

## **ANNUAL REPORT**

( Under Section 54 (i) of the Punjab Regional & Town Planning & Development Act 1995 read  
with rule 21)

For the Year

2008-2009

**PUNJAB URBAN PLANNING & DEVELOPMENT AUTHORITY**

**(Established under Section 17 of the Punjab Regional & Town Planning & Development  
Act 1995)**

PART – I

***GENERAL INFORMATION ON THE ACTIVITIES OF PUDA***

## HIGHLIGHTS

Government of Punjab with a view to encourage health care services in the state has allowed a major relief to the Charitable Institutions. The relief provides for waiving off upto 80% non construction fee to the Charitable Institutions working for a social cause by considering them under hardship category.

Under the Punjab Apartment and Property Regulation Act 1995, 14 licences have been issued for the development of residential colonies at different locations in the State on an area measuring 284.06 acres. Also, it would be obligatory for these colonies to provide schools, dispensaries parks, community centres, shopping area etc.

Department of Housing & Urban Development till 31-3-2007 had issued 188 licences to various colonizers/promoters under the Act. With the constitution of new authorities cases of 150 licenses have been transferred and 38 licenses are still in the area that falls in jurisdiction of PUDA., community centres, shopping areas etc. The department making the process progressive, has delegated the powers to the Senior Town Planners and District Town Planners for grant of licence upto 10 acres.

During the year, two sites measuring 200 Sqyd each have been allotted to religious institutions on lease hold basis at Kapurthala. Also, a scheme for allotment of religious sites on lease hold basis has been launched at Patiala. Besides, two sites measuring 100 sqyd. each have been allotted to Police Department for setting up Police Chowkies at Urban Estate Phase-II, Patiala.

The Authority, during this period, has allotted 157 residential and commercial sites in various Urban Estates. It plans to gear up this momentum by creating new Urban Estates and extend the existing ones.

During the year under report PUDA has spent Rs. 833.96 crore on development works at various Urban Estates in Punjab. This include expenditure incurred on works under OUVGL Schemes. Also an amount of Rs. 7.84 crore has been incurred on construction of houses and other works under social housing schemes and deposit works.

Under the Optimum Utilization of vacant Govt. Lands (OUVGL) scheme as many as 107 properties had been transferred to PUDA for commercial exploitation. Out of the properties transferred, 52 properties have been disposed off completely or partially under the scheme after carrying out necessary development works on these lands. From these sale proceeds under OUVGL Rs. 633.68 crore has been received as on 31.3.2009. Government is contemplating transfer of more properties to PUDA.

Financial results of the year have shown a net profit of Rs. 160.73 crores. Also, PUDA has proposed budget estimates to the tune of Rs. 1485.84 crore for the next financial year 2009-10.

## 2. GENESIS AND FUNCTION:

### 2.1 Genesis

The merger of the Directorate of Housing & Urban Development with the Punjab Housing Development Board (PHDB) became the first step towards the constitution of Authority. The Punjab Urban Planning & Development Authority (PUDA) constituted under the Punjab Regional & Town Planning & Development Act, 1995 was notified by the government and has been made effective from 1.7.1995. The Authority has been constituted for the execution of plans and programmes under the Act and shall work

under the directions of the Punjab Regional & Town Planning & Development Board. The Authority has been empowered to acquire, hold and dispose of property, both movable and immovable and to contract. Urban development functions which include housing, development of estates, planning and enforcement have been transferred to PUDA.

## 2.2. Function

Planning, development and regulation of Urban Estates are the main functions of PUDA. The initiative for the development of an Urban Estate is taken by the Zonal Office concerned and a proposal is submitted in which alternate sites are suggested. Such proposals could be sent by the Town & Country Planning Department also. The proposal is sent to the district site selection committee for the selection of site from amongst the proposed sites. Thereafter No Objection Certificate (NOC) is obtained from the Deputy Commissioner concerned. In view of the viability of the site, approval for setting up an Urban Estate is obtained from the Project Approval Committee PUDA. The proposal is then sent to the State Land Acquisition Board (SLAB) for obtaining NOC. Therewith notification proposing acquisition of land is issued under section 4 of the Land Acquisition Act 1894. Subsequently, approval of the objections raised by the land owners is sought from the Revenue Department and the land is notified for acquisition. Finally, the award is announced for payment of compensation and possession of the land is acquired. Development Plans are prepared by the Town Planning Wing and got approved from the Planning & Design Committee, PUDA. The land acquired is then handed over with plans to the Engineering Wing for its development. The Engineering Wing prepares estimates for the development works and on the basis of these estimates administrative approval/technical sanction is sought. After the technical sanction is secured, the work is allotted to contractual agencies after inviting tenders through press.

Besides Urban Development, House Building is another function of the Authority. Focus being on development of land and construction of houses by private agencies/co-operative societies, house building has now been scaled down for the time being.

Proposals for housing schemes are prepared at the Zonal level. The schemes are submitted to the Engineering Wing after these are approved by the Regional Planning & Design Committees. Schemes mention about category, number of houses, number of stories, plinth area, covered area on each floor etc. The architectural designs are prepared in house or by private architects. At this stage, the scheme is processed in the planning wing and the same is submitted to HUDCO or other financial institutions for raising finance. Simultaneously the scheme is processed for administrative approval/technical sanction. Thereafter the work is allotted through tenders.

PUDA is also responsible for the implementation & regulation of various laws pertaining to Urban Development. These are the Punjab Regional & Town Planning & Development Act, 1995, the Punjab Apartment & Property Regulation Act 1995, and the New Capital (Periphery) Control Act, 1952.

### **3. ORGANISATIONAL STRUCTURE**

Section – 17 (i) of the Punjab Regional & Town Planning & Development Act, 1995 provides for establishment and constitution of Authority. The Authority established under sub-section (i) shall consist of the following members to be appointed by the State Government namely :-

- i) Chairman
- ii) Vice – Chairman
- iii) Chief Administrator who shall be appointed from amongst the officers of the Government of Punjab having such qualifications and experience as may be prescribed , and
- iv) Not more than twelve and not less than six official and non-official members including the secretaries to Government of Punjab holding the charge of Local Government and Town & Country Planning. The number of non official members shall not at any time exceed three.

The organizational chart is placed at Appendix – I. The members of the Authority who worked during this period are listed at Appendix –II.

The Minister and Principal Secretary in-charge of Housing & Urban Development Department Government of Punjab shall respectively be the Chairman and the Vice-Chairman of the Authority.

### **4. MAJOR ACTIVITIES**

#### **4.1 Urban Estates**

##### **4.1.1 Establishment of Urban Estates**

Before the formation of different Authorities namely GMADA, GLADA, JDA, ADA BDA & PDA, the Urban Estates were developed at SAS Nagar, Ludhiana, Patiala, Bathinda, Phagwara, Batala, Jalandhar, Malout, Rajpura, Kapurthala, Ferozepur & Amritsar. Plots carved out and plots allotted upto March, 2009 in the Urban Estates that are still in PUDA's jurisdiction may be seen at Appendix –III . Besides, development of Urban Estate at Sultanpur Lodhi has already been undertaken during this year and development of an Urban Estate at Gurdaspur is in the pipeline.

#### **4.2 Optimum Utilization of Vacant Government Land (OUVGL)**

The Punjab Government in the year 1997 had formulated an Optimum Utilization of Vacant Government Lands (OUVGL) Scheme. Under this scheme vacant, unencumbered and surplus lands of various Government departments are to be transferred to PUDA, which has been declared as nodal agency, for commercial exploitation of such lands. The aim is to generate additional financial resources for the State Government for infrastructure development projects. An Empowered Committee under the chairmanship of Chief Secretary, Government Punjab has been constituted to



Note: The figures as compared to the last year are slightly changed. The changes have been proposed by the Addl. Chief Administrator (Projects) on the basis of information received from the Estate Office concerned.

#### 4.3 Housing

Housing schemes in PUDA could be categorised as under :-

- i) Own Schemes
- ii) Govt. Schemes
- iii) Deposit works

**Own Schemes:** All social housing schemes are PUDA's own schemes. These formed a Major part of the housing activity in the organisation. These schemes are fully financed by PUDA and allotment of houses constructed under own schemes is done by PUDA in the light of allotment policies applicable.

