



**HARYANA SHEHRI  
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To

- 1) All the Divisional Commissioners in the State of Haryana.
- 2) All the Administrators, HSVP in the State of Haryana.
- 3) All the Deputy Commissioners in the State of Haryana.
- 4) All the Estate Officers, HSVP in the State of Haryana.

Memo No. A-7-UB-2023/

Dated:

**Subject:- Comprehensive policy for all the Govt. Department/Boards/Corporations/Authorities for disposing its properties (shops/houses/others) in possession of an individual or private entity(s) by way of rent/lease, for 20 years or more.**

Refer to the subject cited above.

It has been decided with the approval of Hon'ble CM-cum-Chairman, HSVP that comprehensive policy dated 19.04.2023 framed by State shall also be applicable on HSVP along with Standard Operating Procedure prepared by ULB, Department and:-

1. Concerned Deputy Commissioner shall be designated as District Nodal Officer and he shall decide the matter in consultation with concerned Estate Officer of HSVP as per comprehensive policy dated 19.04.2023 and any subsequent policy framed by ULB in respect of HSVP properties also.
2. Concerned Divisional Commissioner shall be the appellate authority as per comprehensive policy dated 19.04.2023 and any subsequent policy framed by ULB in respect of HSVP properties also.
3. Standard Operating System prepared by ULB shall be adopted by HSVP & ULB may be requested to provide link of portal i.e. [ulbshops.ulbharyana.gov.in](http://ulbshops.ulbharyana.gov.in).
4. CITO, HSVP shall be State Nodal Officer of HSVP.

This has the approval of Hon'ble CM-cum-Chairman, HSVP for approval.

Administrative Officer,  
for Chief Administrator,  
HSVP, Panchkula.

Endst. No. A-7-UB-2023/ 175273

Dated: 14/8/23

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

1. The Director General, Urban Local Bodies Department, Haryana with the request to provide link of portal i.e. [ulbshops.ulbharyana.gov.in](http://ulbshops.ulbharyana.gov.in).
2. The Legal Remembrancer, HSVP, Panchkula
3. The Chief Controller of Finance, HSVP, Panchkula.
4. The Chief Town Planner, HSVP, Panchkula.
5. The Chief Engineer, HSVP, Panchkula.
6. The Chief Information Technology Officer, HSVP, Panchkula. He further requested to contact with ULB, Department regarding providing link to HSVP.
7. The Chief Architect, HSVP, Panchkula.

Administrative Officer,  
for Chief Administrator,  
HSVP, Panchkula.