

From

The Chief Administrator,  
HUDA, Panchkula.

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To

1. All the Administrators of HUDA in the State.
2. All the Estate Officers of HUDA in the State.

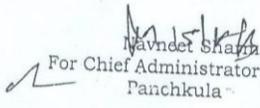
Subject: Memo No. DA/LA/NS-13/25 to 47 Dated: 15/10/13  
Ban on transfer of residential plots allotted under reserved  
category (CRM. No.M-26292 of 2013).

Reference on the subject cited above.

The issue regarding allotment of more than one residential plot under various reserved category like Defence, Ex-Serviceman, War Widow, Widow, GSRQ, SC, BC, PH, DQ, HPKIA, Para-Military Force, Advocates etc. is sub-judice before the Hon'ble High Court in CRM No.M-26292 of 2013. Therefore, it has been decided that no transfer in any of the aforesaid reserve category shall be allowed till further orders without approval from the Head Office.

You are requested to comply the orders meticulously.

This has the approval of Chief Administrator, HUDA.

  
Navdeep Sharma, LA  
For Chief Administrator, HUDA  
Panchkula

From

The Chief Administrator,  
HUDA, Panchkula.

To

1. All the Administrators of HUDA in the State.
2. All the Estate Officers of HUDA in State.

Memo No. DA/LA/NS-13/ 487070 Dated: 21/10/2013

Subject: - Ban on transfer of residential plots allotted under reserve category (CRM. No. M-26292 of 2013).

This is in continuation of this office memo no. DA/LA/NS-13/25-47 dated 15.10.13 on the subject cited above.

In case any request for the transfer of plot allotted under reserve category is received by the concerned Estate Officer, the same shall be referred to HUDA Head Quarters with all relevant details and clear recommendations for approval. Transfer of the plot allotted under all reserve categories shall only be allowed with the prior approval of HUDA Head Office till further order, has already communicated vide letter ibid office.

You are directed to comply the above instructions meticulously.

ok  
Nayneet Sharma, LA  
for Chief Administrator,  
HUDA, Panchkula.

From

The Chief Administrator,  
Haryana Urban Development Authority,  
Sector-6, Panchkula.

To

1. All the Zonal Administrators HUDA in the state.
2. All the Estate Officers, HUDA in the state.

Memo No.A-6-UB-2014/2145-67

Dated: 21.01.2014

**Subject: Ban on transfer of residential plots allotted under various reserved category (CRM No. 26292 of 2013).**

Kindly refer to D.A.HUDA memo No. DA/LA/NS-13/25-47 dated 15.10.2013 & No. DA/LA/NS-13/48-70 dated 21.10.2013 on the subject cited above, wherein it was decided that no transfer of the residential plots under various reserve categories like Defence, Ex-servicemen, war widow, GSRQ, SC, BC, Physically Handicapped, Discretionary Quota etc. shall be transferred without the prior approval of the Head Office. It was categorically mentioned that the concerned Estate Officer shall refer the case falling under such categories with all relevant details and clear recommendation for approval.

However the Estate Officers have been sending the cases pertaining to issuance of non encumbrances certificates, no dues certificates etc. to the Head Office for approval. Whereas the above instructions were circulated with the intention to identify the allottees of double/multiple plots under the reserve categories, wanting to alienate the plot by way of sale/transfer/GPA/Gift etc. to another person/firm/company. It has been observed that due to unnecessary reference of such cases to the Head Office, even genuine allottees are suffering inconvenience.

To discuss this issue a meeting was convened under the chairmanship of the Chief Administrator, HUDA, which was attended by the Administrator (HQ), Chief Controller of Finance and District Attorney, HUDA. In order to ensure that no inconvenience is caused to the genuine allottees, it has been decided that on the receipt of request of the allottee for transfer permission in above mentioned categories the action shall be taken in the following manner:-

**(A) In cases where the request for transfer permission is received from the original allottee:**

(i) The concerned Estate Officer shall refer the request of the allottee to the GMT, HUDA(HQ) through email in proforma given below for report as to whether the case is of double/multiple allotment or not.

Full name of the original allottee	
Full father name of the allottee	
Category	
Plot No. & Sector	
Size of the Plot	
Urban Estate	
Date of allotment with scanned copy of allotment letter with photograph	

(Action: EO concerned)

(ii) The GMIT shall give report to the Estate Officer within 2 working days through email. The IT wing shall submit weekly reports of the requests rejected & cleared to the Administrator, HUDA (HQ)/CA, HUDA with details as above.

(Action: GMIT)

(iii) If as per the report received from the GMIT the case is of double/multiple allotment the transfer shall not be allowed till the final decision in CRM No. M-26292 of 2013 titled as Dharam singh Yadav Vs. State of Haryana. GMIT shall also immediately communicate to Administrator, HUDA (HQ) and the District Attorney, HUDA about such cases so that further necessary action as per policy is taken by Urban Branch.

