

Through:- e-mail Only

From

The Chief Administrator,
HUDA, Panchkula.

To

1. The Administrator, HUDA, Faridabad, Gurugram and Panchkula.
2. All the Head of Branch, HUDA, HQ, Panchkula.
3. The Secretary-cum-Nodal Officer (C.M) window, HUDA, Panchkula.
4. The Advisor Planning (HMRTC), Panchkula.
5. The Superintending Engineer, HUDA, Faridabad, Gurugram-I & II, and Panchkula.
6. The Estate Officer, Faridabad, Gurugram-I & II, Rewari, Panchkula, Kaithal, Karnal, Kurukshetra, Jagadhari & Ambala
7. All the Executive Engineer, Faridabad, Gurugram and Panchkula Zone
8. The Land Acquisition Officer, Faridabad, Gurugram and Panchkula.

Memo No.Dy.ESA(HUDA)/A.R.O/2017/224415

Dated:-28.11.2017

Subject:- Proceedings of the Review Meeting of Faridabad, Gurgaon and Panchkula Zones held at Panchkula on 24.11.2017 at 11:30 A.M. under the Chairmanship of Sh. J. Ganesan IAS, Chief Administrator, HUDA.

Please find enclosed herewith proceedings of the Review Meeting of Faridabad, Gurgaon and Panchkula Zones held in Gymkhana Club Sector-1 MDC at Panchkula on 24.11.2017 at 11:30 A.M. under the Chairmanship of Sh. J. Ganesan IAS, Chief Administrator, HUDA for your kind perusal and further taking necessary action please and also send the Action Taken Report with in 7 days.

Assistant Research Officer,
for Chief Administrator, HUDA,
Panchkula

Proceedings of the Review Meeting of Faridabad, Gurgaon and Panchkula Zones held at Panchkula on 24.11.2017 at 11:30 A.M. under the Chairmanship of Sh. J. Ganesan IAS, Chief Administrator, HUDA.

The list of officers participated in the meeting is enclosed as Annexure 'A'.

At the outset, Chairman welcomed all the officers. All the agenda items were discussed in detail and item wise deliberations/directions are as under:

Agenda item No. 1: - Review the status of court cases where speaking orders are to be passed in compliance with directions of different courts.

The Chairman instructed that the following three main issues relating to court cases needs to be constantly monitored: -

- i. Filing of replies in time.
- ii. Where directions have been passed by the Hon'ble Courts but compliance not being done.
- iii. COCP cases.
- iv. Where time limit has expired needful be done before the next meeting otherwise concerned officer/official will be held personally responsible.

DA HUDA explained about the individual cases as per the agenda.

Faridabad Zone

- i) HUDA Cases - EO HUDA, Faridabad informed that speaking orders shall be passed by him (where not passed till date) shortly. EO further informed that the cases regarding CWP No.21013/2016 and 23428/2016 have been / are being sent to HQ. Chairman directed DA HUDA to follow up the matter. Chairman further directed EO to pass the speaking orders in the remaining cases at the earliest. EO was further instructed to update the status on CCTNS.
- ii) LAC Cases - Chairman directed LAO Faridabad to take immediate necessary action on all the pending LAC cases.

Gurgaon Zone

- i) EO-I Gurgaon explained about the status of HUDA cases. Chairman directed EO to take necessary action on the pending cases at the earliest.
- ii) EO-II Gurgaon explained about the status of HUDA cases. Chairman directed EO to take necessary action on the pending cases (especially the old ones) at the earliest. EO was further instructed to update the status on CCTNS.
- iii) **Chairman instructed DA HUDA to prepare a list of pending cases relating to EO-II Gurgaon and submit status within 7 days and these cases (37 HUDA matter) will be reviewed at HQ so that these are resolved before the next meeting.**
- iv) EO Rewari explained about the status of HUDA cases. Chairman directed EO to take necessary action on the pending cases at the earliest. EO was further instructed to update the status on CCTNS.
- v) Administrator Gurgaon informed the status of LAC matters and further informed that the balance cases were being finalized. Chairman instructed Administrator (G) to take early action in the pending cases and updation be also done regularly.

