

**Through e-mail only**

From

The Chief Administrator,  
HSVP, Panchkula.

To

1. All the Administrator, HSVP,(In the State)
2. All the head of the branches at HQ, HSVP, Panchkula.
3. All the Estate Officer, HSVP(In the State)

Memo No .Dy. ESA/Astt.

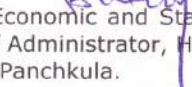
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Dated:-26-3-21

**Subject: - Proceedings of the Review Meeting of HSVP Officers of all Zone held on 19.03.2021 at 9.00 A.M, through video conference, under the Chairmanship of Sh. Ajit Bala Ji Joshi, IAS, Chief Administrator, HSVP, Panchkula**

Please find enclosed herewith Proceedings of the Review Meeting of HSVP Officers of all Zone held on 19.03.2021 at 9.00 A.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.

You are also requested to send the Action Taken Report by 31.3.2021 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.

cc

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 all Zone held on 19.03.2021 from 4.00 P.M onwards through Video Conference, under the Chairmanship of Sh. AjitBalaji Joshi, IAS, Chief Administrator, HSVP, Panchkula.**

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The Chairman welcomed all the Officers. Agenda items were discussed in detail. Item wise deliberations/directions issued are as under:-

**Agenda item No. 1:-Approval for payment of Bar License fee share of Gymkhana Clubs, for the year 2021-21 as proportionately deposited by HSVP for all Gymkhana Clubs in the State.**

The Chief Accounts Officer apprised the Chairman that some Gymkhana Clubs have deposited their share of license fee in the past 2/3 days. The Chairman showed his displeasure that all the Gymkhana Clubs have not deposited their share of bar license fee and directed that all the Managers, Gymkhana Clubs deposit their respective share of license fees immediately.

Further, all the Estate Officers were directed to seal liquor vends, who have not deposited their pending dues immediately as the period of the agreement will lapse on 31<sup>st</sup> March, 2021.

**(Action by: -Chief Controller of Finance, All Zonal Administrators & All Estate Officers and All Manager Gymkhana Clubs)**

**Agenda item No.2:- Information regarding allotment of alternative Plots and Oustees Plots.**

It was observed by the Chairman that the deadline was fixed by the H.Q. for sending the report in this regard but no report has been received from the Zonal Administrators except Hisar. The Chairman showed his displeasure and directed that all the concerned Zonal Administrators/Estate Officers should send the report by 24.03.2021 positively. If the requisite information is not sent by 24.03.2021, the concerned Estate Officer will personally bring the information at HQ on 25.03.2021.

**(Action by:- Administrator HQ/ Administrator Faridabad / Estate Officers Faridabad / Superintendent(U.B)**

**Agenda item No. 3:- Pending dues of CNG/PNG Dues in the State.**

The Chief Accounts Officer apprised the Chairman that the information regarding pending dues of CNG/PNG was sought from the Estate Officers by 18.03.2021. But no information in this regard has been received from the Estate Officers till date.

The Chairman directed that the concerned Estate Officers may send the information regarding pending dues of CNG/PNG stations falling under their jurisdictions by 24.03.2021 positively. If the requisite information is not sent by 24.03.2021, the concerned Estate Officer will personally bring the information at HQ on 25.03.2021.

**(Action by: -Chief Controller of Finance, All Zonal Administrator& All Estate Officers)**

**Agenda item No.4:- Review the status of C.M. Window + SMGT+CPRGAMS**

The Chairman pointed out that the overdue pendency of C.M window complaints has not been decreased despite repeated directions. Chairman further observed that the overall performance of all offices of HSVP is not satisfactory and in some case, the pendency is of 3-4 years.

The Chairman directed that all the pendency of the year 2017 to 2020 be disposed off at the earliest and Zonal Administrators should see that above orders are complied with and the compliance report be sent upto 26.03.2021. After that if any pendency up to year 2020 is reflected on the CM Window Portal, it will be recorded adversely in the ACRs of Estate Officers.