(Action: GMIT)

(iv) As per the report received from the GMIT if the case is not of double/multiple allotment, the Estate Officer after satisfying himself that there is no double/multiple allotment qua the plot in question, shall allow transfer permission as per HUDA policy after obtaining requisite documents etc. including affidavit in the following proforma:

(a) Proforma of Affidavit to be submitted by the allottee/transferor:-

**Affidavit**

**I, \_\_\_\_\_ s/o \_\_\_\_\_ R/o \_\_\_\_\_ allottee of Plot No. \_\_\_\_\_, Sector \_\_\_\_\_, of the \_\_\_\_\_ Urban Estate, do hereby solemnly affirm and declare as under:**

- 1. That the deponent did not own any plot in his/her name or in the name of spouse/dependent family members at the time of allotment of above Plot in the same Urban Estate.**
- 2. That the deponent has never been allotted any other plot in any reserve category in any Urban Estate in the State of Haryana in his lifetime.**
- 3. That, if at any stage, it is found that deponent has availed the benefit of the reserve category (e.g. DQ, GSRQ, Defence, SC, BC, ESM etc.) more than once or has availed such benefit in contravention of the HUDA policy, the allotment shall be cancelled without any notice.**

**Date:**

**Place**

**Deponent**

**Verification:**

**Verified that the contents of my above affidavit are true and correct to the best of my knowledge. Nothing has been concealed therein.**

**Date:**

**Place:**

**Deponent**

(b) Proforma of affidavit to be submitted by the transferee/re-allottee:-

**Affidavit**

I, \_\_\_\_\_ s/o \_\_\_\_\_ r/o \_\_\_\_\_, do hereby solemnly affirm and declare as under:

1. That, if at any stage, it is found that original allottee has availed the benefit of the reserve category (e.g. DQ, GSRQ, Defence, SC, BC, ESM etc.) more than once or has availed such benefit in contravention of the HUDA policy, the allotment shall be cancelled without any notice to the re-allottee and the re-allottee shall not claim any damages etc. from HUDA in the event of cancellation of plot.

**Date:**

**Place**

**Deponent**

**Verification:**

Verified that the contents of my above affidavit are true and correct to the best of my knowledge. Nothing has been concealed therein.

**Date:**

**Place:**

**Deponent**

**(B) In cases where the request for transfer permission is received from other than original allottee:**

(i) The concerned Estate Officer shall refer the request of the allottee to the GMIT, HUDA(HQ) through email in proforma given below for report as to whether the case is of double/multiple allotment or not.

Full name of the original allottee	
Full father name of the allottee	
Category	
Plot No. & Sector	
Size of the Plot	
Urban Estate	
Date of allotment with scanned copy of allotment letter with photograph	

(Action: EO concerned)

- (ii) The GMIT shall give report to the Estate Officer within 2 working days through email. The IT wing shall submit weekly reports of the requests rejected & cleared to the Administrator, HUDA (HQ)/CA, HUDA with details as above.

(Action: GMIT)

- (iii) If as per the report received from the GMIT the case is of double/multiple allotment the transfer shall not be allowed till the final decision in CRM No. M-26292 of 2013 titled as Dharam Singh Yadav Vs. State of Haryana. GMIT shall also immediately communicate to Administrator, HUDA (HQ) and the District Attorney, HUDA about such cases so that further necessary action as per policy is taken by Urban Branch.

(Action: GMIT)

- (iv) If as per the report received from the GMIT the case is not of double/multiple allotment, the Estate Officer after satisfying himself that there is no double/multiple allotment qua the plot in question,

shall allow transfer permission after obtaining requisite documents etc. as per HUDA policy including indemnity bond on stamp paper from the transferor with following condition as at (a) below and affidavit from transferee as per proforma given at (b) below:

(a) Condition of the indemnity bond.

**“That If at any stage, it is found that the original allottee has availed the benefit of the reserve category (e.g. DQ, GSRQ, Defence, SC, BC, ESM etc.) more than once or availed such benefit in contravention of the HUDA policy, the allotment shall be cancelled without any notice to the allottee & re-allottee and they shall not claim any damages etc. from HUDA in the event of cancellation of plot.”**

(b) Proforma of affidavit to be submitted by the transferee/re-allottee:-

**Affidavit**

I, \_\_\_\_\_ s/o \_\_\_\_\_ r/o \_\_\_\_\_, do hereby solemnly affirm and declare as under:

1. That, if at any stage, it is found that original allottee has availed the benefit of the reserve category (e.g. DQ, GSRQ, Defence, SC, BC, ESM etc.) more than once or has availed such benefit in contravention of the HUDA policy, the allotment shall be cancelled without any notice to the re-allottee and the re-allottee shall not claim any damages etc. from HUDA in the event of cancellation of plot.

**Date:**

**Place**

**Deponent**

**Verification:**

**Verified that the contents of my above affidavit are true and correct to the best of my knowledge. Nothing has been concealed therein.**

**Date:**

**Place:**

**Deponent**

The above directions be complied with meticulously.

(B.B. Taneja)  
Deputy Superintendent,  
For Chief Administrator HUDA

Endst No. A-6/2014 UB/2168-70

Dated:21.01.2014

A copy of the above is forwarded to the following for information and necessary action:-

1. The Administrator (HQ), HUDA, who shall be the overall incharge to monitor the outcome of this process. Weekly reports received from GM (IT) would be reviewed at his level.
2. The General Manger, (IT) HUDA Panchkula.
3. The District Attorney, HUDA, Panchkula.

(B.B. Taneja)  
Deputy Superintendent,  
For Chief Administrator HUDA