Panchkula Zone

Administrator Panchkula / concerned EO (except EO Ambala) explained about the status of pending cases.

- i) Ambala – CWP No.13457/1989 – CCF HUDA informed that orders in similar cases have already been passed and available on website of HUDA. EO Ambala to take necessary action in this case as per the similar orders.
- ii) Karnal – (a) SLP No.27476/2012 & CWP No.22724/2014 – EO Karnal informed that no representation has been received from the petitioners so far. Chairman directed EO to call the applicants and decide the matter at the earliest.
(b) CWP No.3995/2017 & CWP No.10761/2017 – EO Karnal informed that the matter has already been referred to Urban Branch (HQ) in both the cases.
- iii) Chairman directed Administrator Panchkula / concerned EOs to take necessary action on the pending cases at the earliest.

(Action to be Taken by: - Administrator (HQ) / FBD / GGN / PKL / District Attorney(HQ) / All Estate Officers / All LAOs)

Agenda Item No.2: - Review the status of COCPs

Faridabad Zone

DA HUDA informed that COCPs related to LAC cases have been complied with. Further, in the COCPs relating to allotment of alternate plots action has been taken except regarding COCP No.2078/2017 (at Sr. No.29). Chairman directed EO Faridabad to take immediate necessary action in the matter.

Gurgaon Zone

DA HUDA informed that 42 No. COCP cases have been complied with and 16 cases (EOI-4, EOII-7, EO(R)-5) were yet to be complied with. EO-I / II Gurgaon and EO Rewari explained about the status of pending cases relating to their office.

Chairman directed Administrator Gurgaon / all EOs of Gurgaon Zone to take quick action on all the pending cases. Further, DA HUDA was directed to put up the cases, in which case the next date falls during December 2017, for review in next week.

Panchkula Zone

DA HUDA informed that out of 22 No. COCP cases, reply has been filed in 16 No. cases and 6 No. were pending (EO Karnal - 2, EO Kaithal - 1, EO PKL - 3). Chairman directed Administrator Panchkula / concerned EOs of Panchkula Zone to take quick action on all the pending cases.

In addition to above, the Chairman issued directions regarding the following cases: -

1. Court case of Dharam Singh Yadav

Administrator (HQ) pointed out that the Administrators / Estate Officers were yet to send the information regarding the reply to the show cause notices issued (by respective EOs) to the defaulters. Chairman directed the Administrators / EOs to take urgent action on the show cause notices issued and **send consolidated report by 01.12.2017.**

2. Court case of HUDA Gymkhana Clubs

Chairman pointed out that the committee under the Ch'ship of concerned Deputy Commissioner, Zonal Administrator as Vice Chairman and concerned EO as Member Secretary has been informed to submit report in the matter to the Nodal Officer-cum-Administrator HUDA Panchkula. The Estate Officers were directed to discuss the matter with concerned Deputy Commissioners since office orders in this regard have already been sent by HQ vide Endst. No.DA/ADA-Y/2017/220154 dated 21.11.2017 and the next date of hearing in this matter is 29.11.2017.

(Action to be Taken by: - Administrator(HQ)/FBD/GGN/PKL/District Attorney(HQ)/ All Estate Officers / LAOs)

Agenda Item No.3: - Status of pending payment of Enhancement Compensation based on Hon'ble Supreme Court orders.

Agenda Item No.4: - Status of pending payment of original awards wherein notification U/S 6 has been issued before 01.01.2014.

CCF HUDA informed that the requisition is to be sent by the respective Administrators / EOs / LAOs after properly verifying the data.

CCF HUDA further informed about the proforma (in Excel sheet) prepared for releasing original awards / enhancement payments by respective LAOs as per the Hon'ble Supreme Court / High Court / Lower Court orders.