**Govt. Schemes:** These are housing schemes entrusted to PUDA by the State Government. These schemes are prepared and processed in PUDA. State Government contributes in the shape of seed money which is 40% of the total estimated project cost. Balance 60% is raised from HUDCO as loan against seed money. After completion, houses are handed over to the Government for allotment to the beneficiaries.

**Deposit Works :** Under these schemes PUDA performs as an execution agency. For the execution of such works. PUDA claims administrative charges at a rate indicated in the agreement with client department. PUDA does not contribute any finance and client department has to deposit money with PUDA in advance to get the work done.

##### 4.3.1 PUDA own Scheme/Social Housing

Social housing in PUDA include following categories of houses. The categorisation has been based on the income criteria fixed by HUDCO vide letter dated 12-3-2007 on the directions of the Planning Commission, Government of India.

Sr.No.	Category	Monthly Income
1.	Economically Weaker Sections (EWS)	Upto Rs. 3300/- P.M.
2.	Lower Income Group (LIG)	Rs. 3301/- to Rs. 7300/- P.M.
3.	Middle Income Group (MIG)	Rs. 7301/- to Rs. 14500/- PM
4.	Higher Income Group (HIG)	Above Rs. 14501/- P.M.

Accommodation and Plinth/covered area as per HUDCO norms in various categories of houses constructed under Social Housing Schemes may be seen as under:-

Sr. No.	Category of house	Accommodation provided	Plinth /covered area (in sq.ft.)
1.	EWS	One room, cooking space and provisions of WC	190.00
2.	LIG	One room, cooking, bath, W.C. and courtyard for Ground and terrace, for F.F. provision of one future room.	414.00
3.	MIG	Drawing room/dining room, bedroom, kitchen, dressing, toilet, front/back courtyard.	880-50
4.	HIG	Living/dining room, bedroom, kitchen, toilet, w.c., front and rear courtyard, car porch and verandah.	1245.00

During the year no such houses have been constructed.

Position of houses constructed/allotted at Patiala upto 31-3-2009 is given below:-

EWS		LIG		MIG		HIG	
Const.	Allotted	Const.	Allotted	Const.	Allotted	Const.	Allotted
510	505	599	594	458	443	126	119

#### 4.3.2 Government Schemes

No new scheme has been assigned by the Government during the year. However budgetary provision for concluding expenditure on old schemes has been maintained.

#### 4.3.3 Deposit Works

No such scheme under the deposit works has been undertaken during the year. Budgetary provision has however been made to conclude the old schemes.

4.4 List of development works in progress and executed during the year 2008-09 in various Urban Estates is as under:-

S.No.	Name of work	Estimated Cost (Rs. in Lacs)	Status of work
(1)	(2)	(3)	(4)
	PATIALA ZONE:-		
1	Construction of swimming pool in Urban Estate Phase-III, Patiala	148.97	Work completed
2	Development of commercial Pocket at old store site in U/E Phase-II, Part-I Patiala	51.47	Work in progress
3	Dev. of commercial pocket on 80' wide road adjoining old store site in U/E Phase-2, Part-II Patiala.	68.27	15% work completed
4	Dev. of commercial pocket in 26.76 acre Pocket adjoining U/E Phase-I Patiala.	66.29	20% work completed
5	Laying pre mix carpet on roads in U/E Phase-I Patiala	54.07	30% work completed
6	Laying pre mix carpet on roads in RPS colony in U/E Ph-I, Patiala	42.91	30% work completed
7	Const. of one lac gallon capacity OHSR near 117 MIG/421EWS houses in U/E phase-II Patiala	53.52	Work in progress.

OUVGL SCHEMES:			
1	Dev. of commercial pocket near Mini Sectt. Nabha Road Patiala	144.88	work completed
2	Const. of 20 Nos. houses for Govt. employees in Rajpura Colony, Patiala	152.68	work completed
3	Const. of office building and residences of irrigation deptt on land for Devigarh Division Patiala	509.78	Work in progress
4	Const. of sub station & store at Mini sect. Patiala	43.38	-do-
5	Dev. of commercial pocket on old Tehsil site at Patiala	59.54	80% work completed

Deposit works:

Works pertaining to the construction of metal roads, cement concrete roads, dry brick paving on roads and premix carpeting costing Rs. 1634.63 lacs are in progress in the

municipal areas of Patiala City. All these works shall be completed by the end of year 2010. At present on an average 50% of the work stands completed.

JALANDHAR ZONE:-			
1	Dev. of Urban Estate at Sultanpur Lodhi, Distt. Kapurthala	915.92	85% work completed
2	Dev. of land near Army Cantonment Peer Chaudharian Kadupur road, Kapurthala	103.52	Work completed
3	Const. of Academic block at N.J.S.A college Kapurthala	70.00	Work completed
4	Dev. of Resi/ comm.. pocket of old Pb roadways workshop site at Jalandhar	89.81	Work in progress
5	Prov. & laying 20mm thick PC on roads at Urban Estate, Kapurthala	113.35	Work completed
6	Const. of Judicial Record room at DAC Jalandhar	263.57	Work in progress
7	Special repair of roads by providing 50mm thick BM and 20mm thick Mix seal type-B in Chhoti Baradari Part-II Jalandhar	51.38	Work in progress
8	Dev. of commercial pocket of Mental Hospital Site at Circular Road, Near Basant Avenue, Amritsar (OUVGL)	999.28	Work in progress
BATHINDA ZONE			
1	Skilled development center at Abul Khurana, Distt., Mukatsar	550.00	Work completed
2	Beautification of NH-10 area passing through Malout town.	700.00	Work completed

MAJOR DEVELOPMENT WORKS TO BE UNDERTAKEN DURING  
THE YEAR 2009-10

S.No	Name of work	Estimated cost (in lacs)
PATIALA ZONE		
1	Const. of 200 Nos. booths for Riot Victims in Urban Estate Phase-II, Patiala	206.00
2	Const. of Club building in U/E phase-III, Patiala	332.55
3	Prov. & laying BM and PC on roads in U/E, Phase-I, II & III,	157.52

	Patiala	
4	Dev. of Commercial complex on Patiala-Rajpura road in U/E Phase-II, Part –II Patiala	158.55
5	Const. of 376 EWS houses in U/E, phase-3, Patiala	1213.00
6	Prov. 20mm thick premix carpet on different roads in ward No-18,19,20, & 24 and const. of new mettled roads in ward No-22 MC Patiala	73.82
7	Dev. of 15 acre land of Devigarh division Patiala	195.00
8	Dev. of commercial pocket Deed Writers Booth and Special Park at Hira Enclave, Nabha	231.54
9	Dev. of commercial complex at Quila site Phase-II, Sangrur	75.00
JALANDHAR ZONE		
1	Const. of main buildings and school building of Gandhi Vanita Ashram, Jalandhar	748.08
2	Prov. 50mm thick bitumen macadam along with 20mm thick PC in Chotti Baradari Part-I Sugarcane farm, Jalandhar.	147.18
3	Const. of IG Zonal office at Jalandhar	174.00
4	Construction of residencial houses/ offices and Rest House at Canal colony, Kapurthala road, Jalandhar (for Irrigation Deptt)	1557.28
5	Dev. of Urban Estate Gurdaspur	750.00
6	DAC at Gurdaspur	2190.00
7	Const. of office building of DIG (border range) Pb. Police adjoining IG (Border range) Pb. Police office at Amritsar	185.48
8	Const. of Housing accommodation for 9 <sup>th</sup> Battalion PAP at SP (Rural) office site, Amritsar	344.37
9	Const. of Bus stand Majitha Distt. Amritsar	322.00
10	Const. of 64 Nos. shops of Red Cross & Zila Prishad at Old DC & SSP office Jalandhar	374.00
11	Construction of residencial cum office building of SDO – Drainage, Phillour	68.60
LUDHIANA ZONE:-		
1	Community centre in indoor stadium Moga	71.14
2	Development of steps in indoor stadium Moga,	70.00
BATHINDA ZONE		
1	Cosntruction of MIMT College ( New block) at Malout	460.00
2	Construction of 05 Nos. Govt. Model school at distt. Bathinda and Mansa.	3000.00

## 5. REGULATION AND IMPLEMENTATION OF ACTS

### 5.1 The New Capital (Periphery) Control Act, 1952

An area of Punjab within 16 kms. from the outer boundary of Chandigarh Capital Territory which is reserved for the extension of the Capital is covered under the Periphery Act. Area falling under the Act constitutes part of Patiala, Fatehgarh Sahib and Ropar Districts.

Act provides for delegation of powers to the Deputy Commissioners of the said District to implement the provisions of the Act. Chief Administrator PUDA has also been declared Deputy Commissioner for this purpose.

Chief Administrator, PUDA has further delegated the powers of Deputy Commissioner u/s 6, 12(i) & 12(ii) to Addl. Chief Administrator, PUDA, SAS Nagar.

### 5.2 Punjab Apartment and Property Regulation Act, 1995

Punjab regulation of colonies Act, 1975 has been repealed and replaced by the Punjab Apartment & Property Regulation Act, 1995. This is a comprehensive law made to boost development of housing colonies in the State. This Act came into existence on 15.10.95.

The law provides that any person who is from the business of developing land for residential, commercial or industrial purposes or a building with eleven or more apartments or converting a part of it into eleven or more apartments and selling all or some of these will have to get himself registered and obtain licence under the Act. After 30-11-95 no builder, coloniser, contractor, promoter, estate agent would perform business without getting themselves registered and obtaining the required license. Violation of the said provisions of the act may result into imprisonment/fine.

To make this act effective, the powers for issue of licenses to promoters and colonisers and for registration of estate agents were delegated to the Additional Chief Administrators of the respective areas of the State of Punjab.

Progress of the act is at Appendix –IV, V.

### 5.3 The Punjab Regional & Town Planning & Development Act-1995.

The Punjab Regional & Town Planning & Development Act is a comprehensive legislation to encourage planned development in the state which makes provision for better planning and regulation of land through regional plans and master plans. Till now a formalised and effective system of physical planning and development has been lacking.

After notifying the Punjab Regional & Town Planning & Development Act 1995 and Punjab Urban Planning & Development Authority, Government has delegated powers to various functionaries to implement the provisions of the Act.

Chapter-14 of this Act relates to the Scheduled Roads in the state of Punjab. This Act came into existence on 1.7.95. Earlier an Act namely Punjab Scheduled Roads and Controlled Area (Restriction of Unregulated Development) Act 1963 was implemented which was repealed and replaced by the new Act. As per the new Act, no construction is allowed in the following cases without getting approval from the competent authority: -

1. In a distance of 30 meters on either side of the scheduled road.
2. In a distance of 100 meters on either side of bye-pass.
3. In a distance of 5 meters, on either side of the road reservation of that part of scheduled road, which falls in the area of municipal corporation or class-I municipality.
4. In a distance of 10 meters on either side of the road reservation of that part of a scheduled road, which falls in the area of any other municipality.

Powers in this regard are vested with the respective Additional Chief Administrators of PUDA. Besides, the Executive Engineers (concerned) of P.W.D.(B&R), Punjab have been given powers of the Competent Authority to demolish the unauthorised construction on either side of the scheduled roads.

List of scheduled roads in the State of Punjab may be seen at Appendix-VI.

#### 5.4 Punjab Apartment Ownership Act, 1995

Act contains provisions to protect interests of apartment owners. The Act provides for formation of Association with apartment owners as its members for administration of the affairs of the apartments, management, upkeep and maintenance of the building/(s). The act provides for a simplified procedure for the settlement of disputes between promoters and apartment owners. Notification of the Act in 1995 the powers to implement the provisions of the Act could not be delegated. The Governor of Punjab on 20-6-2005 vide Notification No. 18/83/2005-5HG-II/6460 appointed 21.06.2005 as the date for coming into force of this Act for the whole of the State of Punjab.

## 6. ALLOTMENT POLICIES

### 6.1 Plot Allotment Policy

All residential plots in PUDA urban estates shall be allotted by draw of lots except the allotment to oustees category.

### 6.1.1 Priorities

To meet with the need of special categories on priority basis, reservations have been made. Reservation for different categories is as under: -

Scheduled Castes/Tribes	15%
Freedom Fighters	2%
Blind & Physically Handicapped	3%
i) Serving & Retired Defence Personnel & Para-military forces including war widows of these categories.	4%
ii) 100% disabled soldiers of Punjab domiciles.	1%
Gallantry award winners from the defence services and para-military forces who have distinguished themselves by acts of bravery and valour in the defence of our country both in war and peace time.	2%
Legal heirs of army /para-military forces, the personnel killed in action (war or on law and order duty)	2%
Sports persons who are medal winners of Olympic, Common wealth or Asian games.	2%
Riot affected and Terrorist Affected Families.	5%
Note: This reservation shall be applicable to this category till 31-12-2011.	

To avail of the reservation under any of the above categories, the applicant will be required to satisfy the following conditions/requirements besides the basic eligibility criteria:-

Category	Requirement/Condition
Scheduled/Caste/Scheduled Tribes	A Certificate issued by the competent Authority of the State Government certifying that the applicant belongs to a Scheduled Caste/Scheduled Tribe.
Physically handicapped and blinds	A Certificate from the competent Authority of the State Government certifying that the applicant is 40% or above disabled or 100% blind.
Freedom Fighter	Should be recipient of Tamrapatra issued by the Punjab Government/Government of India. Should belong to Punjab. Should not own any other property in their name in Punjab or any part of the country.

Defence/paramilitary forces	Should belong to the State of Punjab provided they have not already received any such discretionary quota plot/house from any other scheme in any other part of the country and also do not possess any plot/house in the city/town/Urban Estate for which the plot/house is being applied for.
Sports persons	Medal Winners of Olympic, Common wealth or Asian games.
Gallantry award winners	The Gallantry awards shall be placed in the following order of priority :-  Param Vir Chakra, Maha Vir Chakra, Vir Chakra, Kirti Chakra, Shaurya Chakra, President Policy Medals of Gallantry.
Riot Affected and Terrorist Affected Families	Riot affected means, a person who migrated to the State of Punjab from any other part of the Country who has been issued a red card by any Deputy Commissioner of a District of the State of Punjab and who has not been allotted a house under the riot affected persons category at Delhi or any other place in the Country and Terrorist affected means a person belong to State of Punjab holding valid certificate issued by any Deputy Commissioner of the State of Punjab and has not availed the benefit for allotment of house/plot under this category. Decision taken in this regard by the Finance & Accounts Committee and instructions were issued vide letter No. PUDA-Policy/2136-49 dated 11.8.2006.

Applicants who have got plots/houses allotted/ allocated under the reserved category, will not be entitled for allotment of plots/house in any other scheme/station under the reserved category.

#### 6.1.2 Policy for allotment of plots to the oustees is as under :-

Plot should be allotted to an oustee for his bonafide residence.

No application from an oustee will be entertained after a period of one year from the date of taking over possession of his acquired land.

Entitlement of an oustee will be governed as under :-

	<b>Land Acquired</b>	<b>Size of Plot</b>	<b>Category of Houses</b>
a)	½ acre to 3 acre	100 Sqyds.	LIG
b)	Between 3 to 5 acres	200 Sqyds.	MIG
c)	Above 5 acres	500 Sqyds.	HIG

#### Explanation

However, if on the Land there is a dwelling unit, 100 sq.yd. plot may be allotted even though the area acquired is less than ½ acre.

The price chargeable for allotment of plots to the oustees would be same as for general category.

All oustees of any joint khata would be entitled to one plot only.

## 6.2 ALLOTMENT OF LAND TO INSTITUTIONS

The Authority may out of institutional sites available in any Urban Estate, allot all or few sites/buildings to the institutions provided:

- a) It directly serves the interest of the residents of the area in which the site or the building is situated;
- b) It is generally conducive to the planned development of the area;
- c) It is a society registered under the societies registration Act, 1860 or is an institution which is owned or controlled by the State Government or is constituted or established under any law for the time being enforce;
- d) It is in possession of sufficient funds to meet with the cost of land and construction of building;

Provided, the total area allotted to such institutions in each case shall be subject to the land use restrictions and zoning plans.

#### ELIGIBILITY

For allotment of institutional land by way of auction , the Trust and Societies Registered under the society's Registration Act 1860 and the Trust's Act 1882 respectively shall only be eligible for allotment and shall be permitted to participate in the auction through their

duly authorized representatives. The entities of the Trust or Memorandum of Association or the Rules and Regulations as the case may be, must provide the main objective for which the site is to be taken. Individuals, Hindu un-divided Families(HUF), Association of Persons and Companies, whether public limited or private limited shall not be eligible.

However, in the case of allotment by way of selection, the Authority shall consider the case of each institution on its merits and shall have regard to the following principles in making the selection;

- (a) The objectives and activities of the institution and the public cause served by it since its establishment;
- (b) The financial position of the institution; (Statement of Bank account for the preceding three years);
- (c) The present location of the institution;
- (d) The benefit likely to accrue to the general public of the locality by allotment of the institutional site;
- (e) The bonafide and genuiness of the institution as made out in the annual reports, audit report etc;
- (f) The need of the institutional site by the institution for providing the necessary service in question;
- (g) Complete layout plan of the area required for allotment indicating all components including further sub components;
- (h) Constitution of the society/trust/ association and list of executive members and their interrelationship among them, qualification and experience if any.

#### CONSTITUION OF SCRUTINY COMMITTEE

For the purpose of section of marketing allotment of institutional land, the Authority may constitute a committee to be called Scrutiny Committee consisting of atleast five senior officers at the headquarter as follows:--

- i) Chief Administrator, PUDA
- ii) Addl. Chief Administrator (F&A),PUDA
- iii) Addl. Chief Administrator, Concerned Zone
- iv) Senior Town Planner, PUDA
- v) Addl. Chief Administrator (Policy), Member Secretary.

One Additional member from education/Health etc.

The committee shall examine each and every case on merit and subject to the approved policy guidelines. The recommendations of the committee shall be placed before the Finance and Accounts Committee for consideration and approval.

## CONSTITUTION OF COMMITTEE IN CASE OF ALLOTMENT BY WAY OF AUCTION:

The Auction shall be conducted by a Committee comprising following officers:

1. Additional Chief Administrator, Concerned Presiding Officer
- ii. Deputy Commissioner, concerned or his Member  
nominee(if the D.C. is himself present in person, he shall be the Presiding Officer of the Committee)
- iii. Additional Chief Special Member  
Administrator(Finance) or his nominee
- iv. Sr. Town Planner, PUDA Member
- v. Superintending Engineer concerned Member
- vi. Estate Officer concerned Member

The acceptance of final bid by the Presiding Officer shall be subject to the confirmation by the Chairman, PUDA who shall consider the auction record in its entirety, including the objections, if any, alongwith comments of Presiding Officer, Chief Administrator and Vice Chairman, PUDA before confirming or rejecting final bid.

### Price of land

As determined by PUDA from time to time.

### Letter of intent:

In case of allotments made other than by way of auction, the Trusts and Societies approved by the Competent Authority shall be issued letter of intent for completion of formalities and necessary documents.

### Mode of payment

The payment schedule of the institutional sites shall be made in the following manners:

## 6.3 ALLOTMENT OF INSTITUTIONAL LAND ON FREE HOLD BASIS:

### I) ALLOTMENT OF LAND BY WAY OF AUCTION:

#### i) SCHOOL SITES

- a) The participant shall require to deposit participation fee equal to 5% of the total reserve price (Refundable/Adjustable).
- b) 15% of the highest bid amount (after adjusting the participation fee) shall be deposited at the time of fall of hammer or within one additional calendar day as the Presiding Officer, may permit.

- c) 10% of the highest bid amount shall be deposited within 30 days from the date of auction. This period shall be extendable upto 3 months(only in respect of hardship cases on the written request of the allottee subject to payment of 1.5% surcharge on the amount due and interest @ 18 per annum for the delayed period, as per policy for condonation of delay.)
- d) Balance 75% payment shall be deposited in four yearly equal instalments with interest at a rate 12% per annum or as determined by the Authority. The first instalment shall fall due after one year from the date of auction.

ii) INSTITUTIONAL SITES:

- a) The participant shall require to deposit participation fee equal to 5% of the total reserve price(Refundable/Adjustable).
- b) 15% of the highest bid amount (after adjusting the participation fee) shall be deposited at the time of fall of hammer or within one additional calendar day as the Presiding Officer, may permit.
- c) 10% of the highest bid amount shall be deposited within 30 days from the date of auction. This period shall be extendable upto 3 months(only in respect of hardship cases on the written request of the allottee subject to payment of 1.5% surcharge on the amount due and interest @ 18% per annum for the delayed period, as per policy for condonation of delay).
- d) Balance 75% payment shall be deposited in four yearly equal instalments with interest at a rate 12% per annum or as determined by the Authority. The first instalment shall fall due after one year from the date of auction.

II. ALLOTMENT OF LAND BY WAY OF SELECTION

- (a) 10% of the total reserve price shall be deposited as earnest money (refundable/adjustable).
- (b) 15% of the total reserve price shall be deposited within 90 days from the date of issue of Letter of Intent. However, this period shall be extendable upto 3 months(only in respect of hardship cases on the written request of the allottee subject to payment of 1.5 % surcharge on the amount due and interest at the rate of 18% per annum for the delayed period as per policy for condonation of delay).
- (c) Balance 75% payment shall be deposited in four yearly equal instalments with interest at the rate of 12% per annum or as determined by the Authority. The first instalment shall fall due after one year from the date of issue of allotment letter.

III ALLOTMENT OF LAND TO GOVT. DEPARTMENTS/PUBLIC SECTOR  
UNDERTAKING AND INSTITUTIONS OWNED AND MANAGED BY  
THE CENTRAL OR STATE GOVERNMENT.

- a. The token money shall be deposited by the Departments concerned at the rate approved under the policy circulated in this regard vide No. PUDA-Policy-2/6167-78, dated 20-8-02.
- b. 50% of total reserve price, after adjusting the token money shall be deposited within 90 days from the date of issue of Letter of Intent. However, this period shall be extendable upto 3 months(only in respect of hardship cases on the written request of the allottee subject to payment of 1.5 % surcharge on the amount due and interest at the rate of 18% per annum for the delayed period as per policy for condonation of delay).
- c. Balance 50% payment shall be deposited in four yearly equal instalments with interest at the rate of 12% per annum or as determined by the Authority. The first instalment shall fall due after one year from the date of issue of allotment letter.

ALLOTMENT OF INSTITUTIONAL LAND ON LEASE HOLD BASIS.

IV) ALLOTMENT OF RELIGIOUS, POLICE STATION, FIRE STATION AND CHARITABLE INSTITUTIONS.

- a. Rs. 50,000/- as application fee shall be deposited with the application for allotment of religious and charitable institutional sites where applications are invited through advertisement (to be refundable/adjustable).
- b. Rs. 200/- per sq. yard as non-refundable security shall be charged from the successful applicants.
- c. Lease money shall be charged as under:-

Sr. No.	Particulars	Purpose	Basis of Fixation of Rate	Station	Rate after rounding off to next 50 s / 100s Rs/sq. yd.
1	2	3	4	5	6
1	Allotment of land to Charitable Institutions Others- Government Aided or	Government owned orphanage schools, Asylums, Nari Niketan, Pingalwara, Old	Through Allotment On Lease basis	All Station	Nominal lease fee of Rs. 6/- per sq. yd. per year upto 1000 sq. yds. For additional area, the lease rent shall be equivalent to 5% of the rate fixed for Charitable

	Private	Age home, Schools for Deaf & Dumb. Blind, Mentally Retarded and Handicapped etc.			Institutions
2	Allotment of land to Religious Institutions	Religious purpose (The maximum area to be give for religious purpose not to exceed 1000 sq yds. per site. However, Chairperson, PUDA is authorized to consider request for enhancing area upto a maximum of 2000 sq. yds. as per agenda item No. 25.05/ 25-10-2000	Through Allotment On lease basis	All Station	Nominal lease fee of Rs. 6/- per sq. yd. per year upto 1000 sq. yds. For additional area, the lease rent shall be equivalent to 5% of the rate fixed for Charitable Institutions
3	Allotment of land to Service Department for Essential Services	Police Station/Fire Station and other similar services	on lease basis	All Station	Nominal lease fee of Rs. 6/- per sq. yd. per year.

