



GOVERNMENT OF ARUNACHAL PRADESH
OFFICE OF THE PRINCIPAL :: JAWAHARLAL NEHRU COLLEGE
PASIGHAT

No.JNC-4/2025/

Dated: Pasighat, the 3rd Nov. 2025

NOTIFICATION

The Accommodation Committee has recommended the implementation of '**Ordinance for Govt. Residences in J.N College, Pasighat, 2025**' for the implementation of rules/guidelines related with accommodation/ allotment of government residences in Jawaharlal Nehru College, Pasighat.

It is therefore notified that, henceforth, all issues relating to accommodation/ allotment of government residences in J N College, Pasighat shall be contingent upon rules/guidelines laid under '**Ordinance for Govt. Residences in J.N College, Pasighat, 2025**'.

1st November 2025 or date of this order, which ever later, shall be treated as the date of effect of this ordinance.

(Dr. Tasi Taloh)
Principal
JN College, Pasighat

Memo No.JNC-4/2025/ 2180-89

Dated: Pasighat, the 3rd Nov. 2025

Copy to:

1. All concern for information and necessary action.
2. Mr.Kaling Darung, Coordinator, Accommodation Committee for information.
3. Notice Board.
4. Office Copy.

Principal
JN College, Pasighat

Principal
JN College, Pasighat

JAWAHARLAL NEHRU COLLEGE, PASIGHAT
Ordinance for Government Residences
in J.N College, Pasighat, 2025



(1) Title:

This meeting minutes/rules shall be hereinafter, called '**Ordinance for Government Residences in J.N College, Pasighat, 2025.**' for any/future reference. The rules framed are contingent upon the following:

- (a) Accommodation Committee Meeting Minutes, JN College, Pasighat on the 12th December 2017.
- (b) Clause (3) of the Meeting Minutes of the Accommodation Committee, J.N. College, Pasighat, dated, 17th August 2023,
- (c) In the light of The Arunachal Pradesh Gazette, EXTRA-ORDINARY, No. 290, Vol. XXXII, July 29, 2025 Government of Arunachal Pradesh, Directorate of Housing department of Urban Affairs, Itanagar, Notification 24th July, 2025. (**Allotment process of General Pool Government Quarters Allotment Guidelines, 2025**)
- (d) Numerous applications received for government accommodation,
- (e) Various issues raised concerning the rules governing the Accommodation Committee,
- (f) To accommodate the local conditions and needs of J N College, Pasighat,
- (g) Need for modification, alteration and framing of new rules that would govern the Accommodation Committee, allotment of government quarters, etc. in JNC, Pasighat.

(2) This meeting minutes has accommodated many of the relevant clauses of 'Meeting minutes of the Accommodation Committee, JN College, Pasighat on the 12th December 2017' and '17th August 2023' and has added/modified/alterd the accommodation rules in the light of current circumstances, and shall therefore supersede all previous rules/meetings and shall also be the basis of all future activities/address/reference/allotment associated with the accommodation committee.

(3) Appointment of Accommodation Committee

The Principal, J N College, Pasighat shall appoint a 5-member Accommodation Committee for ensuring transparent, timely allotment and governance of issues relating to government residential quarter within the college campus. The Committee shall consist of 1 (one) Coordinator and 4 (four) members. The Head Assistant (HA) of the college shall also be a member of the committee.

(4) Role of Accommodation Committee Members

Coordinator will guide the overall activity of the Committee, and is empowered to propose/bring change in the ordinance with 2/3rd Majority. Following are the responsibilities that shall be assigned by the Coordinator to its members:

- (i) **Member 1:** He/She shall keep a record of all the **Group-A** members (including non-regulars), viz, their joining report to the college, cadre seniority, nature of service, any other relevant detail, etc. (in hard and soft copy).
- (ii) **Member 2:** He/She shall keep a record of all the **Group-B, C and D** (including non-regulars), viz, joining report to the college, cadre seniority, nature of service, any other relevant detail, etc. (in hard and soft copy)
- (iii) **Member 3:** He/She shall keep a record of the total number of Government Residences in the college (including those found 'unfit'), list of all the allottees with their residence number (in hard and soft copy), and all the vacant residences in the college as well.
- (iv) **Member 4:** He/She shall maintain the official proceeding, applications, allotment and overall files/record of the Accommodation Committee.
- (v) Role of **Head Assistant** shall be at the disposal of the Co-ordinator.

