

To

1. All the Commissioners of the Municipal Corporations in the State of Haryana.
2. All the Executive Officers/Secretaries of the Municipal Councils/Committees in the State of Haryana.
3. Yashi Consulting Services Pvt. Ltd.

Memo No. IT/DULB/2019/
Dated: 22.10.2019.


SI 749-829

Subject: Minutes of the 1st meeting of Steering Committee held on 25.09.2019 under the Chairmanship of Principal Secretary to Government Haryana, Urban Local Bodies Haryana Department, Chandigarh to have discussion on the recommendation of the Core Committee taken in its 6th meeting held on 09.09.2019 and other issues related to property survey across all the ULBs in the State of Haryana.

On the subject cited above.

2. Please find enclosed herewith the minutes of the 1st meeting of Steering Committee held on 25.09.2019 under the Chairmanship of Principal Secretary to Government Haryana, Urban Local Bodies Haryana Department, Chandigarh to have discussion on the recommendation of the Core Committee taken in its 6th meeting held on 09.09.2019 and other issues related to property survey across all the ULBs in the State of Haryana for information and necessary action.

DA/as stated above.


Superintending Engineer-IT,
for Director , Urban Local Bodies,
Haryana, Panchkula

CC:

1. PS/PSULB
2. PA/DULB
3. ADULB
4. ADA
5. Accounts Officer (Accounts & Budget)
6. Superintendent (Establishment)
7. System Executive Officer
8. CMGGA
9. EY LLP

Proceeding of the Meeting held on 25.09.2019 at 11:00 AM of 1st Steering Committee under the Chairmanship of Principal Secretary to Government Haryana, Urban Local Bodies Haryana Department, Chandigarh, regarding the discussion on recommendation of Core Committee taken in its 6th meeting which was held on 09.09.2019 and other issues related to property survey across all the ULBs in the State of Haryana

Venue: Haryana New Secretariat, Sector-17, Chandigarh		Date: 25.09.2019	Time: 11:00 AM
Participants:			
1.	Sh. Lalit Kumar	Director, Directorate of Urban Local Bodies, Haryana	
2.	Smt. Varsha Khangwal	Joint-Director, Directorate of Urban Local Bodies, Haryana	
3.	Sh. Ashok Rathee	Superintending Engineer (IT), DULB, Haryana	
4.	Smt. Raman Khanna	Superintendent Establishment, DULB, Haryana	
5.	Sh. Sudhanshu Singh	SEO, DULB, Haryana	
6.	Sh. Aditya Aggarwal	IT Consultant	
7.	Sh. Hardik Panchal	IT Consultant	
8.	Sh. Vinod Kumar	IT Consultant	
9.	Sh. Sanjay Gupta	MD, YCSPL	

At the outset, the chairperson W/PSULB welcomed all the participants and directed SE (IT) to give brief of the project and agenda of the meeting.

SE (IT) briefed about the importance of Property Tax Survey's project, scope of work, deliverables, timelines and payment structure, constitution of the Core Committee for smooth implementation and functioning of the project, current status of the project and on-field issues related to the property survey. Brief of the agenda points were explained before the Steering Committee as per the followings: -

1. Recommendation of Core Committee:

1. The committee was of the views that from the points raised by Survey Agency (YCSPL), some of the points are genuine and may be considered if there is any provision in the contract agreement.
2. It was discussed in the meeting that, the request for relaxation in release of payments as per BoQ 1.1 (a) (Stage 1.1 (A)) may be considered under the payment clause no. 40.2. and sub-clause 40.2.1 (D) of the contract agreements dated 13.8.2019 for all the six clusters:

"In the event that there is any material factor which affects the delivery of Services or the terms of payment as stated in the Terms of Payment Schedule, the Parties agree to discuss with the Project Monitoring Committee (PMC), any appropriate amendment to this Agreement or any Service Level Agreement (SLA)s or Statement of Works (including any variation to the terms of payment as stated in the Terms of Payment Schedule). Any variation so agreed shall be implemented through the change control procedure as set out in the Change Control Schedule, and should be put up to steering committee for approval"

3. Keeping in view of all the issues and points discussed in the meeting, the mode of payment may be considered for the properties surveyed and submitted with respect to RFP: Payment may be considered ULB-wise instead of cluster based with (a) 50,000 or more properties in Municipal Corporation(s), (b) 50% or more properties in Municipal Council(s) and (c) 75% or more properties in Municipal Committee(s).
4. The request may be considered and sent for further approval from the Government/ Competent authority on the condition that the payment shall be done for the properties surveyed and submitted to the department. The properties surveyed and submitted must have all the mandatory parameters and it should be possible to calculate the property tax for the respective property.
5. It was also instructed to the Survey Agency (YCSPL), that the pending survey work with data integration must be completed within the given timelines.

