

Through:- e-mail Only

From

The Chief Administrator,  
HUDA, Panchkula.

To

1. All the Administrators, HUDA (in the State)
2. The Chief Controller of Finance, HUDA, Panchkula.
3. The Secretary, HUDA, Panchkula.
4. The Chief Engineer, HUDA, Panchkula.
5. The Chief Town Planner, HUDA, Panchkula
6. All the Estate Officer, HUDA( in the State)
7. All the Superintending Engineer, HUDA (in the State)
8. The Distt. Attorney, HUDA, Panchkula.
9. The XEN (Vigilance), HUDA, Panchkula
10. The General Manager (IT Cell), HUDA, Panchkula
11. The Sr. Architect, (Goyal) & Yadav, HUDA, Panchkula.
12. The Administrative Officer, HUDA, Panchkula.
13. The Enforcement Officer, HUDA, Panchkula.
14. The Supdt, Urban Branch, HUDA, Panchkula

Memo No.Dy.ESA(HUDA)/A.R.O/2015/SPL-1

Dated:- 13.7.2015

Subject: - Proceedings of Review Meeting of HUDA officers held under the Chairmanship of Sh. Brijendra Singh, I.A.S, Chief Administrator, HUDA, Panchkula on 29.6.2015 at 10.30 A.M in the Conference Hall, C-3, Sector-6, HUDA Office Complex, Panchkula.

Please find enclosed herewith minutes of the Review Meeting of HUDA officers held on 29.6.2015 at 10.30 A.M under the Chairmanship of Sh. Sh. Brijendra Singh, I.A.S, Chief Administrator, HUDA, Panchkula in the Conference Hall, C-3, Sector-6, HUDA Office Complex, Panchkula for your kind perusal and further taking necessary action please.

DA: As above.

Assistant Research Officer,  
for Chief Administrator, HUDA,  
Panchkula

CC/-:

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

**Proceedings of Review Meeting of HUDA officers held under the Chairmanship of Sh. Brijendra Singh, I.A.S, Chief Administrator, HUDA, Panchkula on 29.6. 2015 at 10.30 A.M in the Conference Hall, C-3, Sector-6, HUDA Office Complex, Panchkula.**

The list of participants is enclosed at Annexure-'A'.

At the outset, Chairman welcomed all the officers and desired that all the officers should work in a transparent and fair manner. After that agenda items were discussed as under:-

**Agenda Item No.1**

- I) It was discussed that the revenue generation is very less in HUDA Urban Estates . In many cases even the regular installments of the plots are not being recovered in time, there appears to be no justification for non recovering of such installments in respect of plots/sites allotted by way of allotment/auction.
- II) The Chairman directed that henceforth fortnightly review shall be done by the Zonal Administrators to monitor the revenue recovery position.
- III) It was also pointed out that as the Zonal Administrators have now been given additional charge of ADUE also within their respective jurisdiction, they should ensure that notices under Regulation-10 of HUDA (Disposal of Land and Buildings) Regulation 1978 are issued by the respective Estate Officers for recovery on account of enhanced compensation granted by the courts.
- iv) During the year 2014-15, approximately Rs.4344 crores have been paid as enhanced compensation. But it has been observed that the corresponding recovery notices to the plot owners have not been issued sofar. An immediate exercise needs to be undertaken to ensure that the recovery notices under Regulation 10 are issued in all cases where enhancement has been paid.

**(Action By:- Administrators, Estate Officers, C.C.F, and ADUE)**

**Agenda Item No.2:- Market Rates in the Urban Estates**

It was noticed that market rates in various Urban Estates have not been sent by respective Administrators/Estate Officers.

It was directed that all the Zonal Administrators/Estate Officers shall send the market rates to C.C.F HUDA Panchkula within 10 days.

**(Action By:- Administrators, Estate Officers, C.C.F)**

**Agenda Item No.3:- C.M Grievances window**

The status of grievances received on CM Window was discussed. Nodal Officer explained that till 28.6.2015- 1466 grievances had been received out of which action taken reports of 1077 had been sent to the higher office and remaining 389 grievances are under action with various Administrators, HUDA which include 187 overdue cases (which had crossed the threshold limit of 30 days). Regarding the overdue cases reminders were regularly hosted on the CM Window and were being sent by e-mail also to the concerned. Nodal officer further informed that in the review meeting regarding CM Window and CM announcements of all the departments held

on 5.6.2015 under the Chairmanship of APSCM, it was impressed upon that more stress should be given to quality of redressal of grievances. The presentation regarding the CM Window received from OSD/CM indicating different types of observations on the replies/ ATRs (received from different departments) stands circulated to all the Administrators and head of the branches at HQ vide e-mail dated 5.6.2015. These observations were also discussed.

