

GOVERNMENT OF KERALA

Abstract

Public Works Department – Private building taken on rent fixation of rent – guidelines to be followed – orders.

PUBLIC WORKS & TRANSPORT (E) DEPARTMENT

G.O.Ms. 26-87-PW&T

Dated Trivandrum 27-2-1987

Read : - Letter No. B6-17677/85 dt. 4-7-1985 from the Director of Vigilance Investigation.

ORDER

Government had been considering for sometime past as to how a simplified procedure could be adopted while taking private building on rent for accommodating Govt. offices and fixation of rent thereto. Accordingly on informal Committee consisting of Secretary (Public Works) Secretary, Finance (Expenditure) and Chief Engineer (Building & Local Works) was constituted to formulate guidelines in the matter. After examining the matter in detail the committee made the following suggestions for approval of Government.

1. In order to avoid delay in the issue of rent certificates as soon as private building is proposed to be taken on rent by any department after getting a non-availability certificate from District/Collector Executive Engineer concerned, the head of office will get the age certificate of the building and the Land value certificate from the Tahsildar within 30 days of the occupation of the building and then forward the same together the proforma only filled upto the Executive Engineer concerned for fixation of rent. If the rent to be fixed is within the powers of the Executive Engineer , it shall be done within 30 days and if not the Executive Engineer shall submit the rent calculations to the superintending Engineer's powers it shall be sent to Chief Engineer who shall fix the rent and forward to the concerned Head of Office within 30 days of receipt of in Chief Engineer's Office.
2. Private buildings xxxx shall be occupied by any Department in advance only in case where the owner has agreed to accept the rent fixed by the Public Works Department or that demanded by owner whichever is less.
3. As far as possible, all Government departments should hire only cheap functional type buildings for accommodating their offices instead of going in for posh buildings in posh localities.
4. The existing practice of fixing annual fair rent at 8% of capital cost of building and land need not be changed.
5. In assessing the capital cost of the buildings, the current schedule of rate of public works department shall be considered.

6. Special rates may be considered for areas in the cities of Trivandrum, Cochin and Calicut and District Headquarters and also areas of commercial/locational importance of all/possible attempts to get buildings at Public Works Department rates fail.

7. The area taken on rent shall be strictly within the norms fixed by Government subject to a maximum of 30% excess, in exceptional cases. The requisitioning Department shall furnish to the Executive Engineer, the details of staff and other details in order to assess the requirement of area as per norms fixed by Government. In fixing the 30% excess in area, open spaces varandha shall be excluded.

8. Special rates shall be considered only after getting non-availability certificate by the District Collector/Executive Engineer (Buildings) concerned. They should also certify that the office cannot be accommodated in any of the existing buildings excluding the Civil Station/mini civil station etc.

9. Special rates of rent shall be sanctioned by Government to any Department only after the cases is referred to by the Secretary of the concerned administrative Department to the Committee consisting of Secretary (Public Works), Secretary (Finance Department Expenditure) and the Chief Engineer (Building and Local Works).

10. Special rates shall be inforce for a minimum period of five years.

Government approve the above suggestions of the Committee and they order accordingly.

(By Order of the Governor)

P.A. Eapen

Additional Secretary

Chief Conservator's Office, Trivandrum

6-4-87

Endt. on P7-10775/87

Copy to Chief Conservaor

of Forests, (Vig.) (SF&P), Wild Life, Trivandrum.

Copy to All Conservators and Divl. Forest Officers, Silvicultural Research Officer, for information and attention.

Sd/-

For Chief Conservator of Forests.

Endt. on D-3203/87 D Dos

Copy to D1 Section, Stock file

For Conservator of Forests, Trichur

" A.A.; SS.;J.S.