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Through:- e-mail Only

From

The Chief Administrator,
HUDA, Panchkula.

To

1. The Administrator, HUDA, Faridabad, Gurugram.
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.
6. The Estate Officer, Faridabad, Gurugram-I & II, Rewari,
7. All the Executive Engineer, Faridabad, Gurugram Zone
8. The Land Acquisition Officer, Gurugram and Panchkula.

Memo No.Dy.ESA(HUDA)/A.R.O/2018/SPL-1

Dated:-13.2.2018

30017
15/2/18

Subject:- Proceedings of the Review Meeting of Faridabad, Gurgaon Zones held at Panchkula on 09.02.2018 at 11:00 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 Zones held at Panchkula on 09.02.2018 at 11:00 A.M. under the Chairmanship of Sh. J. Ganesan IAS, Chief Administrator, HUDA, Panchkula 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

CC/-

PA/CA for the kind information of Worthy Chief Administrator, HUDA, Panchkula.

Proceedings of the Review Meeting of Faridabad and Gurgaon Zones held at Gurugram on 09.02.2018 at 11:00 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 of Major Projects.

Chief Engineer-I explained about the status of the Major projects. Main issues were discussed as under: -

Faridabad Zone

- i) **Construction of master roads, master sewerage, master water supply in Sectors-75 to 89 Faridabad.**
SE Faridabad informed that the work could not be completed due to various CWP's and possession held up due to protest by farmers regarding land rates etc. Administrator Faridabad informed that 2 cases for allotment of plots under R & R policy have already been sent to HQ.
The Chairman instructed as under: -
 - a) Administrator HQ to get the R & R cases processed at the earliest.
 - b) Administrator Faridabad to put up letter to be written to the DC, Faridabad / Police Department for taking over possession of the land from the protesting farmers.
 - c) LAO Faridabad to process the case for purchase of land from farmers for construction of master road on the eastern side of Sector-84 (near village Kheri) Faridabad and send through Administrator within 7 days. Also, the case for purchase of land (1 acre) on Sector-75/76 dividing road and 18Mtr. wide strip to STP at Badshahpur from 75Mtr. wide peripheral road be submitted at the earliest. Regarding CWP No.1851/2016 of Sh. Ram Lal and CWP No.1764/2016 of Sh. Sukh Pal Singh (both stand disposed of) negotiation be done with the land owner / farmer for purchase of land.
- ii) **Development of internal roads in Sector-77 and 78 Faridabad.**
EE-III Faridabad informed that 60% work was completed and the balance was held up due to non handing of possession by the farmers who were on protest for the last several months regarding payment of enhanced amount.
Chairman directed Administrator Faridabad to send report of such pockets for release of enhanced amount.
- iii) **Construction of HUDA office building Sector-12, Palwal.**
CE-I informed that the revised estimate for the said work has been submitted to CCF, HUDA for which approval is awaited.
Chairman directed CCF to put up the estimate for approval.
- iv) **Construction of sports complex in sector-31, Faridabad (CM Ann. No.12446)**
After discussion it was decided that a private architect may be engaged for the said project for which Administrator FBD/ Chief Architect HUDA may take necessary action.

Gurugram Zone

- i) **Providing distribution mains for recycle water from Sector-58 to 80 Gurugram. Providing distribution mains for recycle water from Sector-81 to 115 (Zone- VII & VIII), Gurugram.**
EE-II Gurugram informed that the work for clear available portion shall be completed by 31.03.2018. Further, the work was held up due to the following reasons: -
 - a) 1.06 KM length was affected due to various disposed of CWP's for which possession was yet to be given by EO-I Gurugram.
 - b) 2.13 KM length was affected due to change of alignment / non receipt of permission from Railways near ROB.
Chairman directed Administrator Gurugram to get the bottlenecks cleared by taking up the matter with the concerned authorities / office.
- ii) **Internal development of Sector-57 Part-I & II, Gurugram.**
CE-I informed that the work on clear available land had already been completed and for the balance pockets which have been cleared from encroachment / litigation the works will be taken up for which the validity of estimate is required to be extended, since the estimate for the work was approved in 08/2007.
Chairman instructed CE-I to send the case for extension of validity of the estimate and CCF HUDA to take further necessary action in the matter.
- iii) **Improvement of drainage system from Sohna road to 'F', D to F upto NH-8 across village Khandsa and upto Railway crossing No.61, Gurugram (Badshahpur Drain).**
SE-II Gurugram / EE-VI Gurugram explained about the progress of work and informed about the bottlenecks in the reach E-H (across Khandsa Village). EE-VI

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informed that in the reach F-F' (0-600 Mtr.) the possession for recently acquired land has not been got handed over by EO-I Gurugram to the Engineering department. Further, in the reach F'-H (600M to 1209M) the alignment has not been finalized (out of the 2 options) till now. Chairman directed Administrator Gurugram to take early action so that the works are completed before the onset of rains and Sh. Nadeem Akhtar (Adv. Plg. HMRTC) may also be associated for the same. Administrator assured that necessary action will be taken by the next week (by 15.02.2018).

General

The works in progress at Gurugram shall be completed by HUDA and no new major works be taken up, which shall be executed by GMDA.

(Action to be Taken by: - CCF / Administrator HQ / GGM / FBD / CE-I / Chief Architect / SE FBD / SE GGM-I & II / EO-I & II GGM / EO FBD / LAO FBD / GGM)

Agenda item No. 2: - 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. For replies to be filed by the Administrators / Estate Officers, only the reply should be sent to HQ (instead of complete writ petition and other papers) for approval. Moreover, replies should be drafted in a proper way.
 - 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) **LAC Cases** - Administrator Faridabad informed that in most of the cases speaking orders have been passed and for the remaining needful will be done shortly. Administrator further informed that the cases regarding CWP No.1575/1992 and 19882/2016 have been sent to HQ.

Chairman directed DA HUDA to process all the cases received at HQ and follow up regarding the remaining cases.

Chairman further directed Administrator Faridabad / LAO Faridabad to take immediate necessary action on all the pending cases.

- ii) **HUDA Cases** - Administrator, Faridabad informed that in CWP Nos.14407/2016, 17931/2016 and 16844/2016 the draw held has been stayed by the Hon'ble High Court.

DA HUDA was directed to discuss all such cases with the Chairman.

Chairman further directed Administrator / EO Faridabad to pass the speaking orders in the remaining cases at the earliest. EO was further instructed to update the status on CCTNS.

Gurugram Zone

- i) EO-I Gurugram 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.

- ii) EO-II Gurugram 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) EO Rewari explained about the status of HUDA cases and informed that the defense quota plot cases have already been sent to HQ. Chairman directed DA HUDA to process such cases at the earliest. Further, EO was directed to take necessary action on the pending cases at the earliest and to update the status on CCTNS.

Administrator Gurugram was instructed to send the JSIC reports of all the LAC cases (Sr. No.29 to 40 of the agenda) at the earliest.

- iv) Administrator Gurugram informed the status of LAC / Oustees matters and further informed that the balance cases were being finalized and for 13 cases report will be sent to HQ within 7 days. Chairman instructed Administrator (G) / LAO to take early action in the pending cases and updation be also done regularly.

Chairman instructed Administrator HQ / DA HUDA to process the HUDA matters received at HQ at the earliest.

DA HUDA was further directed to issue clear cut directions from HQ regarding the oustees cases.

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

Agenda Item No.3: - Review the status of COCPs

Faridabad Zone

DA HUDA informed that out of 32 COCPs, 27 cases have been complied with and 5 are remaining. Administrator Faridabad was informed that in case of COCP No.2078/2017 (at Sr. No.27) the consolidated case for alternate plots has already been sent to HQ on 05.02.2018. Chairman directed EO Faridabad to pass speaking orders in the remaining cases at the earliest.

Gurugram Zone

DA HUDA informed that 27 No. COCP cases (EOI-6, EOII-11, EO(R)-10) were yet to be complied with. EO-I / II Gurugram and EO Rewari explained about the status of pending cases relating to their office.

Chairman directed Administrator Gurugram / all EOs of Gurugram Zone to take quick action on all the pending cases. Further, DA HUDA was directed to process all the cases which have been received at HQ at the earliest.

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

Agenda Item No.4: - Status of pending payment of Enhancement Compensation based on Hon'ble Supreme Court orders.

CCF HUDA explained about the present status as per the agenda.

Administrator Gurugram informed that out of total 1133 cases (as per Supreme Court directions), details of 442 cases have been uploaded on the portal and work relating to the balance cases is in progress.

Chairman directed Administrator Faridabad / Gurugram to get the enhance compensation data uploaded on the Indusind Bank Web portal and all the payments should be made through this portal only.

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

Agenda Item No.5: - Status of pending payment of original awards wherein notification U/S 6 has been issued before 01.01.2014.

CCF HUDA explained that HUDA has issued instructions No.50 (also available on HUDA website), wherein it was intimated that to simplify the procedure, the practice of opening original award wise separate bank accounts for each award is discontinued. Now the payment of all original award shall be done from the Zone wise bank account opened and maintained with the Indusind Bank. The payment shall be made in respect of following cases of original award only:-

- Where award has been announced before 01.01.2014.
- Where award has been announced after 01.01.2014 but section 6 notifications has been issued before 01.01.2014.
- Where award as well as Section 6 notification has been announced after 01.01.2014 but the land owner has not filed any litigation in the court for release of land or quashing of award on the ground that section 6 notification has been announced after 01.01.2014 (As Hon'ble High Court order dated 05.09.2017 in CWP No.3281 of 2014 (O&M) titled as Vikram Tuli Vs. State of Haryana & others has held that acquisitions shall lapse only qua the petitioners only).

Chairman directed Administrator Faridabad / Gurugram / respective LAOs to take early action regarding payment of original awards for which data has been completed and the remaining award amount should be got uploaded at the earliest.

Administrator Faridabad informed that for the original awards, payment of Rs.189.00 Crore was due but the detail of claimants was not available. Chairman directed Administrator Faridabad to send such details and discuss the matter by 12.02.2018.

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

Agenda item No.6:- Status of Installment Recovery Notices to the allottees.

The Chairman observed that the data of PPM relating to the amount recovered from 01.04.2017 to 05.02.2018 was presented in the Agenda whereas the data from the date of previous meeting upto / near to the date of present meeting was required to know the efforts made in recovery of the installments by the concerned Estate Officer.

EO I/II Ggm informed that around Rs. 20 crores & Rs. 343 crores respectively have been recovered by their office since the last meeting.

EO Rewari informed that around Rs. 26 crores have been recovered by their office since the last meeting.

EO Faridabad informed that around Rs. 11 crores have been recovered by their office since the last meeting.

The Chairman directed as under: -

I) More recovery notices should be sent.

II) **For the next meeting, EOs to send month wise recovery details (from the date of last meeting).**

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- III) **GM (IT) to prepare the data from PPM indicating the total recovery amount (head wise) and the month wise outstanding amount recovered (from the date of last meeting) will be discussed in the next review meeting.** on 09.02.2018
Administrator, HUD

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

Agenda Item No.7: - Status of Sector wise enhancement notices generated through PPM.

EO Faridabad informed that in case of sectors mentioned in the agenda item nearly complete notices have been generated. However, the data relating to Sector-59 (Industrial) Faridabad is not available as the same has not been uploaded in the system. CCF HUDA instructed EO Faridabad to get the data of Sector-59 uploaded in the system. All the EOs (Faridabad / Gurugram Zone) were directed to check the calculations of each sector uploaded on the website of HUDA.

Chairman directed as under: -

- i) Administrator / EOs to get the balance work done at the earliest.
- ii) EOs to check the variation in number of plots and the notices generated.

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

Agenda item No.8:- Review the Status of e-auction schedule.

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

EO Faridabad informed that on 17.01.2018 and 07.02.2018 - 35 and 29 sites respectively were put for auction but none of the site got auctioned.

EO-I Gurugram informed that auction for sites amounting to Rs.3.00 crores was done in the last auction.

EO-II Gurugram informed that auction for sites amounting to Rs.6.00 crores was done in the last auction.

EO Rewari informed that no site could be auctioned in the last auction and the case for reduction of auction price has been sent to the Administrator Gurugram.

Chairman directed as under: -

- i) All Estate Officers to update the list of total commercial sites, sites under disputes and clear available vacant sites and send the same to HQ at the earliest.
 - ii) CTP HUDA to prepare details of commercial sites to be put for auction based upon the information received from the EOs.
- Further, Chairman apprised that the instruction regarding auction of residential plots would be issued by HQ shortly.

(Action to be Taken by: - Administrator (HQ)/FBD/GGM/CTP/Estate Officers)

Agenda item No.9:- Review the Status of PPM Data

The Chairman observed that the overdue figure in case of EO Faridabad was very high. EO Faridabad informed that he had assumed the charge of EO on 08.02.2018 (Post of EO FBD was vacant) and necessary action to clear the pendency was being taken. The work of EO-I /II Gurugram and EO Rewari was appreciated by the Chairman.

