CAMPUS AND WELFARE SECTION, NCERT is located at Room No.01, Ground Floor (in front of Security Section, NCERT) Dr. Zakir Hussain Block, NCERT, New Delhi. This section deals with the following works:

<table>
<thead>
<tr>
<th>1. Allotment of residential quarters in both the campuses at NIE and at Nasirpur Campus.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. CGHS Cards, Change of address, Correction in Name, Change of Dispensary.</td>
</tr>
<tr>
<td>3. Civil / Electrical work / Repair and Maintenance work in both the campuses and in office building of NCERT, through Central Public Works Department, Govt. of India.</td>
</tr>
<tr>
<td>4. Horticulture work, Payment of Electricity Bills, Group Insurance Scheme.</td>
</tr>
<tr>
<td>5. Recovery of License fee.</td>
</tr>
<tr>
<td>6. Welfare activities like Yoga Classes, Meditation Classes, New Year Celebration, Foundation Day, Independence Day etc.</td>
</tr>
</tbody>
</table>
| 7. TENDERS:  
  Tender for NIE Canteen  
  Tender for NIE Guest House  
  Tender for House Keeping  
  Tender for Allotment of Shops  
  Tender for Pest Control Treatment |
| 8. QUARTERS:  
  HOUSE ALLOTMENT RULES, NCERT  
  Change list of Quarters Type-I to V in the Month of December, 2015  
  List of All Allottees of NCERT Campus / Nasirpur Campus  
  List of Vacant Quarters in both the Campuses.  
  List of Quarters allotted month wise  
  Out of Turn allotment during the Year - 2015  
  Out of Turn allotment during the Year - 2016 |
| 9. Application forms related to Quarters  
  1. Application for Allotment of Residential Accommodation at NIE Campus (NCERT Campus) / Nasirpur Campus, New Delhi.  
  2. Application for Change of Quarters  
  3. Undertaking |
| 10. Application forms related to Central Government Health Scheme (CGHS)  
  1. Application for New CGHS Card (Form No.1)  
  2. Change of Address (Form No.2)  
  3. Change of Dispensary (Form No.3)  
  4. Application for New CGHS Card for Pensioner (Form No.4)  
  5. CGHS H.Q. Address & Telephone No.  
  6. For more information related to CGHS, please visit [www.cghs.nic.in](http://www.cghs.nic.in) |
| 11. List of Unauthorized Occupants of Staff Quarters in both Campuses |
| 12. All type of Circular / Notices issued by Campus & Welfare Section will be available on NCERT w.e.f. 01.01.2016 website i.e. [www.ncert.nic.in](http://www.ncert.nic.in) under C&W Section Page. |
**CGHS H.Q. Address & Telephone No.**

<table>
<thead>
<tr>
<th>CGHS H.Q. Address</th>
<th>Telephone No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Director CGHS (HQ), CGHS Wellness Centre Building Sector-12, R.K Puram (Near Sangam Cinema) New Delhi-110022</td>
<td>26712279 26712280</td>
</tr>
</tbody>
</table>

*In case of any type of public grievance / problem / query, related to C& W Section, NCERT only, you are requested to contact the following officers at the following address.*

| Shri D.N. Bhatt  
Under Secretary  
Campus & Welfare Section  
Room No., 1st Floor, Zakir Hussain Block  
NCERT, New Delhi-110016 | Shri Nitin Kumar Suman  
Section Officer (Welfare)  
C&W Section, NCERT  
Sri Aurobindo Marg  
New Delhi-110016 | Shri Virender Kumar  
Section Officer (Campus)  
C&W Section, NCERT  
Sri Aurobindo Marg  
New Delhi-110016  
e-mail: ncertcampus@gmail.com |

**NCERT** is located near IIT Delhi, Adhchini Village / Katwaria Sarai Village, and Hauz Khas Metro Station. (Bus Route: 501, 502, 505, 511, 533, 680).