

**PROFORMA FOR ALLOTMENT OF IWAI FLATS IN SECTOR-34, NOIDA (UP)**

To,  
The Section Officer(Admin)  
Inland Waterways Authority of India  
A-13, Sector-1, Noida (UP)

**Part-A**  
**(For use by the IWAI Staff Member)**

I hereby exercise my option to stay in IWAI flats **Udaygiri(Type-I:40.24 sq mtr) / Aravali (Type-II:54.08 sq mtr)** and the requisite details are as under:

**I: Employee Particulars:**

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

Wing: \_\_\_\_\_ Date of Joining IWAI: \_\_\_\_\_

Grade: \_\_\_\_\_ Basic Pay: \_\_\_\_\_

Pay Scale: \_\_\_\_\_

Date of Last Promotion: \_\_\_\_\_ Date of Next Promotion: \_\_\_\_\_

**II: Family Details:**

Spouse Name: \_\_\_\_\_ Working/Non-working: \_\_\_\_\_

If employed, details of Department/Ministry \_\_\_\_\_

\_\_\_\_\_ & Whether Govt Accommodation allotted: Yes/No, if  
yes pls mention details of Locality & Flat no \_\_\_\_\_

Dependent Parents: Father \_\_\_\_\_ Mother \_\_\_\_\_

Children (1) Name & Age \_\_\_\_\_

(2)Name & Age: \_\_\_\_\_ (3)Name & Age: \_\_\_\_\_

Others Family Members(4): Name & Age: \_\_\_\_\_

(5)Name & Age: \_\_\_\_\_

**III: Details of Flat No. identified for allotment:** \_\_\_\_\_

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

Place: \_\_\_\_\_ **(Signature of the Employee)**

**Part-B**

**(Application Processing in Admin Wing)**

Date of Receipt of Application: \_\_\_\_\_ Priority No.: \_\_\_\_\_

Employee Entitlement for Type of Flat: \_\_\_\_\_ Details of Flat Proposed for allotment  
\_\_\_\_\_

Initials of Section Officer(Admin)

**(Part-C)**

**(Approval Process by the Constituted Committee)**

Recommended for allotment/Not Approved (Reasons, If any \_\_\_\_\_) &  
and e-office proposal put up for approval of the Competent Authority as per DOP.

Technical Assistant (RE)

Dy. Director (F&A)

Assistant Secretary (L&H)