The Chairman directed as under:-

- i) Administrators / EOs should regularly monitor to ensure that pendency remains near Zero.
- ii) EO Faridabad to issue instructions to the staff to clear pending files within 1 week otherwise disciplinary action may be taken against the defaulter(s).
- 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: -**

Administrator Faridabad informed that till date 300 files had been digitized and balance will be got done in a time bound manner.

EO-I Gurugram informed that the work of digitization of residential files has been completed and the work of digitization of maps was taking time which will be completed in a time bound manner.

Chairman issued the following directions: -

- a) GM (IT) to monitor the process of digitization of files going on in various Estate Offices and ensure that the agency completes the assigned quantum of work at the earliest.
- b) EO-I/II Gurugram to get the pending digitization work of residential files completed by 20.02.2018.
- c) EO Rewari / Faridabad to get the balance files digitized at the earliest.
- d) The files which have been scanned should be kept separately in compactors.

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

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Agenda item No.10:-

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 to put up the file for declaring the announcement as non-feasible.

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

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. EE Gurugram informed that an amount of Rs.11.00 crores has been received from MCG. Further, MCG has intimated that around Rs.4.00 crores will be given by PHED. Some of the EEs / SDEs explained that some residents were coming with the complaints that they had received bill for the previous pending amount also in spite of depositing the previous bill. The data of dashboard was shown live (by the IT Cell (HQ) officials) as per which it was observed that the recovery during the month of December 2017 and January 2018 was Rs.13.82 crore (against billing of Rs.30.60 crore) and Rs.8.50 crore (against billing of Rs.37.00 crore).

The following directions were issued: -

- i) CE-I to review the pending amount figures with the field staff and apprise the Chairman by 15.02.2018.
- 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) Data of dashboard be included in the next review meeting (scheduled for 23.02.2018 for remaining zones).
- v) GM (IT) to ensure that bills are generated by 15th of the month and to give details of unbilled plots.
- vi) Administrator Faridabad / Gurugram to see that for major pending amount against Govt. departments the same may be adjusted against land / other payments which have to be made by HUDA to these departments.

(Action to be Taken by:- Administrator FBD/GGM/CE-I/GM(IT)/All SEs/XENs / SDEs)

Agenda Item No.12

Status of Harpath Portal

Chief Engineer-I explained regarding the status of Harpath portal. Under Faridabad Zone against 43 grievances received, 03 grievances were pending. Under Gurugram Zone against 25 grievances received, 02 grievances were pending. The EEs concerned informed that necessary action has been / being taken on the pending grievances on the portal.

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 / All S.E/E.E.s)

Agenda Item No.13

Status of CM Window

The Chairman pointed out that large number of grievances were overdue in case of EO Faridabad / EO-I GGM / EO-II GGM. 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 05.02.2018.

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 5%.
- 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 / 2017 should also be reduced considerably.
- v) High priority cases should be finalized within next 07 days.

The status for Gurugram zone will be reviewed through video conferencing on 15.02.2018, which will be attended by the Administrator alongwith the Estate Officers.

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

Agenda Item No.14**Status of Metro Project**

Advisor (Planning), HMRTC informed that there are no pending issues of Metro projects of Gurugram. As far as Faridabad is concerned, an amount of about Rs.47 crore was transferred to Estate Officer, Faridabad for further disbursement to the land owners whose land is required for the Metro project. However, no detail of disbursement of this amount has been provided to HMRTC.

After detailed deliberations, it was decided that Estate Officer, Faridabad shall forward the required status to HMRTC within 7 days.

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

Agenda Item No.15**Status of encroachment on HUDA land**

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

Additional agenda items: -**1. Court cases of alternate plots of Gurugram Zone**

DA HUDA explained about the pending court cases regarding allotment of alternate plots relating to Gurugram zone.

Chairman directed as under: -

- i) Intimation be sent to HQ regarding the original plots restored.
- ii) In all other cases proforma for alternate plots to be filled up and consolidated report to be sent by Administrator to HQ.
- iii) No case should be left out. In the event of any case being left out disciplinary action against the concerned official will be taken.
- iv) Administrator Gurugram / EO-I/II Gurugram / Rewari to submit the requisite information to the HQ at the earliest.

Administrator Gurugram to send consolidated proposal for all disputed cases by 15.02.2018.

(Action to be taken by: - Administrator (HQ) / GGM / DA / All EOs)

2. Transfer of Mandi Town Ships

Administrator HQ apprised about the process for transfer of Mandi Town Ships from HUDA to Urban Local Bodies department with all assets and liabilities for estate management as well as further maintenance purpose. Instruction in this regard, have been issued by HQ on 08.02.2018 and the main points are given below: -

- A committee of concerned Estate Officer, HUDA, concerned EO, Municipal Committee, representative of concerned Deputy Commissioner and concerned SDE of HUDA may be formed for a joint survey and making an inventory of property and development works etc. in each mandi township for the purpose of smooth handing over/taking over of possession.
- The above committee shall submit its report/inventory within two months (by 15.04.2018) so that formal approval of the State Government for transfer of mandi townships to ULB department can be sought thereafter.

(Action to be taken by: - Administrator (HQ) / Faridabad / Gurugram / All EOs)

3. Pending reference of Gurugram Zone

Administrator (HQ) explained about the pending reference of Gurugram zone. Chairman directed as under: -

- i) Administrator Gurugram / EO-I/II Gurugram / Rewari to update and submit the requisite information to the HQ by 16.02.2018.
- ii) Administrator (HQ) to process the cases sent by the field Administrators / EOs to the HQ (as informed in the meeting by the concerned)

(Action to be taken by: - Administrator (HQ) / GGM / All EOs)

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4. **Re-planning of Shopping areas**

Advisor (Planning), HMRTC informed that HUDA has already notified its TOD Policy on 14.12.2017. Therefore, there is a need to re-look and re-plan the layout plans of shopping centers falling under TOD Zone, so as to avail the benefits of the Policy. However, before the re-planning exercise is carried out, the details of clear vacant available sites in various shopping centers of Gurugram and Faridabad Zone are required.

After detailed deliberation, it was decided that the Estate Officer-I & II, Gurugram, Faridabad and Rewari shall send a detailed list of commercial sites carved out in various shopping centers, details of vacant available sites free from encumbrances (where development works stand completed, there is no litigation/encroachment and the sites can be put to auction immediately) to the Advisor (Planning), HMRTC within 7 days positively.

(Action to be taken by: - Administrator FBD/GGM / Adv. (Plg.) HMRTC / All EOs)

5. **Floataction programme of Gurugram Zone**

The Chairman pointed out that residential sector-9-A, 10 & 11 (Part), Mohindergarh were to be floated by 26.01.2018. However, it came to the notice that the RERA registration for the sectors has not been got done and in the absence the same, the sectors cannot be floated. There are issues of exemption of HSVP from the provisions of point No.4, 5, 6 & 7 of REP-II. A case has already been submitted to the Government for exemption from filing undertakings by HSVP on points No.4, 5, 6 & 7 of REP-II. As soon as the approval of Government is received, the sectors are to be floated immediately.

After detailed deliberation it was decided that Estate Officer, Rewari shall get the required formalities of registration with RERA completed on priority. After completing the formalities of RERA registration, the Estate Officer, Rewari shall circulate the details of procedure followed for RERA registration of residential sectors of Mohindergarh to all the Estate Officers.

(Action to be taken by: - Administrator GGM/Adv. (Plg.)HMRTC/EO Rewari)

6. **On-line approval of building plan**

The IT official of HUDA HQ explained about the revised time line for approval of on-line building plan (residential) issued on 05.02.2018 as per which 1 day each has been assigned to JE / SDE Survey / Estate Officer. Thereafter, the system installation status as per the agenda was discussed.

The Chairman pointed out that EO Faridabad, EO-I/II Gurugram had processed 40, 8, 20 cases respectively after due date and 10, 4, 5 were pending with the respective EOs. Also 1 proposal was pending with EO Rewari. EO-I/II Gurugram explained that the delay was due to the issue of digital signatures of architects which has been resolved now and the pending cases will be processed shortly. EO Faridabad informed that since he had joined on 08.02.2018 the pending cases will be processed shortly.

Chairman directed as under: -

- i) EOs should also operate the system themselves initially and personally monitor the approvals / pendency daily atleast for 1 week.
- ii) **Training programme.**
IT Cell HUDA HQ to fix a training programme again for the JEs during the next week.
- iii) IT Cell HQ to prepare dashboard for viewing the pendency by the EOs / concerned.

(Action to be taken by: - Administrator FBD / GGM / GM (IT) / All EOs)

7. **Status of on-line approval of services**

Chairman observed that lot of online applications were pending in case of EO Faridabad. EO Faridabad informed that since he had joined on 08.02.2018, the pendency would be cleared by next week. Chairman directed EO Faridabad to verify the pendency of mortgage application in respect of Plot No.465, Sector-30 Faridabad (Sr. No.36 of agenda item) which was pending with assistant since 05.02.2018.

Chairman apprised that fresh orders have been issued regarding cases received prior to the launch of online services which should be adhere to.

Further, the EOs were instructed that public should be propagated to apply online themselves instead of getting it through dealers etc.

(Action to be taken by: - Administrator FBD / GGM / GM (IT) / All EOs)

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Miscellaneous items

1. CE-I HUDA informed that there was acute shortage of SDEs / JE's under Gurugram & Faridabad Circles due to which the work was suffering and requested that Administrators may be authorized to engage the SDEs/JEs on contract basis. The Chairman okayed the proposal and instructed Administrator Gurugram/Faridabad to do the needful at the earliest.
(Action to be taken by: - Administrator FBD/GGM/CE-I/SE FBD/GGM-I/II)
2. LAO Faridabad informed that the travelling allowances totalling to around Rs.5.00 lacs were yet to be paid to the Patwaris under Faridabad Zone and requested for early release of payment from HUDA HQ for the same. The Chairman directed CCF to do the needful at the earliest.
(Action to be taken by: - CCF/Administrator FBD / GGM / LAO FBD)

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

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Through: - e-mail only

From

The Chief Administrator,
HSVP, Panchkula.

To

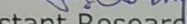
1. The Administrator(HQ), HSVP Panchkula.
2. The Administrator, HSVP, Rohtak, Hisar and Panchkula.
3. All the Head of Branch, HSVP, HQ, Panchkula.
4. The Advisor Planning(HMRTC), Panchkula.
5. The Superintending Engineer, HSVP, Rohtak, Hisar and Panchkula.
6. The Estate Officer, Rohtak, Sonipat, Bahadurgarh, Panipat, Hisar, Jind, Sirsa Bhiwani, Panchkula, Jagadhari, Kurukshetra, Kaithal, Ambala, Karnal.
7. All the Executive Engineer, Rohtak, Hisar and Panchkula Zone.
8. The Land Acquisition Officer, Hisar, Rohtak and Panchkula.

Memo No.Dy.ESA(HUDA)/A.R.O/2018/41863

Dated:- 5/3/18

Subject:- Proceedings of the Review Meeting of Hisar, Rohtak and Panchkula Zones held at Panchkula on 28.02.2018 at 11:00 A.M. under the Chairmanship of Sh. J. Ganesan IAS, Chief Administrator, HUDA.

Please find enclosed herewith Proceedings of the Review Meeting of Rohtak , Hisar and Panchkula Zones held at Gymkhana Club Sector-1 (MDC) Panchkula on 28.02.2018 at 11:00 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 within 7 days.


Assistant Research Officer,
for Chief Administrator, HUDA,
Panchkula

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Proceedings of the Review Meeting of Hisar, Rohtak and Panchkula Zones held at Panchkula on 28.02.2018 at 11:00 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 of Major Projects.

Chief Engineer-I & II explained about the status of the Major projects. Main issues were discussed as under: -

- i) **Providing external SWD scheme in Sector-1, 3, 4 & 5, 23, 24 & MGA, Hisar.**
Administrator Hisar informed that the case for transfer of land from HSAMB has already been referred to Urban Branch HQ. Chairman directed Administrator HQ to get the case processed at the earliest.
- ii) **Works affected by litigation / court cases**
CE-I informed that progress of some of the work was affected due to litigation / court cases. Chairman directed the Administrators to review all such cases at their level on weekly basis with concerned LAO / EO & Engineering Wing and get the issues sorted out. The report in this regard be also sent to HQ by the concerned Administrator every week.
- iii) All the Administrators were also directed to review the progress of works at their level regularly.

(Action to be Taken by: - Administrator HQ / Hisar/ Rohtak / Panchkula / CE-I & II / All SEs / All EOs / LAOs under Rohtak, Hisar, Panchkula Zone)

Agenda item No. 2: - 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. For replies to be filed by the Administrators / Estate Officers, only the reply should be sent to HQ (instead of complete writ petition and other papers) for approval. Moreover, replies should be drafted in a proper way.
 - 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.

Hisar Zone

- i) **LAC Cases** - Administrator Hisar informed that in all the 23 cases (as per agenda) report has been already been sent to PSTCP / CA HUDA / ADUE and no report was pending. Chairman directed DA HUDA to process the cases received at HQ and follow up regarding the remaining cases with concerned office.

Rohtak Zone

DA HUDA informed that there were 5 HUDA cases where action was to be taken by the concerned Estate Offices.

- i) EO Rohtak informed that in 2 cases clarification has been sought from CCF HUDA.
- ii) EO Sonapat informed that speaking orders have already been passed in 1 case.
- iii) EO Panipat informed that speaking orders have already been passed in 2 cases.

Panchkula Zone

DA HUDA informed that there were 13 HUDA cases where action was to be taken by the concerned Estate Offices.

- i) **CWP No.26760 of 2016 (PKL)** - EO Panchkula informed that the speaking orders will be passed shortly after rates are enter in the system. **CCF / GMIT** were directed to do the needful at the earliest.
- ii) **SLP No.30760 of 2012 (PKL)** - EO Panchkula informed that matter is to be referred to Legal Cell HQ to examine the submission made by the counsel a meeting the claim of petitioner. Chairman directed DA to examine the case.
- iii) **CWP No.13457 of 1989 (Ambala)** - Chairman directed **EO Ambala** to check the status of the case and update at the earliest.
- iv) **CWP No.10288 of 2013 (Kaithal) & SLP No.27476 of 2012 (Karnal)** - Administrator Panchkula informed that necessary action was being taken in both the cases.
- v) **CWP No.27397 of 2016 (KKR)** - EO Kurukshetra informed that the matter was referred to CCF as the issue related to charging of EDC.

Chairman instructed Administrator HQ / DA HUDA to process the HUDA matters received at HQ at the earliest.

Administrator HQ / DA HUDA were further directed to issue clear cut directions from HQ regarding the oustees cases.

(Action to be Taken by: - Administrator (HQ) / Hisar / Rohtak / Panchkula / District Attorney(HQ) / All Estate Officers / All LAOs)

Agenda Item No.3: - Review the status of COCPs

I) Hisar Zone - DA HUDA informed that compliance was yet to be done in case of 4 LAC cases and 1 HUDA matter (as per the agenda) by the Administrator / EO / LAO. Chairman directed **Administrator Hisar to take necessary action in the pending cases** at the earliest. **DA HUDA was directed to check / process the report received from the Administrator w.r.t. COCP No.3297/2017.**

II) Rohtak Zone - DA HUDA informed that compliance was yet to be done in case of 12 HUDA matters, 1 LAC case, 25 oustees cases & 1 ULB case.

a) Sonapat - EO Sonapat informed that: -

- i) COCP No.1523/2016 - Reply filed
- ii) COCP No.2253/2016 - Matter referred to Urban Branch HQ for advice
- iii) COCP No.1982/2017 - Speaking orders issued

Chairman directed Administrator HQ / DA HUDA to process the cases received at HQ.

b) Rohtak - Administrator Rohtak informed that: -

- i) COCP No.2847/2016 - Case sent to HQ
- ii) COCP No.3376/2017 - Case sent to CCF for re-calculation

Chairman directed Administrator HQ / DA HUDA to process the cases received at HQ.

c) Bahadurgarh

- i) COCP No.290/2008 - EO informed that the reply shall be filed within the due date i.e. 30.05.2018.

d) Panipat - EO Panipat informed that most of the cases related to oustees quota for which necessary action was being taken by their office / HQ.

- i) COCP No.688/2013 - Chairman directed DA HUDA to discuss the case.
- ii) CM No.6392 - CII/2017 - Comments sent to DA HUDA
- iii) CM No.6393 - CII/2017 - Comments sent to DA HUDA

Chairman directed DA HUDA to process the cases received at HQ.

III) Panchkula Zone -

a) Karnal

- i) COCP No.456/2016 - Chairman directed EO to get the date of draw fixed at the earliest.

b) Kaithal

- i) COCP No.1372/2017 - EO informed that reply was being filed in the oustees matter.

c) Panchkula

- i) COCP No.2400/2017 - EO informed that the comments have already been supplied to the HQ.

- ii) COCP No.3380/2017 - EO informed that the decision was pending with CCF.

d) Kurukshetra

- i) COCP No.3648/2017 - EO informed that reply / report has being sent to CCF.

Chairman directed CCF/ DA HUDA to process the cases received at HQ at the earliest. Administrator HQ / DA HUDA were further directed to issue clear cut directions from HQ regarding the oustees cases. Chairman further directed Administrator Hisar / Rohtak/ Panchkula / all EOs / All LAOs to take quick action on all the pending cases.

(Action to be Taken by: - CCF/Administrator(HQ)/HSR/RTK/PKL/District Attorney(HQ)/ All Estate Officers / All LAOs)

Agenda Item No.4: - Status of pending payment of Enhancement Compensation based on Hon'ble Supreme Court orders.

Agenda Item No.5: - Status of pending payment of original awards wherein notification U/S 6 has been issued before 01.01.2014.

CCF HUDA explained about the present status as per the agenda and further informed that instructions for uploading the enhanced compensation and payments of original awards on Indusind Bank Web Portal have already been issued to all Administrators / LAOs but the complete data was yet to be uploaded. As per the **directions issued by HQ the details of original awards and enhancements awarded by Hon'ble Supreme Court are to be uploaded initially and payments are to be made through Indusind Bank only.**

Presentation by Indusind Bank

- i) A presentation regarding the software prepared by the Indusind Bank was given by the Bank officials for uploading the data by respective LAOs.
- ii) The bank officials are organizing training for concerned staff of LAOs for issues in uploading of the files.

Chairman directed as under: -

- i) All Administrators to review original award payment of Supreme Court.

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- ii) In case Supreme Court award payment work is completed, Administrators should refer the matter HQ for releasing payment related to High Court.
 - iii) Responsibility regarding correctness of uploaded data lies with the concerned Administrator / LAO.
 - iv) Administrators / LAOs to check the execution petitions w.r.t. enhancement petitions from High Court and the details should be sent on the proforma (circulated by CCF) by 05.03.2018 positively.

(Action to be Taken by:- CCF / Administrators HSR/RTK/PKL/ All LAOs)

Agenda item No.6:-

Status of Installment Recovery Notices to the allottees.

I) Hisar Zone

The Chairman observed that the recovery of installment amount since the date of last meeting i.e. 06.11.2017 upto 19.02.2018 (as per the PPM data in the agenda) was not satisfactory in case of EO Bhiwani and EO Sirsa. The EOs informed that notices were being sent regularly for recovery of the dues.

Chairman further pointed out that the figures of the amount due in case of extension fees were exorbitant in case of Hisar, Jind & Sirsa. The EOs present informed that there was issue regarding date of issue of OC in the PPM (where date is not entered) due to which the large amount is shown due.

II) Rohtak Zone

The Chairman observed that the recovery of installment amount since the date of last meeting i.e. 06.11.2017 upto 19.02.2018 (as per the PPM data in the agenda) was not satisfactory in case of EO Bahadurgarh and EO Sonapat. EO Bahadurgarh informed that as per their record the recovered amount is more, which he will again checkup and will take necessary action. EO Sonapat also assured for more recovery in the coming months.

III) Panchkula Zone

The Chairman observed that the recovery of the installment amount since the date of last meeting i.e. 06.11.2017 upto 19.02.2018 (as per the PPM data in the agenda) was not satisfactory in case of EO Ambala / Jagadhari / Kaithal / Karnal / Kurukshetra. EO Kurukshetra informed that there office has referred 2 cases (for which pending amount is around 29.00 crores) to Administrator Panchkula.

Chairman directed as under: -

- i) All the Estate Officers to make more efforts for recovery of installment amounts and other category dues and the same will be reviewed in the next Review Meeting.
- ii) **GM (IT) to discuss the issue with CA HUDA regarding extension fees actually recoverable.**

(Action to be Taken by: - CCF/Administrator HSR/RTK/PKL/GM(IT)/All EOs)

Agenda Item No.7: -

Status of Sector wise enhancement notices generated through PPM.

I) Hisar Zone

Administrator Hisar informed that the notices against most of the plots have been generated for all the sectors and remaining will be issued shortly.

II) Rohtak Zone

Administrator Rohtak informed that for Bahadurgarh the enhancement is to be updated in the PPM by CCF and thereafter required notices shall be issued.

EO Rohtak informed that for Sector-1 Rohtak the remaining notices shall be issued shortly.

EO Sonapat informed about the issue of generation of notices regarding Sector-14 Sonapat.

Chairman directed as under: -

- i) All Administrators / EOs to get the balance notices issue at the earliest.
- ii) EO Sonapat to discuss the matter regarding Sector-14 Sonapat with CCF.

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

Agenda item No.8:-

Review the Status of e-auction schedule.

The Chairman observed that the figures of e-auction of residential / commercial sites for all the zones was negligible and the performance can be termed as poor.

All the Administrators / EOs informed that due to high reserve price the auctions were not successful.

Chairman directed as under: -

- i) GMIT to prepare module for auction and discuss with CA HUDA within this week and thereafter, instructions shall be issued from HQ.
- ii) The auction of residential plots should be started again for which instructions are being issued by HQ shortly.
- iii) For flotation of new sectors in Urban Estates viz. Dabwali, Jagadhari - RERA registration is required for which concerned officers should sent requisite details to the CTP.
- iv) All Administrators to send information to HQ regarding mutations registered.

(Action to be Taken by: - Administrator (HQ)/HSR/RTK/PKL/CTP/GMIT/All EOs)

Agenda item No.9:-

Review the Status of PPM Data

I) Status of intime / overdue cases

The Chairman observed that there was improvement in the disposal of cases in time. However, more efforts was required to keep the overdue figures near Zero.

The Chairman directed as under:-

- i) Administrators / EOs should regularly monitor to ensure that pendency remains near Zero.
- ii) 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.

II) Digitization of files:-

a) Panchkula Zone

The representative of agency allotted the work of digitization of files informed that the work of Panchkula zone will be completed by 30.04.2018.

b) Rohtak Zone

Panipat: - The representative of agency informed that at Panipat the output was 150 files/ day and more space was required for increasing the same to 250 files/ day. EO Panipat assured that more space will be provided to the agency.

Sonepat: - EO Sonepat requested that the scanning work may be done at Sonepat instead of Panipat for which proper space / infrastructure shall be provided to the agency.

Rohtak: - EO Rohtak informed that in the next 2 weeks all the files will be got scanned.

Bahadurgarh: - EO Bahadurgarh requested that the scanning work may be done at Bahadurgarh instead of Rohtak for which proper space / infrastructure shall be provided to the agency by 08.03.2018.

c) Hisar Zone

The representative of agency informed that the work for Hisar will be completed by 05.03.2018 and the job for files of Bhiwani shall be taken up after the completion of work for Hisar. Further, the work of EO Sirsa shall also be taken up shortly.

Chairman issued the following directions:-

- a) GM (IT) to monitor the process of digitization of files going on in various Estate Offices and ensure that the agency completes the assigned quantum of work at the earliest.
- b) GM IT - After completion of scanning work at Panchkula, Rohtak should be taken for start of online services.
- c) All EOs to intimate GMIT regarding the satisfactory completion of scanning work.
- d) All EOs to ensure that after the digitization of files, the hard files should not be operated and the same should be kept separately in compactors.

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

Agenda item No.10:-

Review of CM's Announcements

All the C.M announcements (in progress/pending) were discussed in detail as given below:-

I) Hisar Zone

i) Setting up of HUDA Gymkhana Club in Sector-13, Bhiwani (Ann. No.10512) -

Administrator Hisar informed that action was being taken against the contractual agency for delay in the progress of work and the work is likely to be completed by 30.06.2018 (instead of 31.03.2018 intimated earlier).

ii) Setting up of Transport Nagar on 25 acre of land in Jind City (Ann. No.9745) -

CTP HUDA informed that the matter has been referred to Administrator Hisar for necessary action.

iii) Dev. of Commercial Complex etc. on a portion of 5 acre Govt. land at Sirsa (Ann. No.1470) -

Administrator Hisar informed that they have already referred the case to CTP HUDA, who explained that the matter was being examined.

iv) EO Sirsa informed that their office has sent the following cases of CM Announcement (not in the id of HUDA but related to other departments) to HQ /CTP for earmarking / allotment of land.

- a) Substation in village Kalanwali
- b) Opening of new school at Dabwali

Chairman directed Administrator HQ / CTP for processing these cases at the earliest.

II) Rohtak Zone

i) Allotment of shops in Auto Market at Bahadurgarh (Ann. No.10137) -

Administrator Rohtak informed that the rates have already been approved by Hon'ble CM but the matter was being re-examined in view of the enhancement received for the sector.

ii) Kathmandi to be shifted outside Rohtak City (Ann. No.12633) -

iii) Transport Nagar be established and shifted from Rohtak City (Ann. No.12634)-

Administrator Rohtak informed that report regarding Kathmandi has already been sent to CTP HUDA for re-planning and for re-planning Transport Nagar the matter was being sent to CTP.

