



**DELHI DEVELOPMENT AUTHORITY
STAFF QUARTER ALLOTMENT BRANCH
B-410, 4th Floor, Vikas Sadan, INA,**

F1(36)2019/SQ/DDA/Misc/918

Date- 7/10/26

CIRCULAR

It is hereby informed that, recently, recruitment of staff eligible for Type-I Staff Quarters, i.e., MTS and Mali, has taken place. Further, a considerable number of staff members currently working in the office are also eligible for the same entitlement. In view of the non-availability of existing Type-I Staff Quarters for allotment and the demand for Staff Quarters from eligible officials, the matter regarding earmarking of LIG/EWS flats available with the Housing Department for use as Staff Quarters is under consideration.

In this regard, as per the Housing Department, flats are currently available in Narela and Siraspur, which may be earmarked as Type-I Staff Quarters for eligible officials.

Accordingly, written willingness is hereby invited from eligible officials who are interested in being considered for allotment of Staff Quarters at Siraspur and Narela. The willingness in written may be submitted to this office within 15 days from the date of issuance of this circular in the enclosed performa.

This issues with the approval of the Competent Authority.

Encl- 1. Willingness Performa.

Deputy Director(SQ)

Copy to –

- ✓ 1) All HODs – with the request to bring this into the notice of all concerned officers/officials working under them.
- 2) Dy. Director (System)- with the request to upload this on DDA's website.
- 3) Notice Boards at Vikas Sadan and Vikas Minar and other Zonal Offices/Field Offices.
- 4) Notice Board at Raj Niwas

Deputy Director(SQ)



DELHI DEVELOPMENT AUTHORITY
[Staff Quarter Allotment Branch]
B-410, Vikas Sadan, INA, New Delhi-110023

PERFORMA

Name –

Designation-

UID No.-

Place of Posting-

Contact No-

I hereby convey my willingness to be considered for allotment of a Staff Quarter at Siraspur/Narela.

☐ Yes, I am willing to accept the Staff Quarter.

☐ No, I am not willing to accept the Staff Quarter.

Remarks, if any:

Date-

Signature of the Employee-