

**Through e-mail only**

From  
The Chief Administrator,  
HSVP, Panchkula.

To

1. All the Administrators, HSVP, (In the State)
2. The Chief Town Planner, HSVP, Panchkula.
3. The Chief Engineer-II, HSVP, Panchkula.
4. The Chief Controller of Finance, HSVP, Panchkula.
5. The Chief Information Technology Officer, HSVP, Panchkula.
6. The Administrative Officer (U.B), HSVP, Panchkula.
7. All the Estate Officer, HSVP(In the State)

Memo No:-Dy. ESA/Astt/

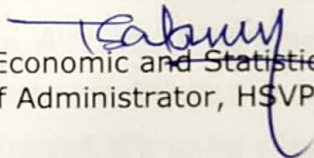
86246

Dated:-19.05.2021

**Subject: - Proceedings of the Meetings of HSVP Officers held on 13.05.2021, at (3.00 P.M) through Video conference, under the Chairmanship of Sh. Ajit Bala ji Joshi, IAS, Chief Administrator, HSVP, Panchkula.**

PI find enclosed herewith Proceedings of the Meetings of HSVP Officers held on 13.05.2021, at (3.00 P.M) through video conference, under the Chairmanship of Sh. Ajit Bala Ji Joshi, IAS, Chief Administrator, HSVP, Panchkula your kind perusal and further necessary action please

You are also requested to send the Action Taken Report through e-mail to the concerned head of the branch under intimation to this office.

  
Deputy Economic and Statistical Advisor,  
For Chief Administrator, HSVP, Panchkula.

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

**Proceedings of the Meetings of HSVP Officers held on 13.05.2021, at (3.00 P.M) through Video conference, under the Chairmanship of Sh. Ajit Bala ji Joshi, IAS, Chief Administrator, HSVP, Panchkula.**

\*\*\*\*\*

**The following officers were attending the meeting.**

- (i) Sh. Krishan Kumar, IAS, Administrator, Faridabad and Smt. Veena Kumari, Accounts Officer.
- (ii) Sh. Nadim Akthar, Chief Controller of Finance, HSVP, Panchkula.
- (iii) Sh. N. Mehtani, Chief Town Planner, HSVP, Panchkula.
- (iv) Smt. Manisha Sharma, Estate Officer-II, HSVP Gurugram on behalf of Administrator, HSVP, Gurugram.
- (v) Sh. Uday Singh, Estate Officer, HSVP, Hisar, Sh. Ruli Ram, Accountant and Sh. Surjeet Singh, Assistant on behalf of Administrator, HSVP, Hisar.
- (vi) Smt. Mamta Sharma, Estate Officer, HSVP, Panchkula and Sh. Satish Kaushik, Sr. Accounts Officer on behalf of Administrator, Panchkula.
- (vii) Sh. Vikas Gulia, Sr. Accounts Officer on behalf of Administrator, Rohtak

The agenda items were discussed in detail. Item wise deliberations/directions issued are as under:

**Agenda item No. 1: Last Full and Final Settlement Scheme.**

Worthy Chief Administrator, HSVP, Panchkula has reviewed the pending representation received from allottees regarding updation of their accounts for availing benefits of under the Last and Final Settlement Scheme.

The information received from all the five zones, the pending representations were discussed with the officers concerned. Sh. Anirudh, Programmer apprised Chief Administrator that still there are 53 plots, which are blocked in the Last and Final Settlement Scheme for which the manual calculations are to be sent by the respective Zonal Administrators and Estate Officers. Accordingly the following directions were passed:-

1. The Zonal Administrators will send the consolidate status of the applications to the Finance Wing, HSVP by 19.05.2021.
2. Sh. Anirudh will send list of all blocked properties to respective Administrators and Estate Officers who will send the manual calculations by 17.05.2021
3. All the Officers/Officials were directed to clear/resolved the pending representations with the concerned offices upto Monday i.e. 17<sup>th</sup> May, 2021. The next meeting will be held in next week.
4. The officers/officials of the O/o Administrator, HSVP, Hisar were directed to re- check the calculations, which have been sent to the IT Wing for updation, as there are a number of mistakes in their. Further, Estate Officer, HSVP, Hisar was directed to be careful while re-sending the calculations of Last and Final Settlement Scheme. The officials found guilty will be subject to disciplinary action.

**(Action by: - All concerned estate officer, Administrator Hisar, C.C.F)**

**Agenda item No. 2: Calculation/re-calculation of additional price on account of enhanced compensation.**

**The following directions were issued in this regard:-**

1. All the Administrators to identify all such sectors, where fresh calculation of additional price (enhancement) are still pending and further requested to calculate the additional price (enhancement) of these sectors with the certification that recalculation or fresh calculations of no other sector is pending in their zone. The above said work will be completed by 31.05.2021.
2. The detailed calculations for the pending sector, which are not covered under the Last and Final Settlement Scheme are also to be sent to Finance Wing by 31.05.2021.

**(Action by: - All Administrator, All concerned estate officer, C.C.F)**

**Agenda item No. 3: list of auctionable properties.**

W/Chief Administrator brought to the notice that the financial position of HSVP can only be strengthened if the available inventories of properties are sold by way of auction. Accordingly, the revised e-auction policy has been formulated to dispose of the available properties as per the HSVP policy. W/Chief Administrator also intimated that due e-auctioned of such properties is being planned every month on regular basis.

