



कामगार राज्य विमा महामंडळ
(कामगार आणि रोजगार मंत्रालय, भारत सरकार)

कर्मचारी राज्य बीमा निगम
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE CORPORATION
(Ministry of Labour & Employment, Govt. of India)



क्षेत्रीय कार्यालय/क्षेत्रीय कार्यालय/Regional Office Maharashtra

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No-31-D-11/StaffQuarter/Misc/General

Date-22.10.2024

C I R C U L A R

Sub:-Allotment of staff quarters of various categories during the calendar year-2025

Applications are invited from interested ESIC Officers/Officials for preparation of priority list for allotment of staff quarters of Group C & Officer Cadre situated at **Goregaon, MGM Hospital PG Hostel & Staff Housing, Parel & DCBO Colaba** during the calendar year 2025. Applicants including of those who had applied earlier but have not been allotted staff quarters, shall apply for the allotment of staff quarter indicating location in Prescribed Form (New Format) enclosed duly filled in must be submitted **Through Proper Channel** to this office and should reach this office latest by **31.12.2024**. Incomplete applications will be rejected without assigning any reason, what so ever. The allotment of the quarters will be made according to the provisions of allotment rules. Applications received after the aforesaid date shall not be entertained. Application should clearly indicate as application for New Allotment or Change of Staff Quarter.

Applicants in respect of **SRO Marol, SRO, ESI Hospitals viz. Andheri, & PGIMSR Andheri** must submit their applications to their respective Head of the Office on or before **10.12.2024**. **After receipt of such applications, the respective competent authority has to forward such applications after due verification and certification of the correctness of the particulars in application forms viz. Date of appointment, Date of birth, Pay, Pay Level, Category, Family Particulars, Date of joining current station (Mumbai MMR) etc.**

It may please also be noted that in case the applicant refuses to accept the allotment of staff quarter of entitled/ requested type, applicant will be debarred for another allotment for the period of three months from the date of allotment.

If the applicant is holding a lower type of staff quarter than the eligibility and refuses to accept the allotment of staff quarter of entitled type, the applicant will be debarred for another allotment for the remaining period of the allotment in year 2025. In such situation, while permitting to continue in lower type staff quarter, the license fee will be charged at the rates applicable to such higher type staff quarter for a period of one month.

The entitlement of the Type -III ,IV, IV(S), VA, VB staff quarter as per 7th pay commission is as under :-

Type-III Goregaon	Level-6 to 8 (Pre revised Grade Pay from 4200 to 4800)
Type-IV Goregaon	Level-9 to 11 (Pre revised Grade Pay from 5400 and above)
Type-IV (Special) MGM Hospital PG Hostel & Staff Housing, Parel	Level-10 & Above
Type- IV Colaba	Level-9 to 11 (Pre Revised Grade Pay from 5400 to 6600)
Type V A Colaba	Level-12 & Above (Pre Revised Grade Pay From 7600 & Above)
Type V B Colaba	Level-13 ,13-A & Above (Pre Revised Grade Pay From 8700 & 8900 & Above)

Staff Quarters at DCBO Colaba and at MGM Hospital PG Hostel & Staff Housing, Parel are earmarked only for the Officers of ESIC posted in Regional Office Mumbai, DCBO Colaba & MGM Hospital. ESIC Officers and Officials posted at SRO Marol and MH Andheri shall be considered for General pool staff Quarters at Goregaon. Those applicants who apply for multiple locations will be offered only one location as per their seniority in the priority list among opted locations. No further offer will be made in the same allotment year for any other opted location.

Contents of this circular may be brought to the notice of all officials including those on leave under acknowledgement.

This issues with the approval of competent authority.

Encl : As above

(Gopesh Upadhyay)

Assistant Director(Genl.)

N.B. At present, no vacant staff quarter of Type IV, IV(S), V-A and V-B in the areas(DCBO Colaba and MGM Hospital Parel) is in possession of Estate Officer R.O. Mumbai. However, as and when the same will happen allotment will be started from the priority list prepared on the basis of applications received by this office during the prescribed period

Copy To: -

1. All Branch Officers at Regional Office, Mumbai/SRO Marol.
2. All Branch Office Managers in R.O. Mumbai/SRO Marol.
3. ESIMH Andheri / PGI Andheri.
4. General Secretary, ESIC Employees' Union & ESIC Officers' Association, Mumbai.
7. Notice Board R.O. Mumbai/SRO Marol/DCBO Colaba.
8. Website.
9. Care Taker, ESIC Nagar and Goregaon, with the request to intimate the exact position of vacant staff quarters at Goregaon at the earliest to this branch.
9. Care Taker, Colaba and MGM Hospital Parel, with the request to intimate the exact position of vacant staff quarters at Colaba & MGM Parel at the earliest to this branch

Assistant Director(Genl.)