Presentation by IndusInd Bank

- i) A presentation regarding the software prepared by the IndusInd Bank was given by the Bank officials.
- ii) CCF informed that firstly the enhancement data will be uploaded by the Bank for Gurgaon, Faridabad and Panchkula Zones and the Bank officials will be visiting respective LAO offices from 28.11.2017 for getting requisite details.
- iii) Chairman directed all the Administrators / EOs / LAOs to ensure that the required data is uploaded within next 10 days and CCF will coordinate with respective LAOs.

(Action to be Taken by:- Administrators / CCF / EOs / LAOs)

Agenda item No.5:- Status of Installment Recovery Notices to the allottees.

Respective Estate Officers explained about the installment recovery notices being sent by their office to the defaulters. Chairman pointed out that the performance of all the Urban Estates was not satisfactory and more & sincere efforts were required from the concerned EOs for recovery of large outstanding amount.

The Chairman further directed as under: -

- I) More recovery notices should be sent.
- II) Notices under various sections 17(1) / 17(2) / 17(3) / 17(4) should be sent proportionally.
- III) Responsibilities of defaulting officers / officials for non recovery of outstanding amount should be fixed.
- IV) **For the next meeting, EOs to send month wise recovery details.**
- V) **GM (IT) to prepare the data from PPM indicating the total recoverable amount (head wise) and the month wise outstanding amount recovered which will be discussed in the next review meeting.**

(Action to be Taken by: - Administrators/CCF/GM(IT)/Estate Officers)

Agenda Item No.6: - Status of Sector wise enhancement notices generated through PPM.

CCF, HUDA informed that complete data is to be supplied by respective Administrators / Estate Officers for which they have already been instructed to take necessary action at the earliest.

Chairman directed Administrators / EOs to issue the remaining notices at the earliest. Further, CCF was instructed to follow up with all the Administrators / EOs and put up the final figure at an early date.

(Action to be Taken by: - Administrators / CCF / Estate Officers)

Agenda item No.7:- Review the Status of e-auction schedule.

Administrator (HQ) informed that the schedule of auction earlier received from respective Administrators was not correct and they have already been communicated to send the amended scheduled.

The Chairman enquired about the last auction results of commercial sites.

EO Faridabad informed that in 1 case a single bid was received which was hence rejected. EO was directed to put up the plot in the next auction again.

EO-II Gurgaon informed that 3 Nursing Home sites were auctioned in the last auction.

Administrator Panchkula informed that the scope for sale of commercial sites was only at Panchkula Urban Estate for which necessary action was being taken by EO Panchkula.

Chairman directed as under: -

- i) Administrators to prepare clear schedule of commercial plots for future auctions in one go and send to HQ at the earliest.
- ii) Administrators / EOs to do more exercise so that maximum number of commercial sites could be auctioned.
- iii) Administrator (HQ) to follow up with all the Administrators for consolidation of the information so that the combined advertisement could be published at the earliest.

(Action to be Taken by: - Administrator (HQ)/FBD/GGN/PKL/Estate Officers)

Agenda item No.8:- Review the Status of PPM Data

The Chairman observed that the overdue figures in case of EO Faridabad and EO-II Gurgaon were very high. Further, the pendency of cases was not tolerable since the data was reviewed at the level of Hon'ble Chief Minister. The performance of EO Panchkula was appreciated for maintaining the overdue figure in single digit.

The Chairman directed as under:-

- i) Administrators should ensure that pendency is brought down to Zero.
- ii) More efforts were required at the level of concerned EOs for bringing the overdue figures to NIL.
- iii) The EOs should regularly monitor the pending cases in their office and immediate necessary action should be taken regarding the cases lying pending with the concerned officials in the estate office.

iv) **Digitization of files: -**

(a) GM (IT) informed that the work at Faridabad was yet to start. Chairman directed EO Faridabad to do needful immediately and get the estimate for furniture approved from Administrator Faridabad at the earliest.

