

From

The Chief Administrator,
HUDA, Panchkula.

To

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

Memo No.Dy.ESA(HUDA)/A.R.O-II/2013/38269-38315

Dated:-20/9//2013

Subject: - Proceedings of Review Meeting of HUDA officers held under the Chairmanship of Sh. A.K. Singh, IAS, Chief Administrator, HUDA, Panchkula on 11.9.2013 at 11.00 AM 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 under the Chairmanship of Sh. A.K. Singh, IAS, Chief Administrator, HUDA, Panchkula on 11.9.2013 at 11.00 AM in the Conference Hall, C-3, Sector-6, HUDA Office Complex, Panchkula as approved by the Chief Administrator for your kind perusal.

You are therefore, requested to send the action taken report by 7th October, 2013 through e-mail dyesahuda@gmail.com. so, that report may be put up before the higher authorities.

DA: As above.

Deputy Economic & Statistical Advisor
for Chief Administrator, HUDA,
Panchkula

CC:

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

Proceedings of Review Meeting of HUDA officers held under the Chairmanship of Sh. A.K. Singh, IAS, Chief Administrator, HUDA, Panchkula on 11.9.2013 at 11.00 AM in the Conference Hall, C-3, Sector-6, HUDA Office Complex, Panchkula.

The list of participants is enclosed at Annexure-‘A’.

Follow up action of the last meeting:

At the outset, the follow up action of the last meeting was reviewed by the Chairman. He observed that likely dates of completion of the project of development works are being extended on time to time. He directed that once a time date of completion of work is fixed by giving appropriate time should be adhered to and directed Chief Engineer to complete the projects in the stipulated completion period. He also directed that if any project is not completed within stipulated completion period due to negligence of contractor, a penalty may be imposed and recovered before the final payment is released.

There after the following agenda items were discussed in detail:-

Agenda Item No. 1: Status of projects/development works

HUDA CIRCLE, FARIDABAD

1. ROB on bye pass road sector 37 to 59 Malerna & of ROB at Badkhal crossing

SE (Faridabad) informed that the work on Railway portion is in progress by the Railway Department and likely to be completed by 15.11.2013. Thereafter work of approaches will be completed by HUDA upto 15.1.2014. CA, HUDA directed SE (Faridabad) to pursue the matter with the Railways for early completion of their work.

Action by: - SE (Faridabad)

2. Construction of Ploy Clinic Building in Sector-55, Faridabad.

SE (Faridabad) informed that the work is in progress and likely to be completed within the allotted time i.e. by 18.4.2014.

Action by: - SE (Faridabad)

3. Development of new sectors across Agra Canal (External Sewer).

CA, HUDA enquired about the reasons for delay in start of work, which was allotted on 1.4.2012 but started on 30.9.2012. SE (Faridabad) intimated that to match levels of HUDA services with the levels of services of colonizers in the area the scheme had to be redesigned which resulted in late start of the work. The work is in progress and likely to be completed by 28.2.2014.

Action by: - SE (Faridabad)

4. **Special repair of 18 Mtr. wide road with RMC in Sector-21D, Faridabad.**

SE (Faridabad) informed that the work has recently been completed.

5. **Haryana Roadways workshop at Ballabgarh Distt. Faridabad.**

SE (Faridabad) informed that work of construction of additional pavement on front and rear side of Bus Stand has been completed.

For additional work of construction of room sheds and boundary wall, the DNIT is under preparation.

Action by: - SE (Faridabad)

6. **Special repair of road Ankhir Chowk to Suraj Kund Road and Gurgaon Mor to Ankhir Chowk**

7. **Reconstruction of dividing road sector- 12-15A, 12-15 and 13-14, Faridabad**

Admn (F)/ SE (F) informed that both the works (Sr. No. 6& 7) are in progress and likely to be completed by 10.4.2014 and 31.10.2013 respectively.

Action by: - SE (Faridabad)

8. **Construction of Master Roads Sector-75 to 89, Faridabad.**

SE (F) intimated that the work is in progress on the available length of 38.795 Km, which is likely to be completed by 31.12.2013.

