

**HQ J&K Police,
Jammu.**

Dt. 19 Feb 2025

No. BDH-01/Summer/Hiring/2025/ 815 - 27

Sub: Allotment of Hotel Accommodation at Srinagar for the Summer Session-2025.

NOTICE

1. PHQ J&K is seeking applications as per enclosed format to provide Hotel accommodation to J&K Police officers / officials for the Summer Session-2025 at Srinagar.
2. The application forms in respect of PSOs /Escort officials deployed with senior officers shall be furnished separately as per **format "A"** and for the general accommodation priority may be taken into consideration as per **format "B"**.
3. The application forms in favour of officers /officials be filled in all respects and latest passport size photograph in uniform shall also be pasted and duly authenticated by the DDOs/ Supervisory Officers concerned through their respective Hqrs. and shall reach PHQ J&K Jammu by or before 15th of March, 2025 in shape of soft /hard copy as per below mentioned format in Microsoft Excel, through e-mail ID: sorbldgsphq-coff@jkpolice.gov.in

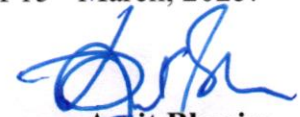
Format- A

S.No.	Rank	Name	PID No.	Unit from where salary drawn	PSO/ Escort with	Last year allotment, if any/ name of Hotel	District/ Residential address	Mobile No.

Format-B

S.No.	Rank	Name	PID No.	Unit from where salary drawn	Place of posting /attached with	Last year allotment, if any/ name of Hotel	District/ Residential address	Mobile No.

4. Concerned DDOs /Supervisory Officers shall consider only those employees, who have genuine need of Hotel accommodation at Srinagar for the Summer Session-2025.
5. No forms /applications shall be entertained without proper recommendations of concerned DDO/ Supervisory Officer, beyond the cut of date of 15th March, 2025.



Amit Bhasin
AIG-B
For DG-P

Encl; (Application form)

CC

- i. MD PHC
- ii. Director SSG
- iii. ADsG Fire & Emergency/Armed / CID

- iv. IsGP Kashmir Zone/Crime/Security/Railway/Traffic/Technical Services/Telecom
- v. Director ACB/SSF/DPT
- vi. All District SSsP Kashmir Based/ All Commandants Kashmir Based
- vii. SSP PCR Srinagar /Jammu
- viii. Principal PTS Kathua/Manigam/CTC Lethpora/STC Sheeri/Talwara
- ix. Medical Superintendent of Police Hospital Srinagar
- x. FA/CAO HQ
..... all for favour of information and n/action.
- xi. ADO HQ for information with request to furnish the Hotel allotment application forms of Police personnel posted /attached with PHQ J&K after authentication.
- xii. SO Portal HQ to upload this order in J&K Police website.
- xiii. I/C CRU HQ
- xiv. File for records.


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AIG-B
For DG-P

HOTEL ALLOTMENT FORM

**HOTEL ACCOMMODATION FORM FOR THE SUMMER SESSION 2025 AT SRINAGAR.
(i.e. w.e.f May to October 2025)**

1.	Name in Capital letters		Space for photograph
2.	Rank		
3.	PID Number (PID number must be of nine characters i.e. EXK123456)		
4.	Name of the Unit where from salary is drawn		
5.	Present place of posting/attachment		
6.	Nature of Duty (PSO/Escort/General/Office etc.)		
7.	Permanent Home address with District		
8.	Gender (Male/Female)		
9.	Gazetted/Non-Gazetted		
10.	Pay band as per the 7 th CPC		
11.	Date of retirement		
12.	Whether you have been provided accommodation in previous year, if so please mention the name of the Hotel/Guest House with room number.		
13.	If applying a fresh ('Yes' or 'No').		
14.	Whether having residential house at Srinagar on your name or on the name of any family member, please provide details or any type of Govt. accommodation.		
15.	Whether receiving HRA		
16.	Contact Number		

- I state and undertake that the above mentioned details are true to be best of my knowledge and belief and nothing has been concealed. In case any information given by me is found incorrect, the department will be within its rights to issue any notice and I shall be liable to pay rent as per the market rates with 100% penalty and also be liable for action under rules on the subject. Further, as soon as I am transferred out of Srinagar City I shall handover the accommodation allotted to me, if other wise, not allowed/ permitted.
- I also undertake that neither I nor my spouse/ family member owns a house in Srinagar City.

Signature of the applicant

Date: _____

Certificate (s) to be recorded by the concerned HOD/ DDO

I _____ posted at _____ do hereby certify that the information given above by the applicant has been checked and verified by me as per applicant's service record and is correct. The officer/official is hereby recommended for allotment of hotel accommodation with justification that _____.

**DDO /Head of the Office,
Seal and Signature**

