over possession to the allottee upon completion on the date specified in the notice. The defects and deficiencies observed and pointed out by the allottee at the time of handing over/taking over, shall be recorded in the documents. These

defects/deficiencies shall be looked into and rectified by the Foundation, if necessary, in the defect liability period.

13. Withdrawal of membership after allocation – (1) An allottee may, before taking over possession of the allocated house, withdraw from his membership of the Foundation by submitting a written request to it duly accompanied by “Letter of Allocation” (if issued) in original.

(2) No liability shall accrue to the allottee if he surrenders his membership within 15 days of receiving of the notice. But if the surrender is made after expiry of the period specified in the notice, the allottee shall be liable to pay the Foundation the additional costs incurred by it as a result of such withdrawal.

14. Amendments – All amendments to these Regulations shall be published on the website of the Foundation and may not be communicated separately to the members unless their communication is essential in disposing of the business of the Foundation.

15. Correspondence address – The Foundation shall communicate with its members on their permanent addresses as provided to it in the Membership Option Form through ordinary register mail or courier service.

16. Appeal – Any member aggrieved by a decision of the House Allocation Committee may file a representation to the Board whose decision thereon shall be final.

This issues with the approval of the Board of Directors in its meeting dated 20.01.2006

**MANAGING DIRECTOR,
PUNJAB GOVERNMENT SERVANTS
HOUSING FOUNDATION**

Endst.No.PGSHF(Admn)/ 1467-1488 Dated: 11/03/2006

A copy is forwarded for information to the:-

1. All Directors of the PGSHF Board.
2. Secretary to Govt. of the Punjab, Law & Parliamentary Affairs Department.
3. Director General, PHATA / G.M (Engg.), PGSHF.
4. General Manager (Coord), PGSHF.
5. All Executive Managers in PGSHF.
6. Project Director, PGSHF Scheme, Mohlanwal, Lahore.

**EXECUTIVE MANAGER (ADMN.)
FOR MANAGING DIRECTOR**