#### PROCESSING FEE

Processing fee of Rs. 5000/- shall be deducted from the applicants who applied for allotment of institutional land under the scheme for inviting applications through advertisements.

#### REBATE ON FULL PAYMENT

Rebate of 5% shall be allowed if the 75% and 50% balance payment is made in lumpsum without any interest within 60 days from the date of issue of allotment letter by the Institutions, Govt. Departments/Public Sector undertakings and institutions owned and managed by the Central or State Govt. respectively.

## ISSUE OF ALLOTMENT LETTER

After the institution has paid 25% amount of the total cost of land and executed the requisite agreement and completion of all other formalities, the allotment letter will be issued which shall specify the terms and conditions of allotment. However, in the case of Govt./Public Sector Undertakings and institutions owned and managed by the Central Govt. or State Govt., the allotment letter shall be issued on receipt of 50% amount of the total cost of land.

## POSSESSION

After the completion of all required formalities by the institution, the possession of land shall be handed over within three months w.e.f. the issue of allotment letter to the institution, on the application made by the Institution.

## OWNERSHIP

- i) The ownership of land or any building constructed thereon shall vest in the Authority. The Authority shall however permit the allottee to mortgage, hypothecate the land to a financial Institution/Bank for the principle amount and interest to be accrued thereon to the extent the payment of the cost of land is made to the Authority for the purposes of raising loan for execution of construction of building.
- ii) The Institutional sites allotted on free hold basis by way of auction shall be made freely transferable to the Trust and Societies registered under the relevant Acts subject to the payment of a transfer fee equivalent to 9% (nine percent) of the total value of the site to PUDA.
- iii) Full prescribed transfer fee shall be charged, if the majority of Trustees/Director/Board members are being charged.

## TIME FRAME FOR COMPLETION OF THE PROJECT

The entire project will have to be completed within three years in a phased manner from the date of taking possession of land by the institution.

## CANCELLATION OF ALLOTMENT

The Authority, may, however, cancel the allotment, if in its opinion, enough progress has not been made. The allotment shall also be liable to be cancelled in case there is any violation of terms and conditions as decided by the Authority from time to time.

## EXTENSION FEE & PENALTY FOR NON-COMPLETION OF THE PROJECT

The allottee shall have to complete the building within a period of three years and no extensions shall be allowed beyond this period except in exceptional cases for another two years for reasons to be recorded in writing, on payment of extension fee subject to such terms and conditions as may be determined by the Govt./Authority from time to time. In case of non-completion of the project in time, the allotment shall be liable for cancellation and the entire amount deposited shall be forfeited in favour of PUDA.

## REGULATIONS OF CONSTRUCTION

- a) All development and construction will be done as per the regulations, bye laws & Zoning restrictions applicable to the area and as indicated by the Authority to the allottee.
- b) All the development and building plans will have to be got approved in advance from the Authority and development will be done only as per the approved plans. However, to ensure that delays in the grant of approvals of any kind to the allottee do not cause undue delays in the execution of the project, the Authority will issue all required approvals promptly.

## INSPECTION BY AUTHORITY OFFICIALS

The allottee will permit the Authority functionaries to inspect any or all works connected with the execution of the project for ensuring that all terms and conditions proposed by the Authority at the time of allotment of land are being observed and that the development is being done strictly in accordance with the approved plans and the quality of works conforms to generally minimum specifications for such Project.

## ARBITRATION

All disputes and differences arising out of it in any way touching or concerning the other officer appointed by him on his behalf. The decision of such arbitrator shall be final and binding on both the parties.

These guidelines will apply in the Urban Residential Estates of PUDA and not Sectors/Urban Estates set up for the Institutions for which rates & mode of allotment will be decided separately.

### 6.4 Policy for Allotment of Commercial Plots

All commercial plots i.e. booths, SCOs, SCFs special shops etc. are allotted by way of open auction after wide publicity through print Media.

## Payment Schedule for Commercial Plots

- a) Eligibility fee for participating in the auction is as follows:-
  - For booths Rs. 5000.00
  - For single storey shops Rs. 10000.00
  - For SCF/SCO Rs. 15000.00
- b) 10% of the bid amount is required to be paid at the fall of hammer.
- c) 15% of the bid amount is required to be paid within 30 days from the date of auction.
- d) 75% of the bid amount is required to be paid within 60 days without interest or in four equated yearly instalments with interest @12%.

### 6.5 House Allotment Policy

Housing schemes offering houses to the general public under social housing are made public through print media by issuing press notes and advertisements. After wide publicity of each scheme brochures containing application forms are made available through special counters opened at Estate Offices and various banks authorised for sale and receipt of application forms. Applications are scrutinized after closing date of each scheme. Having completed the process of scrutiny draw of lots is taken out for allotment of houses. Public and applicants are intimated about the date, time and venue of the draw through press. Draw of lots is taken out amidst security and senior officials of PUDA and members of public present on the occasion are offered to take out the numbers.

All houses constructed by PUDA under social housing schemes have been divided into three categories for allotment purposes.

#### 6.5.1 Allotment on Hire Purchase Basis

The mode of recovery under this category of allotment is as under: -

1. 10% of the total price of the house is paid by the allocatee within 30 days from the date of receipt of allocation letter.
2. 15% of the cost less earnest money is paid within 60 days from the receipt of allotment letter to complete 25% of the total cost of the house required to be deposited at the time of allotment.
3. Balance 75% of the total cost of the house is paid by way of 156 equal monthly instalments with interest.

### 6.5.2 Allotment under Partial Self Financing Scheme

The mode of recovery under this category of allotment is as under:-

1. 15% of the total price is paid by the allocatee within 30 days from the date of receipt of allocation letter.
2. 15% of the price of the house is paid within 90 days from the date of receipt of allocation letter.
3. 15% of the price of the house is paid by the allottee within 60 days from the receipt of allotment letter and before taking possession of house.
4. Balance 55% is paid by way of 156 equal monthly instalments with interest.

### 6.5.3 Allotment under Self Financing Scheme

The mode of recovery under this category of allotment is as under: -

1. 25% of the total cost of the house is paid by the allocatee within 30 days from the date of receipt of allocation letter.
2. 25% of the total cost of the house is paid within 6 months of the date of receipt of allocation letter.
3. 25% of the total cost of the house is paid within one year from the date of receipt of allocation letter.
4. Balance 25% after deducting the earnest money is paid within 30 days of the issue of allotment letter.

#### Special Incentive

1. Allottees making lump sum payment would be entitled to a rebate equivalent to 10% of the principal amount outstanding at the time of making such payment. This is applicable in the allotment of houses where allotments are made on monthly instalments basis. 5% discount is applicable in case of residential plots/commercial plots where allotments are made on annual/half yearly instalment basis.
2. There is a provision to reserve ground floor houses for applicants who are 100% handicapped.

### 6.5.4 Eligibility

All citizens of India are eligible for registration with PUDA for the purchase of house provided :-

1. He/She is not less than 18 years old.
2. His/Her monthly income is within the limits prescribed in the advertisement got published by PUDA inviting applications for allotment of houses under a particular scheme.
3. He/She or any of his/her dependents does not own a plot/house in the urban estate in which the house is being applied for except ancestral property. He/She will also produce an affidavit in this regard on non-judicial stamp paper duly attested by the 1st Class Magistrate.