2. Process of released of Payment:

a. Submission of Property Survey Data

- (i) Survey Agency will submit the Property Tax Survey data at DULB. DULB with the help of NIC will check if the tax could be calculated for the properties data submitted by Survey Agency.
- (ii) After the Submission of data, Survey Agency to raise the invoices along with the approved sign off format (duly stamped and signed by the respective ULBs) to DULB.
- (iii) DULB to share the submitted data with the respective ULBs

b. Summary report regarding the data submitted.

- (iv) A summary report will be prepared regarding the data submitted by the Survey Agency (YSCPL) i.e. Total no. of Surveyed Properties submitted by Survey Agency, Number of properties where Tax could be calculated etc.
- (v) The Summary report will be submitted to the Project Monitoring Committee (PMC).
- (vi) The Project Monitoring Committee (PMC) under the Chairmanship of Director Urban Local Bodies, Haryana will review the summary submitted by the concerned officials and recommend for payment accordingly
- (vii) After the recommendation of the PMC:
 - The invoices for Municipal Corporations would be forwarded to the respective Municipal Corporation for payment processing at their end.
 - The invoices for Municipal Councils and Committees for only Phase-1 would be processed at the level of DULB.

Sh. Sanjay Gupta also placed some issues before the committee as per the followings: -

1. Appraised in the meeting that 100% survey with all the mandatory parameters is not possible for the properties such as denied, locked, vacant land/plots and under construction but it could be covered gradually. He also mentioned in the meeting that data is being collected for these properties by virtue of which tax can be calculated.
2. Survey Agency (YCSPL) has requested to accept only those parameters which are required to calculate property tax of respective properties, as all the mandatory parameters fields may not be available for the surveyed properties
3. Survey Agency (YCSPL) has requested to start the process of affixation of Plates (UPID) only after the validation and verification of the submitted data because there are always chances of changes during validation of data.

Steering Committee discussed on the above-mentioned points in detail in context with the project scope of work, deliverables, timelines, cluster wise project cost with rates and the contract agreement and took the following decision:

1. It was decided in the meeting that payment to be considered ULBs wise instead of Cluster wise
2. It was further decided that in case of Municipal Corporations, if the number of the properties surveyed and submitted is 50,000 or more, In case of Municipal Councils, 50% or more properties to be surveyed (Percentage to be calculated basis the no. of properties as per RFP), In case of Municipal Committees, 75% or more properties to be surveyed (Percentage to be calculated basis the no. of properties as per RFP) to be considered for payment of only Stage 1.1 (A)
3. It was also decided in the meeting that those properties data to be considered for payment which has the parameters required to calculate property tax of respective properties and the properties submitted must have the UPID assigned against each property
4. It was also decided in the meeting that the process of affixation of Plates (UPID) may be started after the validation and verification of the submitted data because there are always chances of changes during validation of data
5. It was also decided that the Process of Release of Payment would be:
 - a. Submission of Property Survey Data
 - (i) Survey Agency shall submit the Property Tax Survey data to DULB along with UPID assigned against each property. DULB in coordination with NIC will check if the tax could be calculated for respective property data submitted by Survey Agency.
 - (ii) After the Submission of data, Survey Agency shall raise the invoices along with the approved Sign-Off 1.1 (A) (duly stamped and signed by the respective ULBs) to DULB.
 - (iii) DULB shall share the submitted data with the respective ULBs after successful running of tax calculation in NIC software by DULB
 - b. Summary Report
 - (i) A summary report will be prepared regarding the data submitted by the Survey Agency (YSCPL) i.e. Total no. of Surveyed Properties submitted by Survey Agency, Number of properties where Tax could be calculated etc.
 - (ii) After the approval of DULB, following would be done while sharing the data to ULBs:
 - The invoices for Municipal Corporations would be forwarded to the respective Municipal Corporation for processing at the earliest at their end
 - The invoices for Municipal Councils and Committees for only Phase-1 would be processed for approval from the competent authority
 - (iii) As per the earlier payment terms mentioned in the agreement, the payment has to be released cluster wise to the Survey Agency (YCPSL), after the recommendation of Project Monitoring Committee.
 - (iv) Earlier the payment terms were Cluster wise which is now changed to ULB wise. So, it was decided in the meeting that it is not feasible to put up individual ULB's bill to the Project Monitoring Committee (PMC) for approvals of payment. Hence, it was decided that PMC stands abolished.

