

From

The Chief Administrator, (Legal Cell)  
HUDA, Panchkula.

To

1. All the Zonal Administrators, HUDA.
2. All the Estate Officers, HUDA.
3. L.R., HUDA, Panchkula.
4. All Heads of Branches at HQ.
5. All DDAs & ADA at HQs and field.
6. All Panel Advocates (through e.mail only)

Memo No.DA-HUDA(HQ)-08/5653-5700  
Dated: 29.5.2008

**Subject: Minutes of the meeting held on 24.05.2008 under the Chairmanship of Sh.T.C.Gupta, IAS, Chief Administrator, HUDA.**

Please find enclosed herewith a copy of minutes of the meeting held on 24.05.2008 to review the status of legal cases, alongwith copy of instructions issued vide memo LR- dated 29.05.2008 for information and further necessary action at your end.

DA/As above.

( A.K.Kalra )  
District Attorney,  
HUDA,(HQs), Panchkula.

**Subject: Minutes of the meeting held on 24.05.2008 under the Chairmanship of Sh.T.C.Gupta, IAS, Chief Administrator, HUDA, Panchkula.**

A meeting was held on 24.05.2008 at 11.00 A.M. to review the status of legal cases pertaining to different Urban Estates under the Chairmanship of Sh.T.C. Gupta, IAS, Chief Administrator, HUDA which was attended by the officers as per the list in Annexure-1. The meeting began with a note of caution from the C.A. to all the officers, especially Estate Officers and Law Officers, to take the court cases seriously and sincerely. He pointed out that even after making much efforts, the list of court cases received from the field offices is at variance with the list of court cases compiled/entered in the CCTS at the Legal Cell at Headquarter. The Chairman further directed that the Administrators/Estate Officers must reconcile the list of court cases entered in the CCTS with the list of cases maintained in their offices and must resubmit the list properly reconciled in the same format latest by 30.06.2008 to the HQ. Legal Cell. If any information is required from the Head office for the same, the concerned Law Officer at the Headquarter may be contacted for any clarification.

The Chairman was also not satisfied with the working of Administrators in this regard. It was pointed out that as and when a notice/summons is received from the court, it must be examined by the Administrators/Estate Officers and if the grievance of the party is genuine and is within their competence, the grievance must be re-addressed before the Ist date of hearing or on the date fixed. A statement accordingly be made in the court in this regard and the case must be got disposed off. The Chairman also expressed his displeasure with regard to not sending the L-1 to L-5 returns by the Administrators in the prescribed Formats. The returns were never received in time. The Chairman desired that the returns must be submitted by the Administrators in the new Formats within the time prescribed therein on regular basis.

It was further pointed out by the Chairman that owing to slackness on the part of officers, various Courts/Fora are taking an adverse view of the working of HUDA and in some cases, these have gone to the extent of awarding imprisonment to some of the officers. This certainly is a very bleak scenario in respect of the

handling of court cases by the concerned officers. The summons/notices are not responded in time, replies are either not submitted or submitted very late, appeals are not filed within the limitation period and in execution applications the replies are not filed in proper manner. The Chairman, in particular, pointed out that while submitting reply in execution cases, a specific plea as regards “the finality of the order” is never taken which should have been taken as the very first and foremost ground.

The Chairman informed that in supersession of all earlier instructions, a set of new instructions has been drafted. A copy of the draft was supplied to all the officers and open house discussion was held on each and every clause of the new instructions. The officers, with an open mind contributed to the discussions and some of the suggestions were decided to be incorporated. All the officers were informed that the new set of instructions will be reaching them very shortly and thereafter all the officers, Estate Officers and Law Officers in particular, shall deal with the court cases as stipulated in the instructions. The Chairman further exhorted all the officers to ensure that actions regarding filing of replies, appeals etc. are taken in time and the reports required to be sent in prescribed formats are sent to the concerned quarters well in time.

The meeting ended with vote of thanks to the Chair.

**List of the participants**

**Annexure-I**

**Sr.No.                      Name & Designation of the officers/officials**

1. S/Shri P.C.Singal, L.C.
2. Maheshwar Sharma, Secretary, HUDA.
3. Ashwani Bajaj, ADA
4. A.K.Kalra, D.A.
5. Dharmesh Sharma, ADA
6. V.K.Singla, ADA-I
7. Rajesh Makkar, ADA-6
8. Kuldeep Singh, ADA-II
9. Dinesh Kumar, ADA-IV
10. Jaswant Singh, DDA-III
11. A.K.Bakshi, DDA-I
12. Gautam Nariala, ADA
13. R.S.Sathi, DDA
14. Dharam Pal, ADA
15. Harkesh, ADA
16. M.Kaushik, DDA
17. Narinder Singh Yadav, E.O.,Faridabad
18. Ajay Malik, E.O-I,Gurgaon.
19. Sidharth Sethi, ADA
20. B.R.Sheoran, ADA
21. Ishwar Singh, E.O, Hisar.
22. S.P.Sharma, E.O., Bhiwani.
23. A.S.Mann, E.O., Sonapat
24. Mahi Pal Singh, AEO,Sonapat.
25. Surender Singh, E.O., Panipat.
26. R.N.Nagwan, AEO, Panipat.
27. S.L.Sharma, AEO, Ambhala.
28. Ashok Kumar Bansal, EO, Kurukshetra
29. Dila Ram, AEO, Kurukshetra.
30. Jagtu, Assistant O/o E.O.,Kaithal.
31. Yeshendra Singh, EO-II, Gurgaon.
32. Sanjay Rai, EO, Rohtak.
33. R.K. Singh, EO,Jagadhri.
34. Satbir Singh, EO, Jind.
35. Mahavir Kaushik, EO, Panchkula.
36. Sushil Sarwan, EO, Bahadurgarh.
37. Ashwani Kumar DDA O/o Adm.Rohtak.
38. Vinti, ADA O/o Administrator, Rohtak.
39. Bir Singh Kaushik, ADA O/o EO, Rohtak
40. B.S.Kundu, AEO, Bahadurgarh.

41. Satbir Singh, Asstt. O/o E.O., Bahadurgarh.