(5) Application for allotment

Since, there is no plotted advertisement regarding availability of government residences, offline applications for allotment of government accommodation shall be received any time of the session. Such applications shall be addressed to the Principal, J N College, Pasighat. As per guidelines of **General Pool Government Quarters Allotment Guidelines, 2025, Clause 12**, the applications shall have to be reapplied or renewed every year by the applicant on session basis (July to June) for allotment (if not allotted) or upgradation of residence.

(6) Application Format

Applications for allotment of government accommodation may be applied with the following details:

- (a) Nature of service,
- (b) Date of joining service,
- (c) Date of joining the college,
- (d) Group of the Applicant,
- (e) Applying for quarter type, etc.

In this regard, an application format may be issued in soft copy/PDF for the ease of all applicants. Further, the form shall also be available with the Coordinator, Accommodation Committee on request for a non-auditable sum of Rs 10/- as printing charge. Attempt shall be made to ensure the availability of the form in the college website. (See **Appendix-A**)

(7) Seniority for Allotment of Govt. Residence:

(i) The allotment of Type IV and Type III accommodations may be made on the basis of cadre seniority and station seniority respectively. Under no circumstance the cadre and station seniority across categories of staff maybe bypassed.

(ii) The candidature of an applicant is considered for allotment on the basis of submissions applied, it is therefore understood that the candidature of the applicant has put his/her candidature at the disposal of the Accommodation Committee. Hence, if allotted, the allottee has to **compulsorily** move to the new residence, without

exercising any choice. It shall automatically be inferred that the previous allotment has been cancelled/superseded with the issuing of new allotment order.

(iii) Once allotted, the allottee must submit a letter of acceptance (See **Appendix-B**) or a forgo letter (See **Appendix-C**) to the Principal, J.N College within 15 (Fifteen) days from the date of allotment. If the applicant/allottee neither submits a letter of acceptance nor forgo in writing, then the allottee shall automatically forfeit the right of any existing or future allotment right. In such cases, he/she will also forfeit his/her right to allotment of government residence during the whole tenure of his/her uninterrupted posting in J N College, Pasighat. However, the applicant, after being transferred to another institution and once re-transferred to J N College, Pasighat, shall be eligible to apply for a fresh allotment.

(iv) The sequence of candidature and allotment of residence is very much inter-connected. The inaction of one allottee creates delay for the next occupant/allottee or disrupts the chain of allotments. Hence, it is expected that the allottees shall take immediate possession of the new allotment.

(v) Further, in the case of allotment of Type IV residences, only those applications shall be considered which have been already applied before/on the date of occupant's release order (in transfer order) or superannuation.

(8) Back log of vacant quarters

There should be no back log of vacated quarters for allotment to eligible applicants as this creates apprehension and resentment among those who are waitlisted on the basis of station seniority. Hence, the committee agreed on a need based regular meeting for allotment on the earliest date as and when a quarter becomes vacant.

(9) Division of grade and their entitlement:

Table No 1 shall be used to accommodate the category of post against the type of residence eligible for allotment of government residence in J N College, Pasighat.

TABLE 1:

Sl.No	Type of Residence	Pay Level	Category of Post	Remarks
1	Type-I	L-1 to L-2	C	
2	Type-II	L-3 to L-5	C	
3	Type-III	L-6 to L-9	B	See #
4	Type-IV	L-9 to L-14	A	
5	Type- Bungalow	Not Applicable	A	For Principal

Due to shortage of Type-IV quarters in J.N College, Pasighat, the committee decided to consider Type-III quarters and all the TL (Transit Lodge) for allotment to Group-A on the basis of station seniority.

(10) Letter of Acceptance

Once an accommodation is allotted, the faculty member/staff must submit a letter of acceptance to the Principal, JN College, Pasighat within 15 working days from the date of allotment. Failure to respond will be considered as non-acceptance or to forego the allotment, and shall be liable to Clause 7 (iii) of this ordinance. A record of all such cases will be maintained by the Head Assistant for future references.

(11) Retention of Quarter

The Committee noted that some college staffs/faculty members who have gone on Superannuation/VRS/Transfer have the tendency of retaining their government quarters beyond the permissible period. Such tendencies cause a lot of concern and resentment among other members of the college who are yet to get an accommodation. A notice to such individuals to vacate their quarters within the permissible period from the date of release order / VRS/ superannuation maybe issued immediately. The committee observed that it is unethical to retain a government accommodation beyond the permissible period which jeopardizes the needs of other members of the institution. In this regard **Table No. 2** shall be the defining terms for the period of stay.