2. Other Instructions by Chair:

- The Survey Agency will expedite the work and complete the project within the stipulated timelines

- Survey Agency (YCSPL) should complete the process of integration of data of old data with new property survey data within one month for which ULB should assist the survey agency in identifying the property data, so that tax notices shall be distributed to all such property owners
- Survey Agency will provide the Property Tax Survey data to ULBs on weekly basis in excel format
- It was also desired by the chair that a note on streamlining the process of Property Tax Notices may be prepared for obtaining approval of the competent authority, wherein the arrears and the current demand is clearly reflected on the notices and citizen may be provided with the liberty to adjust his payment against the demand of current or the arrears provided the citizen gets its arrears corrected and settled with six months of notice issuance otherwise the arrears would be carried forward and displayed in the next year's tax notice
- Survey Agency (YCSPL) shall generate UPID on the basis of the boundaries certified by the ULBs and the boundaries play a vital role in the generation of UPID, any change in the boundaries could lead to rework in generation of UPID. The committee mentioned that the boundaries already certified by the ULBs shall not change, still if there is any change required by any ULB in any of the certified boundaries then it needs to be treated as a special case for which approval from Director, Urban Local Bodies would be required for which ULBs need to give proper justification along with name and designation of the officer who certified the boundaries earlier. Only after the approval of DULB, it would be intimated to the Survey Agency for respective updation at their end.

Meeting ended with vote of thanks, to chair

Proceeding of the Meeting held on 25.11.2019 at 3:30 PM of 3rd Steering Committee under the Chairmanship of Principal Secretary to Government Haryana, Urban Local Bodies Haryana Department, Chandigarh, regarding the discussion on recommendation of Core Committee taken in its 7th meeting which was held on 15.11.2019 and other issues related to property survey across all the ULBs in the State of Haryana

Venue: Haryana New Secretariat, Sector-17, Chandigarh		Date: 25.11.2019	Time: 11:00 AM
Participants:			
1.	Smt. Varsha Khangwal	Additional Director, Directorate of Urban Local Bodies, Haryana	
2.	Sh. Ashok Rathee	Superintending Engineer (IT), DULB, Haryana	
3.	Sh. Sudhanshu Singh	SEO, DULB, Haryana	
4.	Sh. Vinod Kumar	IT Consultant	
5.	Sh. Sanjay Gupta	MD, YCSPL	
6.	Sh. Aneesh Mugular	CMGGA	
7.	Sh. Chirag	CMGGA	

At the outset, the chairperson W/PSULB welcomed all the participants and directed SE (IT) to give brief of the project and agenda of the meeting.

SE (IT) briefed about the discussion and recommendations given in 6th and 7th core committee meetings and the decision taken in 1st and 2nd steering committee meetings regarding the payment of Stage 1.1(A) against the relevant data submission by Survey Agency (YCSPL) and the concerns of the core committee, complaints/observations received from the ULBs and various media publications w.r.t. the property survey

Major points discussed in the meeting are Issues, concerns and recommendations discussed in 7th Core Committee meeting held on 15.11.2019, current status of property survey including on-field issues, requests of Survey Agency (YCSPL) regarding the release of payment for stage 1.1 (A) and relaxation in providing UPID and all the survey parameters for Vacant/Denied/Locked/Under construction for the data to be submitted at stage 1.1 (A).

Following are the recommendations of the 7th Core Committee:

- 1. Relaxation of submission of UPID at stage 1.1(A) in detail and gave the following recommendations:**
 - a) There is possibility of changing the ward/ colony boundaries and marking of house number, which may be subjected to change during finalization & validation and QR code of the respective UPID for each and every property, would be generated after its finalization.
 - b) Keeping in view of above mentioned circumstances relaxation for providing UPID at this stage i.e. 1.1(A) may be granted to the Survey Agency (M/s YCSPL) and in lieu of the relaxations and decisions taken in 1st Steering Committee, it is proposed to withhold some amount while making payment of stage 1.1(A).
 - c) Hence, the core committee recommends that for the payment of Stage 1.1(A) may be made @30% of BoQ 1.1 which is 40% of BoQ 1.1 as per agreement while

- withholding 10% of BoQ 1.1.
- d) Withheld amount of stage 1.1(A) i.e. 10% of BoQ 1.1 may be released after providing UPID of such properties, for consideration of payment of stage 1.1(A) as per decision taken in the 1st Steering Committee (i.e. at least 50,000 properties for Municipal Corporations, 50% properties for Municipal Councils and 75% properties for Municipal Committees).

