

**Through e-mail only**

From

The Chief Administrator,  
HSVP, Panchkula.

To

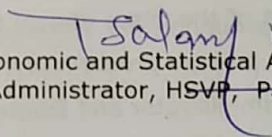
1. The Administrators, HSVP, Gurugram.
2. The Nodal Officer (C.M Window), HSVP, Panchkula.
3. All the Head of Branches at HQ, HSVP, Panchkula.
4. All the Estate Officer, HSVP(Gurugram Zone)

Memo No .Dy. ESA/Astt/ 45401

Dated:-15.3.2021

**Subject: - Proceedings of the Review Meeting of HSVP Officers of Zone Gurugram held on 18.02.2021, at 4.00 P.M through video conference, under the Chairmanship of Sh. Ajit Bala Ji Joshi, IAS, Chief Administrator, HSVP, Panchkula.**

Pl find enclosed herewith proceedings of the Review Meeting of HSVP Officers of Zone ~~Panchkula~~ <sup>Gurugram</sup> held on 18.2.2021 at 4.00 P.M through video conference, under the Chairmanship of Sh. Ajit Bala Ji Joshi, IAS, Chief Administrator, HSVP, Panchkula. for your kind perusal and further necessary action please and also send the Action Taken Report within 7 days through e-mail on [dyesahsvp@gmail.com](mailto:dyesahsvp@gmail.com) so that Action Taken Report be put-up to W/C.A

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

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 Review Meeting of HSVP Officers of Zone Gurugram held on 18.02.2021, at 4.00 P.M through video conference, under the Chairmanship of Sh. Ajit Bala Ji Joshi, IAS, Chief Administrator, HSVP, Panchkula.**

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At the outset, Administrator (HQ) welcomed the Chairman and all the Officers attending the meeting. Thereafter, the agenda items were discussed in detail. Item wise deliberations/directions issued are as under:

**Agenda item No. 1: Review the status of COCPs**

The Chairman observed that a number of litigations pertaining to Land Compensation cases are pending in various courts. Being interested party in this litigation, it becomes necessary for HSVP to monitor ongoing litigations filed under the provisions of Land Acquisition cases. The information has already been sought in the prescribed Performa by legal wing vide memo no. ADA/2020/191180 dated 2.12.2020.

Further, the L.R. stated that information was also sought from all the Administrators and Estate Officers vide memo no. 331 dated 1.1.2021 "regarding implementation of orders passed in appeal under section 17(5) and Revision under Section 17(8) of HSVP, Act 1977" but the same has still not been received. The status of court cases was also apprised to the Chairman by the L.R, HSVP, Panchkula. The Chairman showed his displeasure and gave the following directions:-

- i) The Land Acquisition Officer to send the information of pending Land Acquisition cases through Additional Director-cum-Zonal Administrator to L.R. HSVP, Panchkula within 10 days.
- ii) The Estate officers are required to send the status of court cases at HQ with full facts and recommendations of court cases alongwith all the financial implications.
- iii) Record of the cases should be sent to the counsel well in time with full facts to enable him to prepare proper reply.
- iv) The Administrator and Estate Officers to send the cases at HQ alongwith the reference of policy/guidelines/rules/regulations , so that same may be got decided in favour of HSVP.
- v) After taking the decision to file RSA/CR/CWP/SLP/RP/FA by the HQ, the Estate Officer must not delay sending the record to counsel so that the appeal may not be dismissed in limni by the Hon'ble HC & Supreme Court.
- vi) If the Estate Officers are not satisfied with the decision of HQ, for filing the RFA/SLP the case may be sent alongwith full facts for reviewing the same again at HQ level within 2 days.
- vii) It was also observed that the RP cases are being implemented without the approval of CA. Hence, it is also directed that the RP cases alongwith full facts must be sent to HQ for review whether the CWP is to be filed or not before implementation.
- viii) It was observed that the LMS is not properly updated. It was decided that the LMS is to be updated by the field offices with date of lower courts i.e. consumer courts/ Civil Courts/ADJ/DJ courts etc. whereas the LMS is to be updated at the HQ level i.e. cases of State Consumer Forms/National Consumer Forms/Supreme Court/High court etc. to avoid the duplicate entry in the system as the same is monitored by the A.G office as well as Hon'ble Chief Minister. All the Officers were directed to update the LMS on or before 28.01.2021.
- ix) The Administrator, Hisar apprised that 90% LMS data have been updated and the complete data will be updated by Monday.

