



From

The Chief Administrator,
Haryana Urban Development Authority,
Sector-6, Panchkula.

To

1. All the Administrators, HUDA.
2. All the Estate Officer's/Asstt. Estate Officer, HUDA.

Memo No. A-5-UB-2016/

Dated:

Subject:- Amendment of Policy guidelines regarding Condonation of delay in depositing 15% amount by the allottee.

In modification of policy guidelines issued vide no. A-11(P)-91/23298 dated 12.11.1991 and subsequent amendment made vide policy dated 26.08.1994, 27.07.2005, 12.09.2005, 20.03.2007 & 03.08.2007 on the subject cited above.

The matter regarding modification/amendments in the existing policy guidelines regarding Condonation of delay in depositing 15% amount by the allottee was placed before the Authority in its 110th meeting held on 12.05.2016 under the Chairmanship of Hon'ble CM, Haryana-cum-Chairman, HUDA vide Agenda Item No. 3 (Supplementary) for consideration and approval. The proposal has been approved by the Authority with the following amendments in the existing policy guidelines/procedure to be followed to condone the delay in depositing of 15% amount as under:-

1. The Condonation of delay in depositing 15% amount at the level of Estate Officer & Administrator will be allowed automatically for which provision will be made in the PPM Database for deposit of the amount with surcharge but without reason for delay having to be stated.
2. The revised system of accepting 15% amount without mentioning delays would function automatically. The officers of Estate Officer, Zonal Administrator & C.A. HUDA would not be involved in receiving applications and processing.
3. Only cases where delay is for a period of 180 days up to one year would require approval of the Committee formed by the Authority.
4. The necessary charges in the PPM Database to make it responsive to the allottee will require to be made by the I.T. Wing.

To simplify the policy guidelines and help to avoid unnecessary harassment to the allottees, it has been decided that the amended policy guideline may be made applicable with prospective effect from the date of issue and old cases/already applied cases shall be decided as per respective policy in force.

Proposal for revised system of delayed payment of 15% amount of the cost of the plots & surcharge for commercial & other categories of plots is proposed as under:-

1. Powers for condonation of delay

(A) For category of Commercial Sites (allotted through auction only)

Sr.No.	Period of condonation (beyond 30 days)	Rate of surcharge leviable on 15% amount in addition to interest as per policy.	Remarks
1	Up to 15 days (After normal period of 30 days)	5 %	Automatically through system
2	Up to 30 days (from 16 days to 30 days)	10 %	Automatically through system

(B) For all remaining categories of plots except commercial plots

Sr.No.	Period of condonation (beyond 30 days)	Rate of surcharge leviable on 15% amount in addition to interest as per policy.	Remarks
1	Delay up to 30 days (After normal period of 30 days)	5 %	Automatically through system
2	Next 60 days i.e. up to 90 days.	10 %	Automatically through system
3	Beyond 90 days to 180 days.	15 %	Automatically through system
4	Beyond 180 days up to one year	25 %	With the approval of Committee

- (i). Besides surcharge, penal interest at the rates applicable at the time of allotment of above mentioned category plots shall have to be paid for the delayed period to be reckoned from the date of allotment to the date of payment.
- (ii). In case the allottees failed to deposit the 15% amount within the period specified above alongwith surcharge and penal interest the allotment of plot after expiry of 1 year period from the date of issue of letter shall automatically be treated as cancelled.
- (iii). The EO, HUDA, concerned while issuing allotment letter will mention the actual date (expiry date of 30 days period) for depositing the 15% amount by the allottee.
- (iv). All applications for condonation of delay may be made in the office of the Estate Officer, HUDA concerned and the allottee will have to deposit the amount directly in HUDA account after confirmation from the EO, HUDA, concerned.

You are therefore requested to take further action in the matter accordingly. These instructions may be brought to the notice of all concerned for strict compliance.

(Nadim Akhtar)
Senior Town Planner,
for Chief Administrator HUDA

Endst. No. UB-A-5-2016/17806

Dated:- 1/7/16

A copy of the above is forwarded to the following for information and necessary action:

1. PS/ ACSTCP for kind information of W/ ACSTCP.
2. PS/ DGTCP for kind information of W/ D.G.T.C.P.
3. PS/ C.A. for kind information of W/ C.A. HUDA .
4. The Chief Controller of Finance, HUDA, Panchkula.
5. The Chief Engineer/ Chief Engineer-I, HUDA, Panchkula
6. The Chief Town Planner, HUDA, Panchkula.
7. The Chief Architect, HUDA(HQ), Panchkula.
8. The District Attorney, Legal Cell. HUDA, Panchkula.
9. The Secretary HUDA, Panchkula.
10. The Chief Vigilance Officer, HUDA (HQ), Panchkula.
11. The Enforcement Officer, HUDA (HQ), Panchkula.
12. The Dy. Economic & Statistical Advisor, HUDA, Panchkula.
13. The General Manager /IT, Panchkula for updation in the system.
14. All the Assistants & Record Keepers of Urban Branch, HUDA (HQ), Panchkula.


(Nadim Akhtar)
Senior Town Planner,
for Chief Administrator HUDA