Decision taken by the Steering Committee:

- In previous steering committee meeting it was decided that the Survey Agency (YCSPL) will submit the survey data with UPID code for each property during Stage 1.1 (A) and respective QR code at later stage
- As recommended by the 7th Core committee at point 1 (a) above. i.e: *"As there is possibility of modifications in the ward/ colony boundaries and numbering of properties surveyed, which may be subjected to change during finalization & validation and QR code of the respective UPID for each and every property, would be generated after its finalization"*. The steering committee decided that: Allotment of UPID may be allotted to the properties during Stage 1.1(B)

2. Methodology for data sharing and verification of occupied as well as incomplete properties such as denied/refused, locked, under construction properties or vacant plots.
- a) The Survey Agency may share the data via API integration preferably with the Property Tax Software of NIC, Haryana without photographs which will be shared by the agency as per the direction of the department since space for data migration is now available with the department.
Agency replied that for the time being, agency will submit the data in excel sheet which will be shared through API later.
- The Steering committee decided that for the time being, the agency may submit the data in excel sheet and the data needs to be shared via API at the stage 1.1(B)
- b) Survey Agency should complete the process of integration of Old Property Survey data with New Survey data within one month for which ULBs should extend full support regularly to the survey agency in identifying and matching of the property data, so that stage 1.1(B) could be initiated by the ULBs.
- The Steering committee decided that Survey Agency must complete the process of integration of Old Property Survey data with New Survey at the stage 1.1(B)
- c) For occupied properties: The survey data must contain all the required mandatory parameters other than UPID for which Committee is recommending for relaxation, the agency must give each property a temporary ID which should be unique in nature, so that it's easy to uniquely identify any property, which would help in providing the UPID against those properties later
- The Steering committee accepted this recommendation of the core committee
- d) Committee decided that the owner name of existing demand register should be kept

same in the fresh property survey

- **The Steering committee accepted this recommendation of the core committee**

e) For denied/refused, locked, under construction properties or vacant plots: The Survey data for these properties must contain all the parameters required for calculation of Property Tax with other feasible parameters as listed in the Annexure – “A”

- i. Survey Agency will submit such information along with feasible mandatory parameters as per Annexure A, after matching of Old Id and before the Stage 1.1(B).
- ii. It is decided that the survey data of such properties should be submitted separately in excel format.

- **The Steering committee accepted this recommendation of the core committee and directed the agency to submit the rest of the parameters against each of these properties at Stage 1.1 (B)**

3. Survey data along with integration of old records available with ULBs should be submitted ward wise or colony wise to all the ULBs for verification and validation from the respective ULBs on weekly basis
4. District level meeting under the Chairmanship of Nodal Officers shall be conducted on Fortnightly basis, and these meetings must be attended by a senior official from the Survey Agency who is competent to take certain decisions
5. In case of mixed used premises in any property, the liability of tax shall be calculated as per area under different usage. The mixed used premises survey data must contain the total area under consideration along with the built up area under different usages.
6. In case of TP Scheme and licensed colonies whose open spaces, road, parks etc. meant for public uses have not been transferred to the concerned ULB, then in that case, liability of tax of such spaces will lie on the developer and same to be surveyed and tax liability need to be calculated
7. The committee decided that remaining points will be taken up at a later stage.
8. Chairperson also directed the agency to complete the work in stipulated time and resolve the grievances of ULBs, if any without delay.

- **The Steering committee accepted the recommendations cited at Point 3-7 of the core committee above and directed the agency to do the needful**

Other Instruction by Steering Committee:

- The Survey Agency will expedite the work and complete the project within the stipulated timelines and resolve the grievances of ULBs, if any without delay.
- The Steering committee directed the Survey agency to file their reply against the letter no. IT/DULB/20019/64505 dated 14.11.2019 on the complaints/ observations sent by DULB along with the action taken report.
- The Steering committee directed the Survey agency to reply on all the concerns discussed in the core committee as well as the steering committee

Meeting ended with vote of thanks to chair

Proceedings of the Meeting held on 03.03.2020 at 03:30PM of 4th Steering Committee under the Chairmanship of Additional Chief Secretary to Government of Haryana, Urban Local Bodies Department, Chandigarh in his office room regarding issues pertaining to property survey across all the ULBs in the State of Haryana

Venue:

Office of ACS/ULB, New Haryana
Civil Secretariat, Sector 17
Chandigarh

Date: 03.03.2020

Time: 03:30 PM

Agenda:

- Status review of the project
- Reply of survey agency in the show-cause notice dated 12.12.2019
- Extension of time-period for Phase-I

**Sr.
No.**

Participants:

1.

