**CENTRAL TOBACCO RESEARCH INSTITUTE**

**(Indian Council of Agricultural Research)**

**RAJAHMUNDRY – 533 105**

**No.F.31(20-R)/2019-20/AdmIII(P&S) Date: 14.01.2020**

**C I R C U L A R**

 **In continuation to this Office Circular of even number dated 04.01.2020, it is to inform that the last date for receipt of applications for the following vacant quarters is extended upto 23.01.2020.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Type of Quarter**  | **Vacant** | **Qr. No.** | **Eligible Grade Pay for Allotment** |
| **1** | **Type – III** | **1 No.** | **C-01** | **From Rs.4,200/- to Rs.4,800/-** |

 **It is, therefore, requested that the eligible Staff may please send their applications in the prescribed proforma on or before 23.01.2020 for preparation of seniority list, for the purpose of allotment.**

**ASST.ADMN.OFFICER (P&S)**

**To**

**All the Heads of Divisions/Sections with a request to bring the contents of the circular to the notice of the eligible staff.**

**Copy to Notice Board.**

**Copy to OIC, AKMU with a request to upload the circular in CTRI website.**

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**ICAR - CENTRAL TOBACCO RESEARCH INSTITUTE**

 **(Indian Council of Agricultural Research)**

**RAJAHMUNDRY - 533 105, A.P., INDIA**

FORM FOR APPLYING FOR ALLOTMENT OF RESIDENTIAL QUARTERS

1. Name of the Official :
2. Designation :
3. Scale of Pay :
4. Date of Appointment in

the grade :

1. Date of first entry into Service :
2. Date from which posted at

Rajahmundry :

1. Present pay and date from

which it is drawn :

1. Name of the members of his/her

Family who are likely to stay

with him/her :

1. Type of quarter required :
2. If there is any preference

 Details :

1. Whether HBA has taken :
2. Whether he/she owns any house

 in his own name or in the name

of his/her any family member in

Rajahmundry or nearby places :

Signature of the Official

Place:

Date: