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Agenda item No.4:- Review the status of award amount to be released

CCF, HUDA explained that as per the agenda, for Faridabad Zone against Rs.219.61 crore to be paid, around Rs.33.39 crores has been sent to the banks for making payments and for Gurgaon & Rewari, against Rs.2055.54 crore to be paid, around Rs.156.12 crore has been sent to the banks.

The Chairman directed Administrator Faridabad and LAO, Faridabad to update the award-wise payment list and send to HQ by 15.9.2017. Further, Administrator Gurgaon/ LAO Gurgaon were instructed to send the updated award-wise payment list to HQ within 15 days.

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

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

Faridabad Zone

The Chairman observed that recovery notices to the defaulter allottees are not being issued regularly. Further, it has been noticed that at Faridabad Urban Estate against the recoverable amount of Rs. 662.44 Crore, only Rs. 19.23 Crore have been recovered and under Palwal Urban Estate, against the recoverable amount of Rs.3.23 Crore only Rs.62.45 lacs has been recovered which is not a satisfactory performance. E.O Faridabad informed that around Rs. 33 Crore was pending from Transport Department/MCF.

Gurgaon Zone

The Chairman pointed out that under Gurgaon Zone (E.O-I/II, GGN/Rewari) against the recovery amount Rs.682.57 crores, only Rs. 49.56 crores have been recovered which is not a satisfactory performance. E.O-I and II Gurgaon informed that more notices under section 17(3) being issued.

The Chairman directed as under:-

- i) E.O Faridabad, E.O-I/II Gurgaon, E.O Rewari to make regular and sincere efforts for recovery of outstanding amount.
- ii) IT-Cell HUDA HQ to make system for generation of notices electronically (through PPM) operational within 7 days.
- iii) IT-Cell HUDA HQ to give presentation to the Chairman on 11.9.2017 at HQ regarding Updation of data to be done by respective Estates Officers on the data correction system.
- iv) I.T-Cell HUDA HQ to make modification in the PPM so that the overdue amount is visible (preferably in red colour) to the allottee on opening the account statement.

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

Agenda item No. 6:- Sector wise enhancement notices generated through PPM.

Faridabad Zone

Administrator Faridabad informed that nearly 100% notices have been generated for sectors 77, 78, 20-A/B, 56-56A, 48 of Faridabad Urban Estate and for Sector-12, Palwal and for the remaining sectors notices were being issued.

Gurgaon Zone

Administrator Gurgaon informed that mostly 100% notices have been generated for sectors 27, 28, 42 & 43 (under E.O-II) of Gurgaon and for Sector-3 Part-I, Rewari and for another 10 sectors notices were being issued for which information will be sent to HQ shortly.

The Chairman directed as under:-

- i) 100% notices should be issued for all the sectors under Faridabad and Gurgaon Zones at earlier date.
- ii) Administrators should involve concerned DTP for calculation of area for enhancement.
- iii) Information should be sent to HQ after thorough checking.

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

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Agenda item No. 7:- Status of e-auction of Residential/ Commercial sites.

The e-auction schedule of Faridabad and Gurgaon Zones, as per the agenda, was discussed and the following instructions were issued by C.A HUDA: -

1. For publicity of the e-auction schedule, immediate necessary action should be taken by the concerned E.O (within next 3 days) for publicity through SMS, Bill Boards, FM jingle in NCR area.
2. Estate Officers to doubly check the status of plots put for auction and the condition of e-auction should also be checked by them.
3. Administrator Faridabad, Gurgaon should sent the schedule of e- auction for the month Nov, 2017 to HQ by 20.9.2017.
4. IT- Cell HUDA HQ should inform about the data already available at HQ.

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

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

The Chairman observed that the overdue figures in case of Faridabad, E.O-II, Gurgaon and Rewari was high.

The Chairman instructed as under:-

- I. The E.Os 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. Unauthorized persons should be removed from the premises.
- II. E.O Rewari to update all files on PPM within one month
- III. IT Cell HQ should prepare uniform files / proforma for the services being provided at the E.O level so that the same are supplied to the single window for the convenience of public.
- IV. Regarding digitations of plots files, IT Cell HQ should ask the vendor, how much time for scanning he will take. Further, IT Cell should intimate the time frame for Faridabad and Gurgaon Zones on 11.9.2017.

Regarding on line approval of commercial/residential building plans, it was instructed that work should be completed within 15 days.

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

Agenda item No. 9:-Allotment of land to political Parties

The Chairman instructed that for the sites which have been allotted the possession should be offered at the earliest. Regarding the sites yet to be finalized/floated in various U.E's an early action is required at the level of concerned Administrator.

Further, Administrator Faridabad instructed to send the case of Palwal to the HQ. Also, Administrator Gurgaon instructed to send the case of Narnaul to HQ at an early date.

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

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

This agenda was discussed in the presence of Advisor Planning (HMRTC) in the meeting held at 10:00 A.M at the same venue with the representatives of DMRC.

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

Agenda item No.11:- 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. **Feasibility study for construction and identifying the sites for RUB on NH-2, Faridabad (Ann. Code No. 10206):-**

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S.E Faridabad informed that study has been completed and it has been revealed that for construction about 1 Acre land will have to be acquired. Chairman directed that report should be sent to HQ within 1 week so that the same could be put up to Hon'ble C.M.

III. Construction of RUB in Sector-45, 46 Faridabad (Ann. Code No. 10711):-

SE Faridabad informed that 50% cost of the project is to be shared by Railways, 25% by HUDA and 25% by MCF but the consent of MCF is awaited. Chairman directed CE-I to put up a D.O letter for sending to MCF.

IV. Construction of Govt. S.S. school for girls in Faridabad (Ann. Code No. 11053):-

S.E Faridabad informed that funds have been sent by the Education Department to XEN (B& R) and the same were yet to be received by HUDA. However, the DNIT is being prepared. Chairman directed to take early action in the matter.

(Action to be Taken by: - Administrator(HQ)/CTP/CE-1/Administrators/Estate Officers)

Agenda item No.12:- Review of Major Projects.

Progress of all the projects in the agenda was discussed and instructions regarding the following were issued:-

Faridabad Zone

1. Construction of Master roads Sector 75-89, Faridabad

SE Faridabad explained that out of total length of 44.925 Km, work has been completed on 40.01 Km. The work is held up in balance 4.915 Km on account of various CWP's (1.8 Km), Possession held up due to protest by farmers (2.45 Km), land yet to be acquired (0.075 Km) and possession held up due to realignment (0.59 Km).

