



F. No.: NESTS/EMRS/stateissues/100/2021-22

Dated: 09/10/2024

To,
The Nodal Officers,
States/UTs EMRS Societies,
(As per list attached)

Subject: Instructions for priority allotment of accommodation to the staff of EMRS – reg.

Representations are being received from EMRS staff seeking guidelines for allotment of available accommodation to the staff.

B. In this regard, it is informed that the following order of priority shall be followed in allotment of accommodation to the EMRS staff members:

1. Principal
2. Vice Principal
3. Hostel Warden (Female)
4. Hostel Warden (Male)
5. Staff Nurse (Female)- Essential staff on outsourcing-Shared accommodation
6. PGTs handling classes X & XII (To be nominated as House Master)
7. PwBD staff on regular basis (To be nominated as House Master)
8. Mess staff on regular basis (if mess is run by school itself)
9. Rest of the staff (House Masters will be given priority)
10. Driver and Electrician- Essential staff on outsourcing-Shared accommodation

C. Further, it is instructed that:

1. Allotment of independent accommodation is only for regular employees posted in EMRS.
2. Wherever possible, shared accommodation may be provided to staff without family so that more staff may be accommodated in EMRS campus
3. Essential staff like Staff Nurse (Female)/Driver/Electrician/Hostel Warden are to be provided accommodation in the campus, even if the staff is not on regular basis. Sharing of the accommodation should be resolved to as far as possible.
4. If the school is not operating at full capacity and there are available halls or large classrooms / dormitories, these surplus spaces may be considered for accommodation of staff till the time classes are not needed.
5. As per the guidelines of House System, Housemasters are to be allotted for each house to look after the welfare of students as a loco-parent. Teachers who are provided with accommodation in the campus are to be appointed as Housemaster. If required, the number of students to be looked after by each Housemaster may be increased.

D. All efforts are to be taken to accommodate the staff in the EMRS campus in the interest of the organization.

This issues with the approval of competent authority.


Anupam Sonalkar 9/10/2024
(Joint Commissioner)

Copy for information:

1. Principal Secretary/Secretary,
Tribal Development Department, All States
2. District Magistrate/Collector, All States