#### 6.5.5 Priorities

To meet with the need of special categories on priority basis, reservations have been made. Reservation for different categories is as under: -

Scheduled Castes/Tribes	15%
Freedom Fighters	2%
Blind & Physically Handicapped	3%
i) Serving & Retired Defence Personnel & Para-military forces including war widows of these categories. ii) 100% Disabled soldiers of Punjab domiciles.	4% 1%
Gallantry award winners from the defence services and para-military forces who have distinguished themselves by acts of bravery and valour in the defence of our country both in war and peace time.	2%
Legal heirs of army /para-military forces, the personnel killed in action (war or on law and order duty)	2%
Sports persons who are medal winners of Olympic, common wealth or Asian games.	2%
Riot affected and Terrorist Affected Families.	5%
Note: This reservation shall be applicable to this category till 31-12-2011.	

To avail of the reservation under any of the categories, the applicant will be required to satisfy the following conditions/requirements besides the basic eligibility criteria: -

Category	Requirement/Condition
Scheduled/Caste/Scheduled Tribes	A Certificate issued by the competent Authority of the State Government certifying that the applicant belongs to a Scheduled Caste/Scheduled Tribe.

Physically handicapped and blinds	A Certificate from the competent Authority of the State Government certifying that the applicant is 40% or above disabled or 100% blind.
Freedom Fighter	Should be recipient of Tamrapatra issued by the Punjab Government/Government of India.  Should belong to Punjab.  Should not own any other property in his/her name in Punjab or any part of the country.
Defence/paramilitary forces	Should belong to the State of Punjab provided they have not already received any such quota plot/house from any other scheme in any other part of the country and also do not possess any plot/house in the city/town/Urban Estate for which the plot/house is being applied for.
Sportspersons	Medal Winners of Olympic, Commonwealth or Asian games.
Gallantry award winners	The Gallantry awards shall be placed in the following order of priority :-  Param Vir Chakra, Maha Vir Chakra, Vir Chakra, Kirti Chakra, Shaurya Chakra, President Policy Medals of Gallantry.
Riot Affected and Terrorist Affected Families	Riot affected means, a person who migrated to the State of Punjab from any other part of the Country who has been issued a red card by any Deputy Commissioner of a District of the State of Punjab and who has not been allotted a house under the riot affected persons category at Delhi or any other place in the Country and Terrorist affected means a person belong to State of Punjab holding valid certificate issued by any Deputy Commissioner of the State of Punjab and has not availed the benefit for allotment of house/plot under this category. Decision taken in this regard by the Finance & Accounts Committee and instructions were issued vide letter No. PUDA-Policy/2136-49 dated 11.8.2006.

Applicants who have got plots/houses allotted/ allocated under the reserved category, will not be entitled for allotment of plots/house in any other scheme/station under the reserved category.

## 7. ARCHITECTURE

The Architect Wing of PUDA evolves architectural designs of various building complexes of PUDA/State Government/OUVGL schemes besides designing architectural controls for

booths, SCOs, commercial centres in the Urban Estate of Punjab. This wing is also designing City Park besides landscape design of various areas with a view to provide congenial built-environments for living and working. The list of works prepared and handled during the year may be seen at Appendix-VII.

Additional/alteration drawings for additional construction in houses constructed by PUDA and Architectural Controls for approval of Commercial Sites have been issued to 105 allottees.

This wing is also engaged in the architecture scrutiny of building plans of all types of buildings to be constructed in the Urban Estates of Punjab and 12+15=27 concept plans/Detailed plans were scrutinized.

## 8. TOWN PLANNING

The Town Planning Wing in PUDA has prepared various schemes providing residential accommodation to the different sections of society. The Wing has also prepared schemes for various Urban Estates. Besides zoning plans of public buildings and numbering plans of colonies have been scrutinised. More details of work done during the year may be seen at Appendix –VIII.

## 9. QUALITY CONTROL

- 1 The independent Quality Assurance Consultants appointed by PUDA as per instructions of Govt. of Punjab, were perused with the instructions received from time to time as from the govt. of Punjab.
- 2 The Quality Control registers (58 No.) received for different divisions were cross checked.
- 3 The material testing institutions situated at Chandigarh were personally contacted regarding the information of new techniques of testing.
- 4 The information was provided to Head Office/Chief Engineer Office as asked by them from time to time.
- 5 Any other work allotted to this office by the Head Office/Chief Engineer office was performed from time to time.

## 10. FINANCE

### 10.1 Source of Funds

- i) Loans
- ii) Internal Receipts

#### 10.1(i) Loans

It is laid down in Section 51 (2) of the Authority may, from time to time, borrow money by way of loans or debentures or bonds or such other financial instruments from such sources, other than the State Govt., and on such terms & conditions as determined from time to time. PUDA has not been provided with any Share Capital by the State Govt. and it solely depends upon internal resources as well as loans from Financial Institutions like HUDCO & Banks etc. No loan has been raised by PUDA during the year 2007-2008 & 2008-09 from HUDCO and no loan is outstanding as on 31-3-2008.

10.1(ii) Internal Receipts

Instalments received from the allottees on account of sale of plots/ houses and interest from banks constitute a major part of 'Internal Receipts'.

The work pertaining to the recovery of monthly instalments from allottees is watched by the Estate Officers, PUDA who in these matters, work under the overall control of the Additional Chief Administrators.

The detail of Capital Receipt, Revenue Receipt and interest on instalment received during the year 2007-2008 and 2008-09 is as under:-

(Rs. in lacs)

Sr.No.	Particulars	During the year	
		2007-08	2008-09
1	Capital Receipt	3465.26	3269.72
2	Revenue Receipt	7649.07	17855.88
3	Interest on instalments	537.06	412.38
	Total	11651.39	21537.98

10.2 (i) Expenditure

The expenditure on Social Housing, Deposit Works, Other Works & Land Acquisition during the year 2007-08 & 2008-09 is given below:-

(Figures Rs. in lacs)

Year of Expenditure	Expenditure on Social Housing & other own schemes	Expenditure on deposit works	Expenditure on dev. of Urban Estates	Expenditure on land acquisition/enhanced compensation	Expenditure on OUVGL Schemes	Other works	Total Expenditure
2007-08	87.36	32.68	755.99	3018.00	20570.16	213.51	24677.70
2008-09	47.64	434.21	890.80	-	85205.50	302.66	86880.81
Total	135.00	466.89	1646.79	3018.00	105775.66	516.17	111558.51

## 10.2 (ii) Repayments of loans

No repayment of loan has been made during the said year, as no loan is outstanding.

## 10.3 Financial Results

The financial results of PUDA during the year 2007-08 and 2008-09 are as follow:-

(Fig. in lacs)

Sr. No.	Years	Profit/Loss
1	2007-08	16135.53 (loss)
2	2008-09*	16073.93 (Profit)

## 10.4 Budget

The revised budget estimate of the Authority for execution of works was fixed at Rs. 148584.80\* lacs during the year 2008-09 as against Rs. 80716.00 lac during 2007-08. The details are in Appendix -IX.

## 10.5 Optimum Utilization of Vacant Government Lands (OUVGL) Scheme

The Punjab Government has declared PUDA as the Nodal Agency for implementation of the OUVGL Scheme.

The receipts and expenditure during year under OUVGL is as under:-

(Fig. in Crores)

Sr. No.	Particulars	2007-08	2008-09
1	Receipts	190.21	633.68
2	Expenditure	205.70	852.05

## 11. PUBLIC RELATIONS

Public Relations Wing has mainly been engaged in the image building exercise and maintaining relations with the public. 155 advertisements received in this branch have been published after copy writing, visual making, layout making, designing and media selection done with the assistance of accredited advertising agencies. The ads adhering to best of the advertising standards were got published in prominent positions at short notices in print media. Thus evoking better response to our schemes and auctions for disposal of property. These schemes have also been publicised through press notes issued by this office before launching such schemes.

Among Public Relations, stress has been on press relations and employees relations. Press conferences are organised on important occasions. As a part of its role in

management, the wing has been assisting management in maintaining good management-employees relations which has resulted into a cordial atmosphere in the organisation bringing more efficiency.

PR wing is independently responsible for the compilation of Annual Report each year and submitting the same to the State Govt. for its onward submission to the State Vidhan Sabha. The preparation of report has been necessitated under section 54 (i) of the Punjab Regional & Town Planning & Development Act 1995 read with rule 21. The report is compiled on the basis of information collected from different branches and zonal offices of PUDA.

Functions at important occasions like inaugurations, foundation stone laying ceremonies etc. are organised and got covered in the print and electronic media. Receiving VIPs and entertaining official guests of PUDA have always been a privilege of PR Wing.

Printing work of the organisation is also being looked after by the PR wing. This involves printing and designing of 6 colour brochures for the promotion of various schemes/auctions pertaining to the sale of OUVGL properties. Designing and printing of Annual Statement of Accounts, Annual Reports and other printed material has been organised in a professional manner building image of the organization.

PUDA library which has around 3646 books is also being looked after by this branch. Books, newspapers and magazines have been provided to the officers in a timely and satisfactory manner. Sending news clippings daily is primary duty of this branch. Public grievances appeared in the Press have been investigated after obtaining orders from the authorities and satisfying response conveyed through press.

## 12. HUMAN RESOURCE DEVELOPMENT

PUDA has a well-knit organisation emphasis being on specialised and technical engineering staff. Detail of posts in PUDA during the year 2008-09, category-wise, is as under: -

Class of Employment	Working Positions
Class –A	121
Class – B	89
Class – C	656
Class – D	184

### 13. PROMOTIONAL ROLE

The organisation is serving public since the inception of Punjab Housing Development Board in 1973, promoting housing facilities throughout Punjab. In fact, PUDA is the only Government Organisation which has emerged as a complete construction agency for speedy implementation of Housing & Urban Development Programmes. In all, PUDA has provided 72296 houses for various sections of society. The public served by these houses include economically weaker sections, industrial workers, government employees, socially backward classes, landless agriculture workers, police personnel, riot victims and the general public categorised in different income groups. With a view to overcome to the extent possible the shortage of funds both with the Authority and the allottee, PUDA has framed partial self-financing scheme. PUDA has contributed to the promotion of plans and policies of Government of India by making reservations in its allotment policies i.e. 15 % for scheduled castes and Tribes, 3% for blind and physically handicapped, 2 % for freedom fighters , 5% for defence personnel, 2% for gallantry award winners and 2% for legal heirs of Army, and 2% for Sports persons who are medal winners of Olympic, Common wealth or Asian Games & 5% to the riot effected & terrorist affected families .

The organisation has extended special benefits to the war widows and dependent family members of the military personnel who were killed during operation Blue Star' by providing free of cost houses to them.

PUDA has emerged as a major organisation among the State Undertakings in the social sector of the State for development of infrastructure and housing.

### 14. INFORMATION TECHNOLOGY AND COMMUNICATION

In pursuit to avail the benefit of Information Technology in the continuously changing business scenario, it has been felt to implement the Information Technology in a systematic and planned manner PUDA initiated the process of replacing the traditional delivery system of public services by I.T. driven systems of Governance.

Information Technology Branch of PUDA has already initiated the development of better quality softwares that are aimed at efficient, cheaper, reliable, customer and user friendly solutions to PUDA's traditional delivery system. In this direction, work has already been undertaken by the Information Technology branch.

PUDA's official website '<http://www.puda.gov.in>' reflects the latest information about Tender Notices, Public Notices, Auctions/Press Notices, PUDA's Activities Profiles, Organization Chart, New Schemes, Draw Results, Licence to Colonisers, Allottees Information, Legal/Policies, 17 manuals (under RTI Act) etc.

Following packages are developed/used during the period:-

- (a) GPF, CPF, GIS and payment management system which are aimed at computerized calculations, processing and printing of employees salary and funds have been developed and implemented.

- (b) At Single Window all type of documents/applications from the allottees for Housing and Plots are received and information on its disposal is given to the allottees.
- (c) Legal Monitoring System maintains information of all the legal cases in the various courts and the current status of the cases.
- (d) Dak Monitoring System is being developed for sending electronic mails among the various branches of PUDA.
- (e) Pending Reference Package has been developed to maintain all the records of pending references.
- (f) File information System has been developed in association with Centre for Computational Engineering Chandigarh, to create data bank of all the existing files of various branches of PUDA, listing and locating of files in minimum Time.
- (g) Court case Monitoring System maintains information of all the status of the cases in the High Court and the next hearing information with concern officers.
- (h) Resumed property System is about the information of resumed properties and the withdrawal status of properties of PUDA.
- (i) Mega Project System is about the full information regarding the development of Mega Housing Projects.
- (j) Task Monitoring System is tracing the status of important tasks and important references.
- (k) Management Information System (Online Projects)- MIS Software contains following real time information of different projects going on at various Urban Development Authorities in Punjab.
  - i) On going Projects
  - ii) Land Acquisition
  - iii) Market Calendar
  - iv) Auction
  - v) License under PAPRA/Mega Project
  - vi) Receipt & Expenditure
  - vii) Sold/Unsold Property Details.

Computer professionals have been engaged from DOEACC Centre, Chandigarh for computerization PUDA's Head Office and its Zonal Office at Patiala. These computer professionals have expertise in software/packages/solutions and troubleshooting.

PART -II

APPENDICES

APPENDIX - I  
(PARA 3 PART -I)

**APPENDIX –II**  
**(PARA-3 PART-I)**

**MEMBER OF THE AUTHORITY DURING THE YEAR**  
**2008-2009 (1-4-2008 to 31.3.2009)**

Sr. No.	Name	Designation	Period of Stay
1.	S. Parkash Singh Badal	Hon'ble Chief Minister Punjab-cum-Chairman, PUDA	01-04-2008 to 31-03-2009
2	Sh. D.S.Kalha, IAS	Principal Secretary, Department of Finance, Government Punjab, Chandigarh.	01-04-2008 to 9-11-2008
3.	S.C.Aggrawal, IAS	Principal Secretary, Department of Finance, Government Punjab, Chandigarh	10-11-2008 to 31-03-2009
4	Sh. D.S.Bains, IAS	Principal Secretary, Department of Local Govt. Punjab	01-04-2008 to 31-03-2009
5.	Sh. Arun Goel, IAS	Secretary, Department of Housing & Urban Development-cum-Vice Chairman PUDA	01-04-2008 to 31-03-2009
6	Sh. Som Parkash, IAS	Chief Administrator, PUDA	01-04-2008 to 14-02-2009
7	A.K.Sinha, IAS	Chief Administrator, PUDA	15-02-2009 to 31-03-2009
8.	Sh. Rajinder Sharma	Chief Town Planner, Town & Country Planning Department, Government of Punjab, Chandigarh	01-04-2008 to 31-03-2009

NON OFFICIAL MEMBERS

1.	Sh. B.S.Teja	--	01.04.08 to 19.1..2009
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**APPENDIX – III**

**(PARA 4.1.1. –PART - I)**

**POSITION OF RESIDENTIAL/COMMERCIAL/INSTITUTIONAL PLOTS UPTO 31.3.2009**

Sr.No	Name of the Estate office/Urban Estate	Total Plots carved out			Total Plots Allotted.		
		Resi.	Comm.	Inst.	Resi.	Comm.	Inst.
1	Patiala	3710	714	29	3577	337	14
2.	Batala	294	153	--	292	139	--
3.	Kapurthala	1624	246	14	1264	70	-
4.	Amritsar	41	16	4	34	16	3
5.	Anandpur Sahib	--	137	--	--	88	--
6.	Rajpura	242	111	1	241	10	1
7.	Kiratpur Sahib	--	192	--	--	111	--
8.	Sultanpur Lodhi	480	73	8	480	-	-
9	Malout	-	352	-	-	263	-

**POSITION OF TOTAL AREA IN EACH URBAN ESTATE**

S.No.	Urban Estate	Total Areas (Acres)
1.	Patiala	596.19
2.	Batala	48.00
3.	Rajpura	188.26
4.	Malout	70.00
5.	Kapurthala	205.00
6	Sultanpur Lodhi	66.17

**APPENDIX – IV**  
**(PARA 5.2. PART-I)**

**ACTION TAKEN AGSAINST UNAUTHORISED COLONIES UNDER PUNJAB APARTMENT AND  
PROPERTY REGULATION ACT 1995 - PUDA AREA**

<b>Name of the Zone</b>	<b>Cases of unauthorized colonies detected</b>	<b>Cases sent to police for lodging FIR</b>	<b>FIR lodged by the Police</b>	<b>No. of cases in which decision taken/sentenced</b>
SAS Nagar	43	39	27	-
Patiala	376	369	202	01
Bathinda	306	135	40	97
Ludhiana	52	52	20	-
Jalandhar	345	293	109	14
Amritsar	215	155	117	15
Total:	1337	1043	515	127