Action by: - SE (Faridabad)

9. **Construction of Indoor Stadium Sector-12, Faridabad**

Administrator (F)/ SE (F) informed that the work has recently been started and is likely to be completed within the scheduled time i.e by 30.6.2014.

Action by: - SE (Faridabad)

10. **Construction of roads Sector-12, Palwal.**

SE (F) intimated that the work is in progress and likely to be completed by 31.12.2013.

Action by: - SE (Faridabad)

11. **Gymkhana Club Sector-12, Palwal**

SE (F) informed that the work of construction of Gymkhana Club may get delayed due to late handing over of part site to the Engineering wing. The Administrator, Faridabad stated that certain internal changes in the drawing have been suggested during her last visit. CA, HUDA directed that the amended drawing should be issued by the HUDA Architectural wing on priority for early completion of work.

Action by: - Sr. Arch./S.E (Faridabad)

12. Master Water Supply at Rozkameo:- S.E Faridabad intimated that the works is in progress by P.H.E.D and likely to be completed by December,2013.

Action by: - SE (Faridabad)

13. Construction of bridge over Gurgaon Canal for connecting Sector 55-56 Faridabad.: S.E,(F) stated that estimate of Rs. 542 Lakh has been re-submitted to C.E-1. C.A, HUDA, directed that estimate of 542 Lakh be processed for approval on priority.

Action by: - C.E-1 & C.C.F

HUDA CIRCLE-I, GURGAON.

1. Construction of Northern Peripheral Road from Kherki Dula to Dwarka, Gurgaon.

SE-I, Gurgaon informed about the Status of work and intimated that work on clear length of 14 Km. is likely to be completed by 31.12.2013. It was desired by CA, HUDA that the status of land acquisition should be taken from ADUE, Panchkula and further necessary action be taken for execution of work. Further it was stated that Rs. 31.96 Crore has been deposited with the railway, C.A, HUDA directed to take up the matter with railway authorities for early completion of work.

Action by- Admn. (Gurgaon)/ SE-I (Gurgaon)

2. Construction of 2nd Unit of WTP at Chandu Budhera, Gurgaon.

The work for the execution of 2nd unit of 22 MGD Water Treatment Plant at Chandu - Budhera was discussed. It was intimated by SE-I, Gurgaon that the work is likely to be completed by 30.11.2013.

Action by: - SE-I (Gurgaon)

3. Providing distribution mains for recycle water for zone-I-II &III U/E (Old area) Gurgaon.

SE-I,Gurgaon intimated that the tender for laying of recycled water has been allotted and the recycled water from Behrampur STP shall be supplied to Stadium in Sector-48 and leisure valley park in Sector-29 in addition to the Colonizers/ developers on the Sohna road, which will be used for flushing, gardening and Air- conditioners etc.

Action by: - SE-I (Gurgaon)

4. Construction of Govt. College of Commerce Sector-51, Gurgaon

It was intimated by SE-I that the excavation of earth work for main building has been done at site and the work of foundation has been started but there is a boundary dispute with the adjoining villagers. CA, HUDA directed Administrator, HUDA, Gurgaon to get the boundary

dispute settled at an early date so that the final demarcation/ layout plan is got prepared/ approved from the Chief Architect Haryana and work of other blocks / Hostels etc. are got started at site.

Action by : - Administrator (Gurgaon)

5. Internal Development of Sector-57 Part-I&II, Gurgaon

It was explained by SE-I, Gurgaon that the work of development of Sector-57 was allotted to M/s L&T on turnkey basis and approx. 80% work has been completed at site and due to acquisition problems site has been given in stages and the firm is not ready to execute the work on the old allotted rates of 2007. Administrator, HUDA Gurgaon also explained that still there is land acquisition problem. It was decided to send the case for rescinding of old contract as per conditions of the agreement to the competent authority so that the new tender is called for balance development/ left out works.

Action by: - SE-I (Gurgaon)

CIRCLE- II GURGAON.

1. Construction of Southern Periphery Master road from Sohna road to NH-8 Gurgaon.

SE-II, Gurgaon explained the present status of work. CA, HUDA directed to make the existing road functional by constructing temporary passage. In addition, the application for early hearing on stay bearing CWP No. 2367/ 09 coming in alignment should be filed on priority.