Chairman directed as under:-

- i) Administrator Faridabad to get arrange the possession of dividing roads of sector 88/89 and 84/89 by 11.9.2017 and sent status to HQ.
- ii) For dividing road of sector 75/80 & 82/85, Administrator Faridabad /SE Faridabad to send case to HQ at an early date for acquisition of roads.
- iii) Complete status to be discussed with CA by ACE.

2. Construction of Indoor Stadium in Sector-12 Faridabad.

EE-III Faridabad informed that major civil work stands completed and finishing work was in progress. The EE further informed that the estimate for balance work (AC etc.) was under preparation and will be submitted within 7 days.

3. Construction of HUDA office building in Sector-12, Palwal.

EE Palwal informed that 90% work has been completed and balance work of building requires revision of estimate for furnishing of building. Chairman instructed to put up the revised estimate, for bare minimum completion, of building at an early date.

Gurgaon Zone

1. Providing master sewerage scheme in Sector-77-115, Gurgaon.

SE-I, Gurgaon explained that at some places work was held up due to encroachments / structures in the alignment. Administrator, Gurgaon / EO-I informed that they have already planned for removal of some of structures on 13.09.2017 as this case was linked with the **case of Janak Raj**. Chairman directed Administrator, Gurgaon to look into the bottlenecks in the execution of the work.

2. Construction of NPR.

SE-I, Gurgaon informed that the work has been completed in 16.67 Km out of 18 Km road length. For balance 1.33 Km work can be taken only after the allotment of alternate plots under R&R policy. Administrator, Gurgaon informed that the case for allotment of alternate plots (15 Nos.) in Sector-37-C, Gurgaon has already been sent to HQ for which permission was yet awaited.

3. **Providing master water supply scheme for new Sectors 58-115, Gurgaon (Zone IV to VIII).**

SE-I, Gurgaon informed that the work was completed in the clear area and held up due to various bottlenecks. Chairman directed CE-I / ACE to explain the complete matter with details later on.

4. **Master sewer leg No.V (Sector-58 to 76).**

SE-I, Gurgaon informed that the work was completed in the clear area and held up in 0.55 Km length due to litigation. Chairman directed Administrator, Gurgaon to find solution for the pocket under litigation.

5. **Internal development of Sector-57 (Part-I & II), Gurgaon.**

SE-I, Gurgaon informed that the estimate for the work was administratively approved on 01.08.2007 and the same required revalidation for completion of some works. Chairman directed CE-I to sent the case for the same at an early date.

6. (i) Strengthening of SPR - village Ghatta to Faridabad road, Gurgaon.

(ii) Strengthening of SPR - Sohna road to NH-8, Gurgaon.

SE-II, Gurgaon informed that a estimates for these works were administratively approved on 28.07.2017 and work will be allotted within seven days.

(Action to be Taken by:- Administrators / CCF/ CE-I / ACE / SE Faridabad / SE-I&II Gurgaon)

Additional Agenda item No.1:- Review of Swaran Jayanti Projects at Gurgaon.

CE-I explained about this status of projects to be executed under Swaran Jayanti program. Chairman instructed as under: -

- i) Construction of Fly over HUDA City centre (Sector-29, 41, 44), Gurgaon: -
SE-II to send the case, after the fresh bids are received, within 7 days to HQ.
- ii) Construction of under pass near Mayfield garden (Sector-50, 51, 47) Gurgaon: -
CE-I to submit more detailed note for sending to Hon'ble CM.
- iii) Four - laning of sector dividing road of Sector-30/31, 40/41, Gurgaon: -
CCF to examine the estimate amounting to Rs. 611.50 lacs (for approval) already sent to their office by CE-I on 22.12.2015 and re-submitted on 28.12.2016.

(Action to be Taken by:- Administrator Gurgaon / CCF/ CE-I / ACE / SE-I&II Gurgaon)

Additional Agenda item No.2:- Major works at Gurgaon.

The status of following works was explained by CE-I / SE-I & II, Gurgaon.

- i) Status of Kherki Daula, NPR (RD-100 to RD-468)
- ii) Assessment of structure in the alignment of NPR in village Kherki Daula, Gurgaon.
- iii) Assessment of structure in the alignment of NPR in New Palam vihar, Gurgaon.
- iv) Rambir ki Dhani (SPR)
- v) Sewerage scheme on SPR (Sec-58 to 76).
- vi) SPR drainage.
- vii) Badshahpur nallah case.

Chairman instructed to monitor the progress regularly and take timely action on the related issues.

Further, Administrator was asked to ensure clearance of all such land issues i.e. R/R policy, encroachment & possession held up due to unrest by farmers except litigation.

(Action to be Taken by:- Administrator Gurgaon / CCF/ CE-I / ACE /SE-I&II Gurgaon)

Additional Agenda item No.3:- Staff position of EO-I / II, Gurgaon.

This item could not be discussed.

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Additional Agenda item No.4:- Alternate plots of Gurgaon.

Chairman directed Administrator, Gurgaon to send consolidated information to HQ within 7 days.

(Action to be Taken by:- Administrator (HQ) / Administrator Gurgaon.)

In addition to above the following issues were also discussed:-

i. **Case of Dharam Singh Yadav.**

Chairman directed the Administrator, Gurgaon / Faridabad /Estate Officers under both the Zones to send requisite certificates to HQ at an early date.

ii. **Encroachments at Gurgaon.**

Enforcement officer explained this status of encroachments at Gurgaon. EO, Faridabad and EO-I, Gurgaon informed that a program for removal of encroachments was being chalked out and progress will be submitted to HQ. EO-II, Gurgaon informed that atleast 50 acres of land will be got cleared during this month.

Chairman directed the Administrators / Estate Officers to take appropriate and timely action on this issue as the focus of Hon'ble CM was on Gurgaon, Faridabad and Karnal towns.

iii. **Sectors transferred from HUDA to MCF/MCG.**

SE, Faridabad informed that the sectors 45, 58 & 59 already transferred by HUDA to MCF are not being taken by MCF. Even references are being received from the MCs for undertaking works by HUDA, but, after the transfer of sectors no budget provision for the same has been taken. Chairman pointed out that the complete instructions alongwith list of sectors transferred stands already circulated by HQ to all the field offices and for ready reference the same will be circulated again by CE-II, HUDA.

