

PUNJAB GOVERNMENT SERVANTS HOUSING FOUNDATION

(Allocation of Houses/Plots) Regulations, 2013

Overview

The Punjab Government Servants Housing Foundation (Allocation of Houses/Plots) Regulations, 2013 were framed under Section 22 of the PGSHF Act, 2004 to prescribe detailed procedures for the allotment of houses and plots to members. These regulations ensure transparency, fairness and equitable distribution of properties.

**GOVERNMENT OF THE PUNJAB
SERVICES AND GENERAL ADMINISTRATION DEPARTMENT
27.02.2013**

NOTIFICATION

No.PGSHF(Admn./). 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/Plots) Regulations, 2013.

(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 as amended from time to time;

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

(c) "**Chairman**" means the Chairman of the Board of Directors of the Foundation;

(d) "**days**" mean the calendar days, inclusive of all holidays; and

(e) "**Rules**" means the Punjab Government Servants Housing Foundation Rules, made under Section 21 of the Act.

(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 five types of house A-I, A, B, C, and D to its members according to the category ascertained under Regulation 5 of these Regulations.

4. Cost of House/Plot

(1) The cost of the house/plot approved by the Board shall be intimated to the member before the draw wherein his name is to be included for the purpose of allocation of house or plot. This cost may be reviewed at different stages of completion of the scheme and shall be finalized subject to escalation necessitated on account of market price, labour wages, essential alterations, additions, etc.

(2) All revisions of cost shall be paid by the allottees before taking possession of the allocated house/plot.

5. Entitlement

(1) Each member of the Foundation shall be entitled to a built-up house or plot of the type as indicated below according to the category he belongs to:

Categories of Member	Types of House/Plot
I (BS-1 to BS-7)	Type 'D'
II (BS-8 to BS-15)	Type 'C'
III (BS-16 to BS-18)	Type 'B'
IV (BS-19 and 20)	Type 'A'
V (BS-21 and 22)	Type 'A-I'

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

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

6. Access to Entitlement Seniority

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/Plot

(1) A house or plot shall be allocated to a member on the basis of his entitlement seniority by a Committee to be called the House Allocation Committee comprising the following:-

- (a) Additional Chief Secretary, Government of the Punjab (Convener);
- (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 fix the date for each draw at least six months before the draw for allocation of house or plot. The Committee shall conduct its business through majority votes.

(3) For a housing scheme, the number of members in a category to be considered for allocating the houses or plots shall be equal to the numbers of houses or plots available for that category for the draw.

(4) Depending upon his option for allocation of house or plot, the member(s) who stand retired/retiring on or before the date of draw shall be issued demand notices as per entitlement seniority asking to pay price of the house/plot, complete all formalities/provide requisite documents within 120 days for determination of eligibility for inclusion of his name in the draw for allocation of a house/plot. In case of failure, he shall lose his right of inclusion of his name in the draw.

Provided that under special circumstances and before expiry of notice period, the member or his family on his written request may be granted an extension in the said period for a maximum period of thirty (30) days.

Provided further that in case of death of a member while in service, it shall be the responsibility of the family to intimate the Foundation about death of the member. The inclusion of name of such member in the upcoming draw shall be subject to payment of price of the house or plot at least one week before the draw.

(5) Assignment of a house or plot number to a member selected according to sub-regulation (3) above shall be made by an open draw, to be conducted separately for houses and plots, in presence of such of the members who choose to be present. The Foundation shall intimate the time and venue of the draw to the concerned members through website and newspaper.

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

8. Confirmation of Allocation

The allottee shall be issued his "Allocation Letter" within 15 days of the draw.

9. Possession

(1) The allottee shall be given a notice of two months requiring him to complete formalities, pay variation, if any, in the amount already deposited and final price, execute requisite deeds, obtain a clearance certificate, for taking possession of the allotted house/plot.

(2) The allocated house or plot shall be offered to the allottee on the date specified in the notice for taking over possession. In case of house, 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, if necessary, during the defect liability period based on the approved design and specifications.

(3) An allottee who fails to take possession of a house/plot within the given time shall be liable to pay, to the Foundation, the additional costs incurred as a result of the delayed possession @ Rs.200/- per marla/per month from the cut-off date of handing over of the possession.

10. Withdrawal of Membership after Allocation

(1) A member may, before taking over possession of the allocated house, withdraw from his membership of the Foundation by submitting a written request duly accompanied by "Letter of Allocation" (if issued) in original.

(2) No liability shall accrue to the member if he surrenders his membership within 15 days of receiving of Allocation Letter. But if the surrender is made after expiry of the period specified in the Allocation Letter, he

shall be liable to pay the Foundation the additional costs incurred by it as a result of such withdrawal, which may extend to Rs.1500/- per month.

11. 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.

12. Correspondence Address

The Foundation shall communicate with its members on the addresses provided to it by the member through registered mail or courier service. It shall be the responsibility of the member to intimate any change in his mailing address.

13. 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.

14. Repeal

(1) The Punjab Government Servants Housing Foundation (Allocation of Houses/Commercial Plots) Regulations, 2006 are hereby repealed.

(2) Notwithstanding the repeal of the Punjab Government Servants Housing Foundation (Allocation of Houses/Commercial Plots) Regulations, 2006, all matters connected or ancillary to the allocation of houses/cancellation of allocations made immediately before the commencement of these Regulations shall continue to be dealt with under the repealed Regulations and decisions of the Board, in the manner provided thereunder.

This issues with the approval of the Board of Directors in its meeting dated 09.02.2013.

No. PGSHF(Admn.)/2328, Dated: 27-2-13.