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- iv) **Establishment of Transport Nagar at Bahadurgarh (Ann. No.13698) -**
CTP informed that the case was being put up for approval of Hon'ble CM for uploading on e-Bhoomi portal.
 - v) **Construction of Dr. Bhimrao Ambedkar Hostel in half acre land in Panipat (Ann. No.18398) -**
EO Panipat informed that no site was planned for the said hostel and they have referred the case to ADC Panipat on 02.02.2018. Chairman directed Administrator HQ to process the case at HQ for declaring this announcement as non feasible.

III) **Panchkula Zone**

- i) **Construction of 45Mtr. wide road behind Sector-8 & 9 Karnal (Ann. No.10748) -**
SE Karnal informed that EO Karnal has already written letter to Forest Department for transfer of 0.94 Ha of land to them for a-forestation. Chairman directed EO Karnal to take early possession of land from the Forest Department.
- ii) **Providing 1000 Sq. yards land in Karnal for Jogi Samaj Dharamshala (Ann. No.9790) -**
Chairman directed Administrator Panchkula to take early action in the matter.
- iii) **Construction of Auto Market at Shahbad (Ann. No.12607) -**
- iv) **One new sector to be developed at Kurukshetra (Ann. No.12616) -**
CTP informed that the matter being sent for approval for uploading the requirement of land on e-Bhoomi Portal.
- v) **To Solve water problem in Village Kharak Mangoli Panchkula (Ann. No.19810 PHED) -**
Administrator Panchkula informed that the land has already been provided to PHED.
- vi) **Rehabilitation of Rajiv Colony, Indira Colony etc. at Panchkula (Ann. No.19813)-**
Chairman directed CE-II HUDA to put up file for fixing another joint meeting with DTCP.
- vii) **Issues of Panchkula discussed by Hon'ble CM -**
CE-II was instructed to put up the file for another review meeting regarding issues of Panchkula discussed by Hon'ble CM recently.

The Chairman further instructed that it should be ensured that the announcement in progress should be completed within the stipulated time period.

(Action to be Taken by: - Administrator (HQ)/HSR/RTK/PKL/CE-I&II/CTP/All EOs)

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

CE-I / II explained about the recoveries of water and sewer charges made against the arrears as well as the current assessment (bills) for the months of Dec.2017 & Jan.2018. The Chairman was satisfied with the progress made by most of the Sub Divisions. However, SDE Sirsa and SDE Panchkula (under Division No.II Panchkula) were instructed to make more efforts for recovery of the dues and show the results by the next meeting.

GMIT informed that about 75 connections were indicated (in the data) which were unbilled due to non entry of water connection and security fees.

EE Sonepat informed that no personal of the firm (assigned the job of raising bills) was available in the office for attending to the problems of the consumers.

The Chairman directed that CE-I/II and GMIT should discuss jointly and resolve the pending issues. Further, GMIT was instructed to issue advisory to all the banks regarding accepting part payments of water / sewer charges.

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

Agenda Item No.12: - Status of Harpath Portal

Chief Engineer-I/II explained regarding the status of Harpath portal. The EEs concerned informed that necessary action has been / being taken on the pending grievances on the portal.

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.Es/All E.Es)

Agenda Item No.13: - Status of CM Window

The Chairman observed that the overall status of Hisar / Rohtak / Panchkula zones was satisfactory but there was pendency of the complaints of 2015/2016/2017.

Chairman issued the following instructions: -

a) CM Window Portal

- i) All Administrators to personally review the performance of their zone / subordinate offices every day.

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- ii) All Administrators / EOs to make more efforts to get reduced the overdue %age to 5%.
 - iii) Zonal Administrators to ensure that old overdue cases of 2015 are finalized within next 10 days by effective persuasion with all the concerned (Zone wise status - HSR-1, RTK-0, PKL-4).
 - iv) Overdue cases of 2016 (Zone wise status - HSR-2, RTK-2, PKL-15) should be reduced considerably.
 - v) Overdue cases of 2017 (Zone wise status - HSR-42, RTK-67, PKL-104) should also be reduced considerably.
 - vi) High priority (red starred) grievances should be finalized within next 07 days (Zone wise status - HSR-1, RTK-1, PKL-5).
 - vii) **Grievances relating to Alternate Plots** - All Administrators to send within 7 days the list relating to their zone (with complete details) of the grievances relating to Alternate plots pending on CM Window portal so as to convey to APSCM accordingly regarding the time consuming process for allotment of Alternate plots.
 - b) **Social Media Grievance tracker (SMGT) portal**
Zonal Administrators to review the performance of their zone regularly as this is also discussed in the monthly review meetings under Ch'ship of APSCM.
 - c) **Central Public Grievances Redressal and Management System (CPGRAMS) portal**
Zonal Administrators to review the performance of their zone regularly as this is also discussed in the monthly review meetings under Ch'ship of APSCM.

(Action to be Taken by: - All Administrators / All EOs/CM Window Branch HQ)

Agenda Item No.14: - Status of Metro Project

The status regarding all the 3 Metro projects relating to Rohtak Zone was seen. Chairman directed the Administrator Rohtak / Adv.(P) HMRTC for taking early necessary action (as per the agenda item).

(Action to be Taken by: - Administrator Rohtak / HMRTC/EO B'Garh/Sonepat)

Agenda Item No.15: - Status of encroachment on HUDA land

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

Additional agenda items: -

1. Transfer of Mandi Town Ships

Administrator HQ apprised about the process for transfer of Mandi Town Ships from HUDA to Urban Local Bodies department with all assets and liabilities for estate management as well as further maintenance purpose. Instruction in this regard, have been issued by HQ on 08.02.2018 and the main points are given below: -

- A committee of concerned Estate Officer, HUDA, concerned EO, Municipal Committee, representative of concerned Deputy Commissioner and concerned SDE of HUDA may be formed for a joint survey and making an inventory of property and development works etc. in each mandi township for the purpose of smooth handing over/taking over of possession.
- The above committee shall submit its report/inventory within two months (**by 15.04.2018**) so that formal approval of the State Government for transfer of mandi townships to ULB department can be sought thereafter.

(Action to be taken by: - Administrator (HQ) / HSR/RTK/PKL/ All EOs)

2. On-line approval of building plan

The Chairman observed that the status of online approval of building plans of all the Estate Offices was not satisfactory and most of the pendency was at the level of the concerned Junior Engineer.

Chairman directed as under: -

- i) EOs should monitor the dashboard daily.
- ii) EOs should also operate the system themselves initially and personally monitor the approvals / pendency daily atleast for 1-2 weeks.
- iii) **Training programme.**
 - a) **IT Cell HUDA HQ to fix a training programme again for the JEs during the coming days.**
 - b) **The pendency will be monitored at the HQ level and the concerned JE (with whom the case(s) is pending for long duration, shall be called for the training at HQ.**
 - iv) IT Cell HQ to prepare dashboard for viewing the pendency by the EOs / concerned.
 - v) Changes being made in the software regarding - Issues relating to AUTOCAD and re-introduction of site inspection by the concerned JE at the time of revised building plan.

(Action to be taken by: - Administrator HSR/ RTK/PKL/ GM (IT) / All EOs)

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3. **Status of on-line approval of services**

The Chairman congratulated all the Estate Officers for the good overall response received for the online services since their introduction.

Chairman directed as under: -

- i) All EOs to monitor the dashboard daily to keep the pendency near Zero level.
- ii) All EOs to ensure that on the evening prior to the date of appointment the file of the concerned allottee should be with the single window personal (instead of other officials) so as to obtain the thumb impression of the allottee at the date / time of appointment.
- iii) Public should be propagated to apply online themselves instead of getting it through dealers etc.

(Action to be taken by: - Administrator HSR/ RTK/PKL / GM (IT) / All EOs)

Miscellaneous items

1. **CM References:** - Administrator HQ informed that list of pending CM references has already been supplied to the concerned Administrator but reply / report was awaited from their offices.

Chairman directed all the Administrators to take quick action on the pending references relating to their zone and sent report at the earliest.

Further, Administrator HQ was instructed to fix the discussion through VC with all the zonal Administrators on 09.03.2018 for all the pending references.

(Action to be taken by: - Administrator HQ/HSR/RTK/PKL)

2. **Restructuring of staff:** - It was apprised that a committee for restructuring of staff for all the offices of HUDA had been found and requisite information on the proforma had been sought from the Zonal Administrators. However, it has been observed that the requisition of post(s) for new / additional category (in addition to already sanctioned categories) received from the Administrators was different for the Estate Offices under the same Administrator. All the Administrators were requested to review their additional requirement of staff (category wise).

Chairman directed that the issue shall be discussed during the VC meeting on 09.03.2018 with all the zonal Administrators.

(Action to be taken by: - Administrator HQ/HSR/RTK/PKL/Supdt. (E)HQ)

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

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Admin no/909

23-4-18

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From

Administrator, (HQ)
HSVP, Panchkula.

To

1. Chief Controller of Finance,
HSVP, Panchkula.
2. Chief Architect,
HSVP, Panchkula.
3. Chief Town Planner,
HSVP-cum-Advisor (Planning), HMRTC,
Panchkula.
4. District Attorney,
Legal Cell, HSVP,
Panchkula.

23-4-18
A.K.
R.K.

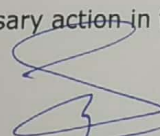
Memo No. CE-I/SE(HQ)/SDE(W)2018/ 77686

Dated:- 19.04.2018

Subject:- Proceeding of meeting of committee of HSVP Officers held on 19.04.2018 at 11.00 AM under the Chairmanship of Administrator (HQ), HSVP in his office room in Sector-6, HSVP Office Complex regarding to discuss the process of empanelled companies/agencies for providing consultancy service to Departments/Boards/Corporation of Haryana State and process for engagement by the Department, and in the matter of appointment of consultant/bidding process for revival of KOD project in City Centre, Sector-29, Gurugram with reference to Information Technology Department, Haryana letter dated 27.03.2018.

I have been directed to enclose herewith copy of Proceeding of the meeting of the committee held on **19.04.2018** at **11.00 AM** in the office room of Administrator (HQ), HSVP, Panchkula on the above cited subject for information and necessary action in the matter.

DA/Proceeding.


Superintending Engineer, (HQ)
for Administrator(HQ), HSVP.
Panchkula.

CC to the following for information and necessary action:-

1. ✓ PA to Administrator, (HQ) for kind information of Administrator, HQ, HSVP, Panchkula.
2. PA to CE-I, HSVP for kind information of Chief Engineer-I, HSVP, Panchkula.

DA/ Proceeding.

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Proceeding of meeting of committee of HSVP Officers held on 19.04.2018 at 11.00 AM under the Chairmanship of Administrator (HQ), HSVP in his office room in Sector-6, HSVP Office Complex regarding to discuss the process of empanelled companies/agencies for providing consultancy service to Departments/Boards/Corporation of Haryana State and process for engagement by the Department, and in the matter of appointment of consultant/bidding process for revival of KOD project in City Centre, Sector-29, Gurugram with reference to Information Technology Department, Haryana letter dated 27.03.2018.

The following were present:-

1. Sh. R.S Verma, Administrator, (HQ), HSVP, Panchkula.
2. Sh. Rajesh Jindal, CCF, HSVP, Panchkula.
3. Sh. H.R, Yadav, Chief Architect, HSVP, Panchkula.
4. Nadim Akhtar, Advisor, (Planning) HMRTC, Panchkula.
5. Sh. V.K Kalra, CE-I, HSVP, Panchkula.
6. Sh. Subhan S Bhatti, DA, Legal Cell, HSVP, Panchkula.


The letter No.Admn./265/2SIT/6450 dated 27.3.2018 Issued by Additional Chief Secretary to Government Haryana, Electronics & Information Technology Department was deliberated in detail among all members present in the meeting.


The perusal of above mentioned letter reveals that Information Technology Department Government of Haryana vide above mentioned letter has empanelled 4 Nos. consultants for rendering Consultancy Services to Departments/Boards/Corporation of Haryana and has prescribed process for engagement by the departments.

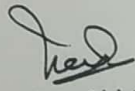
The RFP document of Auditorium (Popularly known as KOD) for re-leasing the same by inviting tender has already been approved by Hon'ble CM-cum-Chairman, HSVP on 16.4.2018.

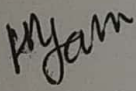
However, now in light of above letter issued by Information Technology Department, it has been observed that 4 Nos. consultants for providing consultancy services are already empanelled in the State of Haryana, thus, it was unanimously decided & recommended by all members that the matter may be referred to State Govt. once again to take decision as to whether the process of floating the RFP for engagement of consultant as per previous approval accorded by Hon'ble CM-cum-Chairman, HSVP be carried on as such or the RFP/TOR document already approved may be directly sent to 4 Nos. empanelled consultants to invite Technical and Price Bid for the same.

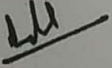
The meeting ended with vote of thanks to the Chair.