(Action to be Taken by:- Administrator, Gurgaon / Faridabad / CE-I & II/Estate Officers under Faridabad and Gurgaon Zone / Enforcement Officer)

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,
HUDA, Panchkula.

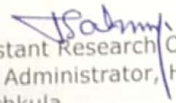
To

1. The Administrator, HUDA, HQ/Panchkula.
2. All the Head of Branch, HUDA, HQ, Panchkula.
3. The Superintending Engineer, HUDA, Panchkula.
4. The Estate Officer HUDA, Kaithal, Kurukshetra, Karnal, Panchkula, Jagadhari, Ambala.
5. All the Executive Engineer, Panchkula Zone
6. The Land Acquisition Officer, Panchkula.

Memo No. Dy.ESA (HUDA)/A.R.O/2017/ 176084
Dated:- 19/9/17

Subject:- Proceedings of the Review Meeting of Panchkula Zone held at Panchkula on 13.09.2017 at 11:00 A.M. under the Chairmanship of Sh. J. Ganesan IAS, Chief Administrator, HUDA, Panchkula.

Please find enclosed herewith Proceedings of the Review Meeting of Panchkula Zone held at Panchkula on 13.09.2017 at 11:00 A.M. under the Chairmanship of Sh. J. Ganesan IAS, Chief Administrator, HUDA, Panchkula for your kind perusal and taking further necessary action and also to 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 Panchkula Zone held at Panchkula on 13.09.2017 at 11:00 A.M. under the Chairmanship of Sh. J. Ganesan IAS, Chief Administrator, HUDA, Panchkula.

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

At the outset, Chairman welcomed all the officers and informed that review meetings will be regular monthly feature so that timely action could be taken on the important issues. The agenda wise deliberations/directions are as under:

Agenda item No. 1 & 2

- **Review the status of court cases where speaking orders are to be passed in compliance with directions of different courts.**
- **Review the status of COCP'S**

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

- i. Filing of replies in time.
- ii. Where directions have been passed by the Hon'ble Courts but compliance not being done.
- iii. COCP cases.

It was further directed that:-

- I. Regarding the above, all the Administrators/Estate Officers have already been directed to send replies for vetting (of cases in Hon'ble Supreme Court/High Court) to head office minimum 10 days before the date of filing.
 - II. Where timely replies are not being filed in courts and costs have been imposed, in view of the Chief Secretary instructions, 50% cost has to be recovered from the legal officer and balance 50% from the concerned HUDA official. It should be ensured that such a situation does not arise.
 - III. Hon'ble C.M has made observations that in lower courts cases are not being defended properly. The EOs have already been instructed to send new penal of advocates (for defending cases in lower courts) to HQ for approval.
 - IV. Court case monitoring system should be regularly monitored by the Administrators/Estate Officers.
- Thereafter, individual cases as per the agenda were explained by the DA, HUDA.

Speaking orders:-

Administrator, Panchkula explained the status of the CWP cases mentioned in the agenda and further informed that the following cases were already sent to the HQ: -

- i) CWP No.26760/2016 (Panchkula) – Matter referred to CCF.
- ii) SPL No.30760/2012 (Panchkula) – Matter referred to Legal Cell, HQ.
- iii) CWP No.13457/1989 (Ambala) – Matter referred to CCF.
- iv) CWP No.18468/2016 (Kaithal) – Matter referred to Administrator (HQ).

Further, some cases have already been decided and regarding remaining cases, necessary action was being taken

The EO, Karnal informed that in case of CWP No. 10626/2016 the representation has already been decided.

The Chairman directed DA, HUDA (HQ) to put up the cases sent by Administrator, Panchkula to any branch of HQ. Further, the Estate Officers present were instructed to update the status on CCTN of the cases for which compliance had already been done (but not updated).

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COCOP Cases:-

Administrator Panchkula informed that in most of the cases (as per the agenda) necessary action has already been taken and remaining cases were being dealt on priority.

The Chairman directed Administrator Panchkula/ concerned E.O's to ensure that compliance of all the orders is done by next week.

(Action to be Taken by: - Administrator, Panchkula /District Attorney (HQ)/Estate Officers under Panchkula Zone/LAO)

Agenda item No.3: - Enhancement Compensation pending for payment.

The Chairman pointed out that the payment details were incomplete.

The CCF, HUDA informed that all the Administrators have already been requested to send individual beneficiary list (name wise award amount) on proforma to HQ.

Administrator, Panchkula informed that due to non posting of LAO, the work was suffering. Further, the link officer i.e. DRO was not attending the O/o LAO, Panchkula.

The Chairman directed Administrator Panchkula / all the Estate Officers of the zone to ensure that the award wise list (duly signed) is sent to HQ within 7 days so as to upload the same on Website of HUDA and for prioritizing payments.

(Action to be Taken by: - Administrator, Panchkula /CCF/EOs/LAO)

Agenda item No.4:- Review the status of award amount to be released

The Chairman pointed out that the award amount details were incomplete as the total award amount and the amount disbursed (urban estate wise) was required.

Administrator, Panchkula was directed to send requisite details (updated) to HQ within 7 days.

(Action to be Taken by: - Administrator, Panchkula /CCF/LAO)

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

The Chairman observed that recovery notices to the defaulter allottees are not being issued regularly. Further, it has been noticed that for Panchkula, Ambala, Jagadhri, Kurukshetra, Shahabad, Pehowa, Karnal and Kaithal Urban Estates large amount was outstanding / yet to be recovered.

EO, Panchkula informed that around Rs.122.81 Crore as original amount is recoverable for Panchkula Urban Estate but in the agenda the total figure of original amount and enhancement amount has been taken.

The Chairman directed as under: -

- i) All the Estate Officers should send the sector wise details of the Urban Estates (under their charge) to CCF, HUDA indicating the original amount recoverable from the allottees and the amount recovered as per proforma.
- ii) EOs to make regular and sincere efforts for recovery of outstanding amount.
- iii) Regarding the payment installments from Govt. Institutions, all the Estate Officers should sent the list to CCF, HUDA through Administrator, Panchkula.
- iv) GM (IT) to make system for generation of notices electronically (through PPM), alongwith SMS, operational within 7 days.
- v) I.T-Cell HUDA HQ to make modification in the PPM so that the overdue amount is visible (preferably in red colour) to the allottee on opening the account statement.

(Action to be Taken by: - Administrator, Panchkula /Estate Officers/GM-IT)

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Agenda item No. 6:- Sector wise enhancement notices generated through PPM.

The status as per the agenda was discussed and Administrator, Panchkula informed that 68 No. cases of enhancement would be sent to HQ shortly.

The Chairman pointed out that for Kaithal (Sector-19, Part-II), Panchkula (Sector-25, 27 & 28) more notices are required to be sent to the allottees. The Estate Officers were directed to issue 100% notices for all the sectors (under their jurisdiction) within 1 week and update the data accordingly which will be discussed in the next review meeting.

(Action to be Taken by: - Administrator, Panchkula /Estate Officers)

Agenda item No. 7:- Status of e-auction of Residential/ Commercial sites.

The e-auction schedule of Panchkula Zone, as per the agenda, was discussed. GM (IT) informed that centralized programme for e-auction as already been circulated and the rates updated. The following instructions were issued by the Chairman: -

1. **For publicity of the e-auction schedule**, necessary action should be taken by the concerned E.O for publicity through SMS, Bill Boards, FM jingle / News Papers etc. **by 17.09.2017.**
2. **Plot details** to be uploaded by the concerned EO **by 17.09.2017.**
3. **General terms & conditions** for e-auction will be uploaded by HQ **by 13.09.2017.**
4. Estate Officers to doubly check the status of plots put for auction.

(Action to be Taken by: - Administrator (HQ)/Panchkula/CCF/Estate Officers/GM IT)

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

PPM Data

The Chairman observed that the overdue figures in case of Ambala, Kaithal and Karnal were high. It was further pointed out that Estate Office Kaithal was the worst performing office. On account of pendency of different cases in Kaithal Urban Estate, CA, HUDA directed to charge sheet the following officials: -

- i) Sh. Vijender Singh, Assistant
- ii) Sh. S.L. Taneja, Junior Engineer
- iii) Sh. Balbir Singh, Dy. Superintendent

The Chairman instructed as under:-

- I. All the E.Os 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. GM (IT) should prepare uniform files / proforma for the services being provided at the E.O level so that the same are supplied to the single window for the convenience of public.
- III. Regarding digitations of plots files - EO, Panchkula to get all the file scanned and **show the work flow to CA, HUDA on 19.09.2017** (in the Estate Office).
- IV. GM (IT) to put up DO letters to CA, HUDA for sending to the Estate Officers regarding completion of balance scanning work of files.
- V. EO, Yamunanagar / Kurukshetra to start sending sector wise files for scanning to HQ **from 14.09.2017.**
- VI. Regarding online approval of building plans - all the Estate Officers to tie-up with the concerned DTP and get the needful done before the next meeting.

In addition the following issues were also discussed: -

1. Process flow regarding services provided by Estate Offices was presented by GM (IT).
GM (IT) informed that a Committee already found under the Ch'ship of Administrator, Panchkula with GM (IT) and EO, Panchkula as members was already looking into the modification required in the present PPM system.
The Chairman directed that EO, Karnal should also be included as member of the Committee and all the forms which can be uploaded online should be designed by the Committee and **final presentation should be done by Committee on 03.10.2017 at 04:00 PM in the chamber of CA, HUDA.**
2. Cases being sent by EOs to IT Cell HQ for any correction in the data on PPM - Chairman directed GM (IT) **to call the Service provider on 18.09.2017** to discuss the issue to enable the system so that the EOs may be able to make corrections in the data at their level and this should also be discussed in the meeting on **03.10.2017 at 04:00 PM.**

(Action to be Taken by: - Administrator, Panchkula / CCF /Estate Officers/GM(IT))

Agenda item No. 9:-Allotment of land to political Parties

The Chairman instructed that for the sites which have been allotted the possession should be offered at the earliest. Regarding the sites yet to be floated at Kurukshetra and Karnal an early action is required at the level of concerned Administrator, Panchkula / Estate Officer, Karnal & Kurukshetra.

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

Agenda item No.10:- Review of CM's Announcements

All the C.M's 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 with- in the stipulated time period.
- II. **Construction of 45M wide road behind Sector-8, Part-II and Sector-9, Karnal (Ann. Code No. 10748): -**
CE-II informed that the work was in progress but on a stretch of land some existing trees are required to be removed with the permission of Forest Dept., who have demanded to transfer 0.94 hectare of land to them. The matter already stands referred by SE, Karnal through Administrator, Panchkula to HQ. The Chairman directed that Urban branch HQ should put up the matter immediately.
- III. **Fine, interest and penal interest imposed by HUDA on Maharana Partap Smriti Bhawan, Sector-8, Karnal will be waived off (Ann. Code No.10123):-**
EO, Karnal informed that a letter has already been issued to Samiti intimating the final amount to be deposited by them and a copy of the same has also been sent to HQ. The Chairman directed that Urban branch HQ should put up the matter immediately so that this announcement can be put in the commissioned category.
- IV. **Construction of Auto Market on 2 acre of land at Shahabad (Ann. Code No.12607):-**
- V. **One new sector of HUDA to be developed and land to be made available / acquired. DC Kurukshetra to identify land (Ann. Code No.12616): -**
CTP, HUDA informed that the report was awaited from DC, Kurukshetra regarding both the above cases. Chairman directed that another DO reference be put up for sending to the DC.
- VI. **A plot of 500 Sq. yard in Panchkula for construction of Dharamshala will be given on applying by the society (Akhil Bhartiya Baba Sain Sabha) in HUDA (Ann. Code No.18489):-**
Chairman directed that the Urban branch HQ should update this announcement by mentioning the date on which the file was sent to CM's office.

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- VII. **Construction of Gymkhana Club in Sector-11, Ambala City (Ann. Code No. 19783): -**
CE-II, HUDA informed that the site of club was near a Gurudwara and required to be changed. Chairman directed Administrator, Panchkula to send the case to HQ for change of site.
- VIII. **Sector-26-27 Chowk, Panchkula be named as Sant Kabir Chowk (Ann. Code No.19806): -**
- IX. **Allotment of Rehri Market, Sector-19, Panchkula under process from 2009 (Ann. Code No.19807): -**
Chairman directed EO, Panchkula to take immediate necessary action regarding both the above cases and send compliance report, through Administrator, Panchkula, to the HQ within 10 days.

(Action to be Taken by:-Administrator(HQ)/Panchkula/CTP/CE-II/Estate Officer, Panchkula / Karnal)

Agenda item No.11:- Review of Major Projects.

Progress of all the projects in the agenda was discussed and instructions regarding the following were issued:-

1. **Construction of 45M wide circular road Sector-3, 4 & 5, Pinjore-Kalka, Urban Complex: -**
CE-II, HUDA explained that the work was in progress but for revision of 1.76 Km stretch of the circular road matter was already referred to DTCP and the approval was awaited. Chairman directed Administrator, Panchkula to follow up with the concerned for the bottlenecks in execution of the work.
2. **Construction of 24 & 12M internal wide road, W/S, Sew, SWD in Sector-27 & 28 of Pinjore- Kalka, Urban Complex: -**
CE-II informed that the works could not be started in Sector-27 & 28 due to non approval of layout plans. CTP, HUDA informed that the LOP/demarcation plans will be finalized on receipt from Administrator, Panchkula by the end of Sept. 2017.
3. **Construction of roads 12M. 24M. W/S, Sew in Sector-29, Jagadham:-**
CE-II informed that the works of the sector were started in the month of Oct. 2016 but later as per directions of HQ the works have been stopped till further orders. CCF, HUDA explained about the matter.

Chairman further directed CE-II to put up a list of works which can be considered for inauguration (which are likely to be completed by 31.12.2017).

(Action to be Taken by:- Administrator, Panchkula / CCF/ CE-II / CTP/ SE, Karnal / Panchkula)

Additional Agenda item No.1:- PAC Para of Panchkula Zone.

CCF, HUDA explained about the status of PAC Para No.4.2.7 of 2011-12 & 3.20 of 2013-14 and informed that reply was awaited regarding Para No.4.2.7 from the Estate Officers. Chairman directed all the EOs to send their reply within 7 days.

Regarding Para No.3.20. EO Panchkula has sent the draft charge sheet to secretary, HUDA, on 5.9.2017. Secretary, HUDA to take further necessary action immediately as action taken report is to be submitted to the PAC.

In addition to above, CCF HUDA inform that the reply to PAC Para No. 3.16(i,ii,v) and 3.17(i, iii) of 2012-13 was awaited from the Estate Officers. Chairman directed all the EOs to send their reply within 7 days.

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

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Additional Agenda item No.2:- Planning / Important Issues of Panchkula Zone.

Administrator, Panchkula informed about the difficulties being faced due to non approval of layout / demarcation plans in various Urban Estates under the zone. Chairman directed CTP, HUDA / concerned STP/ DTP to get the following issues finalized at an early date: -

- i) Re-planning of area adjacent to Shopping Mall (Shalimar) City Centre, Sector-5, Panchkula.
- ii) Revised layout plan of Sector-5-B, 5-C & 6, MDC, Panchkula.
- iii) Layout / Demarcation plans of Sector-13, 23 & 24, Jagadhari.
- iv) Demarcation plan of commercial sites of Sector-15, 17, 17 (Shopping Centre No.1), Jagadhari.
- v) Re-planning of Transport Nagar and commercial pocket in Sector-16, Karnal.
- vi) Demarcation plans of Sector-22 & 23, Ambala.
- vii) Re-planning of Telephone Exchange site (vacant) near Manav Chowk, Ambala City.

In addition the following issues were also discussed: -

I. Issue of Petrol Pumps in Urban Estates of Karnal, Jagadhari and Panchkula: -

Administrator, Panchkula informed that the lease money being charged from the Petrol pumps was required to be revised. Also the charges for extra / additional nozzles provided at petrol pumps was to be recovered. Chairman directed CCF, HUDA to take early action in the matter.

II. Allotment of Ashiana Flats in Urban Estates of Karnal, Ambala, Panchkula and Jagadhari: -

EO, Panchkula informed that the matter was already under process at the District Administration level. EO, Karnal informed that no application has been received at Karnal. Since, EO, Ambala was not present in the meeting, Enforcement Officer HUDA informed that the matter was also under process at Ambala. Chairman directed that EO, Karnal / Ambala / Panchkula should take up the matter with the District Administration immediately.

Regarding Jagadhari, SE, HUDA, Karnal informed that the construction work was completed nearly 4 years back and finishing work was to be taken up at the time of allotment / possession. The matter is being pursued with the contractual agency for finishing work, which will be completed within next 2 months.

(Action to be Taken by:- Administrator, Panchkula / CCF / CTP / STP / DTP / SE Karnal / Estate Officers / Enforcement Officer)

Additional Agenda item No.3:- Encroachments on HUDA land.

The status of encroachments was explained by the Enforcement Officer. Chairman observed that the removal of the encroachments from HUDA land required more efforts and directed that all the Estate Officers should send the information about the total encroachment as well as the encroachment removed during the month on the proforma, already circulated by the Enforcement Officer, by 20.09.2017. Further, this agenda will also be discussed in the next review meeting also.

(Action to be Taken by:- All the Estate Offices/ Enforcement Officer)

Additional Agenda item No.4:- Payments through FAS.

EE-I, HUDA Panchkula informed that after the introduction of GST, field offices were unclear about the deduction of GST from the bills being paid through the FAS. Earlier 5.25% was deducted as VAT from the contractual bills on FAS but now instruction for deduction of only 2% (1% CGST + 1% SGST) have been issued.

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CCF, HUDA informed that he has already talked to the Excise & Taxation Dept. and 2% GST should be deducted only after the issue of notification. And after the notification, modification in FAS will be done by IT Cell HQ.

(Action to be Taken by:- CCF/GM (IT)/CE-I & II)

Since, EO, Ambala / Jagadhari / Kaithal were not present in the meeting, Chairman directed the officials of these offices present in the meeting to inform their Estate Officers regarding the discussion held in the meeting.

(Action to be Taken by:- EO, Ambala / Jagadhari / Kaithal)

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

From

The Chief Administrator,
HUDA, Panchkula.

To

1. The Administrator, HUDA, Rohtak and Hisar.
2. All the Head of Branch, HUDA, HQ, Panchkula.
3. The Superintending Engineer, HUDA, ROhtak and Hisar.
4. The Estate Officer, Rohtak, Sonipat, Bahadurgarh, Panipat, Hisar, Jind, Sirsa and Bhiwani
5. All the Executive Engineer, Rohtak and Hisar Zone
6. The Land Acquisition Officer, Hisar, & Rohtak.

Memo No.Dy.ESA(HUDA)/A.R.O/2017/ 213641

Dated:- 14/11/17

Subject:- Proceedings of the Review Meeting of Rohtak and Hisar Zones held at Karnal on 10.11.2017 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 and Hisar Zones held at Gymkhana Club Sector 8-9 Karnal on 10.11.2017 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 with in 7 days.


Assistant Research Officer,
for Chief Administrator, HUDA,
Panchkula

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Proceedings of the Review Meeting of Rohtak and Hisar Zones held at Karnal on 10.11.2017 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 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. Filling of replies in time.
- ii. Where directions have been passed by the Hon'ble Courts but compliance not being done.
- iii. COCP cases.

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

Hisar Zone

- i) Administrator, Hisar informed that speaking orders have been passed in the cases where compliance was to be done at the zonal level. Further, in the cases relating to release of land (Sr. No.22, 23, 24, 25, 26 of agenda) necessary orders were to be passed by the Director Urban Estate.
- ii) Regarding case No.24887/2014 (Sr. No.35): - DA HUDA was directed to check the status for which hearing has already been done on 07.12.2016 by the then ACSTCP.

Rohtak Zone

- i) CWP No.11175/2017: - EO Panipat informed that the petitioner has been requested to attend the office. Necessary orders will be passed after the hearing is attended by the petitioner.
- ii) CWP No.19006/2017, 16538/2017 & 19972/2017: - EO Panipat informed that speaking orders have already been passed on 08/09.11.2017.
- iii) CM-4733/2015: - Administrator Rohtak informed that orders in the case will be passed shortly.
- iv) CWP No.22395/2017: - DA HUDA informed that the petitioner had submitted representation to PSTCP and matter was being pursued.

(Action to be Taken by:- Administrators/ District Attorney(HQ) /Estate Officers/LAOs)

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

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

Hisar Zone

Administrator, Hisar informed that for the 3 LAC cases, the reply has already been sent to AG and the same was yet to be filed. The matter was being pursued.

- i) COCP No.1377/2016 & 2650/2016: - DA HUDA was directed to check the status of both the cases.

Rohtak Zone

- i) COCP No.2486/2017: - EO Sonapat informed that the status was not known to his office. Chairman directed DA HUDA to check the status of case.

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- ii) COCP No.1112/2017: - The LAO Rohtak informed that the decision in the matter was to be taken by the Govt. as the award has already been announced. Chairman directed DA HUDA to check the status of case.
 - iii) COCP No.2974/2016, 1299/2017 & 2578/2017: - EO Panipat informed that reply has already been submitted to HQ. Chairman directed DA HUDA to check the status of all such cases where reply has already been received from Zonal offices.

The chairman further directed DA HUDA to compile the list of Advocates received from Zonal offices for circulation.

(Action to be Taken by:- Administrators/ District Attorney(HQ) /Estate Officers/LAOs)

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

CCF HUDA informed that the requisition is to be sent by the respective Administrators / LAOs after properly verifying the data as the awards of Hon'ble Supreme Court are being finalized at the level of HQ.

Administrator, Hisar informed that the information for the enhancement amounting to Rs.880.00 crore has already been prepared.

LAO Rohtak informed that the details regarding enhancement amounting to Rs.1.08 crore had already been sent by e-mail on 09.11.2017 to the HQ and for balance the concerned beneficiaries were not coming forward.

Chairman directed the Administrators to doubly check the payments details / name of beneficiaries and send complete information to HQ by 13.11.2017 since the next date of hearing in the court was 29.11.2017.

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

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

CCF HUDA informed that as per the recent orders of the court following data was required: -

- i) Awards announced after 01.01.2014: - Where petitioner did not go to the court.
 - ii) Awards announced after 01.01.2014: - Where petitioner went to the court.
- Chairman directed as under: -
- I) Administrators to check / compile the information and send it to HQ at the earliest.
 - II) Regarding original awards before 01.01.2014, Administrators to send the information to HQ by 13.11.2017.
 - III) LAOs to send the details by e-mail to the bank with copy to HQ.

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

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

Hisar Zone

- i) EO Bhiwani informed that the main pending amount of installment related to U/E Dadri and the pending enhancement related to Sector-13, Bhiwani for which notices were being issued.
- ii) EO Hisar informed that notices for recovery have already been issued and action for resumption was also being taken.
- iii) EO Jind informed that notices for recovery have already been issued.

- iv) EO Sirsa informed that notices for recovery have already been issued and action for resumption was also being taken.

The Chairman directed as under: -

- I) More recovery notices should be sent.
- II) Notices under various section 17(1) / 17(2) / 17(3) / 17(4) should be sent proportionally.
- III) The targets to be achieved by the next review meeting were fixed as under: -
 - EO Hisar to recover 20.00 crore of installment amount before the next meeting.
 - EO Jind to recover 9.00 crore of installment amount before the next meeting.
 - EO Sirsa to recover 8.00 crore of installment amount before the next meeting.

- v) The Chairman observed that the data mentioned in the table (installment / enhancement amount) did not seem to be correct. IT Cell HUDA HQ was directed to recheck the figures.

Rohtak Zone

- i) EO Bahadurgarh informed that for Sector-11, Bahadurgarh and Sector-9, Jhajjar the amount was shown due though the possession was still to be offered.
- ii) EO Rohtak informed that for Sector-6, Rohtak the amount was shown due though the possession was still to be offered.
- iii) EO Sonapat informed that in some cases the receipts could not be uploaded which was done manually.

The Chairman directed as under: -

- I) IT Cell HUDA HQ to resolve the above issues and correction in PPM be done at the earliest.
- II) CCF HUDA to check the amount being recovered every month and inform CA, HUDA regularly.
- III) More recovery notices should be sent by respective EOs.
- IV) Notices under various section 17(1) / 17(2) / 17(3) / 17(4) should be sent proportionally by the EOs.

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

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

CCF, HUDA informed that for Hisar Zone, against 3731 plots 3728 notices have been issued and for Rohtak Zone, against 15135 plots 14847 notices stands issued.

Chairman directed Administrators / EOs to issue the remaining notices at the earliest.

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

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

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

Administrator, Hisar informed that 1 commercial site each of Hisar and Bhiwani was auctioned during the last auction held during October 2017. Administrator, Rohtak informed that no commercial site under Rohtak Zone was put for auction.

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

Chief Arch. Informed that as per policy circulated by CTP, HUDA, Panchkula vide letter no. 11727-31 dated 8.1.2017 that all the commercial sites of size 2.75 x 8.25 mtr. and above shall now be auctioned as double storey sites with provision of storage on first floor. All auctions in future should be held accordingly.

