

About Us

Directorate of Estates is under the Ministry of Urban Development . And it is responsible for the administration and management of the office buildings and residential accommodation of Government of India employees in the metropolitan cities of Delhi, Mumbai, Calcutta and Chennai and five other cities/towns namely Shimla, Chandigarh, Ghaziabad, Faridabad and Nagpur. The central Government Estates in the remaining cities and towns are managed by the CPWD.

In order to facilitate the visitors, Directorate of Estates have also opened a modern computerised Information and Facilitation Centre on the Ground Floor (near Gate No. 2) at Nirman Bhavan, New Delhi. The centre remains open from 10.00 AM to 1.00 PM and 2.30 PM to 5.00 PM on all working days. Application for allotment i.e.DE-2 forms and request for updation of personal details are being recieved at Information Facilitation Center and a computer generated printed slip containing Registration Number and updated details is handed over to the applicant instantly.

Responsibilities of Directorate of Estates:



Administration

- Administration of Government Estates (Residential/Office Accommodation) in 9 cities viz. Delhi, Mumbai, Calcutta, Chennai, Shimla, Chandigarh, Faridabad, Ghaziabad, Nagpur. Besides these places, General Pool residential Accommodation is also available at 19 other stations viz. Hyderabad, Imphal, Kohima, Bhopal, Kanpur, Bangalore, Lucknow, Cochin, Shillong, Indore, Agartala, Allahabad, Jaipur, Rajkot, Dehradun, Mysore, Varansi, Trivandrum and Srinagar. The CPWD offices located in these areas are handling administration of these residential units. General Pool Office Accommodation is likely to become available at Lucknow shortly.
- Administration of Requisitioning and Acquisition of Immovable Property Act, 1952
- Allotment of Accommodation in Vigyan Bhavan.
- The Control and Administration of Holiday Homes at Shimla, Kanyakumari, Amarkantak(M.P.) and Mysore and other Government Hostels.

- Administration of Markets/Shops in Government Colonies in Delhi, Faridabad, Ghaziabad, Mumbai, Calcutta & Nagpur.

Office Accommodation

The position of office accommodation is also not very satisfactory. We have a shortage of about 1.48 lakh sq. metre in Delhi alone.

Holiday Homes

As a welfare measure, Holiday Homes are being run at Shimla, Kanyakumari, Amarkantak and Mysore.

Guest Accommodation in Western Court Hostel

There is a separate residential pool for MPs of Lok Sabha as well as Rajya Sabha. With a view to meeting the requirement of guest accommodation, 21 suites in Western Court Hostel have been kept reserved for allotment to guests of Members of the Union Council of Ministers.

Conferences in Vigyan Bhavan/Vigyan Bhavan Annexe



Vigyan Bhavan was constructed in 1956. This building forms the main Centre for International Conferences and other meetings arranged by various Ministries and Departments of Government of India, Public Sector Undertakings/Autonomous Bodies and Private Organisations. The Directorate of Estates is the custodian of Vigyan Bhavan since 2.12.1992.

During 1.1.2004 to 31.12.2004

1. 134 Conferences were held by the Government organizations.

2. 48 Conferences were held by the PSUs/Autonomous bodies & Private Parties

During 1.1.2004 to 31.12.2004, 35 Conferences/ functions were held in Vigyan Bhavan Annexe.

During 1.1.2004 to 31.12.2004, 217 Conferences were held in Vigyan Bhavan and Vigyan Bhavan Annexe and an amount of Rs. 1.53 Crore realized as licence-fee.

Subletting Inspection

During the year 2004 (1.1.2004 to 31.12.2004) 167 eviction cases were filed against Unauthorised occupants and 225 cases were disposed off finally by way of eviction/vacation. During the period, 1772 houses were inspected from subletting angle and subletting suspected in 713 cases and cancellation were made in 213 cases.

Penalty for Subletting

The provisions of allotment rules have been made more stringent to deal with the menace of subletting by providing that in proven cases of subletting, the allottees shall be debarred for allotment for the remaining period of his service. He shall be charged damage rate from the date of cancellation. Disciplinary proceedings for major penalty shall also be initiated against him under the relevant rules.

Markets/Shops



This Directorate has in its charge 35 markets, a majority of which is located at Central Government Colonies. Out of these markets Government decided to confer ownership rights to the shopkeepers of 4 rehabilitation markets in 1978 on confessional terms as a measure of rehabilitation. No land premium was charged from them.. The Government decided in 1989 to

confer ownership rights to the shopkeepers of another 10 markets, on payment of a percentage of the land premium as fixed by the Government at the pre-determined commercial rates notified on the date of transfer. Out of 1002 shops in these markets only 844 shopkeepers applied for ownership rights and ownership offers have been issued in 726 cases so far. 115 shopkeepers of 4 rehabilitation markets for one reason or the other could not be given ownership rights but now it has been decided to confer ownership rights on them on the similar terms and conditions (by charging 100% land rate) as were made applicable to shopkeepers of the 10 markets as per 1989 Cabinet decision

Discretionary Allotment

As per the new guidelines framed and issued on 17.11.1997, the overall ceiling of discretionary allotment shall not be more than 5 % of all vacancies in each type in a calander year. Discretionary allotment to serving Government employees shall be permitted on medical, security and functional grounds. Two Committees have been constituted which shall consider discretionary allotments and make speaking recommendations in each case.

Reservation in allotment

10 % of Vacancies in Type-I and II and 5 % of vacancies in Type-III and IV have been reserved for Scheduled Caste and Scheduled Tribes employees. The allotment is made to SC and ST employees in the ratio of 2:1.

Information Facilitation Centre

An Information Facilitation Centre have been functioning in the Directorate of Estates w.e.f. 14.07.97, under the overall charge of a Deputy Director of Estates. The following information is being provided at present :

1. Waiting List position of the applicants who are wait listed for the allotment year.
2. Change Waiting List position in various types of accomodation.
3. Licence fee payable by an allottee in respect of the accommodation allotted to him,.
4. Availability of Holiday Homes/ Touring Officers Hostel in the various places. The details of suites that are available in the Holiday Homes/Hostels and rates chargeable towards the occupancy of the suites.
5. The details of the localities/areas in which the General Pool Residential Accommodation is available in various types of the house.
6. The names, room numbers, telephone number along-with the distribution of the work of all the officers in the Directorate of Estates of the rank of the Assistant Directors and above.

Daily on an average about 200 (Two Hundred) persons visit the Information Facilitation Centre for obtaining various information. The above information is also being provided through telephone.