Superintending Engineer – SE IT, DULB

2.

Superintendent (Establishment)

3.

Consultant, DULB

Mr. Ashok Rathee (Superintendent Engineer-IT), Directorate of Urban Local Bodies appraised the committee that:

- Six separate RFPs for centralized GIS based Property tax survey in all the ULBs of respective 6 clusters of Haryana were floated on 01.06.2018, for which total of 23 bids were received, and based on the final technical and financial score through QCBS evaluation, M/s Yashi Consulting Services Pvt. Ltd. was declared as the Best Evaluated Bid for all 6 clusters.
- The selected Survey Agency (YCSPL), during their technical presentation mentioned that they will conduct the property survey using high resolution Drone imagery, for which a consent for the same was submitted by the Survey Agency to the department vide letter dated YCSPL/PS/6 CLUSTER/ HARYANA/2018-19/ dated 14.08.2018.
- Work orders for conducting Property Tax Survey/License Survey including issuance of Notices & Bills, with Technical handholding support in updating of property tax demand, collection, registers, etc. for different Municipal Corporations/ Councils / Committees of all the 6 clusters (Hisar, Karnal, Ambala, Faridabad, Rohtak and Gurugram) were issued to Yashi Consulting Services Pvt. Ltd. (YCSPL) vide letter no. IT/DULB/10416, 10417, 10419, 10421, 10422, 10433 dated 04.10.2018, to carry out property tax survey/ license survey in all Urban Local Bodies of the State.
- Agreements in all the six clusters were signed on 13.08.2019. As per the agreement, time-period granted for the complete scope of work for Phase-I was for four months in case of Municipal Corporations, two & half months for Municipal Councils and three months for Municipal Committees. The date of completion for Phase-I was due on 12.12.2019 and so the Survey Agency (YCSPL) was served with Show-Cause Notice by the department vide letter no. IT/DULB/2019/7901 dated 12.12.2019, which is placed at (F/A)
- In response to the show-cause notice, the Survey Agency (YCSPL) provided justifications for non-completion of the project for Phase-I in given time frame vide letter no. YCSPL/PTS/Haryana/2018-19 on 18.12.2019, which is placed at (F/B)

- Key decisions taken in 1st Meeting of Steering Committee held on 25.09.2019 at 11:00 AM under the Chairmanship of Principal Secretary to Government Haryana, Urban Local Bodies Haryana Department, Chandigarh are as below: -
 - ✓ It was decided in the meeting that payment to be considered ULBs wise instead of Cluster wise.
 - ✓ It was further decided that in case of Municipal Corporation, if the number of the properties surveyed and submitted is 50,000 or more, In case of Municipal Councils, 50% of more properties to be surveyed (Percentage to be calculated basis the no. of properties as per RFP), In case of Municipal Committees, 75% or more properties to be surveyed (Percentage to be calculated basis the no. of properties as per RFP) to be considered for payment of only Stage 1.1 (A).
 - ✓ It was also decided in the meeting that those properties data to be considered for payment which has the parameters required to calculate property tax of respective properties and the properties submitted must have the UPID assigned against each property.
 - ✓ It was also decided in the meeting that the process of affixation of Plates (UPID) may be started after the validation and verification of the submitted data because there are always chances of changes during validation of data
 - ✓ The Survey Agency will expedite the work and complete the project within the stipulated timelines.
 - ✓ Survey Agency (YCSPL) should be complete the process of integration of data of old data with new property survey data within one month for which ULB should assist the survey agency in identifying the property data, so that tax notices shall be distributed to all such property owners.
 - ✓ As per the earlier payment terms mentioned in the agreement, the payment has to be released cluster wise to the Survey Agency (YCPSL), after the recommendation of Project Monitoring Committee.
 - ✓ Earlier the payment terms were Cluster wise which is now changed to ULB wise. So, it was decided in the meeting that it is not feasible to put up individual ULB's bill to the Project Monitoring Committee (PMC) for approvals of payment. Hence, it was decided that PMC stands abolished.
 - ✓ Survey Agency will provide the Property Tax Survey data to ULBs on weekly basis in excel format.
- Key decisions taken in 3rd Steering Committee Meeting held on 25.11.2019 at 3.30PM under the Chairmanship of Principal Secretary to Government Haryana, Urban Local Bodies Haryana Department, Chandigarh are as below: -
 - ✓ ***"As there is possibility of modifications in the ward/ colony boundaries and numbering of properties surveyed, which may be subjected to change during finalization & validation and QR code of the respective UPID for each and every property, would be generated after its finalization"***. The steering committee decided that: Allotment of UPID may be allotted to the properties during Stage 1.1(B).
 - ✓ It was decided that for time being, the agency may submit the data in excel sheet and the data needs to be shared via API at the stage 1.1(B).
 - ✓ It was decided that for the payment of Stage 1.1(A) only 30% of the BoQ 1.1 would be made to agency withholding 10% of BoQ 1.1 and the withheld amount would be released only after providing UPIDs for such properties for consideration of payment of Stage 1.1(A)
- The Survey Agency also submitted a request vide letter no. YCSPL/Haryana/2018-19/PTS/52 dated 13.02.2020 and via email dated 14.02.2020 (revised letter) for extension of the project.