Action by: - Administrator (Gurgaon)/ SE-II (Gurgaon)

2. Strengthening of MG Road, Gurgaon.

CA, HUDA directed to monitor the progress of work being carried out by PWD (B&R) Department as a deposit work on behalf of HUDA. It should be taken in such a way that there is minimum disturbance to the traffic and if possible, the work during the night hours should be carried out to have minimum disruption to traffic and inconvenience to public. Further, the target date of completion should be adhered to (i.e by 31.1.2014).

Action by: - SE-II (Gurgaon)

3. Up gradation of 60 mtr. wide master road from NH-8 to Sector-55/56 Gurgaon. (Joint venture of HUDA and DLF).

CA, HUDA directed that the encroachment should be got removed and the Court cases should be pursued properly. The progress should be expedited so as to ensure the timely completion of the project.

Action by : - Administrator (Gurgaon)/SE-II (Gurgaon)

4. Construction of 60 mtr. wide development plan road from IMT Manesar to Pataudi road Gurgaon

Administrator, Gurgaon/ SE-II explained about the status of work and informed that the road on available length was already completed. It was further informed that the land for 0.55 Km. is yet to be handed over by HSIIDC. CA, HUDA directed Administrator, Gurgaon/ SE-II, Gurgaon to make reference to HSIIDC for early handing over of the requisite land.

Action by: - Administrator (Gurgaon)/ SE-II (Gurgaon)

5. Upgradation of Master road from HUDA City Centre to Subhash Chowk Gurgaon.

SE-II informed that work is in progress. CA, HUDA directed that the time schedule for completion should be adhered to and the progress should be got expedited to meet the target date i.e. by 31.1.2014

Action by: - SE-II (Gurgaon)

6. Strengthening of existing carriage way, construction of Central verge, foot path and service road on both side with providing and fixing of kerb and channels on 60 mtr. wide road from Rajiv Chowk to Badshahpur Nallah (Drain), Sohna Road, Gurgaon.

SE-II explained about the progress of work. The matter regarding change of ACSR over head Conductors to underground in duct cable system was discussed as No. of bunch cables are passing along the road and it is not possible to construct service road and footpath on one side of the road.

CA, HUDA directed to work out the viability of providing underground conductors in Commercial areas and proposal be put-up accordingly. It was further advised to expedite the progress of work.

Action by: - C.E-I & SE-II (Gurgaon)

HUDA CIRCLE-HISAR

1. Construction of 10 MLD STP based on SBR technology at Bhiwani (Phase-I).

The work for construction of 10 MLD STP at Bhiwani was discussed and it was informed by the Chief Engineer that work will be completed by 31.12.2013. As far as outfall sewer line and SWD line is concerned it stands completed except under the Railway line (on approx. length 0.180 Km.) for which cost has already been deposited with Railway Department and matter was being pursued for its early completion. Chief Engineer also intimated that 17.36 Acre land for outfall effluent channel upto Mithathal-Ghuskani drain is yet to be acquired, for which JSI has already been done. Administrator, Hisar was requested to get the acquisition done on priority.

Action by Admn (H)/SE (H)

2. **Sector-14 & 33, Hisar.**

It was desired by CA, HUDA that for new sectors 14 & 33 a turnkey tender should be floated for all the services. Chief Engineer informed that estimates for various services have been prepared and are under process of approval. CE, HUDA further intimated that Hisar drain is flowing in acquired HUDA land for which new alignment has been provided in the layout plan. A decision is required to be taken whether the cost for shifting of this Drain is to be borne by HUDA or by PHED. The tentative cost of the same has already been sent to the Head Office.

Action by:- CCF/CTP/CE

3. **Residential Area-III Kalanwali.**

CE intimated that the Residential Area-III Kalanwali is being developed. CA, HUDA directed Administrator (Hisar) to look into the matter for its early floatation.

Action by:- Admn (Hisar)/CTP/SE (Hisar)

HUDA CIRCLE, PANCHKULA.

