



# केन्द्रीय सरकारी कर्मचारी कल्याण आवास संगठन

## CENTRAL GOVERNMENT EMPLOYEES WELFARE HOUSING ORGANISATION

(Ministry of Housing & Urban Affairs, Govt. of India)

(An ISO 9001-2015 Organisation)

नवाँ तल, बी खण्ड, जनपथ भवन,

जनपथ, नई दिल्ली-110 001

दूरभाष : 23717249 / 23355408 / 49930283

ई मेल : cgewho@nic.in

9th Floor, 'B Wing' Janpath Bhawan,

Janpath, New Delhi - 110 001

Phones : 23717249 / 23355408 / 49930283

E-mail : cgewho@nic.in

No. A-110/10/PMC

December 18, 2024

To,

All the allottees of Kolkata (Phase III) Housing Scheme

**Sub:- Formation of Project Monitoring Committee (PMC) – Application for election as Member**

Sir/Ma'am,

The Competent Authority of CGEWHO decided to constitute a Project Monitoring Committee (PMC) for Kolkata (Phase III) Project. The 'Terms of reference' of Project Monitoring Committee (PMC) shall be as under:-

- (i) A Project Monitoring Committee (PMC) shall be constituted to review the progress of project.
  - (ii) There shall be 02 (Two) representative member from the Governing Council i.e. from M/o Law or M/o Finance or M/o Personnel or M/o H&UA (Officers not below the rank of Dy. Secretary Level) and 05 (Five) allottee members from project.
  - (iii) CEO, CGEWHO shall be the Chairman of Project Monitoring Committee (PMC).
  - (iv) Any allottee of the project is free to submit his/her nomination and get elected as a member in the Project Monitoring Committee (PMC)
  - (v) Project Monitoring Committee (PMC) shall meet once in six months and shall review the progress of Project.
  - (vi) TA/DA to the Allottees members of PMC shall be borne by the CGEWHO from the respective project account. CGEWHO shall not be responsible for any stay or conveyance arrangements for the member of Project Monitoring Committee (PMC).
  - (vii) The elected member of Project Monitoring Committee (PMC) shall be entitled for TA/DA at the approved rate for attending the meeting of Project Monitoring Committee (PMC) convened at Project site.
2. Accordingly the constitution of Project Monitoring Committee (PMC) Kolkata (Phase III) Housing Scheme shall be as under:-

Sl. No.	Details of Member	Position
1.	CEO, CGEWHO	Chairman
2.	Officer of Dy Sec. Level from M/o Law/M/o H&UA, M/o Finance & M/o Personnel - Government of India	2 - Members
3.	Five (05) allottee of the project as representatives	Member

Contd..2/-

3. To start with the process of constitution of the Project Monitoring Committee (PMC), CGEWHO invites nomination from the allottees, who are interested to be nominated/elected as member of Project Monitoring Committee (PMC). The allottee is requested to forward the nomination form for election as member of Project Monitoring Committee (PMC) of Kolkata (Phase III) Project in the enclosed 'PROFORMA' at Annexure-I to CGEWHO Head Office at 9<sup>th</sup> Floor B Wing, Janpath Bhawan, Janpath, New Delhi by 15-01-2025 failing which, it will be presumed that you are not interested to nominate yourself as member of Project Management Committee (PMC). Nominations received after 15-01-2025 will 'NOT' be entertained.
4. The details of nominations received through above process shall be web-published on CGEWHO's website for information to all the allottees of the project. A date of General Body Meeting of all the allottees shall be fixed with agenda to elect 05 (Five Only) Allottee Members, of Project Monitoring Committee (PMC) out of the nomination of the allottees. In case, if the allottee is not in a position to attend said General Body Meeting he/she will have the option to exercise his/her vote by ticking his/her choice on Postal Ballot (the proforma of Postal Ballot indicating the nominations received will be uploaded on CGEWHO's website) within a stipulated date. One of the nominee member of the Project Monitoring Committee (PMC) shall be detailed as Presiding Officer for election in the General Body Meeting. In case of tie the members will be elected through lucky draw. Only one vote either by postal ballot or in-person shall be entertained.
5. The details of finally elected members of Project Monitoring Committee (PMC) shall be web-published in the CGEWHO's website.
6. Please note that no TA/DA shall be admissible to allottees for attending the General Meeting to elect member of PMC. However, TA/DA to the elected member of Project Monitoring Committee (PMC) shall be admissible for attending the subsequent meeting of Project Monitoring Committee (PMC) as per the rules.
7. This is issued with approval of CEO, CGEWHO.

Yours Faithfully



(Roshan Kishore)

Asstt Dir. (Admn.)

for Chief Executive Officer

Encl: As above.

रौशन किशोर / ROSHAN KISHORE  
सहायक निदेशक (प्रशासन)/Assistant Director (Admin.)  
केन्द्रीय सरकारी कर्मचारी कल्याण आवास संगठन  
Central Govt. Employees Welfare Housing Organisation  
9वां तल 'बी' खण्ड, जनपथ भवन/ 9th Floor, B' Wing Janpath Bhawan  
जनपथ, नई दिल्ली-110001/Janpath, New Delhi-110001

**CGEWHO**

**NOMINATION FORM OF PROJECT MONITORING COMMITTEE**

**{KOLKATA (PHASE III)}**

TO,  
THE CEO  
CGEWHO  
9<sup>TH</sup> FLOOR, B-WING, JANPATH BHAWAN  
JANPATH, NEW DELHI - 110001

**SUBJECT: Reference CGEWHO'S LETTER DTD.18-12-2024 – FORMATION OF PMC**

Sir,

1. Regn.No. \_\_\_\_\_
  2. Flat No. \_\_\_\_\_ Block No. \_\_\_\_\_ Floor \_\_\_\_\_
  3. Name of the Allottee \_\_\_\_\_
  4. Father's Name: \_\_\_\_\_
  5. Address: \_\_\_\_\_
- \_\_\_\_\_

**UNDERTAKING**

I \_\_\_\_\_ S/o \_\_\_\_\_ hereby give my nomination and consent for elections as member of Project Monitoring Committee for Kolkata (Phase III) Project of CGEWHO

I hereby further undertake to abide by the rules and regulation the CGEWHO and the Term of Reference as mentioned in Letter No. A-110/10/PMC dated 18.12.2024 of Project Monitoring Committee.

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

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

Place: \_\_\_\_\_