- The department examined the reply of Survey Agency and Survey agency may be given an opportunity to be heard.

The Chairperson directed Superintending Engineer to give the present status of the project and Superintending Engineer appraised the committee about the current status as below:-

Total numbers of properties as per RFP	Total number of properties Surveyed (As stated by Survey Agency)	Data of total number of properties submitted by Survey Agency	Data of total number of properties inserted successfully in department's software		
			Surveyed	Denied/vacant/locked/ under construction	Total
32,29,635	22,58,608	17,37,659	8,35,271	7,00,740	15,36,011

The Chairperson gave a personal hearing to Sh. Sanjay Gupta, MD YCSPL to explain his position on the show-cause notice and reason for the delay in delivering the project for phase-I.

Sh. Sanjay Gupta, MD, Yashi Consulting Services Pvt. Ltd. stated the following :-

- Till date, survey in 66 towns has been completed and company has encountered number of difficulties during survey in the field which has led to delay such as:-
 - ✓ Delay in finalization and freezing of Survey Parameters and Fields
 - ✓ Delay and issues signing and approving of Surveyor's ID cards
 - ✓ Delay of project work due to peak temperature and rainy season
 - ✓ No drone permissions for survey in and around Airforce and Army area in Faridabad, Ambala, Panchkula, Hisar, Gurugram, Karnal and Sirsa.
 - ✓ Time and monitory investments in conducting R&D and case studies for achieving the unique approach of addressing solution and assigning UPID (Unique Property ID) code for each and every property coming under Urban Local Bodies jurisdiction.
 - ✓ Various incidences such as threatening, manhandling of surveyors, resistance from the residents, not allowing to enter the premises of group housing societies, industries, commercial hubs etc. due to which surveyors leave the job which leads to hiring new manpower and capacity building to train the surveyors for the job, which is a tedious and expensive process. Thus, pushing the progress of property survey further away.
 - ✓ Company has invested almost 25 Cr in this project and have not received any payment from the department due to which liquidity of the company has affected a lot.
 - ✓ There has been a lack of coordination and support from ULBs in obtaining the primary data required (updatation & finalisation of ULBs boundary, ward, colony, tax zone etc.), digitisation of existing demand register, assistance in public awareness etc.
- It was thus requested to consider the show cause reply and grant extension of six months from now to complete the work of phase 1. It was also requested that ULBs may also be directed to provide full support and complete their part of the scope as without their support, it will be very difficult to adhere to the requested time lines. It is also requested to release the payment against the bills already submitted amounting to approximately 14 Cr to maintain the liquidity.
- The committee deliberated upon all the points and following decision were taken:
 - 1) After careful consideration of the ground realities and criticality of the project, an extension for completion of Phase I is granted till 30.04.2020.

- 2) With respect to the show-cause notice, the department is well with-in its rights, on the lines of agreement, to issue a show-cause notice to the Survey Agency on the grounds of any lapses by the agency with respect to the scope of work of the project. However, given the circumstances and the on ground issues, the reply submitted by the survey agency is considered for above stated points for delay in work and an extension is given to the survey agency as stated at point no.1 above.
- 3) Survey Agency is directed to send the data through APIs to the department since APIs were ready to receive the data since November 2019.
- 4) Survey Agency is also directed to complete the survey work and expedite the process of integration with the old data and start issuing tax notices for the completed ULBs.

The meeting concluded with a vote of thanks.