CA HUDA requested all the Administrators and head of the branches at HQ to send ATRs keeping in view the observations of the CMs office. All the concerned were further instructed to take immediate necessary action on the grievances, which have become overdue/ were going to be overdue shortly.

**(Action by all the Administrators/head of branches at HQ)**

**Agenda Item No.4 Review of Development Works:-**

The status of development works was explained by Chief Engineer, HUDA Panchkula in the above meeting. Some bottlenecks affecting the speed of development works were pointed out as under:-

1. **Transfer of GLF land at Hisar:-** It was informed that the work of laying of RCC pipe line for SWD has already been completed. The land for construction of water works for Sector-14, Hisar and storm water disposal site is to be got transferred from GLF. The case has already been submitted to the Director, Animal Husbandry Department, Haryana vide CA HUDA D.O. No. 16143 dated 19.11.2013, but the land yet to be transferred to HUDA. It was desired by C.A.HUDA that matter be taken up with concerned Authorities.

**(Action by C.E/S.E Hisar)**

2. **i) Supply of Water from Kaushalya Dam to Sector -32, Panchkula.** The work for laying of pipe line for carrying of Kaushalya water to Water Works Sector-32, Panchkula has already been allotted to the agency. Some reach is coming in the area of forest department for which permission from forest department is required. The case has already been referred to the forest department. Permission is yet to be received.

Further, some land is coming under alignment in the military area. The case has already referred to military authority which is yet to be received.

It was desired by C.A.HUDA that matter be taken up with concerned authorities for getting the clearance.

Action by:- C.E/S.E PKL)

**ii) Supply of Kajauli water to Panchkula.** The water treatment plant of 45 MLD for treatment of Kajauli water has been constructed in sector-1 by HUDA and pipe line from Kajauli water works has been laid by UT Administration. As per agreement, at present total 12 cusecs (3 cusecs in four phases) water is to be supplied, but only 1.0 to 1.5 cusecs is reaching at water works sector-1 Panchkula.

It was desired by C.A HUDA that the matter be taken up with UT Administration for supply of 12 cusecs water to Panchkula.

(Action by C.E/S.E PKL)

3. **Pinjore- Kalka:** The development works of sector-27 & 28 of Pinjore-Kalka Urban complex has been allotted alongwith construction of external road of sector-3 & 4 & 5 of Pinjore. Some area of this external road is under litigation/stay due to which the works are suffering. It was desired by C.A.HUDA that action be taken by LAO/DTP Panchkula for early clearance of litigation.

It was also informed by C.E that the demarcation plan of sector-27 & 28 of Pinjore Kalka has not yet been finalized/ approved, so far due to which the works of these sectors are suffering badly. It was desired by C.A.HUDA that the demarcation plan be got finalized by CTP HUDA.

(Action by C.E/CTP/LAO PKL/DTP PKL)

4. **Water works sector-34, Rohtak:-** It was informed by Superintending Engineer, Rohtak that the work for construction of water treatment plant in sector-34 Rohtak has been allotted to the agency. Some land for proposed S&S tank is in dispute. Residents of the area are claiming that this land has been allotted to them for BPL Plots under Indra Awas Yozna. Case for decision has been sent to Govt. and pending at Govt. level due to which work of S&S tank is held up and thus all the infrastructures being created will be of no use till the S&S tank is constructed. The matter is pending for long time and the decision for this land is required to be taken at higher level. The agency to whom the work allotted is insisting upon to give the clear site for construction of S&S tank. As per agreement, S&S tank is to be constructed in rectangular shape. To put the already constructed infrastructure in use, the matter has been reviewed and his office has sent the proposal that shape of the tank be amended as per site instead of rectangular shape leaving the area under dispute. The land under dispute can be used for construction of other structures later on as and when land is made available. If the work is not completed in time the work of water supply will suffer and contractor can go for Arbitration. Further it was informed by Chief Engineer that as per available land at site, the approval in the change of shape and size of the S&S tank has been conveyed to the SE HUDA Rohtak for execution of work which will required additional cost however the overall cost will remain within administratively approved estimated cost. Chief Engineer, HUDA also intimated that this land will be put to use for construction of other structures later on as & when land is available. CA HUDA desired that the land dispute may be got settled at the earliest and case may be put up to ACS/T&CP & for taking up matter with PS,ULB.