(S.D Bhatti)
DA, HSVP


(V.K. Kalra)
C.E-I, HSVP.


(Nadim Akhtar)
Adv. Planning, HMRTC.


(H.R. Yadav)
Chief Architect, HSVP


(Rajesh Jindal)
CCF, HSVP


(R.S. Verma)
Administrator, (HQ), HSVP.

The draft proceedings have been prepared with the at Flag "A" for kind approval of W/ACSTCP.

From

The Chief Administrator,
HSVP, Panchkula.

To

1. All The Administrators, HSVP-cum-ADUEs (In the State)
2. The Chief Controller of Finance, HSVP, Panchkula.
3. The Chief Town Planner, HSVP, Panchkula.
4. The Advisor Planning, HMRTC
5. The Chief Engineer-I & Chief Engineer-II, HSVP, Panchkula.
6. The Chief Architect, HSVP, Panchkula.
7. The Secretary, HSVP, Panchkula.
8. The General Manager (IT Cell), HSVP, Panchkula.
9. The Distt. Attorney, HSVP, Panchkula.
10. The Nodal Officer (C.M Window), HSVP, Panchkula
11. The Additional Chief Engineer, HSVP, Gurugram
12. All the Superintending Engineer, HSVP, (In the State)
13. The Land Acquisition Officer, Panchkula, Faridabad, Hisar, Gurugram, Rohtak.
14. The Administrative Officer / Superintendent (U.B), HSVP (HQ), Panchkula

Memo No .Dy. ESA/ARO-II /SPL/158541

Dated:- 06.08.2018

Subject: -Proceedings of the Review Meeting of HSVP Officers of all Zones held at Panchkula on 31.07.2018 at 11:00 A.M. under the Chairmanship of Sh. A.K. Singh, IAS, Principal Secretary to Govt. Haryana, Town & Country Planning Department.

PI find enclosed herewith proceedings of the Review Meeting of HSVP Officers of all Zones held at Panchkula on 31.07.2018 at 11:00 A.M. under the Chairmanship of Sh. A.K. Singh, IAS, Principal Secretary to Govt. Haryana, Town & Country Planning Department for your kind perusal and further necessary action please and also send the Action Taken Report with in 7 days.

Assistant Research Officer,
For Chief Administrator, HSVP,
Panchkula.

1. PS/ PSTCP for the kind information of W/PSCTP.
2. PS/ CA for the kind information of Chief Administrator, HSVP, Panchkula.
3. PS/CVO for the kind information of Chief Vigilance Officer, HSVP, Panchkula.
4. PS/Director Urban Estate, Panchkula for information of DUE.
5. PA/Administrator (HQ) for the kind information of Administrator, HQ.

The list of officers participated in the meeting is enclosed as Annexure 'A'. Administrator Gurugram joined by V.C.

At the outset, CA HSVP welcomed the Chairman and all the officers attending the meeting. Thereafter, the agenda items were discussed in detail and item wise deliberations/directions issued are as under:

✓ **Agenda item No. 1: - Settlement of Oustees Claims**

CA HSVP explained that the information prepared on the basis of details received from respective Zonal Administrators has already been submitted to the Govt. for approval with the proposal that the claims of the oustees of all the Urban Estates may be invited through wide publication after deducting plots which are required for alternative plots of all Urban Estates at the level of Zonal Administrator within 15 days.

Chairman instructed that 3 months time should be given for inviting oustees claims through the advertisement and the cases should include all those decided by the Court or otherwise pending.

(Action to be Taken by: - Administrator HQ / All Zonal Administrators / DA(HQ))

✓ **Agenda item No. 2: - Allotment of Alternate plots in various Urban Estates**

CA HSVP explained that proposal regarding alternate plots (on the basis of details received from respective Zonal Administrators) was being submitted to Govt. shortly.

In case of Urban Estate Bahadurgarh the proposal has already been submitted to the Govt. for approval and action be taken immediately on receipt of the approval.

(Action to be Taken by: - Administrator HQ / All Zonal Administrators / DA(HQ))

✓ **Agenda Item No.3: - Re-determination of the additional Enhancement of plots (Bases on the representation of RWA's)**

CA HSVP explained that the comments on the issues regarding the additional Enhancement of plots raised by various RWA's had been submitted to the Govt. and after approval of Hon'ble CM Haryana instructions would be issued by HQ to the Zonal Administrators accordingly.

Chairman instructed that the CCF, HSVP should give a certificate that all the enhancements have been entered into the system so that there is no ambiguity / claims afterwards.

(Action to be Taken by: - Administrator HQ / All Zonal Administrators / CCF)

Agenda Item No.4: - Pending payment of Enhancement Compensation and original award.

CA HSVP explained that pending payments totaling to Rs. 884.11 Crores (Gurugram Zone- 741.39 Cr., Hisar Zone - 55.03 Cr., Panchkula Zone - 22.63 Cr. and Rohtak Zone - 65.04 Cr.) had been uploaded on the site for release of payments. Further, a performa had been circulated by CCF HQ to all the Land Acquisition Officers vide memo No. CCF-Acctt-II-2018/151567 dated 26.07.2018 (sent by email) for seeking information regarding pending payments, land owner wise, in different slabs (0-20 lacs, 20-50 lacs, 50 lacs-1.00 Cr.). All the Zonal Administrators were instructed to ensure that the requisite information is supplied by 07.08.2018 to HQ.

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

✓ **Agenda item No.5:- Review the Status of COCPs**

Faridabad Zone

EO Faridabad (who attended on behalf of Administrator Faridabad) informed that out of 34 cases in the Hon'ble High Court compliance / reply had been done regarding 23 cases and compliance / reply was to be filed in case of 10 cases, as in 1 case i.e. COCP No.669/2017 the case related to EDC matter for which reply was not to be filed by HSVP. EO further informed that hearing was being given in remaining 10 cases and reply would be file within 2 week's time.

Gurugram Zone

Chairman pointed out that out of 3 cases in Hon'ble Supreme Court, compliance / reply was yet to be filed in case of 2 cases and regarding 65 cases in Hon'ble High Court, compliance had been done in 51 cases and reply had been filed in 36 cases.

Hisar Zone

Administrator Hisar explained that no case relating to Hon'ble Supreme Court was pending for compliance / reply out of 5 cases in Hon'ble High Court compliance / reply in 4 cases was yet to be filed.

CA HSVP instructed DA(HQ) to put up all the 4 pending cases quickly.

Panchkula Zone

Administrator Panchkula explained that no case relating to Hon'ble Supreme Court was pending for compliance / reply and out of 28 cases in Hon'ble High Court, compliance had been done in 18 cases (+1 having stay in favour of HSVP) and reply had been filed in 14 cases (+1 where no need to file reply in COCP No.483/2017).

Rohtak Zone

Administrator Rohtak explained that no case relating to Hon'ble Supreme Court was pending for compliance / reply and out of 42 cases in Hon'ble High Court, compliance had been done in 21 cases and reply had been filed in 31 cases. Further, the 11 pending cases were being reviewed.

Chairman instructed all the Zonal Administrators to take quick action for compliance / filing reply in all pending COCP cases, especially which were listed for hearing upto the month of August, 2018 and in those cases where 2nd / 3rd opportunity / date had already been given. The Zonal Administrators were further instructed to update the CCTNS regularly / meticulously.

(Action to be Taken by: - All Zonal Administrators / DA (HQ))

✓ **Agenda Item No.6: - Status of PPM.**

GM (IT) explained the Zone wise status of PPM alongwith the pendency with concerned Estate Office.

Chairman instructed the Zonal Administrators to regularly monitor the PPM and in case of pendency / delay beyond prescribed limit, 1/3rd day salary of the defaulting official should be deducted. Further, similar action be taken in those cases where rejection of a case is on wrong / flimsy grounds.

It was further instructed that all the services in Estate Offices be made online and a link of the service(s) be given on the Saral Portal.

PSTCP inquired the status of online building plans from GM (IT), who informed that the process was going on smoothly and issue, if any, arose was being solved quickly.

CA HSVP informed that there was good response from the allottees relating to the submission of online building plans.

PSTCP directed GM(IT) to prepare and put up a list regarding status of online building plans indicating the following information (Zone wise): -

- i) Total no. of building plans received online since start of this service.
- ii) Total no. of building plans approved till date.
- iii) No. of building plans approved within 4 days.
- iv) No. of building plans approved beyond 4 days.

GM (IT) was further instructed to get developed a mobile application with feedback option for the end users for evaluating the performance of a particular online application.

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

✓ **Agenda item No.7:- Status of CM Window**

Chairman pointed out that CM Window was a flagship programme of the Govt. Haryana and needed to be monitored properly at the level of all the Administrators. PSTCP further observed that the overall status of Gurugram / Panchkula / Rohtak zones was not satisfactory and there was pendency of the complaints of year 2015/2016/2017.

Chairman issued the following instructions: -

- i) All Administrators to personally review the performance of their zone / subordinate offices every day and efforts should be made so that the disposal of grievances is well in time and keeping in view the criteria of Composite Score (time taken to undertake new grievance, maintaining quality of ATR, overdue %age, on time disposal, early disposal of pending grievances of 2015 & 2016).
- ii) All Administrators / EOs / concerned officers to make more efforts to get reduced the overdue %age to 5%.
- 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 & 2017 should be reduced considerably.
 v) High priority (red starred) grievances should be finalized within next 07 days.
 vi) Additionally marked cases should also be dealt with in time.
 CA HSVP instructed all the Administrators to inform in writing any problem being put up to APSCM for consideration.

(Action to be Taken by: - Administrator (HQ) / All Zonal Administrators / All EOs / All SEs)

Agenda item No.8:- Status of major projects

Faridabad Zone

- i) Construction of Master Roads, Master Sewerage, Master Water Supply in Sectors-75 to 89 Faridabad.
 SE Faridabad informed that the work was completed in the clear area and could not be taken up in the remaining area due to various CWPs and possession held up due to protest by farmers regarding land rates etc.
 Chairman instructed Administrator Faridabad / EO Faridabad / LAO Faridabad to take necessary action quickly on the issues as explained by SE Faridabad and put up the cases pertaining to purchase of land and the plots which were to be given under R&D policy as per directions of Hon'ble High Court in various CWPs.
- ii) Construction of Indoor Stadium in Sector-12 Faridabad
 SE Faridabad informed that the original scope of work had already been completed and for the additional work, after enhancement, the work was in progress and likely to be completed by 30.09.2018.

Gurugram Zone

- Administrator Gurugram (in attendance through VC) explained the status of following ongoing major projects at Gurugram: -
- i) Providing master sewerage scheme of Sectors-77-115 Gurugram.
- ii) Construction of Northern Peripheral road from Kherki Daula to Dwarka, Gurugram (18.0 KM including 1.20 KM ROB)

Rohtak Zone

- Administrator Rohtak explained the status of following ongoing major projects at Rohtak: -
- i) Providing master water supply scheme U/E, Sonipat for 3 Nos. Ranney wells and 36 Nos. Tube wells, Rising mains up to main Boosting Station & Construction of main Boosting Station in Murthal Block, Sonipat.
- ii) Providing water supply scheme RGEC Sonipat for 2 Nos. Ranney well and 24 Nos. Tube wells raising main upto Boosting Station and construction of main Boosting Station in Rai Block in RGEC Sonipat.

Hisar Zone

Administrator Hisar explained the status of ongoing major projects under Hisar zone.

Panchkula Zone

Circle Karnal

SE Karnal explained the status of ongoing major projects under Circle Karnal.

Chairman instructed Administrators /CEs/SEs to ensure that the works were got completed within target dates.

(Action to be Taken by: - All Administrators/ CE-I / II / ACE / All SEs)

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

The pending CMs announcements were discussed in detail as given below: -

- i) **Setting up of Transport Nagar on 25 acre of land in Jind City (Ann. No.9745) -**
 Administrator Hisar informed that the proposals from the land owners has been received on the e-Bhoomi Portal and were being examined.
 PSTCP instructed Administrator Hisar to properly demarcate the boundaries of the offered (~35 acres) land with white lines (lime or any other material) and photographs of the demarcated area should be taken with drone camera and complete case (with photographs) be submitted to HQ at the earliest.
- ii) **Providing 1000 Sq. yards land in Karnal for Jogi Samaj Dharamshala (Ann. No.9790) -**
 Administrator Panchkula informed that the proceedings of the committee (formed to conduct interviews) were pending with the Commissioner Ambala Division.
- iii) **Allotment of shops in Auto Market at Bahadurgarh (Ann. No.10137) -**
 Administrator Rohtak informed that the allotment process was being initiated.