Proceedings of the 5th Steering Committee Meeting held on 11.05.2020 at 10:30AM under the Chairmanship of Additional Chief Secretary to Government of Haryana, Urban Local Bodies Department, Chandigarh		
Venue: Office of ACS/ULB, New Haryana Civil Secretariat, Sector 17 Chandigarh	Date: 11.05.2020	Time: 10:30 AM
Agenda:		
<ul style="list-style-type: none"> Approval of recommendations and suggestions given by 8th Core Committee (Meeting held on 13.04.2020). Review of Property Tax Survey for all the ULBs of 6 clusters of Haryana State. Decision on the requests raised by the Survey Agency (YCSPL) regarding time extension and centralised level of payment. Approval of Standard Operative Procedure (SOP) for successful integration of Property Tax Survey data Approval of revised number of digits for UPID format (Unique IDs of Urban Properties) 		
Sr. No.	Participants:	
1.	Dr Amit Kumar Agrawal, IAS	Director General, Urban Local Bodies, Haryana
2.	Sh. Y.S. Gupta	Additional Director, Urban Local Bodies, Haryana
3.	Sh. Ashok Rathee	Superintending Engineer-IT, DULB
4.	Sh. K.K. Varshney	Senior Town Planner-II, DULB
5.	Sh. Narender Mehta	Account Officer (Budget), DULB
6.	Sh. Sanjeev Kumar	Superintendent (Establishment)
7.	EY LLP Team Sh. Aditya Aggarwal Sh. Hardik Panchal Sh. Vinod Kumar	IT Consultants (EY)
8.	Sh. Sanjay Gupta	Managing Director, YCSPL
<p>At the outset, the chairperson W/ACS, ULB welcomed all the participants and directed SE (IT) brief of the project and agenda of the meeting.</p> <p>SE (IT) briefed about all the above agenda points and the major points of discussion were approval of the 8th core committee recommendations held on 13.04.2020, the requests and issues raised by the survey agency (YCSPL), approval of SOP for property tax implementation and revision of digits for UPID.</p> <p>1. <u>Recommendations of the 8th Core Committee:</u></p> <p>The survey parameters are divided into two parts i.e. (i) Self-Occupied & Rental Properties and (ii) Locked / Vacant / Under construction properties, with revised and recommended list of 98 parameters (both mandatory and optional survey parameters), finalization of Property Categories on the issues raised by the survey agency (YCSPL) as mentioned in the proceeding and recommended by the Core Committee and other issues with regards to assessment of Agriculture/ Horticulture properties, legal actions for refusal by property owner/occupier during survey, survey data integration through API as per revised parameters, coordination by the survey agency (YCSPL) with ULBs and appointment of the Nodal officers as per recommended ranks for MCs.</p> <p>All the recommendations as mentioned in the proceeding were placed before the Steering Committee and the Steering Committee accepted and approved all the recommendations mentioned in the Proceeding of the Core Committee meeting held on 13.04.2020</p> <p>2. <u>Review of Property Tax Survey for all the ULBs of 6 clusters of Haryana State:</u></p> <p>SE-IT apprised the committee about the overall progress of property survey and the data submitted by Survey Agency (YCSPL) to the department on 26.12.2019,</p>		

27.12.2019, 30.12.2019, 31.12.2019, 03.01.2020, 08.01.2020 and 26.02.2020. The summary of data submitted and inserted on the NIC software are as below:

Total Properties as per RFP	Total No. of Properties Surveyed			Total no. properties inserted in NIC Software		
	Surveyed (A)	Denied/ Vacant/ locked/ Under construction (B)	Total Properties Surveyed (C = A+B)	Surveyed (D)	Denied/ Vacant/ locked/ Under construction (E)	Total Properties inserted (F = D+E)
32,29,635	11,44,384	8,12,492	19,56,876	9,27,260	8,02,542	17,29,802

Following is the status and progress of property survey work as per status report submitted by the survey agency (YCSPL) via letter dated 21.04.2020 and email dated 25.04.2020:

Status till 4th Steering Committee held on 03.03.2020 (as per status report submitted by SI on 26.02.2020 via email)				Status before 5 th Steering Committee (as per status report submitted by SI via letter dated 21.04.2020 and email dated 25.04.2020)		Work done after 4 th Steering Committee till 21.04.2020	
Cluster	Total Properties (Tentative as per RFP)	Total progress as on 26.02.2020	% of work completed as on 26.02.2020	Total progress as on 21.04.2020	% of work completed as on 21.04.2020	No. of properties	%age
Hisar	4,89,914	4,46,589	91.16%	5,12,687	98.18%	66,098	7.02%
Faridabad	5,39,972	3,27,964	60.74%	4,16,694	68.92%	88,730	8.18%
Rohtak	6,16,803	4,21,731	68.37%	4,81,392	71.48%	59,661	3.11%
Karnal	4,56,978	3,50,304	76.66%	4,14,290	84.94%	63,986	8.28%
Ambala	6,05,219	3,85,147	63.64%	4,70,979	67.28%	85,832	3.64%
Gurugram	5,20,749	3,90,859	75.06%	4,87,704	81.47%	96,845	6.41%
Total	32,29,635	23,22,594	71.92%	27,83,746	85.40%	4,61,152	13.48%

