

**NATIONAL INSTITUTE OF TECHNOLOGY CALICUT**  
Engineering Unit Office

File.No.Engg./El/ 191/Circular/2019

13.01.2021

**CIRCULAR**

Following Quarters/Apartments of this Institute are vacant. Faculty members who are in need of a change or for fresh allotment to this are requested to apply in the prescribed format attached along with this Circular either to send to [divisionalaccountant@nitc.ac.in](mailto:divisionalaccountant@nitc.ac.in) or submit it in Engineering Unit Office on or before **04.00 pm on 15th January 2021**. It may please be noted that as per Quarters Allotment Rule 16 “*An employee can apply for change of residence only after a period of six months from the date of occupation and such a change from the same type of quarters shall not be permitted more than twice in the service*”.

**D- Type**

D22, D25, D27, D4B

**G- Type**

G-3 A, G-34 B, G-7 A, G-28 A, G-29 B, G-6 A, G 32 A, G 12 A  
(*on temporary basis*)

The allotment will be based on the applications received vide this Circular and as per Quarters Allotment Rule, subject to the approval from competent authority.

Sd/-  
Superintending Engineer (I/c)

To

All Faculty members

Copy to:

Chairperson, Campus Accommodation Allotment Committee  
PA to Director for kind information of the Registrar/Dy Director/Director  
All Asst. Engineers  
Webmaster: for publishing in the website  
DA: for informing all the Faculty members through email

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**APPLICATION FOR ALLOTMENT OF QUARTERS/APARTMENTS**  
**(For Faculty members)**

Name	:	
Employee code	:	
Mobile No	:	
Email Address	:	
Designation	:	
Department	:	
Grade Pay	:	
Date of effect of present GP	:	
Date of joining in the Institute	:	
Date of Birth	:	
Date of retirement	:	
Present Quarters/Apartment if any :		
Preference	(1)	(2) (3)
	(4)	(5) (6) (7)
	(8)	(9) (10) (11)
	(12)	
Signature of Applicant with date :		