

**RULES FOR THE OCCUPATION OF THE INSPECTION BUNGALOWS AND REST HOUSES SITUATED ON NATIONAL HIGHWAYS**

1. All income from Inspection Bungalow and Rest Houses situated on National Highways will be credited to the Central Government under the Head "XXXVII- Public Works-Central".
2. The bungalows shall be in-charge of Divisional Engineers (Highways) or the Executive Engineers, in whose jurisdiction they lie.
3. The Bungalows shall be open to bonafide travellers and other persons mentioned in rule (4) for occupation on payment of fee prescribed therefor, and subject to the condition that it shall be vacated immediately if so required by the Divisional Executive Engineer concerned who shall also have power to forbid occupation of any particular person in consultation with the Chief Engineer (Roads and Buildings) if it is observed that the person has used it improperly. No cinemas, circus or dramatic troupe shall be permitted to occupy the bungalow or the premises.

The Division Engineers (Roads and Buildings) or Executive Engineers shall consider applications for reservations of rooms in the bungalow if they are received at least three days in advance of the date of occupation.

4. The order of preference for the occupation of the bungalows shall be as shown below :—
  - (a) Ministers; Central and State, Speakers, Chairman and Deputy Speakers of Legislatures;
  - (b) Government Officers (Gazetted) on inspection of the National Highways and District Collector with their jurisdiction;
  - (c) Government Officers (Gazetted) on duty, heads of Hills Parishad and Panchayat Samithies and high Officers of Public undertakings on official duty;
  - (d) Members of Legislatures;
  - (e) Government Officers (Non-Gazetted) on duty;
  - (f) Government Officers on duty;
  - (g) General Public.
5. (1) In case the law and order conditions be disturbed the Controlling Authority will have discretion to use the normal order of precedence in respect of the Gazetted Officers of the Police Department provided Hon'ble Ministers are not affected.

**Note :**

1. The expression "General Public" occurring in the above rule includes, non-gazetted Officers of the neighbouring States.
2. The term "President" of a District Zilla Parishad Board includes a President delegate or a Vice-President, while discharging the functions of President.
3. Gazetted Officers of the neighbouring States may occupy the Inspection Bungalows in the district adjoining such States on the same condition as Gazetted Officers of the State Government.
4. The Inspection, I.A.S.C., the Collector of Military Accounts, Southern Command, and the Dy. and Assistant Controllers of Military Accounts will be ranked among the State non-gazetted officers for purposes of these rules.
5. The Controller of Army Factory Accounts, the Director Geological Survey of India, and the Gazetted Officers of their staff will be ranked among the State Gazetted Officers while the non-gazetted officers of their staff will be ranked among State non-gazetted officers of purposes of these rules.

6. All persons occupying the Bungalows will be charged fees at the following rates :—

**FEES PAYABLE FOR A SINGLE DAY**

	First Class Bungalow		Second Class Bungalow		Third Class Bungalow	
	Rs	P	Rs	P	Rs	P
1. Single person	1	00	0	75	0	50
2. Married couple or a single person accompanied by a member of his family	1	50	1	00	0	75

**NOTE :**

"Family" includes wife and children including an adopted son and step children of a Government servant residing with and wholly dependent on him (vide Rule-2 of the Manual of Special Pay and Allowance).