(12) Civic Services Charges

The committee also suggested that faculty members/ staff who have gone on Superannuation/VRS/Transfer and still retaining their government accommodations within the permissible period may also be directed to pay Civic Services Charges against the retention of their accommodations. In this regard **Table No. 2** shall govern the period of stay and the applicable civic charges.

TABLE 2:

Sl.No	Events	Permissible Period	Remarks
1	Resignation/ Termination of Service	1 month on normal civic charges.	Not Extendable
2	Transfer/ deputation	2 months on normal civic charges plus another 4 months on double civic charges.	Not Extendable
3	Retirement	2 months on normal civic charges plus another 4 months on double civic charges.	See *
4	Death of the Allottee	6 months on normal civic charges.	See *
5	Proceeding on Training	Full period on normal civic charges.	
6	Study Leave	Full period on normal civic charges.	

7	Lien Period	2 months on normal civic charges plus another 4 months on double civic charges.	Not Extendable
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* In the event of retirement, incompleteness of pension related works and death of allottee, the Accommodation Committee shall have the provision of extending the period of stay subjected to receipt of a written application by the retiree or his/her dependent. The Committee shall take up such matters and decide upon the feasibility, extension or rejection on need basis and place the final recommendation to the Principal for further action. If the permissible period is extended, then the applicable civic charges shall be 'doubled'.

(13) Issue of Double Accommodation

The Committee noted that there is no provision for allotment of more than one (01) government accommodation to an individual employee. Double allotments are not only legally non-tenable but also a hindrance for accommodating other staffs of the establishment. The Committee therefore recommends that no staff/ faculty be allowed to retain more than one accommodation/quarter. Any person having double allotments or occupation of double residence must surrender one of his/her residence to the establishment within 30 days from the publication of this meeting minutes/rules, failing to which the Co-ordinator shall have the right to recommend to the Principal cancellation of any quarter deemed fit for further allotment thereof, irrespective of consent from such occupants.

By way of this clause, it is further recommended that the allotment of all such allottee shall stand cancelled who has taken occupation of extra/adjacent quarter that has been either been officially allotted or allowed to retain unofficially shall stand cancelled (unless the occupant gives a written information about his/her intention of occupancy of one (01) govt. residence, with proper documentation).

(14) Rightful use of Government Residence

Any staff that has been allotted government accommodation shall refrain from letting out the quarter on rental. They are also restricted from constructing any structure intended towards commercial applications. It is recommended that those who have already constructed such structures shall refrain from letting such structures on rent or dismantle such structures on their own. Such allottees or individuals shall bear the expense of any eviction or dismantling charge applicable.

(15) Livestock

In the light of the concerns raised by many allottees on the state of stray livestock and pets within the campus, the committee recommends that such concerns need to be addressed in the wake of directives from the District Administration issued from time-to-time prohibiting open rearing of livestock within the township area. Hence, for those who intend to keep such livestock in non-compliance despite such restrictions, it is best expected that such allottees/quarter occupants shall ensure that they shall limit their livestock within their private enclosures and absolute control to ensure that such actions in any form do not pose any kind of disturbance (including sound, odour, harm, destruction of property, etc) to their neighbours and the campus. However, it is to be clarified that the Accommodation Committee or the College Administration does not justify or encourage farming of livestock or pets within its jurisdiction. Further, in the advent of intrusion of livestock or pets, the allottee facing problem shall have the right to handle/eliminate such cases to its logical end.

(16) Restriction on Occupancy beyond residential boundaries:

The Committee also took note of the practice of allottees occupying spaces that are beyond their established compound. The Committee noted that the establishment of residential quarters in J N College, Pasighat, has been done in a very futuristic and planned manner; and, random occupation of vacant space obscure developmental as well as aesthetic value of the campus. Hence, the Committee recommends that any kind of activity/occupancy, (like, garage, kitchen garden, or any kind of extra establishments) in vacant spaces beyond the allotted residence/compound be strictly prohibited. Further, any kind of such prevailing practice is hereby nullified with effect from the approval of this draft/rule.

(17) Sub-letting of Government quarters

As per guidelines of **Allotment process of General Pool Government Quarters Allotment Guidelines, 2025, Clause 24**, sub-letting of Government quarters by allottee is strictly prohibited and shall be dealt with as per service rule.