1. **Supplying Canal Water from Water Works Sector-39, Chandigarh to Water works Sector-1, Panchkula (Deposit work)**

CE, HUDA explained that the work is being executed as deposit work by the Municipal Corporation, Chandigarh and 800mm i/d 17.30 K.M. pipe line has been laid out of 18.31 Km. The work of pump house is under progress and 80% work completed. Work for machinery has been recently allotted by the M.C, Chandigarh.

Action by: - SE (Panchkula)

HUDA CIRCLE, ROHTAK.

1. **Construction of Sector dividing road between sector-35 &36, Rohtak**

Administrator, Rohtak stated that stay in the litigation area has been got vacated. CE, HUDA was advised to get expedited the work in this area.

Action by CE & SE (Rohtak)

2. **Construction of sector dividing road between sector-31/33, 33A/31A, Rohtak.**

CE stated that main road work has been completed.

3. **Construction of road 60 mtr. wide Beri road to Jhajjar road in sector-22/22A & 22B/22A, 22C**

Administrator, Rohtak explained that work is in progress and likely to be completed by December, 2013.

4. **Rotary at IMT Chowk on NH-10 Rohtak**

ACE, Sonapat informed that work is in progress and design of Rotary has been modified by the consultant. It was desired to get the work completed on priority.

Action by: - ACE/ SE(Rohtak)

5. **Rajiv Gandhi Sports Stadium sector-6, Rohtak**

CE explained that major works have been completed. CA, HUDA observed that grass cutting from the grounds/ lawn is not proper and desired that grounds/ lawns should be properly maintained and directed SE (Hort) for improvement and if needed, new machinery be got procured.

Action by: - SE (Hort)

6. **Construction of road and parking in old ITI Rohtak**

Administrator, Rohtak intimated that existing building except staff quarter has been dismantled and road work has been started in clear area. Administrator Rohtak was advised to sort out the issue of staff quarter of ITI complex at Local level.

Action by:- Administrator (Rohtak)

7. **Sector-18, 18A, Rohtak**

CE explained that plan is under revision. CE requested for early clearance of demarcation plan of Sector-18,18A, 21A, Rohtak for which CA, HUDA desired that plan should be got finalized at the earliest.

Action by: - CTP HUDA

8. **Rohtak Eye**

Administrator, Rohtak stated that proposal has already been sent to Head Quarter. CA, HUDA directed that RFP/ RFQ be finalized by Administrator/ CTP so that notice be got published in newspaper by EO Rohtak.

Action by: - Administrator (Rohtak)/ CTP HUDA/ EO (Rohtak)

HUDA CIRCLE RGEC-SONEPAT.

1. **Out fall drain from CETP Panipat**

ACE Sonapat informed that the land for outfall drain from CETP, Panipat was yet to be acquired. CA, HUDA directed Administrator, Rohtak to get acquisition of the requisite land on priority, for which JSI has already been done.

Action by:- Administrator (Rohtak)

Agenda Item No.2 and 2 A: Status of Computerization & HUDA Helpline Status

- **Status of digitization of files in the estate offices:-** C.A, HUDA, pointed out that there are a lot of files which are not digitalized by the Estate Officers and directed that concerned Zonal Administrators shall ensure that all pending files be digitized by 30.09.2013.

Action by: - All Administrators, Estate Officers

- **Over Due Pendency:-** C.A, HUDA, shown his displeasure regarding the overdue pendency specifically for E.O , Faridabad, Hisar and Rewari and directed all the Administrators to look into the matter personally, update all the files and send the report at HQ to G.M(I.T). He further directed that Administrators shall hold a weekly review meeting to clear the pendency of applications in Estate Offices.

Action by: - All Administrators, Estate Officers, G.M (I.T)

- **HUDA Helpline Status:-** C.A, HUDA, directed all the S.E.'S to monitor personally that all grievances which are received on HUDA Help line be attended by all the Executive Engineers, Sub- Divisional Engineer's & Junior Engineer's in the stipulated time period.

