



संजय गांधी स्नातकोत्तर आयुर्विज्ञान संस्थान, लखनऊ
SANJAY GANDHI POST GRADUATE INSTITUTE OF MEDICAL SCIENCES,
RAEBARELI ROAD, LUCKNOW-226014

Ref. No. PGI/Estate/H-601 / 382 /2026

Dated: 05 /10/2026

CIRCULAR
(Preparation of Seniority for House Allotment)

Further to office order no. PGI/Estate/H-109/487/14 dt. 22-10-2014, the following is notified, with immediate effect:

1. The allotment year was notified to begin on 1st January, every year.
2. Accordingly, in terms of Rule 7, applications for allotment during the **Allotment Year 2027** are invited from all applicants desirous of inclusion of their names in the seniority list for **"ALLOTMENT YEAR 2027"**.
3. All desirous applicants should submit applications in the format prescribed in the rules, duly verified by their respective Establishment Office to the Estate Officer, during the period **05-10-2026 to 30-11-2026**. In this regard the following may please be noted:
 - a) Applications submitted for the allotment year 2026 or otherwise till date, shall not be considered for Allotment Year 2027, and all those desirous of allotment shall have to apply afresh.
 - b) Counter signature of the HOD is not mandatory. Applicants, who do not wish to have specific recommendations of HOD, may submit their applications directly after obtaining the verification from their respective Establishment office in-charge.
 - c) The applications shall be received only during the above period. **A separate application register/data for 2027 shall be maintained by the Estate Office and all are advised to note the serial number allotted to their application, for future reference.**
 - d) Applications not bearing the verification of the Establishment office or incomplete applications shall not be accepted.
 - e) As per Rule 7, applications for inclusion in the list shall not be entertained after the period stated above, except in case of new joining till notifications for the next Allotment Year.
 - f) The staff/officers/faculty members who fail to get allotment during the allotment year 2027 shall have to apply afresh for the next allotment year i.e. 2028.

NOTE : APPLICATION RECEIVED AFTER 30-11-2026 WILL NOT BE CONSIDERED

Annexure: Proforma of Application.

ESTATE OFFICER

Copy to the following for information & further action:

1. Director.
2. Additional Director.
3. Executive Registrar.
4. Chief Medical Superintendent.
5. Medical Superintendent.
6. All HOD's and Nodal Officer through e-mail/e-office for circulation of above information for other Faculty Members and subordinate staffs.
7. Joint Director (Admin.).
8. Joint Director (MM.).
9. Finance Officer.
10. HOD, BHI with request to upload the order on the Institute website.
11. Chief Nursing Officer for circulation of above information for all subordinate Nursing Staffs.
12. Divya Mishra, PA of Director is requested to kindly circulate the memorandum on the faculty WhatsApp group.
13. All Notice Boards.

ESTATE OFFICER

Phone No. (0522) 2494027
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