



योजना एवं वास्तुकला विद्यालय, भोपाल

(राष्ट्रीय महत्व का संस्थान, शिक्षा मंत्रालय, भारत सरकार)

School of Planning and Architecture, Bhopal

(An Institution of National Importance, Ministry of Education, Govt. of INDIA)

No.: SPAB/Admin./HAC/2026/162

Dated: 13.07.2026

परिपत्र / CIRCULAR

Sub.: Rationalization of charges applicable to Government Accommodation within SPAB Campus - reg.

Ref.: Approved Minutes of the Meeting dated 10.06.2026 regarding the review and rationalization of charges applicable to Government Accommodation within SPAB campus, including rent, water, electricity, maintenance charges, and license fee for Outsource Employees/Research Assistant/Project Assistant/Library Trainee/Contract Faculty & Staff.

In pursuance of the approval accorded in the Minutes of the Meeting held on 10.06.2026, it is hereby informed that the Competent Authority has approved the rationalization of charges applicable to Government accommodation within the SPAB campus.

Accordingly, the revised charges towards rent, water, electricity, maintenance, and license fee, as applicable to outsourced employees, Research Assistants, Project Assistants, Library Trainees, contract faculty, and contract staff residing in Government accommodation within the SPAB campus, shall come into effect from 01.07.2026.

Other than regular employees, all other occupants of Government accommodation within the SPAB Campus shall pay rent equivalent to 10% of their salary, subject to the conditions specified below.

The above-said committee further resolved the following:

- 1. Basis for rent calculation:** Rent for Government accommodation within the SPAB Campus shall be shared at 10% of the Salary of the occupant(s) other than regular employees, subject to the conditions mentioned herein.
- 2. Single occupancy by contractual faculty/ staff:** In cases where a quarter is allotted to a single contractual faculty member or contractual employee, the occupant shall be required to pay rent equivalent to 5% of the salary (i.e., half of the prescribed 10% rent for shared accommodation), in addition to the applicable license fee and water & maintenance charges.
- 3. Accommodation shared by fewer than four Research Associates (RAs)/ outsourced workers:** Where a quarter is occupied by fewer than four Research Associates (RAs) or outsourced workers, rent shall be charged at the rate of 2.5% of the salary per occupant of the flat, in addition to the applicable license fee and water & maintenance charges.
- 4. Calculation of rent in cases of different salary levels:** In cases where the occupants of a shared quarter draw different salaries, the highest salary among the occupants shall be considered for the purpose of calculating the rent payable for the flat.

Contd...



योजना एवं वास्तुकला विद्यालय, भोपाल

(राष्ट्रीय महत्व का संस्थान, शिक्षा मंत्रालय, भारत सरकार)

School of Planning and Architecture, Bhopal

(An Institution of National Importance, Ministry of Education, Govt. of INDIA)

-2-

5. **Sharing of license fee and maintenance charges:** In all cases, the applicable license fee and water & maintenance charges for the quarter shall be divided equally among all occupants, irrespective of their respective salary levels.

The rent of the unit / flat shall be shared equally among all occupants and recovered through salary deduction. The Committee observed that this methodology would provide a rational, uniform, transparent, and equitable basis for determining accommodation charges.

Classification, eligibility and Mode of payment of house Rent and other charges:

S. No.	Types of Residents	Eligible house types	Criteria of Accommodation	Rent of Unit/Flat	License Fee	Water and Maintenance Charges	Electricity
1.	Contract Faculty & Staff	Type-A Type-B Type-C	Shared Accommodation among 02 Contract employee of similar Gender (Male / Female)	10% of Salary shared equally among all occupants	As applicable, shared equally among all occupants	As applicable, shared equally among all occupants	As per Meter Reading use & Unit Charge
2.	People working in some Research / Consultancy Project of the Institute (RA)	Type-A Type-B	Shared Accommodation among 04 RA of similar Gender (Male / Female)	10% of Salary shared equally among all occupants	As applicable, shared equally among all occupants	As applicable, shared equally among all occupants	As per Meter Reading use & Unit Charge
3.	Out-Sourced Workers (OSW)	Type-A Type-B	Shared Accommodation among 04 OSW of similar Gender (Male / Female)	10% of Salary shared equally among all occupants	As applicable, shared equally among all occupants	As applicable, shared equally among all occupants	As per Meter Reading use & Unit Charge

All concerned occupants are requested to take note of the revised charges and ensure compliance. The Finance & Accounts / Maintenance Section / Estate cum Security Office & Administration Section and all concerned sections shall take necessary action for implementation of the revised rates.

[निदेशक अनुमोदन दिनांक: 30.06.2026]


(कुलसचिव, प्रभारी)
Registrar, In-charge

Copy forwarded for information (via e-mail) to:

1. Director / Director office
2. faculty & staff including outsourced of SPAB
3. All PIs / Co-PIs/ Team Leader(s) & HAC
4. Administration / Finance & Accounts/ Maintenance / ESO: for necessary action.
5. Computer centre: with a request to upload on Institute website.