**APPENDIX –VI**  
**(PARA 5.3 - PART – I)**

**LIST OF SCHEDULED ROADS IN THE STATE OF PUNJAB**

1. Grand Trunk Road (from Haryana boundary to Amritsar and on the border with Pakistan)
2. Jalandhar-Tanda-Dasuya-Mukerian-Pathankot Road upto the border with Jammu & Kashmir State
3. Ambala-Kalka Road (Portion falling in the territory of the State of Punjab).
4. Amritsar-Pathankot Road.
5. Chandigarh –Ropar-Nangal-Una-Hoshiarpur-Tanda-Amritsar Road.
6. Amritsar-Sarhali-Hariker-Makhu-Ferozepur-Fazilka Road.
7. Ropar-Balachaur-Garshankar-Hoshiarpur-Dasuya Road.
8. Malout-Fazilka Road.
9. Chandigarh-Samrala-Ludhiana Road.
10. Gurdaspur-Amritsar-Makhu-Ferozepur-Fazilka Road.
11. Jalandhar-Makhu Road.
12. Ludhiana-Ferozepur Road.
13. Ambala-Patiala-Sangrur-Barnala-Bhatinda Road.
14. Bhatinda-Kotkapura-Ferozepur Road.
15. Gurdaspur-Ajnala-Chugawan-Rajatal-Chabal-Khemkaran Road.
16. Hariker-Khalra Road.
17. Ajnala-Amritsar Road.
18. Patiala-Patran-Narwana Road.
19. Moga-Kotkapura Road.
20. Chandigarh-Rajpura Road (commencing from the point where the Punjab Boundary starts).
21. Chandigarh-Ambala Road (commencing from the point where the Punjab Boundary starts and touches the Ambala-kalka Road near Dera Bassi).
22. Bhawanigarh-Sunam-Bhikhi-Kotshamir-Bhatinda Road.
23. Bhatinda-Dabwali Road upto Punjab Boundary.
24. Morinda –Bela Road

**APPENDIX – VII**

**(PARA – 7, PART -I)**

**Building designs of different categories of houses, commercial and public buildings prepared by Architect Wing during the year**

Sr. No.	Name of Project/Work	Status
	SAS Nagar	
1	Construction of Cabin for Punjab Educate Society, Sector – 34, Chandigarh.	Detailed drawings prepared and issued to concerned office.
2	Studio in Punjab School Education Board, Phase-VIII, Mohali.	Detailed drawings prepared and issued to concerned office.
3	Government Senior Secondary School, Phase-3BI, Mohali.	Detail drawing of Committee Room prepared and issued to concerned office.
	LUDHIANA	
4	Proposed Residence for CA, GLADA, Dugri Road, Phase-I, Ludhiana	Plan prepared and issued to concerned office.
	PATIALA	
5	Proposed Architectural Design for commercial Booth in U.E., Phase-II, Patiala.	Plan, Elevations and Section drawings Prepared and issued for Structural advice/ estimates/ electrical/ Public Health services.
6	Store and Toilet Block in parks at U.E. Phase-1,2&3, Patiala.	Plan, Elevations and Section drawings Prepared and issued to Chief Engineer for Structural advice and Regional office for further necessary action.
7	Detail of Entry Gate at U.E. Phase-II & III Main Road, Patiala.	Detailed drawings prepared and issued for construction.
	SANGRUR	
8	Senior Secondary School at Sangrur.	Detailed drawings prepared and issued for construction.
	Jalandhar	
9	Administration Block for Transport Department, Jalandhar.	Revised Plan, Elevation, Section drawings prepared and issued to C.E. for structural advice/ estimate.
10	Proposed Architectural Design for the Shops of Red Cross Zila Prishad, Jalandhar.	Revised Plan, Elevation, Section drawings prepared and issued to C.E. for structural advice/ estimate.
	KAPURTHALA	
11	Nawab Jassa Singh Ahluwalia College Kapurthala	Detailed drawings prepared and prints issued for construction.

12	Façade Control of SCO (New City) Kapurthala	Façade Control prepare and got approved from CA, PUDA and prints issued to concerned allottees.
13	Proposed Community Centre, Kapurthala	Terrace plan prepared and prints issued to concerned office.

**APPENDIX-VIII**  
**(PARA 8, PART-I)**

**List of works completed by the Town Planning Wing**

- 1 Layout plan of EWS Houses, Urban Estate Phase-3, at Patiala.
- 2 Layout plan of 120 LIG Houses, Urban Estate Phase-3, at Patiala.
- 3 Zoning plan of OUVGL Scheme of site-C, 4 Old Mental Hospital, Amritsar.
- 4 Zoning plan of OUVGL Scheme of site-C/3 and C/6 Old Mental Hospital, Amritsar.
- 5 Zoning plan of OUVGL Scheme of Punjab Roadways Workshop site at Jalandhar.
- 6 Layout plan of Convient shops at Green Field Enclave, Malout.
- 7 Revised Layout Plan of Sr. Secondary School site under OUVGL Scheme.

**MEGA HOUSING PROJECTS**

2 CASES OF Mega Projects were processed, agreement had been done at Govt. Level. The total area of these projects is 296.81 acres and these will cost about Rs. 748.60 crores approximately. 4000 jobs will be available through these projects.

2 more cases of Mega Housing Projects are under process in addition to the above.

**Numbering Plan**

1040 Nos. numbering plans were issued.

**Colony Cases**

145 Nos. cases relating to colonies scrutinized and advice given.

**4. CLUs & CSAs Cases**

88 cases pertaining to change of land use/ Competent State Authority were scrutinized and reports sent to concerned offices.

**APPENDIX – IX**  
(PARA –10.4, PART – I)

**BUDGET PROPOSALS FOR THE YEAR 2007-2008 AND 2008-2009**

Figures Rs. in lacs

Sr.No.	Name of Scheme	Budget Provisions for the year 2007-08	Budget Provisions for the year 2008-09
1	Authority's Schemes		
i)	Acquisition of land (Urban Estate)	3400.00	-
ii)	Payment of enhanced compensation	10.00	-
iii)	Const. of Social Houses	25.00	49
iv)	Const. of commercial centre	2.00	56
2.	Development Works		
i)	Development of Urban Estates	1866.00	2155.00
3.	Government Schemes		
i)	Construction of VVIP Guest House, Sec.6, Chandigarh, Bal Bhawan, Mohali & Shane-E-Hind gate at Hussainiwala.	52.00	-
ii)	Const. of Mini Sectt. Building at Patiala, redevelopment of Baradari Garden, Patiala and M.C. Patiala works.	-	1081.00
4.	Deposit Works		
i)	Bus Stand (Jagraon & Ludhiana) Sports Complex, Moga and Sugarcane Farm	214.00	392.00
ii)	Const. of DAC Complex under OUVGL Scheme	408.00	356.00
iii)	Malout Project	150.00	1227.00
5.	Other works under OUVGL Scheme	3119.00	2555.00
6.	Const. of PUDA Complexes	40.00	52.00
7	Transfer to PIMS	1500.00	-
8.	Short term loan to Punjab Government	-	2000.00
9.	Loan to PHSC, Mohali	1840.00	-
10.	Department of Medical Education and Research, Punjab Chandigarh.	869.00	569.00
11	Punjab Government under OUVGL	11850.00	48308.00
12	Bathinda Development Authority, Bathinda	4475.00	11492.00
13	Deputy Commissioner, Ludhiana	55.00	-
14	Punjab Government for Mohali International Airport	22500.00	-
15	Loan to Amritsar Development Authority	63.00	1.80
16	Education Cess paid to Government	845.00	4000.00
17	Repayment of loan against FDR's	26723.00	52149.00
18	Amount recovered through OUVGL Schemes.	-	21425.00
19	Other Misc. Provisions	710.00	717.00
	Total:	80716.00	148584.80