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- PSTCP instructed Administrator Rohtak to finalize the allotment of process at the earliest.
- iv) **Dev. of Commercial Complex etc. on a portion of 5 acre Govt. land at Sirsa (Ann. No.10470) -**
CTP HSVP informed that the proceedings of the Committee at HQ had been approved recently and would be circulated shortly to Administrator Hisar and others for taking further necessary action in the matter.
 - v) **Sports Stadium will be constructed in Sector 30 & 33 (Ann. No.12446) -**
ACE informed that an estimate amounting to Rs. 1983.00 lacs had been submitted to CE-I recently and would be submitted to CCF shortly.
 - vi) **Kathmandi to be shifted outside the city. (Ann. No.12633) -**
Administrator Rohtak informed that the matter is under process and will be finalized after receipt of rates of sites from HQ. Administrator further informed that the RERA registration for the site was under process.
 - vii) **Transport Nagar be established and shifted from Rohtak City (Ann. No.12634)-**
CTP HSVP informed that the revised layout plan had been received on 30.07.2018 from Administrator Rohtak and the same was being examined.
 - viii) **Establishment of Transport Nagar at Bahadurgarh (Ann. No.13698) -**
CTP informed that the last date of accepting offer on e-Bhoomi Portal of HSIIDC has been extended upto 30.09.2018 for want of any response till the previous date i.e. 30.06.2018.
 - ix) **Construction of Dr. Bhimrao Ambedkar Hostel in half acre land in Panipat (Ann. No.18398) -**
Administrator Rohtak informed that the report in the matter would be submitted to HQ shortly.
 - x) **To Solve water problem in Village Kharak Mangoli Panchkula (Ann. No.19810 PHED) -**
Administrator Panchkula informed that the land has already been provided to PHED.
 - xi) **Rehabilitation of Rajiv Colony, Indira Colony etc. at Panchkula (Ann. No.19813)-**
SE Panchkula informed that the consultant for the project has completed the biometric survey and the tenders of engaging a developer are likely to be floated by September, 2018.
 - xii) **Three sectors to be developed in Taoru City for which HSVP has acquired land (Ann. No.20631)-**
Advisor Planning, HMRTC informed that the layout plans had been approved and circulated on 05.06.2018. Further, the demarcation of the sectors was under process. Chairman instructed Administrator Faridabad to send the same to HQ at the earliest.

Chairman instructed Administrator HQ / Zonal Administrators / concerned officers at HQ to take necessary action on the pending CM's Announcements quickly so that these are got commissioned at the earliest.

(Action to be Taken by: - Administrator (HQ)/ All Zonal Administrators / CE-I & II / CTP / HMRTC / All SEs / All EOs)

Agenda Item No.10: - Status of Ballabgarh Metro issues

The Advisor (Planning), HMRTC informed that the issues relating to Ballabgarh Metro were discussed in a meeting held on 23.07.2018 under the Chairmanship of PSTCP, Haryana. The minutes of the meeting were circulated on 25.07.2018.

PSTCP directed Administrator, HSVP, Gurugram (holding the charge of Administrator, HSVP, Faridabad also) to take immediate follow up action in the matter and send action taken report at the earliest, since the Metro project is likely to be inaugurated in the first week of September, 2018.

(Action to be Taken by: - Administrator Faridabad / EO, Faridabad.)

Miscellaneous:

PSTCP, Haryana directed that the RERA registration of residential schemes which are likely to be floated in the current financial year should be got done by the respective Estate Officers on priority. The zonal Administrators were requested to monitor the progress bi-monthly.

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

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

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Through e-mail only

From

The Chief Administrator,
HSVP, Panchkula.

To

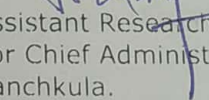
1. All The Administrators, HSVP (In the State)
2. The Secretary, HSVP, Panchkula.
3. The Chief Controller of Finance, HSVP, Panchkula.
4. The Chief Town Planner (N) & (M), HSVP, Panchkula.
5. The Chief Engineer-I & Chief Engineer-II, HSVP, Panchkula.
6. The Chief Architect, HSVP, Panchkula.
7. The General Manager (IT Cell), HSVP, Panchkula.
8. The Distt. Attorney, HSVP, Panchkula.
9. The Nodal Officer (C.M Window), HSVP, Panchkula
10. All the Estate Officer, HSVP(In the State)
11. All the Superintending Engineer, HSVP, (In the State)
12. The Administrative Officer / Superintendent (U.B), HSVP (HQ), Panchkula

Memo No .Dy. ESA/ARO-II / 123406

Dated:- 12/7/19

Subject: - Proceedings of the Review Meeting of HSVP Officers of all Zones held at Panchkula on 27.6.2019 at 11:00 A.M. under the Chairmanship of Dr. D.Suresh, IAS Chief Administrator, HSVP, Panchkula.

Pl find enclosed herewith proceedings of the Review Meeting of HSVP Officers of all Zones held at Panchkula on 27.6.2019 at 11:00 A.M. under the Chairmanship of Dr. D.Suresh, IAS Chief Administrator, HSVP, Panchkula for your kind perusal and further necessary action please and also send the Action Taken Report within 7 days through e-mail on dyesahuda1@gmail. Com so that Action Taken Report be put-up to W/C.A


Assistant Research Officer,
For Chief Administrator, HSVP,
Panchkula.

1. PS/ CA for the kind information of Chief Administrator, HSVP, Panchkula.
2. PS/Administrator (HQ) for the kind information of Administrator (HQ), Panchkula.

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Proceedings of the Review Meeting of HSVP Officers of all Zones held at Panchkula on 27.6.2019 at 11:00 A.M. under the Chairmanship of Dr. D.Suresh, IAS Chief Administrator, HSVP, Panchkula.

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

At the outset, Administrator (HQ) welcomed the Chairman and all the officers attending the meeting. Thereafter, the agenda items were discussed in detail and item wise deliberations/directions issued are as under:

Agenda item No. 1: - Status of Scanning of Plot files

Each Estate officer shall ensure the complete digitization of plot files as well as other files at the earliest and Estate Officer, Faridabad was directed to resolve all pending issues with the Faridabad vendor for early implementation of e-office.

(Action by: - All Estate Officers / G.M (I.T))

Agenda item No. 2: - Arrear of water Billing System.

The Chairman observed that the unauthorized connections of water is a very serious matter and the recovery of water bills is not being done regularly by the concerned officers and the following directions were passed:-

1. Chief Engineer shall ensure the recovery of water bill arrears amounting to Rs 55 Cr.
2. Format of notices and penalty calculations be provided by Engineering Wing to IT wing (HQ) for incorporating in the Water Billing System.
3. Detail of unauthorized/ illegal connections be uploaded in the Water Billing System

Action by: - (Chief Engineer / Estate Officer/G.M(I.T))

Agenda item No. 3: - Identification of properties for placing on e-Auction

The Chairman expressed his displeasure for not updating the data and it was directed that all the Estate Officers shall provide certified list of all auctionable properties to be e-auctioned to IT wing within a week.

(Action by: - Estate Officer/G.M(I.T))

Agenda item No. 4,6 & 7: - Status of Major projects

The status of delayed projects was discussed as under: -

- i) Circle, Faridabad - SE, Faridabad informed that all the 8 No. projects got delayed due to non availability of clear land in case of Sector-77 & 78. The Chairman instructed the EO, Faridabad to take necessary action in the matter so that clear land was made available for the completion of projects. SE, Faridabad was also directed to pursue the matter for early completion of projects.

(Action by - CE-I / SE / EO Faridabad)

- ii) Circle-I, Gurugram - SE-I, Gurugram informed that the action has already been initiated against the concerned contractual agency for the delayed projects which were related to STP at Narnaul, EWS Houses at Rewari. The Chairman instructed that it must be ensured that the delayed projects are completed as per the revised schedule and necessary action be taken against the contractual agency for delay.

(Action by - CE-I / SE)

- iii) Circle-II, Gurugram - SE-II, Gurugram informed that the projects of HSVP i.e. Country Club Building in Sector-56, Gurugram and Multipurpose Hall at Sports Complex got delayed due to various approvals and shortage of funds. However, the works are in progress. The Chairman instructed that it must be ensured that the delayed projects are completed as per the revised schedule.

(Action by - CE-I / SE)

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- iv) Circle, Rohtak – SE, Rohtak informed that in case of road work in Auto Market, Bahadurgarh the work got delayed as the same was got stopped by the farmers due to the non release of compensation, however, the work has been started after the payment of compensation. Further, most of the works at Sonapat were got delayed due to the reason that the contractual agency was unable to purchase land. However, the works are in progress now. The Chairman instructed that it must be ensured that the delayed projects are completed as per the revised schedule.

(Action by – CE-I / SE)

- v) Circle, Karnal – The Chairman observed that there were large number of delayed projects under Circle, Karnal and instructed CE-II to review all the delayed projects at his level and ensure that these were completed as per the revised schedule.

(Action by – CE-I / SE)

- vi) Circle, Hisar – The progress was seen and the Chairman instructed that it must be ensured that the delayed projects are completed as per the revised schedule.

(Action by – CE-I / SE)

- vii) Planning of convention centre at Faridabad – It was informed by CA that a convention centre is being planned at Faridabad for which land has to be identified. The Chairman instructed that Administrator, Faridabad, CTP(N) and EO, FBD should finalize the land at the earliest.

(Action by – Admn, FBD/ CTP(N)/ EO, FBD)

Agenda item No. 5: - Status of CM's Announcements

The status of pending CM's Announcements was discussed as under: -

1. **CM's announcement Code No.9745 – Setting up of Transport Nagar at Jind**

Administrator, Hisar informed that the indent for land would be uploaded on e-bhoomi portal by 28.06.2019.

(Action by – Admn., Hisar/ CTP(M)/EO, Jind)

2. **CM's announcement Code No.10137 – Allotment of shops in Auto market at Bahadurgarh**

Administrator, Rohtak informed that advertisement for the limited e-auction has been published in the newspapers on 23.06.2019 and the last date for receipt of applications is 09.07.2019 and auction for the same would be held on 22.07.2019. Further, the Administrator raised the issue for limited e-auction for which the GM(IT) replied that the same would be done as per the terms & conditions of the e-auction.

(Action by – Admn., Rohtak/ CTP(M)/EO, Rohtak)

3. **CM's announcement Code No.10498 – To establish a Common Effluent Treatment Plant in Industrial Sector-21 & 26, Bhiwani**

Administrator, Hisar explained that the tender for the work has been invited which is to be opened on 04.07.2019.

(Action by – Admn., Hisar/ CE-II/SE, Hisar)

4. **CM's announcement Code No.10470 – Development of Commercial complex, Mall Road, near old Court, Sirsa**

Administrator, Hisar informed that joint site inspection would be done shortly by the DC, Sirsa alongwith the stake holder departments.

(Action by – Admn., Hisar/ CTP(M)/EO, Sirsa)

5. **CM's announcement Code No.11134 - Shifting of Auto Market in Sector-10, Gurugram**

The Chairman instructed EO-I, Gurugram to follow up the matter with MCG for early clearance of C&D waste from the site of Auto Market, Gurugram.

(Action by - Admn., Gurugram/ EO-I, Gurugram)

6. **CM's announcement Code No.11283 - Construction of Bridge over Ghaggar river in Sector-26-27 and 20-21 Panchkula**

The Chairman instructed CE-II for getting the estimate technically scrutinised from PWD B&R at the earliest.

(Action by - CE-II / SE, Pkl)

7. **CM's announcement Code No.12648 - Construction of Swimming Pool in Stadium & construction of Synthetic Athlete Track, Ambala City**

The Chairman instructed that the tenders for the work should be floated at the earliest.

(Action by - CE-II/SE, Karnal)

8. **CM's announcement Code No.12633 - Kath Mandi to be shifted outside the city, Rohtak**

Administrator, Rohtak informed that the auction of 50% of sites would be done by 21.07.2019. Further, the tenders for the works at the site had been opened on 25.06.2019 and were under process of approval. Chairman instructed Administrator / EO, Rohtak for timely action in the matter.

(Action by - Admn., Rohtak/ CE-I/EO, Rohtak)

9. **CM's announcement Code No.12634 - Transport Nagar be established and shifted from the city, Rohtak**

Administrator, Rohtak informed that the auction of 50% of sites would be done by 31.07.2019. Further, the tenders for the works at the site were been opened on 25.06.2019 and are under process of approval. Chairman instructed Administrator / EO, Rohtak for timely action in the matter.

(Action by - Admn., Rohtak/ CE-I/EO, Rohtak)

10. **CM's announcement Code No.12607 - Construction of Auto Market on 2 Acre of land Shahabad**

EO, Kurukshetra informed that the site has been visited by all the concerned officers on 24.06.2019 and efforts were being done to get offers on e-bhoomi portal.

(Action by - Admn., Pkl/ CTP(M)/EO, KKR)

11. **CM's announcement Code No.12616 - One new sector of HSVP to be developed and land to be made available/ acquired at Shahabad**

EO, Kurukshetra informed that the site had been visited by all the concerned officers on 24.06.2019 and efforts were being done to get offers on e-bhoomi portal.

(Action by - Admn., Pkl/ CTP(M)/EO, KKR)

12. **CM's announcement Code No.13698 - Establishment of Transport Nagar at Bahadurgarh**

CTP(M) informed that the file for dropping this announcement had already been submitted to the Higher Authorities.