(Action by C.E/S.E Rohtak)

5. **Construction of NPR and SPR in Gurgaon:-**

i) **NPR:-** The work of construction of NPR is completed in Approx. 14 Km. length out of 18K.M. Some of pockets of the road are under litigation/stay due to which the balance road work is held up.

ii) **SPR:-** The total length of SPR is 14.20 Km. out of which 8.75Km. from Faridabad road to Sohna Chowk is already functional and balance 5.45Km is also completed except 450M under litigation/stay.

It was desired by the Chairman that these pockets should be got cleared at the earliest for the completion of balance road and matter be referred to ADUE.

(Action by C.E/SE,GGN,ADUE)

6. **Construction of Road in Sector 75 to 89 in Faridabad:-** The road work in 38.895Km is completed in all respect out of 44.925. The work in balance 6.03Km is held up due to litigation/stay, protest by former regarding land rates. It was desired by the Chairman that these pockets should be got cleared at the earliest for the completion of balance road.

(Action by C.E/S.E FBD/ADUE)

7 **Laying of Sewerage line in Roz-ka-Meo:** It was asked by Chairman whether the permission for laying of sewer line along NH has been received from NH Authority. The Superintending Engineer, Faridabad intimated that permission from NH has been obtained and permission from Forest Department is yet to be received for which matter is being perused with Forest Department. It was desired by the Chairman that matter should be taken up with Forest Department at personnel level for clearance from Forest Department.

(Action by C.E/S.E FBD)

8. **Permission for laying of Water Supply line, Sewer line and use of Recycle water line:-**The Superintending Engineer-I, Gurgaon intimated that the permission for laying of Master Water Supply line, Sewer line and use of Recycled Water line has been applied to Railway & NH Authority Govt. of India and permission is pending. It was desired by the Chairman that these matter should be taken up with Railway and NH Authority at personal level.

(Action by C.E/S.E GGN)

9. **Construction of Master Sector dividing road in Sonapat:-** SE, RGEC Sonapat has informed that work of construction of some pockets of Master dividing road is held up due to protest by farmers, non-possession by TDI and litigation/stay. It was desired by the Chairman that these pockets should be got cleared at the earliest for the completion of balance road (Action by:- C.E/S.E Sonapat/ADUE)

#### **Agenda No. 5 Floation Plan**

The report sent by Zonal Administrators Faridabad, Gurgaon, Hisar and Rohtak were discussed in the meeting. No report was sent by Admn(PKL).It was informed by CTP HUDA that HUDA has not floated any scheme after November, 2014, therefore, it is important to advertise residential schemes in at least 4-5 Urban Estates, keeping in view the potential of the area. In certain cases, the land acquired about 10 years back is yet to be planned and floated. Floation of new sectors is also important to boost the finance/cash flow of HUDA. The Administrators were advised by C.A HUDA to finalize oustees claims, demarcation plan for the sectors identified for floatation and send the same to HQ within fifteen days.

**Action by: - (All Admn., C.T.P HUDA)**

**Agenda item No.-6 Progress in implementation of CM announcements.**

C.A. HUDA apprised that the Hon'ble Chief Minister is regularly monitoring the status of C.M announcement. Directions were given to all concerned to expedite the progress on each announcement to ensure timely implementation. It was desired that the Administrators should inspect the ongoing works. In future the Administrators shall inspect the development works relating to C.M Announcement regularly.

**Action by: - All Admn., C.T.P, C.E., C.E-I & Supdt.(U.B)**

**Agenda item No.-7 Action Taken Report at the level of Administrators/Estate Officers regarding the decisions taken in the Authority meeting.**

It was directed by the Chairman that decision taken in the authority meeting may be implemented in letter and spirit without any delay.

