



भारतीय विमानपत्तन प्राधिकरण  
AIRPORTS AUTHORITY OF INDIA

No.A-60011/17/2009-PP

April 21, 2009

Regional Executive Director  
Airports Authority of India  
NR/WR/ER/SR/NER  
Delhi/Mumbai/Kolkata/Chennai/Guwahati

Airport Director  
Airports Authority of India  
NSCBI/Chennai

Principal  
CATC, Allahabad

ED, FIU/RCDU

GM, CRSD / E&M Workshop

Sub : Retention of accommodation in AAI Residential Colony after separation

Sir,

The matter regarding retention of accommodation in AAI Residential Colonies after retiring on attaining the age of superannuation was considered by the Management and decided as under:-

1. The maximum retention may be permitted for a period of 6 months (instead of 8 months as per the existing practice).
  - 1.1 The recovery for first two months will be the normal license fee plus amount equivalent to applicable HRA.
  - 1.2 The additional two months may be permitted on health ground of employee/spouse/dependent parent/children or education of dependent children of the employee on recovery of market rate.
  - 1.3 Further retention of two months may be permitted for health/education ground on recovery of double the market rate.

Contd.../-

2. The retention may be permitted with the approval of concerned REDs/APDs in case of (1.1) above. As regards (1.2) and (1.3), the same may be permitted with the approval of Member(P&A) for the cases upto the level of Dy.General Manager and Chairman will be the Competent Authority for Jt. GM & above.
3. If an employee is not vacating the quarter after the permissible periods, i.e. after 6 months, the retention will be considered as unauthorized occupancy and the action will be taken as per PP Act.
4. For unauthorized occupancy, the monthly charges @ Rs.150/- per sq. mtr. for type -I to IV and Rs.220/- per sq. mtr. for type-V plus amount equivalent to entitled HRA will be made beside action under PP Act.
5. The employee is required to submit a request for retention of quarters in writing one month prior to date of retirement and authorize the Management to withhold an amount of Rs.1,00,000/- for Group 'A', Rs. 75,000/- for Group 'B', Rs.50,000/- for Group 'C' and Rs.30,000/- for Group 'D' employees from his/her retirement dues such as EL,HPL etc. as the case may be.
6. In case of lease facility, other than self lease, the maximum retention may be permitted for two months with the recovery proposed above subject to a request for withholding an amount on pro-rate basis as contained in Para 5. For self lease, however retention is not permitted on superannuation.

The above orders are effective from 01.04.2009.

This issues with the approval of the Competent Authority.

  
(M. DEY)

Executive Director(Pers.)

**Distribution:**

- i. Sr. EA to Chairman
- ii. EA to Member(Ops.)/Member(P&A)/Member(fin.)/Member(Plg.)
- iii. ED(Admn.) / All HODs at CHQ
- iv. General Secretary ATC Guild/ ACOA(I)/ AAOA(I)/IAAIOA/ AAIEG
- v. General secretary, AAEU