Those cases pertaining to Chief Administrator will be solved in one go on priority basis.

- x) The Estate Officer must add in his engagement schedule all court cases in 15 days before hearing and if the matter pertains to HQ, the same may be apprised to HQ immediately.
- xi) The L.R apprised that the orders of Hon'ble High Court/SC are not being implemented in most of the cases by the Estate Officer despite lapse of considerable period. The Chairman directed to all the Estate Officers to timely implement the order of Hon'ble Court in letter and Spirit.
- xii) All the Estate Officers shall send the information of all the orders implemented U/s 17(5) and 17(8) of HSVP Act.

Further the agenda items were discussed in details and the Administrator, Gurugram apprised that there are 203 no's of CWP/SLPs of High Court and Supreme Court in which reply has not been filed. The Estate Officer-II, Gurugram assured that reply in all such cases shall be filed by the end of April 2021. Further, all the Estate Officers were directed to give a detailed status of all such cases clearly showing the next of hearing within a week.

- Administrator was directed to send reply in the matter of CWP NO. 4546/2018 (Group Housing Society Sector-39) to HQ within a week.

**(Action by: - LR, Administrator Gurugram & All Estate Officers of Gurugram Zone).**

**Agenda item No. 2: - Land Pooling Policy**

Chief Administrator directed that, the Zonal Administrators and Estate Officers may go through the approved policy already circulated in March, 2019 and identify the pockets /areas which need to be notified for Land Pooling, especially in respect of CM Announcements, development works and Public Utilities.

In addition, the following directions was also given:-

The application for Sector-37C and Sector-110A Gurugram, invited in 2016, be disposed off.

**(Action by Administrator HQ/CTP/CE/Administrator Gurugram & all Estate Officers Gurugram Zone).**

**Agenda item No. 3: - Status of floatation of sectors not being initiated on account of lack of infrastructural development works.**

The Zonal Administrators and Estate Officers were directed to identify the potential areas / sectors ready for immediate floatation and to take necessary steps for their RERA registration and supply of certified details of other clear plots available for e-auction to the Planning Wing.

**In addition, the following points were also discussed and the directions were passed:**

- It was apprised by the Administrator Gurugram that 156 plots in Sector 52 and 122 plots in Rewari are free from all litigation and the development work is required. It was directed by the Chairman to submit the estimate to C.C.F and further C.C.F will put up the matter for release the funds.
- The Estate Officer, Rewari apprised the Chairman 622 plots will be ready for floatation if we invest Approx. Rs. 13 Crore in development works. The Chairman directed C.E.-I to put up the proposal.

**(Action by: - CTP/CE-I/ Administrator Gurugram & All Estate Officers Gurugram Zone).**

**Agenda item No.4:- Un planned area within the sectors and feasibility of carving out of number of plots.**

The Zonal Administrators and Estate Officers were directed to identify such unplanned pockets within the already floated sectors, where additional plots could be carved out to meet for e-auction.

It was decided that proposals in this regard would be sent by Zonal Administrators to the Planning Wing, within one month's time.

**In addition the following points of were also discussed and the directions were passed**

- The Chairman directed Administrator to send the proposal of for auction of sites in Institutional Sector 28A and 28B by next week.
- It was observed by the Chairman that 16.95 Acre unplanned land is lying vacant in Sector 9 Gurugram. It was directed to the C.T.P to plan Sports Complex in this vacant land.
- The Estate Officer-II, Gurugram apprised the Chairman that the 409 Acre land is lying un-planned. It was directed to send the copy of planning to CTP.

**(Action by: - CTP/ Administrator Gurugram & All Estate Officer of Gurugram Zone).**

**Agenda item No.5:- Pending payment of Enhanced compensation and original award.**

CCF apprised the Chairman that the payment of original awards and the payment of enhanced compensation, which have finalized from the Hon'ble Supreme Court and Hon'ble High Court, is to be paid the landowners on the priority basis but no information has been received so far.

