



**PONDICHERRY UNIVERSITY**  
**ENGINEERING WING**



**FORM OF APPLICATION FOR ALLOTMENT OF STAFF QUARTERS**

01. Name of the Applicant :
02. (a). Designation :
- (b). Scale of Pay & Grade Pay :
03. Name of School / Department / Office :
04. Whether the applicant belong to Puducherry :
05. (a) Nature of appointment
- Probationer/Permanent/Temporary :
06. Classification of the Staff Quarters required now :
07. Whether the applicant resides in the University quarters. If yes, specify the Type & Quarters No. :
08. (a) Whether the applicant or his/her spouse own a house in Puducherry :
- (b) If so, the location and address of the house :
09. Date of Joining :
10. Whether SC/ST/PH :

Date:

Signature of the Applicant

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**RECOMMENDATION OF THE FORWARDING AUTHORITY**

01. Name and Designation of the Forwarding Authority :
02. Recommended / Not Recommended :
03. If not recommended, state reasons :
04. Special remarks, if any, as to the eligibility of the Applicant for allotment of staff quarters :

Date:

Signature of the Forwarding Authority

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Note: If the applicant happens to be the Head of Department / School of Office, the report in Part – II may be dispensed.