The Administrators and Estate Officers were directed to identify those pockets/properties in the Urban Estates which are in high demand in the market and can be sold out in the e-auction easily. It was also directed to identify such available lands in the developed sectors which are lying vacant due to one or the other reasons and the proposals regarding disposal of sale may be sent to the CCF/CTP Branch.

The Chief Administrator, HSVP, directed all the Estate Officers to send the following list of auctionable properties in the prescribed format duly signed by the concerned officer's alongwith their base price as per the latest collector rate.

(i) The base price of the residential and commercial properties may be updated as per the latest collector rate.

(ii) The Estate Officer, Gurugram-I and II and Estate Officer, Panchkula may forward more auctionable residential and commercial properties to be e-auctioned in the month of June alongwith latest collector rates.

(iii) All the Estate Officers may prepare the list of auctionable properties residential and commercial month wise and send the same well in advance to the CCF in the prescribed format alongwith base price.

(iv) All the Zonal Administrators may forward the consolidate list of available vacant educational sites in the prescribed format and latest base price.

(v) All the Zonal Administrators may forward the consolidate list of available vacant hospital sites in the prescribed format and latest base price.

(vi) The HSVP has developed various transport Nagar and auto markets in the different Urban Estates and in some cases the auto markets have been fully developed like in Urban Estate of Faridabad, Hansi and Bahadurgarh. There are vacant available plots for e-auction, so, the list of such properties which can be sold through open

e-auction/limited e-auction may be sent separately in the prescribed format along with the base price.

**(Action by: - All Zonal Administrator, Estate Officers, C.C.F, CITO, A.D.O(U.B)**

**Agenda item No. 4: Recovery of outstanding charges of Non-Nuisance Consultancy charges from field office-HSVP.**

A list of 707 properties of various urban estate were sent to the field offices vide memo no. 81944 Dated 11.05.2021 vide which it was directed to fill up the desired information with regard to outstanding dues and renewal of the same.

In this regard, an url has been provided at HSVP website (<https://lfss.hsvphry.org.in/Admin/UserLogin.aspx>) (side MENU Urban Branch) and it has been desired to fill up the desired information on the above dashboard with in 3 days.

**(Action by: - All Estate officers and ADO(U.B)**

**Agenda item No. 5: Policy guidelines for ensuring implementations of terms and conditions of allotment regarding free treatment to the poor persons or patients.**

Vide HQ Memo No. 82044 dated 11.05.2021, all the Administrators/Estate Officers were asked to take action as per policy guidelines for ensuring implementation of terms & conditions of allotment regarding free treatment to the poor patients and making it mandatory for the Hospitals to maintain record and registers thereof.

In this regard, 2 nos. of performas were circulated (OPD details and IPD details) and they were requested to fill the same and send the same to HQ in the 1st week of every month.

**(Action by: - All Estate officers and ADO(U.B)**

**Agenda item No. 6: Social, Charitable, & Religious Sites in Faridabad, Hisar(Hansi) & Karnal.**

Vide HQ Memo No. 82412 dated 11.05.2021, the information with regard to social, charitable and religious sites in Faridabad, Hisar (Hansi) and Karnal were sought where applications were called and the detail/information with regard to interviews were awaited.

It was directed to take up the matter for fixation of date of interview within a week's time.

**(Action taken by : Administrator, Faridabad, Hisar and Panchkula and ADO(U.B)**

**Agenda item No. 7: Recovery from the Liquor shop allotted by the HSVP.**

Information was sought by HQ vide Memo No. 82414-436 dated 11.05.2021, to supply the information with regard to recovery from the liquor shops allotted by the HSVP during the last five years.

EO-II, HSVP, Gurugram informed that a sum of Rs. 3.83 crores (approx) has been outstanding against the said liquor shops.

W/CA directed the EO-II, HSVP, Gurugram as well as all the EOs having outstanding dues against the said liquor vends to take up the matter with Excise & Taxation

Department for recovery of the same. Follow up action shall be reviewed in the next meeting

**(Action taken by : All Estate Officers and ADO(U.B))**

**Agenda item No. 8:- Allotment of Hospital sites developed by HSVP.**

Vide HQ Memo No. 79300 dated 05.05.2021, the information was sought with regard to transfer of Hospital sites. Therefore, it was asked to supply the remaining desired information within a week's time.

**(Action taken by : All Estate Officers and ADO(U.B))**

**Agenda item No. 9: Details of properties which have been leased by the HSVP in different Urban Estate.**

Vide HQ Memo No. 82331 dated 11.05.2021, all the Estate Officers were asked to supply the information with regard to the properties given on lease by HSVP to various agencies on the prescribed performa. No information was received from any Estate Office.

In this regard, a url has been provided at HSVP website (<https://fss.hsvphry.org.in/Admin/UserLogin.aspx>) (side MENU Urban Branch) and it has been desired to fill up the said information on the above dashboard within 3 days.

**(Action taken by : All Estate Officers and ADO(U.B))**

Meeting sanded with a vote of thanks to the Chair and the Participants.