(18) Procedure for taking possession/vacating of Quarter allotted

In partial modification of the **Allotment process of General Pool Government Quarters Allotment Guidelines, 2025, Clause 29**, the Government employee on allotment of quarter/flat upon allotment in J N College, Pasighat shall:

- (a) Occupy the quarter/flat by receiving the key from the Head Assistant J N College, Pasighat.
- (b) The inventory list of all Household items of the quarter shall be recorded by the HA and get signed by the allottee. A copy of such list shall be submitted to the Accommodation Committee for record.
- (c) When allottee vacates the quarter/flats on transfer/retirement/ death, the list of household items shall be checked and the key handed over to the Head Assistant, J N College, Pasighat.

(19) Recovery of residence from Non-College Staffs

The committee also recommended that any government residence within J N College, Pasighat that is allotted or occupied by any person or organization or department who is not a staff or faculty of J N College, Pasighat, but is in possession of such a residence, should be recovered by the College administration for future allotment. It is recommended that the Principal may constitute a separate **Committee** in this regard consisting of atleast three (03) Senior faculties. The Accommodation Committee shall assist the committee in the recovery of such government residences with prior information to the District Administration (through the Principal).

(20) Declaration of Unfit residences

In light of the reports of some Government residences being beyond the possibility of repair or chronically in need of renovation, the committee suggests that such residences should either be renovated to the satisfaction of the Accommodation Committee or declare such residences as 'Unfit/ Vulnerable'. The Accommodation Committee suggests that a separate **Committee** be constituted to look into the matter, consisting of atleast 5 (Five) senior faculties appointed by the Principal, J.N College, Pasighat. Such residences once declared unfit/ vulnerable, shall be struck off from the



list of quarters for allotment. In case the report for unfit residences is not made available to the Accommodation Committee within 4 months (till 28th Feb 2026), then looking at the value for human life the Accommodation Committee will take *Suo-moto* cognizance and take up the matter.

(21) Maintenance of Government residence

The Committee found many of the Government residences in a disfigured condition. While appreciating the 'self-maintenance' done by the allottee, the committee recommends that any kind of modification/ alteration/ extension in the shape, size or basic structure of the government residence must obtain formal approval from the Coordinator or the Principal.

Further, the committee recommends that any painting/colour work of the government residence must *not* erase the 'Type and Number' of the Residence. It is also recommended that any allottee opting to paint the exterior of his/her residence should follow the below standardized format:

Sl.No.	Part/Material	Colour
1	Wood	Smoke grey
2	Iron/ Grill	Smoke grey
3	Roof/ CGI	Dark green
4	Cemented wall	Plain White
5	Cemented Post (optional)	Smoke grey



(22) Change of government residence

No application seeking change of residence after allotment shall be entertained by the committee. However, upon receiving of written application for inspection, and if the residence is declared 'unfit' (point no. 20), a new allotment may be considered by the Committee on the basis of availability of govt. residences.

(23) Drawing of House Rent Allowance (HRA)

Regarding HRA, the Committee recommends that:

- (a) Any employee who has accepted allotment of government residence shall not be entitled to draw HRA. In this regard, once the allotment is accepted, it is understood that the employee has forfeited his/her right to claim HRA irrespective of the entitlement (Table No.1), unless the residence is declared 'unfit/vulnerable' (point no. 20).
- (b) Any allottee who 'forego' or does not opt to use government accommodation shall be entitled for HRA.
- (c) Any allottee who feels that the allotted government residence is below his/her entitlement, then such allottees may claim HRA by surrendering such allotments.

(24) Miscellaneous Issues

(i) Provision of allotment to non-regular employees:

The issue of accommodation for employees engaged by the institution on temporary basis was also discussed at length. The committee found no underlying official directives for justification of allotment of accommodation for those employed on non-regular basis. Hence, the Committee decided to allot such cases purely on the discretion of the committee as and when deemed fit. However, such allotments shall be purely conditional and shall neither a right nor a matter of reference. Further, in the

event of such allotments, the allottees shall have to vacate such accommodation within a weeks' time from the issue of notice for vacating the residence.

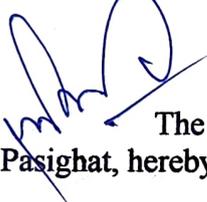
(ii) **TL Provision for Regular Employees:** In above such cases of allotment to employees of non-regular nature, atleast 2 (two) Transit Lodge (TL) Residences shall be kept as 'reserved' for allotment to regular employees.

(25) Vacation report and verification

Any allottee when vacating the government residence must address a vacating report to the Principal of which a copy has to be served to the Co-ordinator, Accommodation Committee/ HA. The furniture/ materials/ appliances, etc. of the quarter shall be physically inspected and recorded by the HA/Store Keeper.