Action by: - All SE'S

Agenda Item No.2 B: FAS: Partially implemented:-

G.M (I.T) revealed that FAS system is not being implemented properly. C.A., HUDA, directed that training may be arranged by IT Wing on FAS in groups in the office of Zonal Administrators and FAS be implemented in all office by 30.09.2013 and no payment be made without entering into the FAS System after 30.9.2013

Action by: - All Administrators, Estate Officers/S.E'S /X.E.N /G.M (I.T)

HUDA SMS Service: - Administrators may ensure that all resumed/surrendered properties alongwith the status of allotted plots be updated in PPM Software so as to have updated list of the inventory of plots. It was decided that SMS alerts to the allottees for various events regarding property transactions that generated from PPM Software may be considered for deemed to be delivered provided the delivery report may be ensured from the service operator.

Action by: - All Administrators, Estate Officers, G.M (I.T)

Agenda Item No.3 Status of Payment Gateway:-

G.M (I.T) revealed that 8 banks have been integrated with HUDA web portal for on line payment and it is very beneficial for the public domain.

Agenda Item No. 4 : Status of utilization of acquired land.

It was desired by C.A, HUDA that in case of sector 75,76,77,78 & 80 Faridabad, 2,9,9A Nuh & Sector 7 Taoru where the Lay out Plans have been approved, further necessary action regarding the demarcation plans needs to be expedited. In case of sector-1 Nuh the Lay out Plan be finalized immediately.

Action by: - Administrator Faridabad & C.T.P

There are small pockets in various sectors which are not yet planned. It was directed by CA HUDA to plan these sites immediately in integration with the main planning of the sector. In case of sector 52-A, 53 (382.0879 acres) and 54 (96.06 acres), the Administrator was asked to get the Lay out Plans finalized from DTP, Gurgaon.

In the report it is mentioned that tentative Lay out Plans for infrastructure sites in sector 58,59,61,62,65,66,67& commercial belt of sector 62, 65,66 and residential sector 110-A have been prepared, however, it was informed by CTP HUDA that none of the above Lay out Plans have been received at HQ. CA asked Administrator, HUDA, Gurgaon to look into it and get the plans forwarded for approval.

In Rewari 85 acres of land in Sector 20 (Part) residential, 44.52 acres land in Sector 5-A, institutional in Dharuhera have been acquired but the survey of the acquired land has not been received from Engineering Wing. CA directed Administrator, HUDA, Gurgaon to get the matter expedited.

Action by: - Administrator Gurgaon & C.T.P.

In case of Hisar Zone it was observed that there are many pockets which are unutilized in various Sectors e.g. Sector 8 and 9 Dadri. Administrator, HUDA, Hisar was directed to plan these pockets if there is no stay, otherwise this would lead to further encroachment. He was also directed to finalize the Lay out Plans of sector-9 (Part), 10 (Part) and 10 commercial Dadri, having total area of 202 acres, Sector 4,5,7 Fatehabad having area 517.63 acres and planned area of 54 acres in Mandi Township, Bhattu Kalan, Sector 20 and 22 Sirsa having area 305.51 acres. 197.56 acres in Dabwali, CA also directed CTP to expedite the Lay out Plan of Sector-31, Bhiwani which has been sent to HQs.

Action by: - Administrator Hisar & C.T.P.

In case of Rohtak it was observed by CA HUDA that there are large numbers of sectors where chunks of land are left which need to be planned. CA HUDA directed Administrator, HUDA, Rohtak to look into the matter personally and review all such cases and to

ensure that these pockets are properly utilized. Besides there are other Lay out /Demarcation Plans at various level which also need to be finalized specially the Lay out Plan of Sector 19, Panipat and Sector 2(P) & Sector-27 Rohtak.

Further Administrator Rohtak stated that the pocket of 0.46 Acre land in Sector 25 P-II, Panipat is unplanned and D.T.P. has sent the lay- out plan to S.T.P for approvals vide his letter No. 2960 dated 9.11.2011. C.A, HUDA, directed to C.T.P, HUDA, that latest status be put-up by 30.9.2013. He also intimated that that 0.15 acre land in sector-7 is left due to dispute over this land with Railway Deptt. The Deptt. Claims that this chunk of land relates to railway. In this regard, C.A, HUDA directed Administrator Rohtak to sort out the problem.