The Chairman directed to the Administrator, approved the sanction as per the instruction dated 01.12.2020 i.e. first upload the payment of original award then if enhance compensation is final by the Hon'ble Supreme Court and if any execution is pending before 31<sup>st</sup> March, 2021.

**(Action by: -CCF/ Administrator Gurugram /LAO Gurugram).**

**Agenda item No.6:-Auctionable properties- List of all the auctionable properties i.e. residential, commercial, Institutional**

CCF apprised the Chairman that the information was sought in the prescribed performa but no information has been received so far. It was also stated that schedule for auction of HSVP properties, as already asked for, has not been supplied so far.

**The following directions were passed:-**

- The Administrator/Estate Officer, HSVP were directed to comply with the direction and also directed that Estate Officer shall provide certified list of properties to be e-auctioned to CCF HSVP within a week and also prepare a schedule for e-auction.
- The vacant/unallotted sites of planned land be sent to HQ within 7 days and also uploaded on the PPM so that sites may be sold through e-auction.
- The Chairman directed to the all the Estate Officers to prepare the data for potential zones where good response is expected in e-auctions and send the proposals to the HQ for e-auction.

**(Action by: -CCF/CITO/ Administrator Gurugram All Estate officer of Gurugram Zone).**

**Agenda item No.7 :- List of Industrial Estate Handed over to HSIIDC, Total number of Vacant Industrial Plots, Total number of Industrial Plots & Files transferred to HSIIDC thereof.**

It has already been decided by the Govt. in 2018 to handover industrial estates developed by HSVP to the HSIIDC. Accordingly, all the Administrators/Estate Officers, HSVP were directed to comply with these directions and take immediate necessary action to hand over the industrial estates along with record to HSIIDC within a week and said compliance report.

**In addition the following directions were passed:-**

- The Estate Officer must mention the book value of plots which have been transferred to HSIIDC so that same could be taken from HSIIDC. The CITO and Estate Officer was also directed to put up the list of vacant plots which have been transferred to HSIIDC.

- The Estate Officer, Rewari was directed to handed over all the files by 24.02.2021

**(Action by: - Administrator Gurugram & All Estate officers of Gurugram Zone).**

**Agenda item No.8:- Review the status of PPM and Recovery**

The Chairman observed that the overdue services on PPM were high. It was pointed out that Estate Office Jind was the worst performing office. On account of pendency of different cases in different U.Es, CA passed the following directions:-

- Each Estate Officer shall monitor PPM pendencies on daily basis and this performance will be reflected in their ACRs.
  - CITO to device a Performa for monitoring the progress of P.P.M on day to day basis.
  - To update the information of EWS plots in P.P.M by 20.2..2021
4. All the sites allotted/unallotted of Vita Booth be uploaded in the P.P.M

All the assets of HSVP is to be uploaded in the Assets Management Cell. Administrator (HQ) has already circulated directions reminders in this regard.

It was observed by the CA that a total of Rs. 2027.75 Crore are outstanding against the allottees as per followings details. It was directed to recover atleast 25% of outstanding dues of Installment and Enhancement by 31<sup>st</sup> March 2021.

**(Rs. In Crore)**

Zone	Name of EstateOffice	Commercial		Institutional			Residential and others		
		Installment	Extention Fee	Installment	Enhancement	Extention Fee	Installment	Enhancement	Extention Fee
Gurgaon	Gurgaon I	130.97	22.27	12.93	15.6	0.04	44.7	18.34	320.91
	Gurgaon II	419.43	26.48	69.53	5.5	0.11	171.46	495.81	94.38
	Rewari	26.26	1.81	0.03	0.47	0.03	106.71	30.4	13.58
	Grand Total	576.66	50.56	82.49	21.57	0.18	322.87	544.55	428.87

**In addition the following points of were also discussed and the directions were passed**

- CITO shall send the report of recovery to CA on daily basis.
- Estate Officers was also directed to prepare a list of institutional plots which have been allotted to the Govt. and Non-Govt. organization alongwith the details of outstanding dues and recovery made.