**(Action by:-Administrator (HQ)/ All Head of Branch HQ) All Zonal Administrator/Estate Officer /SE/**

**Agenda item No.5 :- List of plot files of Industrial Estates handed over to HSIIDC, Total number of Vacant Industrial Plots, Total number of Industrial Plots & Files transferred to HSIIDC thereof.**

Administrator(HQ) apprised to the Chairman the following information was sought from the field offices.



1. Details of all the Industrial Plots of HSVP already transferred to HSIIDC which are under litigation and whose appeals are also pending before various forums.?
2. Regarding transfer of entire inventory of Industrial plots to HSIIDC.
  - A). How many files were called back to address the queries of the allottees who timely applied for O.C and waiving off extension fees.
  - B). Out of the above details, how many cases have been disposed off till date.
  - C). How many cases the action is still pending along with reasons thereof.

The Chairman observed that the concerned Estate Officers has not transferred all the plot files to HSIIDC in respect of Industrial Estates transferred to HSIIDC. The Chairman also observed that the Estate Officers has not sent the detail of amount to be recovered from HSIIDC on account of vacant un-allotted plot and recoveries pending from the allottees especially Urban Estate at Palwal, Panchkula, Gurugram-I and Roz-ka-Meo.

The Chairman directed that all the pending plot files may be transferred to HSIIDC immediately and the detail of pending dues may be sent to CCF, Branch by 22.03.2021 positively.

**(Action by:- C.C.F/ All Zonal Administrators /Estate Officers.**

**Agenda item No. 6:-Updation of LFSS.**

The Chairman observed that the queries raised by the allottees on LFSS are not being properly attended by the concerned Estate Officers. It was also observed that revenue of only Rs. 28 Crore has been received under the scheme.

The Chairman showed his displeasure regarding the above and directed to all the Estate Officers to call the allottees personally and motivate them to avail the benefit of the scheme.

**Action by:- C.C.F/ All Zonal Administrators/Estate Officers.**

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

The CITO informed that the plot files are not completely uploaded on the P.P.M.

So, it was directed that all the Estate Officers may give certificate to the effect that all the plot files have been digitalized and uploaded on the PPM.

**Action by:- CITO/ All Zonal Administrator/Estate Officer.**

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

The CAO apprised the Chairman that a total recovery amounting to Rs. 3558.56 Crore is outstanding against the allottees of residential/commercial/institutional plots as on 18.03.2021. The detail of the same is as under:-

**Category wise Outstanding dues of All Zones as per PMM (Amount Rs. in Crores) as on 18.03.2021**

Name of Urban Estate	Residential	Commercial	Institutional	Grand Total
Faridabad	326.93	161.3	180.08	668.31
Gurgaon I	44.03	131.33	13.41	188.77
Gurgaon II	172.56	421.29	64.86	658.71
Rewari	107.19	26.36	0	133.55
Bhiwani	7.81	10.18	0	17.99
Hisar	198.98	42.65	30.17	271.8
Jind	18.37	16.25	0.88	35.5
Sirsa	25.89	12.37	1.62	39.88
Ambala	27.36	8.31	92.99	128.66
Jagadhari	2.16	2.1	7.34	11.6
Kaithal	71.07	20.86	10.88	102.81
Karnal	45.7	43.46	20.45	109.61
Kurukshetra	2.72	17.5	22.36	42.58
Panchkula	154.95	125.66	176.32	456.93
Bahadurgarh	85.61	29.34	0.26	115.21
Panipat	27.85	30.89	1.69	60.43
Rohtak	31.61	25.99	139.17	196.77
Sonipat	33.68	83.95	201.82	319.45
Grand Total	<b>1384</b>	<b>1210</b>	<b>964.3</b>	<b>3558.56</b>

The Chairman directed that all the Estate Officers may run a special drive to recover the outstanding dues and at least 25% of outstanding dues of Installments be recovered by 31<sup>st</sup> March, 2021. CITO shall send the report of recovery on daily basis.

**Action by: - C.C.F/ All Zonal Administrator /Estate Officer.**

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

1. The CITO will devise the MIS for legal cell with the help of LR, HSVP, Panchkula.
2. The C.C.F will fix the targets for every Estate Officer according to Budget.

**(Action by: -LR/C.C.F/ CITO/C.E-I & II/ All Zonal Administrator& Estate officers)**