(Action by -CTP(M)

13. **CM's announcement Code No.15186 - Establishment of HSVP Sector in Hodal (Palwal)**

CTP(N) informed that no offers had been received on e-bhoomi portal. Hon'ble CM has desired that what efforts have been made at local level for seeking offers on the portal.

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The Chairman instructed EO, Faridabad to coordinate with local authorities and submit appropriate reply at the earliest.

(Action by – Admn., FBD/ CTP(N)/EO, FBD)

14. **CM's announcement Code No.19813 – Rehabilitation of Rajiv Colony, Indira Colony and Kharag Mangoli Jhugi Jhopri Colonies of Panchkula**

The Chairman instructed CTP(M)/CE-II to follow up the file sent for obtaining approval of increase in FAR.

(Action by –CTP(M)/CE-II)

15. **CM's announcement Code No.20631 – Three sectors to be developed in Taoru City (Nuh) for which HSVP has acquired land**

CTP(N) informed that the demarcation plan of Sector-11 has already been approved but the reply to the observations on demarcation plans of Sector-7 & 8 Taoru were awaited from the Administrator, Faridabad. Further, CE-I informed that the estimates are being prepared for Sector-11 Taoru. The Chairman instructed EO, Faridabad to apply for RERA registration for Sector-11 Taoru at the earliest.

(Action by – Admn., FBD/ CTP(N)/EO, FBD)

16. **CM's announcement Code No.22245 – Construction of Multipurpose Hall, Office, Pavilion in Stadium, Sector-4, Sonapat**

CE-I informed that file had already submitted on 21.06.2019 to defer this announcement as already 2 No. Stadiums exist in the nearby area at Sonapat.

(Action by – CE-I)

17. **CM's announcement Code No.24173 – Construction of Dr. Mangal Sen Memorial Bhawan in one Acre land at Rohtak**

Administrator (HQ) informed that the file is being submitted for dropping the CM announcement in view of the prevailing policy for inviting applications for allotment of land to religious & social charitable institutions through public notice.

(Action by – Admn., HQ)

18. **CM's announcement Code No.24641 – Construction of Dharamshala in Sector-12, Faridabad**

CTP(N) informed that the revised proposal has been received from Administrator, Faridabad recently and the same is being put up for dropping this announcement.

(Action by –CTP(N))

19. **CM's announcement Code No.24644 – Construction of Multi Level Parking in Sector-12, Faridabad**

CTP(N) informed that the revised proposal has been received from Administrator, Faridabad recently and the same is being processed.

(Action by –CTP(N))

20. **CM's announcement Code No.24536 – Construction of Panipat Yudh Samarak, Auditorium, Amar Jwala, Digital Museum, Open Air Theatre at Panipat**

The progress in the matter was apprised by the CE.

(Action by – CE-II)

Note: The chairman instructed that in view of the instructions given by the Hon'ble Chief Minister in the last review meeting held on 19.06.2019 that strenuous efforts are required at all the levels so that all the pending CM's Announcements should be brought under the category of 'in progress' at the earliest.

(Action by – Admn (HQ) /Zonal Administrators/CE-I & II/CTP(M)/CTP(N)/all the concerned Estate Officers)

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5. **CM's announcement Code No.11134 - Shifting of Auto Market in Sector-10, Gurugram**
The Chairman instructed EO-I, Gurugram to follow up the matter with MCG for early clearance of C&D waste from the site of Auto Market, Gurugram.
(Action by - Admn., Gurugram/ EO-I, Gurugram)
6. **CM's announcement Code No.11283 - Construction of Bridge over Ghaggar river in Sector-26-27 and 20-21 Panchkula**
The Chairman instructed CE-II for getting the estimate technically scrutinised from PWD B&R at the earliest.
(Action by - CE-II / SE, Pkl)
7. **CM's announcement Code No.12648 - Construction of Swimming Pool in Stadium & construction of Synthetic Athlete Track, Ambala City**
The Chairman instructed that the tenders for the work should be floated at the earliest.
(Action by - CE-II/SE, Karnal)
8. **CM's announcement Code No.12633 - Kath Mandi to be shifted outside the city, Rohtak**
Administrator, Rohtak informed that the auction of 50% of sites would be done by 21.07.2019. Further, the tenders for the works at the site had been opened on 25.06.2019 and were under process of approval. Chairman instructed Administrator / EO, Rohtak for timely action in the matter.
(Action by - Admn., Rohtak/ CE-I/EO, Rohtak)
9. **CM's announcement Code No.12634 - Transport Nagar be established and shifted from the city, Rohtak**
Administrator, Rohtak informed that the auction of 50% of sites would be done by 31.07.2019. Further, the tenders for the works at the site were been opened on 25.06.2019 and are under process of approval. Chairman instructed Administrator / EO, Rohtak for timely action in the matter.
(Action by - Admn., Rohtak/ CE-I/EO, Rohtak)
10. **CM's announcement Code No.12607 - Construction of Auto Market on 2 Acre of land Shahabad**
EO, Kurukshetra informed that the site has been visited by all the concerned officers on 24.06.2019 and efforts were being done to get offers on e-bhoomi portal.
(Action by - Admn., Pkl/ CTP(M)/EO, KKR)
11. **CM's announcement Code No.12616 - One new sector of HSVP to be developed and land to be made available/ acquired at Shahabad**
EO, Kurukshetra informed that the site had been visited by all the concerned officers on 24.06.2019 and efforts were being done to get offers on e-bhoomi portal.
(Action by - Admn., Pkl/ CTP(M)/EO, KKR)
12. **CM's announcement Code No.13698 - Establishment of Transport Nagar at Bahadurgarh**
CTP(M) informed that the file for dropping this announcement had already been submitted to the Higher Authorities.
(Action by -CTP(M))
13. **CM's announcement Code No.15186 - Establishment of HSVP Sector in Hodal (Palwal)**
CTP(N) informed that no offers had been received on e-bhoomi portal. Hon'ble CM has desired that what efforts have been made at local level for seeking offers on the portal.

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Agenda item No. 8 to 12: - Updation of CCTNS

The Chairman was apprized that the Estate Officers are not updating the CCTNS and have not submitted the certificate, duly certified and signed by them regarding the updation of data of all the court cases. The Chairman directed all the Estate Officers to ensure updation of CCTNS and to submit a certificate in 7 days time.

(Action by: - All Administrators/ All Estate Officers / D.A(HQ)

Agenda item No. 13 to 21: - List of cases wherein report of Zonal Administrators is awaited

Chief Administrator HSVP directed all the Zonal Administrators to ensure that replies in all the pending cases are sent to CTP branch, within one week's time.

(Action by: - All Administrators/ C.T.P(NCR) and CTP(M/N)

Agenda item No. 22 & 23: - Review the status of grant of extension in service beyond the age of 55 year/ status of pending ACR/Charge Sheet/Complaint against the employees.

Secretary, HSVP, apprised that many cases are lying pending at the level of Zonal Administrator and the replies have not been received so far in spite of sending so many reminders. She further apprised that the reports in few cases are pending since last 4 years, Chief Administrator, HSVP directed all the Zonal Administrators to ensure that replies in all the pending cases be sent to Secretary branch, within one week's time.

(Action by: - All Administrator/ Secretary)

Agenda item No. 24:- Review the status of pending references

Estate Officer, HSVP, Faridabad has stated in the meeting that action in all pending references has been taken and no case is pending at his end. Therefore, he was directed to send the action taken report against these pending references within 03 days positively so that, the status of the cases shown at Sr. No. 2 and 3 may be apprised to Hon'ble CM, Haryana.

Other Estate Officers were also directed to send the latest status of each pending reference, which is lying un-answered with their office for a long period, within next 03 days positively. It was also directed that all the Zonal Administrators to ensure that replies in all the pending references especially those relating to CM office are sent to Administrator (HQ), within one week's time. Further Administrator (HQ) was directed to have a meeting of pending references at his own level and to submit the report to CA.

**(Action by:- All Administrators/ Administrator(HQ)/
All Estate Officers Superintendent(U.B)**

Further, the following additional agenda items were also discussed:-

Additional Agenda item No.1 :- Allotment of Alternative Plots:- Nature of disputed plots i.e. plots under litigation, encroachment, variation in size.

The Estate Officer, HSVP, Faridabad was directed to send the report as per proforma. All Estate Officers were also directed to supply the required information within next 03 days, if already not sent.

**(Action by: - Administrator HQ / All Zonal Administrators /
All Estate Officers/ Superintendent(U.B)**

Additional Agenda item No.2 :- Settlement of Oustees Claims

It was stated that the last date for receipt of applications online for allotment of plots to the oustees was 24.12.2018 and thereafter, the draw of lots was to be held within 03 months i.e. 31.03.2019. Therefore, Administrators should have followed the time lines to conduct the draw

of lots. The Chairman directed that verification of claims of Oustees is to be done after the draw as per HSVP policy. All the Administrators, HSVP were directed to hold draw of lots and thereafter, take immediate necessary action to determine the eligibility thereof for allotment of plots to them. It was further directed that Sh. Raghubir Singh, Deputy Superintendent, posted at EO-II, HSVP, Gururgram be charge sheeted under Rule-7 CSR V-I Part-II for supplying incorrect information regarding the oustees.

(Action by: - Administrator HQ / All Zonal Administrators / Secretary/Superintendent U.B)

**Additional Agenda item No.3 :- Review the status of COCPs
Faridabad Zone**

The Chairman was apprised that 270 CWP's pertaining to Faridabad Zone are pending and in 46 CWP's, the Estate Officer has not yet filed reply. It was further apprised that 43 SLP's pertaining to Faridabad Zone are also pending and counter affidavit in the SLP's stands filed. The Chairman was apprised that the office of Estate Officer, Faridabad always send draft replies for vetting and approval of HQ only one day prior to the date of hearing and it becomes difficult for Legal Cell (HQ) to examine the issues and to vet the same in such short time.

The Chairman issued strict directions to the Estate Officer, Faridabad to ensure filing of reply in all pending cases within 15 days after approval/vetting of the same from Legal Cell, HSVP (HQ). The Chairman directed all the Estate Officers, particularly E.O. Faridabad to refer the draft replies for vetting and approval from Legal Cell(HQ) atleast one week prior to the next date of hearing.

(Action by: - Administrator Faridabad / All Officer Faridabad / D.A(HQ)

Hisar zone

Speaking order cases

It was pointed out to the Chairman that in the CCTNS, total 14 cases where directions have been issued by the Hon'ble High court are shown and all cases are shown as not complied in the CCTNS. The CCTNS was required to be updated by the Administrator, Hisar and concerned Estate Officer with regard to compliance/ reason of non compliance.

The Chairman expressed unhappiness that compliance of orders are not being made timely which results embarrassment in the court. A copy of list of such cases was handed over to the Administrator, HSVP, Hisar and it was assured by the Administrator, HSVP, Hisar that necessary action shall be completed within next 10 days. DA, HSVP was directed to put up action taken report.

(Action by: - Administrator Hisar/ D.A(HQ)

Cases of Hon'ble High Court where reply not filed

It was pointed out to the Chairman that in the CCTNS, total 11 cases are shown where reply is yet to be filed in the Hon'ble High Court and in all these cases draft reply is required to be settled from the HSVP counsel by the Administrator, Hisar and concerned Estate Officer. A copy of list was handed over to the Administrator, HSVP, Hisar.

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The Chairman issued strict directions to all the Administrators and Estate Officers for ensuring that replies are filed in time.

(Action by: - All Administrators / D.A(HQ)

COCPS of Hon'ble High Court where compliance is not made.

It was pointed out to the Chairman that in the CCTNS total 11 COCPs are shown and in all these COCPs compliance is yet to be done and draft reply is required to be settled from the HSVP counsel by the Administrator, Hisar and concerned Estate Officer. In each case status of compliance and filing of reply is required to be updated in CCTNS.

The Chairman issued strict directions to all the Administrators and Estate Officers for ensuring that replies are filed in time.

(Action by: - Administrator Hisar/ All Officers Hisar Zone / D.A(HQ)

Panchkula Zone

The Chairman was apprized that there are 17 COCPs of Panchkula Zone. Out of these COCPs, in 2 COCPs no compliance is required. The Chairman was apprized that in 10 COCPs compliance is yet to be made, out of which 1 case is pending with Estate Officer, HSVP, Panchkula, 4 cases with Administrator (HQ) and 8 cases with Administrator, HSVP, Panchkula. However, Chairman was apprized that the Administrator has since passed the orders in 3 cases (2 of Panchkula U.E and 1 of Karnal U.E), a copy of which has been received today. The Chairman was also apprized that in 3 cases, additional orders are required to be passed. A total of 12 COCPs are pending where reply is yet to be filed.

The Chairman directed the Administrators and Estate Officers of Panchkula zone that compliance be made within a period of 10 days and replies be filed accordingly well before next date of hearing.