(Action by All Administrators, Estate Officers & CTP, HUDA)

Chairman directed as under: -

- i) Administrators to prepare clear schedule of commercial plots for future auctions (upto March 2018) and send to HQ by 17.11.2017.
- ii) IT Cell HUDA HQ to revise the proforma of e-auction and circulate to all the Administrators for necessary report.

(Action to be Taken by: - Administrator (HQ)/Hisar/Rohtak/GMIT/Estate Officers)

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

The Chairman observed that the overdue figures in case of all the Urban Estates (of Hisar and Rohtak Zones), except Bhiwani were high. The pendency was clearly visible as per the designation-wise list attached in the agenda. Some of the EOs informed about the shortage of Junior Engineers in their offices.

In case of Panipat, lot of cases were observed to be pending in the ID of Sh. Om Singh, Junior Engineer. This pendency relates to Occupation Certificate (Plot No.1121/25P-II, 702/25P-II, 1732/24, 664/25P-II, 631/18, 1918/11, 108A/18, 1016/18, 1422/18, 1815P/18), Possession Certificate (Plot No.1833/18, 305/7), Transfer Permission letter (Plot No.591/25P-II), Fresh Building Plan (Plot No.864/25P-II).

The Chairman directed as under:-

- i) Administrators should ensure that pendency is brought down to 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.
- iii) Secretary HUDA to issue the orders of posting of Junior Engineers where essentially required / large vacancies exist.
- iv) Sh. Om Singh, JE O/o EO Panipat should be placed under suspension due to lot of pendency of files relating to the work assigned to him.
- v) **Digitization of files:** - GM (IT) to instruct the vendor to increase the capacity of digitization and work quickly to complete the job at the earliest. The vendor should also be called in the office on 11.11.2017 for a meeting with CA, HUDA.
- vi) Administrator Rohtak to ensure that the work of digitization of files at Panipat is started within 7 days.

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

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

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

- i) It should be ensured that the announcement in progress should be completed within the stipulated time period.

- ii) **Setting up of Transport Nagar on 25 acres of land in Jind City (Ann. No.9745): -**
EO Jind informed that some queries have been received regarding the said purpose. Further, Administrator Hisar / EO Jind will be visiting the area to reply to the queries of the land owners.
- iii) **Development of Commercial Complex on portion of 5 acres Govt. land at Sirsa (Ann. No.10470): -**
The file in the matter already sent for approval to Hon'ble CM was awaited. However, Administrator Hisar informed that the proposal of DTP Hisar for planning of the area sent earlier to HQ may be considered. Chairman directed CTP HUDA to put up the same on file.
- iv) **Allotment of shops in Auto Market at Bahadurgarh (Ann. No.10137):-**
Administrator, Rohtak was directed to get collector rates of the area / adjoining area in view of the observations of CMs office (received on the file).
- v) **Construction of Stadium in HUDA Sector-25, Panipat (Ann. No.10346): -**
It was informed that HUDA has already communicated to the Sports Department regarding non availability of land in HUDA Sector at Panipat. CTP HUDA was directed to convey the same again to the Director Sports so that this announcement is removed from HUDA's side.
- vi) **Kathmandi to be shifted outside Rohtak City (Ann. No.12633): -**
EO Rohtak informed that at Rohtak the timber trade was on low scale. CA HUDA directed that a local level committee under the C'Ship of Administrator Rohtak be formed to give clear cut detailed report of the site / trading being done there. The report be submitted within 2 weeks.
- vii) **Transport Nagar be established and shifted from Rohtak city (Ann. No.12634): -**
CCF HUDA informed that the reply of Divisional Commissioner Rohtak regarding rates of sectors was still awaited. EO Rohtak was directed to get the reply from the Divisional Commissioner at an early date.
- viii) **Establishment of Transport at Bahadurgarh (Ann. No. 13698):-**
EO Bahadurgarh informed that the land for the purpose was not acquired and the site in Sector-12 Bahadurgarh earmarked for Transport Nagar was under litigation. Administrator, Rohtak/Estate Officer, Bahadurgarh were directed to send complete proposal to HQ within 7 days.
- ix) **Shifting of Fire Station to HUDA Sector-23 Sonapat (Ann. No.17670): -**
It was informed that the approval of Hon'ble CM has been received. Administrator (HQ) was directed to issue the necessary letter at the earliest.

(Action to be Taken by: - Administrator (HQ) / CCF / CTP / CE-1 & II / All Administrators / Estate Officers)

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

Hisar Zone

Administrator Hisar / CE-II explained about the status of works under Hisar Zone. Chairman directed SE Hisar / EE concerned to ensure timely completion of the works in progress.

Rohtak Zone

CE-I / SE Rohtak explained about the status of works under Rohtak Zone. Chairman directed SE Rohtak / EE concerned to ensure timely completion of the works in progress. Work wise directions were also given as under: -

i) **Constructions of 45m wide sector dividing road 27 & 28 Rohtak.**

EE Rohtak informed that the work on part road length could not be completed due to court stay. The case had been decided in 2013 but the possession of the land has not been handed over by LAO/EO to the Engineering wing. EO Rohtak informed that some acquisition of land was required. Chairman directed the EO to send the case for acquisition at the earliest.

ii) **Construction of road and parking in Sector-21(Commercial) Rohtak.**

EE Rohtak informed that the work stands completed in the clear area and the balance work is held up due to the Sugar Mill waste lying at the site. The estimate for removal of sugar mill waste was already under process. Chairman directed Administrator, Rohtak / CE-I to take necessary action in the matter.

iii) **Roads in Sector-21A (Residential) Rohtak.**

EE Rohtak informed that the work was not started by the contractual agency and the DNIT for inviting tenders on risk and cost of the original agency was under process. Chairman directed CE-I to take early action in the matter.

Further, Administrator Rohtak was directed to review at his level the issues of encroachment / litigation affecting the progress of projects so that the works could be completed at the earliest.

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

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. The following directions were issued: -

- i) More efforts be made by EEs / SDEs to recover the pending charges quickly.
- ii) SDEs should check the dashboard daily and take suitable action timely.
- iii) After due date regular notices be issued.
- iv) Connection should be disconnected after the due date.
- v) Administrators / EOs to also review the recovery status of water and sewerage charges at their level.
- vi) Chief Engineer to put up a letter regarding high pendency of Govt. departments.
- vii) Chief Engineer-I to recheck the data regarding illegal connections of Rohtak and Bahadurgarh Urban Estates.

