

**OFFICE OF THE JOINT DIRECTOR (MUNICIPAL HOUSING)**  
**5<sup>th</sup> FLOOR ROOM No.5008**  
**NEW DELHI MUNICIPAL COUNCIL**  
**PALIKA KENDRA : NEW DELHI-110001**

No. D-669 /JD(MH)UWL/2018

dt 14/5/18

Date: \_\_\_\_\_

**Online** application in prescribed forms are invited for formation of New unified waiting list- 2018 for allotment of Type-I,II,III,IV & V municipal quarters without choice of floor etc from the regular municipal employees including officials/officers on deputation with NDMC who are interested in the allotment of municipal residence and are drawing Grade Pay as mentioned below as on 01-07-2016.

Type of Residence	Grade Pay(6 <sup>th</sup> Pay Commission)	Grade Pay (DTL Scales) Old S S Scale
I	Rs. 1300, Rs.1400, Rs.1600, Rs.1650 and Rs.1800	Upto Rs.2200/- p.m.
II	Rs.1900, Rs.2000, Rs.2400 and Rs.2800.	Rs.2400/- p.m. to Rs.3500/- p.m.
III	Rs.4200, Rs.4000 and Rs.4800.	Rs.3600/- p.m. to Rs.5000/- p.m.
IV	Rs.5400 to Rs.6600	Rs.5450/- p.m. to Rs.7000/- p.m.
V	Rs.7600 to Rs.8900	Rs.7600/- p.m. to Rs.8900/- p.m.

2. The prescribed application form is to be submitted **online** at NDMC website [www.ndmc.gov.in](http://www.ndmc.gov.in). The flow chart for submission of is as under:-

- a) Go to [www.ndmc.gov.in](http://www.ndmc.gov.in).
- b) Go to Employee Corner.
- c) Click on e-Awas.
  - i) Click on allotment process.
  - ii) Login page.
  - iii) Fill Employee Code.(If registered in Unified Waiting List otherwise go for Unified waiting list Registration Process)
- iv) Sign in.
- v) Click on Allotment/ Change Allotment.
- vi) Click submit.
- vii) Page will show terms & Conditions.
- viii) Check on agree.
- ix) Online application for allotment/ change of Municipal Accommodation under UWL registration opens.
- x) Fill up the all columns except prefilled.
- xi) Click on submit button.
- xii) Take print of submitted form.

3. The last date for submission of online application is 31<sup>st</sup> May, 2018. Hard Copy of the application form duly verified by concerned Establishment should reach the Municipal Housing Department Room No. 5007 & 5008, 5<sup>th</sup> Floor, Palika Kendra latest by 6<sup>th</sup> June 2018. It will be the responsibility of the applicant to ensure that the verified application reaches the Municipal Housing Department on or before last ate positively.

4. Those employees, whose names exist in the current unified waiting list for allotment of Municipal quarter, need not apply.

5. The allotment of municipal quarter will be made on license basis and license fee will be recovered as per the fee prescribed by Director of Estates, Govt. of India and adopted by the Council. Other terms and conditions will be the same as contained in the Allotment of NDMC Residential rules as are in force from time to time.

*Neelam*  
14-5-18  
**Neelam Venkatachalam**  
**Jt. Director (MH)**

Copy to the following for information and giving wide publicity amongst the staff under them:-

1. All Head of Department
2. Jt. Director (IT) to upload the copy of circular on NDMC website.
3. All Notice Board.

Copy for information to:

1. All Members to the Council.
2. P.S. to Chairperson.
3. P.A. to Secretary.