(Action by: - Administrator Panchkula/ All Estate Officers of Panchkula Zone / D.A(HQ)

Gurugram Zone:

The Estate Officers have submitted before the Chairman that till date all the cases have been updated in CCTNS. The non compliance of orders of the Court of law has been viewed seriously by the Chairman. It has been directed to all the concerned for taking the legal notices and directions in CWP's seriously because later on CWP's will convert in COCP's. Further it has been directed by the Chairman to all the concerned that zero tolerance policy will be adopted in Court matters. The concerned Estate Officer's were directed to take immediate action/decision on the representations filed by the allottees. The Chairman directed all the concerned to remove the deficiencies on their part within 10 days.

**(Action by: - Administrator Gurugram / All Officers Gurugram Zone / D.A(HQ)
Rohtak Zone**

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The Chairman was apprised about all the cases of the Rohtak Zone. During the discussion with regard to cases of Estate Office, Rohtak it was discussed that there are 6 cases of COCP's in which replies have not been filed. Further in COCP No. 3376 of 2017 in CWP No. 12394 of 2017 Mehtab Singh and ors. Vs. Sh. J. Ganesan and others, COCP No. 3659 of 2017 titled as Maha Singh Deswal Vs. J. Ganesan, IAS and ors and COCP No. 2626 of 2018 titled as Krishan Lal Malik and others V/s Gayatri Ahlawat, HCS, even the comments have not been sent. Further, the list of CWP's were discussed in the meeting and it was apprised that there are 6 cases out of 7 in which replies are not filed and only comments have been sent to counsel.

It was directed by Chairman to ensure filing of the replies in all CWPs and follow up with the counsel. It was directed by Chairman to Estate Officer, Rohtak to coordinate with the Legal Cell, HQ. and ensure filing of replies in the COCPs well in time.

(Action by: - Administrator Rohtak/ All Officers Rohtak Zone / D.A(HQ))

Additional Agenda item No.4 :- Land Pooling Policy

Chief Administrator HSVP informed that the Land Pooling Policy of HSVP is likely to be implemented soon. Therefore, the Zonal Administrators and Estate Officers may go through the approved policy already circulated in March, 2019 and identify the pockets /areas which need to be notified for Land Pooling, especially in respect of CM Announcements, development works and Public Utilities

(Action by: - Administrator HQ / All Zonal Administrators/CTP)

Additional Agenda item No.5:- Pending payment of Enhanced compensation and original award.

CCF has apprised to the Chairman that a sum of Rs. 16610 is to be paid the landowners with respect to original award of Rs. 2804.28 Crore and enhanced compensation of Rs. 13806.28 Crore except Panchkula Zone. The information regarding Panchkula zone is still awaited. The Administrator, HSVP, Panchkula was instructed to ensure that the requisite and complete information is supplied to HQ.

(Action by: - Administrators Panchkula / CCF / LAO Panchkula)

Additional Agenda item No.6:- Transfer of funds in pension trust fund by HSVP

CCF has apprised to the Chairman that the requisite proforma regarding the information for actuarial valuation has been sent to all the DDOs, but information of only 28 DDOs has been received. The remaining DDOs assured in the meeting that they will send the information within 7 days.

(Action by: - All Zonal Administrators / CCF)

Additional Agenda item No.7:- Review the status of PPM

The Chairman observed that the overdue figures in case of Faridabad, Gurugram-II, Ambala, were high. It was pointed out that Estate Office Faridabad and Estate Office-II, Gurugram were the worst performing offices. The Chairman expressed displeasure over the working of EO Faridabad Sh. Bharat Bhushan Gogia, HCS and EO-II, Gurugram, Ms Anu, HCS. On account of pendency of different cases in different U.Es, CA passed the following directions:-

1. Each Estate Officer shall monitor PPM pendencies on daily basis and this performance will be reflected in their ACR's.
2. Sh. Gulshan Saluja, Dy. Supdt , O/o EO-1 Gurugram may be transferred at HQ on account of large pendency of cases in his PPM account.
3. Sh. Amarnath Sharma, Assistant, O/o EO-II Gurugram and Sh. Dharambir Boora, Junior Engineer, O/o EO Hisar , Sh. Amarjeet Rana, Record Keeper, O/o EO-II Gurgaon may be

charge sheeted on account of delays and arbitrary rejections of large number of PPM services. However, before issue the chargesheet their explanation may be called. GM (IT) to supply the requisite proof of their deficiencies to Secretary Office

(Action by:- Secretary, E.O-II, Gurugram, Hisar, GM (IT))

4. Explanation of following officials be called on account of arbitrary rejections of citizen services as they were found to be violating the norms for the first time:-

- Sh. Manoj Kumar, Assistant O/o EO Kurukshetra,
- Sh. Jashbir, Record Keeper, O/o EO Faridabad, be removed from the seat.
- Sh. Parduman Sharma, Junior Engineer, O/o EO, Jagadhari,
- Sh. Jaibir Singh Kanungoo, Junior Engineer, O/o EO, Hisar,
- Sh. Vijay Kumar, Junior Engineer, O/o EO-I, Gurugram.

(Action by:- Secretary, E.O, Kurukshetra, Faridabad, Jagadhari, Hisar and E.O-I, Gurugram, GM(IT)).

Additional Agenda item No.8:- Review the status of C.M. Window + SMGT+CPRGAMS

Chairman pointed out that CM Window was a flagship programme of the Govt. Haryana and needed to be monitored properly at the level of all the Administrators. CA further observed that the overall status of Gurugram/Panchkula/Rohtak zones was not satisfactory and there was pendency of the complaints of year 2015/2016/2017/2018/2019.

The Nodal Officer apprised to the Chairman that as per the notice uploaded by CM's office on CM Window portal the next review meeting regarding CM Window, SMGT & CPGRAMS is to be held on 10.07.2019 under the chairmanship of Dr. Rakesh Gupta, IAS, PD, CMGGAP and the following complaints were also to be discussed in the meetings by the APSCM

Sr. No.	Discussed in previous meeting dated	Complaint No.	Zone/ Office	Brief of complaint
1	17.09.2018, 28.11.2018 14.02.2019 & 11.06.2019	2017/111094 (Bhushan Lal)	Hisar/ EO, Bhiwani	Case of alternate plot of Plot No. 1300, Sector 13, Bhiwani.
2	17.09.2018, 28.11.2018 14.02.2019 & 11.06.2019	2015/96766 (Ritesh Kumar Sharma)	Admn. GGM/CTP (N), (HQ)	Matter relates to utilization of land for service road in Vill. Silokhera by HSVP Gurugram without acquisition.
3	11.06.2019	2016/043947 Kamala Devi	Admn. GGM/UB, HQ	Alternate plot 848 sector 52 Gurugram. It was directed in the meeting that the final ATR be uploaded on the performa by 30.06.2019.
4	11.06.2019	2018/059663 Sumitra Devi	Admn. GGM/EO, Rewari	Court case regarding land in sector 4 & 10 Rewari. It was directed in the meeting that the final ATR be uploaded on the performa by 25.06.2019.

After the detailed discussion Chairman issued the following instructions:-

- Action taken report be uploaded on or before 10.7.2019 of the above said complaints.
- Grievances relating to Alternate Plots:- All Administrators to send within 7 days the list relating to their zone (with Complete details) of the grievances relating to alternate plots pending on C.M Window portal so as to convey to APSCM accordingly regarding the time consuming

process for allotment of alternative plots. The Chairman expressed displeasure on the laid back attitude of Sh. Sushil Kumar, HCS, EO Ambala & Ms Anu, HCS, EO-II, Gurugram for huge pendency & not taking CM Window grievances seriously.

3. All EOs to personally review the performance of their offices every day and efforts should be made so that the disposal of grievances is done well in time and keeping in view the criteria of Composite Score (time taken to undertake new grievance, maintaining quality of ATR, overdue %age, on time disposal, early disposal of pending grievances of 2015, 2016, 2017, 2018).

- i) All Administrators/EOs/concerned officers to make more efforts to get reduced the overdue %age to 5%.
- ii) Zonal Administrators to ensure that old overdue cases of 2015 to 2018 are finalized within next 10 days by effective persuasion to all the concerned.
- iii) Overdue cases of 2016, 2017 & 2018 should be reduced considerably.
- iv) High priority (red starred) grievances should be finalized within next 07 days.
- v) Additionally marked cases should also be dealt with in time.

CA HSVP instructed all the Administrators to inform in writing any problem being faced by them / subordinate offices in disposal of any grievance so that the consolidated case could be put up to APSCM for consideration.

Social Media Grievance tracker (SMGT) portal

CA further observed that the overall status of Gurugram/Faridabad zones was not satisfactory. Zonal Administrators to review the performance of their zone regularly as this will also be discussed in the monthly review meeting under chairmanship of APSCM.

Central Public Grievances Redressal and Management System (CPGRAMS) portal

Zonal Administrators to review the performance of their zones regularly as this will also be discussed in the monthly review meetings under chairmanship of APSCM.

(Action by: - All Administrators / All EOs/ All SEs)CM Window Branch HQ)

Additional Agenda item No.9:-Auctionable properties- List of all the auctionable properties i.e. residential, commercial, Institutional

It was stated that schedule for auction of HSVP properties, as already asked for, has not been supplied so far. Therefore, all the Administrators/Estate Officers, HSVP were directed to comply with the direction as no auction has been held for last six months. Further it was also directed that all Estate officers shall provide certified list of properties to be e-auctioned to IT wing within a week.

(Action by: - All Estate Officers)

Additional Agenda item No.10:- List of Industrial Estate Handed over to HSIIDC, Total number of Vacant Industrial Plots, Total number of Industrial Plots & Files transferred to HSIIDC thereof.

It has already been decided by the Govt. to handover 12 industrial estates developed by HSVP to the HSIIDC. Accordingly, all the Administrators/Estate Officers, HSVP were directed to comply with these directions and take immediate necessary action to hand over the industrial estates along with record to HSIIDC at the earliest

(Action by: - All Estate Officers/ All Administrators)

Additional Agenda item No.11:- Un planned area within the sectors and feasibility of carving out of number of plots.

The Zonal Administrators and Estate Officers were directed to identify such unplanned pockets within the already floated sectors, where additional plots could be carved out to meet the requirement of allotment of alternative plots. It was decided that proposals in this regard would

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be sent by Zonal Administrators to the Planning Wing, within one month's time. In case of those sectors where no unplanned land is available, a certificate regarding the same would be sent.

(Action by: - All Administrators / All EOs/ CTP)

Additional Agenda item No.12:- Cases 24(2) which are affecting major development works. Respective SE's informed that the following works are being affected due to 24(2) Clause: -

1. HSVP Circle, Faridabad -
Dividing road of Sector-45 & 46, Faridabad
2. HSVP Circle-I, Gurugram -
All the development works of Sector-5, Rewari
3. HSVP Circle, Rohtak -
 - i) Construction of 45Mtr. wide Sector dividing road from DHS road (near Sheila Bye Pass) to outer road of Sector-2, 3, 4, 5 & 6, Rohtak
 - ii) 65Mtr. wide master road between Sector-30/37, U/E Sonapat (connectivity to GT Road)
 - iii) 30Mtr. wide master road between Sector-62/63, Sonapat
 - iv) 30Mtr. wide master road between Sector-61/63, Sonapat
 - v) 45Mtr. wide master road between Sector-58/59 and 58/61, Sonapat
 - vi) 60Mtr. wide road and master sewerage in a stretch of 400mtr. near plot No.8, RGECSonapat
 - vii) 30Mtr. wide road in the stretch of 400mtr. near Plot No.3, RGECSonapat
 - viii) 30Mtr. wide road in the stretch of 200mtr. near Plot No.8, RGECSonapat
 - ix) 30Mtr. wide road in the stretch of 100mtr. near Plot No.9, RGECSonapat
 - x) 45Mtr. wide road near village Sewli in the stretch of 100mtr. near Plot No.9, RGECSonapat
 - xi) 24Mtr. wide road and master sewerage line leading to STP near village Patla in the stretch of 300mtr. near Plot No.39, RGECSonapat

The chairman instructed the concerned Administrator/Estate Officer to take early action for resolving such cases so that development works could be got completed at an early date.

(Action by - Admn. FBD / GGM / RTK / concerned EO's)

Additional Agenda item No.13:- Status of floatation of sectors not being initiated on account of lack of infrastructural development works.

The Zonal Administrators and Estate Officers were directed to identify the potential areas / sectors ripe for immediate floatation and to take necessary steps for their RERA registration and supply of certified details of clear plots available for floatation to the Planning Wing.

Action by: - All Administrators / All EOs/ CTP

Additional Agenda item No.14:- CM References

The Chairman instructed all the Administrators & Estate Officers to reply quickly for the references received from the CM's office for which requisite report was sought by HQ from the respective field offices. The Administrator, HSVP, Hisar and Rohtak informed that they had sent reports relating to their zones to the HQ. In case of any query the concerned Administrator/EO could discuss the issue with Superintending Engineer (M) at HSVP HQ.

Action by: - All Administrators / All EOs/ S.E(M)

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