**Action by: - (All Admn., Secretary)**

**Agenda Item No.8:- Allotment of flats under Ashiana Scheme and update status thereof-**

Chief Engineer explained that 7356 EWS flats have been constructed and 2636 EWS flats are under construction by HUDA and as such out of 7356 +2636 =9922 flats only 3247 dwelling units have been allotted so far, balance are lying unallotted for the last 4 to 5 year due to non finalization of beneficiaries.

The Administrator, HUDA, Faridabad stated that 1040 Flats have been allotted in Sector -62 and 37 nos. are allotted in Sector 56-56A whereas and 2003 flats are available in Sector 56-56A. A committee has been constituted under the Chairmanship of Additional Deputy Commissioner and Identification of beneficiaries is being finalized by the committee which is likely to be completed up to 31.8.2015 and thereafter flats will be allotted to the beneficiaries accordingly. The Administrator, Rohtak stated that 576 flats under Ashiana Scheme have been floated in Rohtak. The commencement of booking was started 08.05.2015 and the last date of receipt of application was 08.06.2015 and further stated that only 30 application were received and now last date of the receipt of application is 08.07.2015. 696 EWS flats in Sector-5 Bahadurgarh are to be floated under Ashiana Scheme and last date of the receipt of application is 08.07.2015.

Chief Administrator directed all Administrators that list of beneficiaries be finalized on priority and take action regarding allotment of flats without any further delay. Where sufficient numbers of beneficiaries/applicants, are not available some alternate proposal be put up by the Administrators for the disposal of these flats.

It was also desired that ongoing works of flats be completed by Engineering wing within stipulated time.

**(Action by:-(All Administrators, Estate Officers, Chief Engineer, C.C.F and Enforcement Officer)**

**Agenda item No. 9- COCPs cases in Supreme Court/High Court**

Chief Administrator enquired as to whether the offices of Administrators, HUDA and Estate officers, HUDA are updating CCTNS specifically the columns of reply, final directions, interim directions, speaking orders, all

columns of COCPs and important cases of Hon'ble Supreme Court and High Court. The Administrators, HUDA assured the CA HUDA to issue clear cut directions to the DDA/ADAs posted in their offices to update CCTNS themselves regarding the above said columns/cases and disciplinary action will be initiated against the DDA/ADAs for lapse in future. It was observed that in 31 COCPs replies have not been filed and the Chief Administrator, HUDA directed the Administrators, HUDA to file replies in COCPs on the first date of hearing in compliance of the instructions issued from time to time. It was also directed that the different Wings and field offices must comply with the time bound directions within the time given by the Courts, so that the filing of contempt petitions by the petitioners can be avoided. There must be pro-active co-ordination and monitoring of the COCPs and important cases at the level of Senior Officers.

**Action by:- (All Administrators & DA)**

**Agenda item No 10. Presentation regarding full on line mode for applying for plots**

A demonstration on complete online system for applying in residential scheme was also made before the officers by G.M(IT) and it was stated that online system has been intimated for the schemes floated recently. C.A.HUDA directed that all schemes to be floated in future be processed on online mode.

(Action by:- All Administrators, E.O & G.M(IT))

**Agenda item No. 11:- Action Taken Report on CRM No. 26292 of 2013 Dharam Singh Yadav Vs State of Haryana.**

All the Administrators were directed to take timely action regarding lodging of FIR and cancellation of plots after following due procedure. Action taken may be sent immediately to HUDA, HQ, so that affidavit could be filed well in time in Hon'ble High Court.

**(Action By:- Administrators, Estate Officers, Dy. Supdtt.(U.B)**

**Additional points.Aadhar Enabled Biometric attendance**

Live demonstration of Aadhar Enabled Biometric attendance system was made. It was informed by G.M ( IT) that details of all employees have not been uploaded. It was impressed by C,A HUDA to upload the details of the employees of HUDA on the attendance portal. The Zonal Administrators will act as Nodal Officers for getting the details of all employees of their zone uploaded on the web portal. Secretary, HUDA will provide the detail of total number of employees viz., Government/Contractual / Outsourced/ consultant/ daily wages/ public sector along with their place of posting to IT Wing by the first week of July so that the Hardware can be got arranged by G.M(IT)

**Action by:- (All Administrators, Secretary & G.M(I.T)**

The meeting ended with a vote of thanks to the Chair and all present.

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