C.A, HUDA, desired that the matter of non- utilization of approximately 100 Acre land in sector -29 Sonipat may be looked after by Administrator Rohtak & C.T.P and necessary action be taken for utilization of this land and possibility of establishment of the Transport Nagar, may be examined.

Action by: - Administrator Rohtak & C.T.P.

Agenda Item No. 5 : Status of acquired land.

C.A, HUDA shown his displeasure regarding the difference shown in the status of acquired land in agenda item No's 4 & 5 and directed that proper record to be maintained regarding the acquired land and send the correct updated land status at HQ to C.T.P

Action by: - All Administrators. /CTP

Agenda Item No.6: Review of unsold property/plots clearly vacant

C.A., HUDA, observed that the data of vacant property are not being maintained properly by the Estate Officers specially the Institutional plots, Hospital Buildings, Dispensary etc. He directed that proper record be maintained and send the report of each plots sector wise, and size wise to the C.T.P, HUDA, Panchkula.

He further directed the Estate Officers for making a programme for auction of commercial property as per market trend and auction should be done frequently so that HUDA can fetch maximum price.

Action by: - All Administrators. & Estate Officers/CTP

Agenda item No.7: Review of Recoveries

The recoveries upto 8/2013 were reviewed by the Chairman and it was found that overall recoveries are 80.76%. The recoveries of Hisar Zone were 56.18% which was not

satisfactory. Administrator, Hisar was instructed to review the recoveries and improve the recovery position.

Action by: - - Administrator Hisar.

Agenda Item No.8: Status/list of resumed property and action taken report regarding residential/commercial/institutional/industrial property separately.

C.A, HUDA directed that resumption proceedings should be done as per provisions of HUDA Act. Administrators are directed to decide the appeals after getting comments from the Estate Officers. The details of resumed property be maintained properly and possession of resumed property should be taken immediately after following due procedure.

Action by: - All Administrators & Estate Officers.

Agenda Item No.9: Status of oustees claims

It was desired to dispose of the pending oustees claim immediately. Administrator Gurgaon informed that sector 5 & 7 in Rewari, 119 no's of application have been received against other sector and Land Acquisition Officer, Gurgaon was requested for verification of acquired land. C.A, HUDA, directed that to get the report from L.A.O, Gurgaon and take necessary action to settle the oustees claim.

Action by: - All Administrators.

Agenda Item No.10. (Floatation of Residential sectors during the financial year 2013-14 "Settlement of oustees claim.

CA HUDA apprised that a floatation schedule was finalized for the Financial Year 2013-2014 in which further quarterly phasing was done for these sectors. Except for Sector - 14(Part-II) & 33 (Part-1) Hisar and Sector-9 Jind no other sector could be floated as per schedule mainly due to non-settlement of oustees claim, inspite of repeated references from the HQ. The progress regarding settlement of oustees claim is very slow. This delay not only holds up the floatation but also leads to litigation. The Administrators are advised to pay proper attention towards this issue and directed that in those sectors where oustees claims are yet to be invited, assessment of plots required for settlement of oustees claims based on details of land-owners, may be finalized and sent to HUDA (HQ).

Action by: - All Admn., Estate Officers,C.T.P.,& Supdt.(U.B)

Agenda Item No.11: Status of allotment of alternative plots

C.A, HUDA, expressed his displeasure that despite availability of alternative plots, the same have not been allotted. It has also been directed that alternative plots in lieu of all disputed plots may be allotted on priority basis. Administrator Hisar, intimated that 24 cases have already been referred to HQ for taking the decision. Chief Administrator directed to Supdt. (U.B) that the file be put-up immediately of all pending cases which have been received from the Administrators for taking the decision and directed to all the Administrators to sent all the cases at HQ for allotment of alternative plots. .

Action by: - All Admn. & Supdt. (U.B)

Agenda Item No. 12: Status of Encroachment on HUDA Land (In Acres):-

It was noticed by the Chairman a large chunk of land is under encroachment without court stay especially in Gurgaon zone and Rohtak zone. So it was directed to all the Administrators & Estates Officers to remove the encroachment and take possession of the encroached land immediately where there is no court stay.