- 5 (1) A fee of 50 paise per day in the case of First Class Bungalow and 25 paise per day in the case of other Bungalows will be charged for every additional member of a touring Officer's family accompanying him in excess of one but not more than four.
- 5 (2) No fee shall be charged for the minor sons and daughters of an officer. An Assistant or any other person who is not a member of a family when only one set of rooms is available for occupation. If on the other hand the other set of rooms is also available for occupation at that time, such a person should be charged as an independent occupant though he does not occupy it, but occupies the same set of rooms as the officer.
- 5 (2) For parties exceeding five in number the fee will be five times the fee charged for similar occupation by a single person.
- 5 (3) A day's fee will be charged for an occupation of 12 to 24 hours duration and half a day's fee will be charged for an occupation of less than 12 hours.
- 5 (4) Payment of full fees for the occupation of a bungalow gives the right to pitch tents in the compound without extra charge. When the bungalow is not occupied half the ordinary fee should be paid for the privilege of pitching tents. An officer occupying the bungalow has prior claim to the use of the out-houses and a garage attached to the bungalow. Subject to this condition that they are available without further charge for the use of officers occupying tents in the compound. A charge of 25 paise a day will be fixed for the use of such out-houses only.
- 5 (5) In case when an officer sends his luggage in advance with the object of occupying a bungalow or of pitching tents in the compound or, vacates the bungalow before his camp equipment is moved, rent will be charged for the days the officers actually stay provided that the luggage is stored for not more than 24 hours before the arrival or after the departure of the officer. Rent at half the rates will be levied for periods in excess of these limits.
- 5 (6) If a bungalow which is temporarily reserved for a specific period for an officer with reference to rule 3 above is occupied by him from the first day of reservation but is vacated before the expiry of the full period of reservation rent should be recovered from him only for the actual period of his occupation provided his departure is promptly notified to the nearest official of the Department, and the notice of reservation hung up in the bungalow removed immediately after it is vacated. If the bungalow is not occupied by the officer from the first day of reservation and the reservation is not cancelled, before that date, rent should be recovered from him for the days covered by the reservation until the reservation is cancelled whichever is earlier.
- Touring officers should give specific intimation to their subordinates in districts or to the Divisional/Executive Engineers (Roads and Buildings) and his subordinates whether Bungalow should got reserved for them with reference to rule 3 above. If, under their instructions, bungalow are so reserved but not occupied, rent should be recovered for the period of reservation, even if there were no applications from others for occupations during the period. But the Divisional/Executive Engineers (Roads and Buildings) incharge of the bungalow are allowed to use their discretion and waive the recovery of rent in exceptional cases being given to the interest of the Government of India.
- 5 (7) In the cases of Bungalows which have electric installation enhanced fees shall be paid as specified below :—
- (a) An additional fee of Rs. 0.37 for each set of rooms under occupation for 24 hours or part thereof will be charged to cover the charges for the use of electric lights etc.
- (b) In addition to the electric charges of Rs. 0.37 towards lights an amount of Rs. 0.13 will be charged for each set of rooms provided with a ceiling fan under occupation for 24 hours or part thereof :

**NOTE :**

- (1) These additional fees should be charged when the electric installation is in working order. But when the electric installation is not in working order or under repair or renewal the occupant should not be charged either for electric installations or for the electric energy.

The additional fees for Electric installation should not also be charged if only tents are pitched in the compound of the bungalows :

6. A book shall be kept at the bungalow in which all persons occupying the bungalow shall be required to enter their names and addresses at the time of their arrival and departure, fees due and amount paid persons occupying the bungalow should enter in the column "NAMES" his own name and below that state the number of members of his family, if any, who accompanied him specifying merely their relationship.

7. The persons occupying the bungalow shall be responsible for any damage caused to the bungalow or fitting or other articles in it by himself or any of the members of his family or by his servants.
8. No person occupying the bungalow shall vacate it without paying the fees due. Any case of failure on the part of the person occupying the bungalow in this respect shall be immediately brought to the notice of the Divisional/Executive Engineer (H) by the Bungalow watch or through his officers.
9. Occupation of the Bungalow by a person or the family shall only have exclusive right of occupation of the rooms for which fee is paid by them.

No traveller is entitled to appropriate more than one set of rooms if the other set is in demand. The first comer is entitled to the choice of rooms.

10. Whenever the bungalow is occupied the occupants should ask the watcher to produce the scavenger for doing scavenging service and pay the scavenger at the rates fixed by the Roads and Buildings Department, in accordance with the local scavenging wages. The fact of having paid the wages should be entered in a column in the Inspection Bungalow book by the occupants before they vacate.

On the days on which more than one set of rooms in the bungalow are occupied the scavenger charges should be paid in equal shares by the occupants.

**NOTE :**

- (1) This rule is applicable only to inspection bungalow within municipalities which do not levy scavenging tax and also those within Panchayat board limits.
  - (2) The Divisional Engineer (R&B) of the division concerned should enter at the foot of the copy of the rules hung in the bungalow the daily wages to be paid to the scavenger in accordance with the local scavenging wages.
  11. Persons occupying the bungalow may make any complaint in the book provided for the purpose and the watcher attached to it shall send the book to the Divisional/Executive Engineer (Roads and Buildings) once in a month. If any complaint is received while the book is not available, it shall be forwarded to the Divisional Engineer/Executive Engineer (Roads and Buildings) within 24 hours of its receipt.
  12. A copy of these rules shall be hung in each bungalow with the information as to the class of bungalow.
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