(26) Discretionary power of allotting authority

Situations, not covered in the ordinance, and in case of an anomaly in the allotment process, the final decision will rest with the Allotting Authority under his/her discretionary power as per recommendation made by the Accommodation Committee.

 The following members of the Accommodation Committee, JN College, Pasighat, hereby deliberated and unanimously agreed on the above meeting minutes:

1. Mr. Kani Burang, Department of Geography, 

2. Mr. Pokjum Yonggam, Department of Physics, 

3. Dr. Sony Dupak, Department of Education, 

4. Ms. Hage Yalu, Department of Chemistry, 

5. Shri. Besing Yosung, HA, J N College, Pasighat. 

The meeting was open to all, and the following faculty members took the enthusiasm of giving their inputs in the meeting:

1. Mr. Monkhum Khilak, Dept. of Mathematics, 

2. Dr. Nuyu Mize, Dept. of History, 

3. Mr. Tamin Mili, Dept. of Sociology, 

The Ordinance for Govt. Residences in J.N College, Pasighat, 2025 was placed before a 5 members Advisory Committee, who unanimously ratified the points laid in the above regulation:

1. Dr. D P Panda, Dept. of Commerce, 

2. Dr. S K Sinha, Dept. of English, 

3. Dr. Temin Payum, Dept. of Botany, 

4. Dr. K K Mishra, Dept. of Geography, 

5. Dr. Tatum Mibang, Dept. of Botany. 

The Date of Effect for 'Ordinance for Govt. Residences in J.N College, Pasighat, 2025.' shall be 01 November 2025 (First day of November Two Thousand Twenty-Five). Henceforth, this ordinance shall govern and act as reference to all the previous, existing and future activities regarding Accommodation Committee.

This is for Authority's approval, please.


(Mr. Kaling Darung)
Coordinator
Accommodation Committee
JN College, Pasighat

Enclosed:

(i) List of Appendices- A, B and C.



Application Format for Allotment of Govt. Residence

JAWAHARLAL NEHRU COLLEGE, PASIGHAT

Application No. _____ (for Official use only), Remarks _____

To
The Principal
Jawaharlal Nehru College, Pasighat

Dated: _____

Subject: **Application for allotment / upgradation of quarter**

Respected Sir,

In accordance with **Ordinance for Govt. Residences in J.N College, Pasighat, 2025**, I am hereby furnishing my personal details for consideration of my candidature for allotment/upgradation of quarter.

(a) Nature of service: Regular / Non-Regular (*Please put tick mark*)

(b) Date of joining service: _____ (Day/Month/Year)

(c) Date of joining the college: _____ (Day/Month/Year)

(d) Group: A / B / C / D (*Please encircle*)

(e) Applying for Quarter Type:

(*Please encircle*) TL / I / II / III / IV

Your authority may kindly consider my candidature for allotment.

Your Sincerely,

(*Enclose any existing order, if any*)

Name:

Department:

Any other details:

Remarks/ Status: _____



Appendix-B

JAWAHARLAL NEHRU COLLEGE, PASIGHAT

Acceptance letter for Allotment of Govt. Residence

To
The Principal
Jawaharlal Nehru College, Pasighat

Dated: _____

Subject: **Acceptance letter for allotment of Govt. Residence**

Respected Sir,

I have gone through the **Ordinance for Govt. Residences in J.N College, Pasighat, 2025**, and hereby accept to abide by the rules framed in the ordinance.

I have been allotted Government residence Quarter Type _____ No. _____
vide order No: _____

_____ Date _____

Following are the articles/materials/furniture/appliances available and their condition during the time of my occupation:

- 1.
- 2.
- 3.
- 4.

(Please enclose a separate sheet for more details)

Your Sincerely

Name:

Department:

Remarks: _____



Appendix-C

JAWAHARLAL NEHRU COLLEGE, PASIGHAT

To

The Principal
Jawaharlal Nehru College, Pasighat

Dated: _____

Subject: **Application/Letter of Forgo and cancellation of allotment**

Respected Sir,

In accordance with **Ordinance for Govt. Residences in J.N College, Pasighat, 2025**, I am hereby opting to forego the allotment of government residence Type _____ No. _____ allotted to me vide Order No.

_____ dated _____

due to _____ reasons.

I understand that by forgoing, I will be forfeiting my privilege of getting allotment of government residence during the whole tenure of my uninterrupted posting in J N College, Pasighat.

Your Sincerely

Name:

Department:

(Enclose a copy of allotment order)

Remarks: _____