Action by: - All Admn., Estate Officers& Enforcement Officer

Agenda Item No.13 and 14: Status of appeal cases under section 17(5) of HUDA Act and Status of Court Cases.

Non passing of speaking order despite issuance of email, reminder, telephonic message and pendency of large number of Speaking Orders wherein time limit has already been expired has not been appreciated by the Chairman. All the directions passed by Courts for passing of Speaking Order should be complied with on top priority basis within the prescribed period given by the courts. All the pending Speaking Orders should be passed within next 7 days. Strict disciplinary action shall be initiated for not passing Speaking Orders within the prescribed period as per court's direction.

The contempt of court petition's (COCP's) should be monitored by the Estate Officers/Administrators personally. In case of default/non compliance of the orders resultantly filing of COCP's in that eventuality all the expenses of COCP's will be borne by the concerned Estate Officers itself.

The court cases should be monitored by the Estate Officers/Administrators at personal level and ensure timely filing of written statement. In view of the instructions, order of the Hon'ble High Court the written statement (WS) should be filed prior

to the first date of hearing and in case of non filing, defaulting officer/official shall be liable for disciplinary action beside recovery of cost.

Chief Administrator also directed while filing revision petition the Estate Officer concerned should ensure that time barred revision petition is not being filed without condonation of delay application and all the relevant documents i.e. order of appellate authority, decision of competent authority for filing the revision etc. is annexed with.

Action by: - All Admn., Estate Officers & District Attorney.

Agenda Item No.15. - Taking possession of the land which has become free from litigation.

All the administrators were strictly directed to monitor the utilization of land which has become free from litigation and prepare the lay- out plan and sent the action taken to C.T.P

Action by: - All Administrators/CTP.

Agenda Item No.16 (Chief Minister's Announcement)

C.A, HUDA, directed all the concerned officers to personally monitor the C.M announcements. and take immediate necessary steps to implement the announcements with in the target date and send the report at HQ..

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

Additional Agenda: Public Accounts Committee Para No. -9 of HUDA, 25th Report of Public Accounts Committee title "Encroachment of HUDA Land"- The encroachment as pointed out by the PAC was also discussed in the meeting and all the Administrators particularly Administrator, Hisar were also requested to take effective steps to remove the encroachment or to send the case for its regularization, if it is not possible to remove the encroachment.

Miscellaneous Decision

CA, HUDA issued the following directions:

1. Sewage Treatment Plants should be planned simultaneously with the scheme of laying of master sewers in an area.

Action by:- CE/CE-I/ ACE/ all SEs (Civil)

2. Wherever works of ROBs/ RUBs are in progress by the Railway Department matter be pursued regularly with the concerned officers of Railways for timely completion of their scope of work.

Action by:- all SEs

3. It was observed that proper inlet for Storm Water Drainage is not being provided and accordingly it was directed that on all the roads, proper inlet to the Storm Water Drainage (SWD) system should be provided for disposal of storm water.

Action by: - all SEs

4. All SEs should visit the major projects of roads & community buildings at least once in a month. Major buildings such as colleges should be visited once in 10 days. All EEs should visit major projects once in a week.

Action by:- all SEs/ EEs

5. It was observed that X-section of external roads needs revision keeping in view the problems coming in laying of services and also keeping in view the scope of widening or providing additional carriage way in future. It was decided to form the Committee of following for study and finalizing the revised X-sections:-

- i) Sh. T.D.Chopra, Superintending Engineer (HQ).
- ii) Sh. A.K.Gupta, Superintending Engineer, HUDA Circle-I, Gurgaon.
- iii) Sh. Anil Makan, Superintending Engineer, HUDA Circle-II, Gurgaon.
- iv) Sh. Nadim Akhtar, STP (Member Secretary).

The proposal be put up to CTP, HUDA by the Committee within 10 days for getting it approved from the Competent Authority.

Action by CTP/ SE (HQ)/ SE-I&II (G)/STP (Nadim)

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