**(Action by: Administrator Gurugram & All Estate officers of Gurugram Zone).**

**Agenda item No.9:- Review the status of C.M. Window + SMGT+CPRGAMS**

Chairman pointed out that CM Window was an important programme of the Govt. of Haryana and needs to be monitored weekly at the level of all the Administrators. CA further observed that the overall performance of all offices was not satisfactory and there was pendency of some complaints for the past 3-4 years.

After the detailed discussion Chairman issued the following instructions:-

- Action taken report be uploaded on or before 20.2.2021 of all pending complaints.
- Grievances relating to Alternate Plots:- Administrator to send within 7 days the list (with Complete details) of the grievances relating to alternate plots pending on C.M Window portal so as to convey to APSCM accordingly regarding the time consuming process for allotment of alternative plots.
- All EOs to personally review the performance of their offices every day and efforts should be made for speedy disposal of grievances is done well in time and keeping in view the criteria of Composite Score (time taken to undertake new grievance, maintaining quality of ATR, overdue %age, on time disposal, early disposal of pending grievances).
  - All Administrators/EOs/concerned officers to make concerted efforts to get reduced the overdue %age to 5%.
  - Zonal Administrators to ensure that old overdue cases of past years are finalized within next 10 days by effective persuasion to all the concerned.
  - High priority (red starred) grievances should be finalized within next 03 days.

iv) Additionally marked cases should also be dealt with in time.

CA HSVP instructed to all the officers to inform in writing if any problem is being faced by them / subordinate offices in disposal of any grievance pending for signatures of eminent citizen so that the consolidated case could be put up to APSCM for consideration.

**(Action by: - Administrator (HQ)/ Administrator Gurugram & All Estate officer of Gurugram Zone/ SE/All Head of Branch HQ)**

**Agenda item No.10:- Cases 24(2) which are affecting major development works.**

CE-II informed that the following works are being affected in due to 24(2) Clauses. The chairman instructed the concerned Administrator/Estate Officer to take early action for resolving such cases so that development works could be got completed at an early date.

**(Action by: - Administrator (HQ)/ C.E/Administrator Gurugram / All Estate Officer of Gurugram Zone / SE)**

**Agenda item No.11:- Encroachment of Area and removal thereof.**

The Chairman observed that large scale unauthorized encroachments have been made on HSVP land by the encroachers. It was directed by the Chairman to initiate a special drive for one month and send the schedule to HQ also.

**The following Specific Directions were also passed:-**

- Special drive may be initiated for removal of encroachment. Programme of such drives may be sent to Enforcement Officer at HQ by 26.02.2021
- The sites be auctioned immediately after removal of encroachment.

**(Action by:-Administrator(HQ)/Administrators Gurugram Zone /All EO of Gurugram Zone )**

**Agenda item No.12 :- Allotment of Alternative Plots:- Nature of disputed plots i.e. plots under litigation, encroachment, variation in size.**

It was observed by the Chairman that defective and faulty proposals are being received in Head Office from the Estate Officer/Administrators without proper examination and requisite information /documents, leading to unnecessary delay in decision making and causing legal as well as financial implications. The instruction has already been issued on 29.01.2021. It was directed by the Chairman to send the report as per instruction of 29.01.2021 by 15.03.2021.

**(Action by:- Administrator HQ/ Administrator Gurugram /All Estate Officers of Gurugram Zone / Superintendent(U.B)**

**Agenda item No.13:- Settlement of Oustees Claims**

LR appraised that the file has already been sent to AG Haryana for opinion determine the illegibility of legal heirs for allotments of plot under oustees claim.

It was also apprised to the Chairman by the L.R that to finalize the case of oustee the proposal has been sent to the A.G(Haryana) for opinion It was directed to the L.R tie up the with A.G office and discussed all the facts with Administrator(HQ)by Wednesday i.e. 24.02.2021.

**(Action by: - Administrator HQ / L.R./Zonal Administrator Gurugram/Superintendent U.B)**

**Agenda item No. 14: - List of cases wherein report of Zonal Administrators is awaited**

Agenda item was not discussed.

**(Action by: - Zonal Administrator Gurugram / C.T.P)**

**Additional Decision:-**

The Administrator should send the requirement of the staff to Secretary, HSVP, Panchkula by 20.2.2021

**(Action by: - Zonal Administrator Gurugram / Secretary)**

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