(b) The representative of the agency (allotted the work of digitization) informed that they were handling 15000 pages daily. Chairman directed that vendor should increase the capacity of digitization and work quickly to complete the job at the earliest.

(c) Chairman directed all EOs to get completed the pending digitization work quickly.

v) **Online building plan approval**

Sh. J.S. Beniwal, SDE (Survey) o/o Estate Officer, HUDA, Panchkula will be the nodal Officer for all updation required in the Online Approval of Building Plans System as per the new Haryana Building Code 2017, after taking inputs from All SDE's/ JE's involved in the Building Plan Approval System.

All EOs were directed to view the module of online building plan approval for which the training schedule for the concerned SDEs / JEs has been formulated by the IT

Cell (HQ) during the next week. Further, all SDEs (Survey) to send their objections regarding online building plan module at the earliest.

(Action to be Taken by: - Administrators/Estate Officers/G.M(IT)

Agenda item No.9:- Review of CM's Announcements

All the C.M announcements (in progress/pending) were discussed in detail and following instructions were issued by the Chairman: -

- i) It should be ensured that the announcement in progress should be completed within the stipulated time period.
- ii) **Establishment of HUDA sector in Hodal (Ann. No.15186): -**
CTP HUDA informed that the report regarding uploading of land requirement on e-bhoomi portal was awaited from Administrator / EO Faridabad. Chairman directed EO Faridabad to do the needful at the earliest. The EO, Fbd may consult EO Jind, who has done similar uploading earlier regarding Transport Nagar at Jind.
- iii) **Construction of Auto Market on 2 acre of land at Shahbad (Ann. No.12607): -**
- iv) **One new sector of HUDA to be developed at Shahbad (Ann. No.12616): -**
EO Kurukshetra informed that the report in both the above cases was pending with DC Kurukshetra. Chairman directed EO to pursue the cases with DC for early report in the matter.
- v) **Construction of 45M wide road behind Sector-8 & 9 Karnal (Ann. No.10748):-**
CE-II informed that the case for change of land between Forest Deptt. and HUDA has already been sent by Administrator Panchkula to Urban Branch (HQ).
- vi) **A plot of 500 sq. yard in Panchkula for construction of Dharamshala will be given by applying the Society (Akhil Bhartiya Baba Sain Sabha) (Ann. No.18489): -**
Administrator (HQ) informed that the report in the matter has been sought from Administrator Panchkula.
- vii) **Sector-26-27 Chowk Panchkula be named as Sant Kabir Chowk (Ann. No.19806): -**
- viii) **Allotment of Rehri Market Sector-19, Panchkula (Ann. No.19807): -**
Chairman directed EO Panchkula to send necessary report regarding both the above announcement to HQ at the earliest.
- ix) **Rehabilitation of Rajiv Colony, Indira Colony etc. at Panchkula (Ann. No.19813): -**
Chairman directed CE-II / CTP HUDA to take necessary action in the matter at the earliest.
- x) **Allotment of land for Bar Office Karnal (Ann. No. 20096):-**
Chairman directed EO Karnal to send requisite report in the matter to HQ at the earliest.

(Action to be Taken by: - Administrator (HQ) / CTP / CE-I & II / All Administrators / Estate Officers)

Agenda item No.10:- Review of Major Projects.

The agenda item could not be discussed due to paucity of time.

Agenda Item No.11 Status of recovery of water and sewerage charges.

Chairman observed that not much effort was being made by the field EEs / SDEs to recover the pending water and sewerage charges. Some of the EEs / SDEs explained that

they were facing problems in recovering the pending amount from the flats in Group Housing Societies due to the charges fixed as per the latest instructions.

The following directions were issued: -

- i) CE-I & CE-II to review and finalize the water and sewer charges for flat owners and put up proposal to CA, HUDA at the earliest.
- ii) More efforts be made by EEs / SDEs to recover the pending charges quickly and the same will be reviewed in the next meeting.
- iii) SDEs should check the dashboard daily and take suitable action timely.
- iv) After due date regular notices be issued.
- v) Connection should be disconnected after the due date.