EE Sonapat informed that there was no SDE as well as JE in the Sonapat Division. Secretary HUDA to issue necessary orders in this regard.

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

Agenda Item No.12 Implementation of Haryana Building Code

Administrator Hisar explained the status of implementation of Haryana Building Code under Hisar Zone. EO Bahadurgarh / Panipat / Rohtak / Sonapat also informed about the status of balance sectors to be brought online.

Chairman directed the Administrators / EOs to get the pending zoning data uploaded at the earliest for online approval of building plans.

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

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Agenda Item No.13 Status of Harpath Portal

Chief Engineer-I / II explained regarding the status of Harpath portal. Under Hisar Zone against 21 grievances received, 05 grievances were pending. Under Rohtak Zone against 11 grievances received, no grievance was pending.

Chairman directed as under:-

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

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

Agenda Item No.14 Status of CM Window

The Chairman pointed out that large number of grievances were overdue in case of EO Hisar / Sirsa / Bhiwani / Panipat / Sonapat / Bahadurgarh / Rohtak. In addition 1 complaint each of year 2015 was pending with EO Jind / EO Bahadurgarh. Administrator Hisar / Rohtak / concerned EOs / LAOs / EEs were directed to take quick necessary action so that the overdue grievances are updated and reduced considerably by 17.11.2017 as the next review **meeting under APSCM with HODs is going to be held on 24.11.2017**. Moreover, APSCM in the last meeting with HODs held on 27.10.2017 had instructed to bring the overdue %age to 4%.

CVO HUDA pointed out that their office was not receiving replies from Zonal Administrators to the complaints received from the Chief Secretary office. Administrator Hisar / Rohtak were requested to send requisite report of such complaints at the earliest.

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

Agenda Item No.15 Status of encroachment on HUDA land

Chairman observed that large area of land was under encroachment in different urban estates and directed Administrator Hisar / Rohtak that regular drives for removal of encroachment every month be taken up as per the Govt. instructions. Further, results of the anti-encroachment drives should be visible by the next meeting. EO Bahadurgarh was directed to recheck the figure of the encroached area. All the EO's were directed to conduct proper survey and prepare accurate data of encroachments."

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

Agenda Item No.16 Status of Metro Project

The land related issues of Metro project at Bahadurgarh were discussed in detail:-

- (i) The issue of exchange of un-acquired land of Sh.Avinash Jain, legal heir of Smt. Manorama Jain, falling in Khasra No.33//11/1 and 34//15, village Hassanpur, Tehsil Bahadurgarh, District Jhajjar required for raising pillar No.DP-01 and 02 for laying Metro line for Metro depot under construction in Sector-9, Bahadurgarh was discussed in detail. Estate Officer, HUDA, Bahadurgarh informed that the land owners has filed CWP No.27034 of 2016 challenging the acquisition of land under Section 24(2) Right to Fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement Act, 2013. The case is fixed for hearing on 11.12.2017. Estate Officer, HUDA, Bahadurgarh was directed to personally appear

before the Hon'ble Punjab and Haryana High Court, Chandigarh alongwith the representatives of DMRC on 11.12.2017, with full facts of the case, site photographs and detail of expenditure already incurred on development of Metro corridor between Mundka to Bahadurgarh and assist Hon'ble Court in disposing off the matter. The Hon'ble Court may be informed that land of petitioner falling in Khasra No.35//14 is very much required for laying of Metro line. Administrator, HUDA was also requested to negotiate with the land owners for transfer of un-acquired land falling in Khasra No.33//11/1.

- (ii) Administrator, HUDA, Rohtak was requested to convene a meeting within next 2-3 days with land-owners whose land has been quashed by the Hon'ble High Court vide order dated 27.09.2017 in CWP No.11316 of 2016. The land-owners may be informed that the compensation of the land can be paid by HUDA as per its policy dated 18.01.2017.
- (iii) After convening a meeting, a detailed proposal may be sent to Chief Administrator, HUDA with next 7 days positively.

(Action to be Taken by: - Administrator Rohtak / HMRTC / EO Bahadurgarh)

Additional items: - The following items were also discussed.

1. **Court case of Dharam Singh Yadav**

Administrator (HQ) pointed out that the Estate Officers were yet to send the information regarding the reply to the show cause notices issued (by respective EOs) to the defaulters. Chairman directed all the EOs to send the consolidated report by 17.11.2017.

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

2. **Housing Board issues**

Chairman pointed out that housing board Haryana was requesting for giving the land back to HUDA in Sector-8 Sonapat and Sector-16 Gohana. EO Sonapat explained the status of land. Chairman directed the EO to recheck the status and send report in the matter to HQ within 7 days.

(Action to be taken by: - Administrator Rohtak/EO Sonapat)

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,
HUDA, Panchkula.

To

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

Memo No.Dy.ESA(HUDA)/A.R.O/2017/ ²²⁴⁴¹⁵ Dated:- 28/11/17

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

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

Assistant Research Officer,
for Chief Administrator, HUDA,
Panchkula

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

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

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

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

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

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

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

Faridabad Zone

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

Gurgaon Zone

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

Panchkula Zone

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

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

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

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

Faridabad Zone

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

Gurgaon Zone

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

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

Panchkula Zone

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

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

1. Court case of Dharam Singh Yadav

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

2. Court case of HUDA Gymkhana Clubs

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

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

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

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

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

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

Presentation by IndusInd Bank

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

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

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

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

The Chairman further directed as under: -

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

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

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

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

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

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

Agenda item No.7:-

Review the Status of e-auction schedule.

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

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

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

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

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

Chairman directed as under: -

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

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

Agenda item No.8:-

Review the Status of PPM Data

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

The Chairman directed as under:-

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

iv) Digitization of files: -

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

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

earliest.

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

v) Online building plan approval

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

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

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

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

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

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

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

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

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

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

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

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

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

The following directions were issued: -

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

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

Agenda Item No.12 Implementation of Haryana Building Code

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

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

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

Agenda Item No.13 Status of Harpath Portal

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

Chairman directed as under:-

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

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

Agenda Item No.14 Status of CM Window

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

Chairman issued the following instructions: -

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

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

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

Agenda Item No.15 Status of encroachment on HUDA land

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

Agenda Item No.16 Status of Metro Project

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

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

Additional items: - The following items were also discussed.

1. CM references / Important references.

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

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

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

2. Provision of suites at Gymkhana Clubs

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

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

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