(Action to be Taken by:- CE-I & II/ All SEs/XENs / SDEs)

Agenda Item No.12 Implementation of Haryana Building Code

CTP HUDA explained that the list provided in the agenda indicating many sectors under Faridabad / Gurgaon / Panchkula Zone, where zoning data was yet to be finalized, was not correct as only few sectors were left without finalizing of zoning data at various Urban Estates.

Chairman directed the GM (IT) to get the data corrected. Further, Administrators / EOs were instructed to get the pending zoning data uploaded at the earliest for online approval of building plans.

(Action to be Taken by:- Administrators / EOs/GM(IT))

Agenda Item No.13 Status of Harpath Portal

Chief Engineer-I / II explained regarding the status of Harpath portal. Under Faridabad Zone against 17 grievances received, 04 grievances were pending. Under Gurgaon and Panchkula Zones, no grievance was pending.

Chairman directed as under:-

- i) Portal should be checked daily by the concerned E.E. and grievances be attended with in specified time frame.
- ii) Repair of roads should be of good quality and photo of the site should be up loaded after the repair.
- iii) Complaint should not be closed on the pretext that the estimate has been prepared/under process. Instead, road should be made motor -able by patchwork and then remarks regarding estimate, if required be given.

(Action to be Taken by:- CE-I / II/All S.E/E.E.s)

Agenda Item No.14 Status of CM Window

The Chairman pointed out that large number of grievances were overdue in case of EO Faridabad / EO-I GGN / EO-II GGN / EO Rewari / EO Ambala / EO Kaithal / EO Karnal / EO Kurukshetra / LAO Panchkula. Further, the concerned Administrators / Estate Officers were informed about the directions given by APSCM during the review meeting of selected head of departments held on 24.11.2017 (at 11:00 AM) prior to this meeting.

Chairman issued the following instructions: -

- i) Zonal Administrators to personally review the performance of their zone / subordinate offices every day.
- ii) All Administrators / EOs to make more efforts to get reduced the overdue %age to 4%.
- iii) Zonal Administrators to ensure that old overdue cases of 2015 are finalized within next 10 days by effective persuasion with all the concerned.

iv) Overdue cases of 2016 should also be reduced considerably.

(Action to be Taken by: - All Administrators / All EOs/ LAOs)

Agenda Item No.15 Status of encroachment on HUDA land

The agenda item could not be discussed due to paucity of time.

Agenda Item No.16 Status of Metro Project

The status of the Metro project under implementation i.e. Ballabhgarh Metro (Being executed by DMRC) was noted.

(Action to be Taken by: - Administrator Faridabad / HMRTC)

Additional items: - The following items were also discussed.

1. CM references / Important references.

Administrator (HQ) informed that reply in case of CM references / other important issues received from the Govt. was awaited from respective Administrators. The list of such references was handed over to all the Estate Officers during the meeting.

Chairman directed all the Administrators / EOs to send requisite reports / replies at the earliest. Further, all were informed that in the next review meeting the agenda for such references will also be discussed as per the list provided by Administrator (HQ).

(Action to be taken by: - Administrator (HQ) / Fbd / GGN / PKL / All EOs)

2. Provision of suites at Gymkhana Clubs

Chief Architect HUDA informed that 4 no. suites were being provided in the Country Club Building (in Health Club block) Sector-56, Gurgaon. It was decided to provide these suites in the Gymkhana Club (Health Club block) at MDC, Panchkula. Also, it was decided to provide suites in Club Building at Ambala where construction of Club is to be started soon. Further, executive committee of existing Gymkhana Clubs at various places shall send demand regarding provision of suites i.e. whether these are required at particular places or not.

(Action to be taken by: - All Administrators/CE-I&II/Chief Architect /EOs)

Meeting ended with a vote of thanks to the Chair and the participants.