The Steering Committee reviewed the progress of the Property Tax Survey project and directed the Survey Agency (YCSPL) to expedite the process of integration of old and new survey data and assist in verification and validation process, so that the tax notices could be initiated.

3. Decision on the request raised by the Survey Agency (YCSPL) regarding time extension, centralised level of payment and revision of number of digits for street code as a part of UPID format:

- The Chairperson called upon Sh. Sanjay Gupta, MD YCSPL and asked him to represent and give clarification of the requests submitted via letters no. YCSPL/PTS/Haryana dated 21.04.2020 (addressed to W/ACS ULB), YCSPL/PTS/Haryana dated 21.04.2020 (addressed to W/DG ULB) and revised letter YCSPL/PTS/Haryana/2020 dated 21.04.2020 (addressed to W/DG ULB).
- Sh. Sanjay Gupta, MD, YCSPL mentioned that due to unexpected situation caused by the pandemic COVID-19, the agency is not able to work on full strength. The project work of on-field survey work and coordination with the ULBs have also been stopped. The agency also mentioned the major causes of delay in survey work was due to lack of coordination and support from ULBs in obtaining the data related to property tax, updated demand and arrears registers, agitations and resistance from citizens by not providing the required information regarding the property survey.
- With above mentioned unavoidable circumstances, the survey agency has requested to consider the present situation and grant further time extension of at least 9 months and has requested for the release of payment at central levels.
- He also apprised in the meeting and presented the promising results of the survey data integration for Jind and Beri, which were taken as pilot for the integration, generation and calculation of property tax, which shall increase the property tax revenue for the said towns.
- Sh. Sanjay Gupta, MD YCSPL requested the committee to revise the number of digits for street code as a part of UPID format. He presented the map of Jind town as an example and explained the limitations and presented the justification for revision of digits for UPID from 20 characters to 23 characters.

The Steering Committee deliberated upon all the aspects and following decision were taken:

- Since, Property Tax is a major source of revenue for the ULBs and in the current situation of Nationwide lockdown the global economy has taken a hit, all the works has stopped and has affected the revenue and budget of the ULBs. Hence, it is important to streamline the Property taxation system across the ULBs. This project aligns with the vision of streamlining the Property Taxation system in the state. It was discussed that if the property survey work is either delayed or discontinued, the objective of integrated solution & streamlining Municipal Property Tax Collection processes at state level would be difficult to achieve and the ULBs could face a loss of revenue. Also, the outcome of the property taxation system has an object of assistance in few of the Ease of Doing Business reforms. After carefully considering the ground situation pertaining to lack of coordination and support from ULBs in obtaining the data related to property tax, agitations and resistance from citizens by not providing the required information regarding the property survey and majorly the stoppage of field work due to the extreme situations caused by Pandemic COVID-19.

The Steering Committee reviewed the status presented by Survey Agency (YCSPL), the promising results of the survey data integration for Jind and Beri, which were taken as pilot for the integration, generation and calculation of property tax, which shall increase the property tax revenue for the said towns. Based on the facts and figures presented by the survey agency (YCSPL) and their requests submitted via letters no. YCSPL/PTS/Haryana dated 21.04.2020 (addressed to W/ACS ULB), YCSPL/PTS/Haryana dated 21.04.2020 (addressed to W/DG ULB) and revised letter YCSPL/PTS/Haryana/2020 dated 21.04.2020 (addressed to W/DGULB) and the point wise reply on the SI's representations produced by the office of DULB during the meeting, the committee has decided to grant time extension of (09) months to survey agency (YCSPL) to complete the Phase-1 from 30.04.2020 to 31.01.2021.

Survey Agency (YCSPL) was also directed to provide with extended PBGs from the last date of expiry of the current PBGs of respect clusters, w.r.t. to the extended time granted to the Survey Agency (YCSPL) in the 5th steering committee

- On the request of SI, The Steering committee also reviewed the following decision taken earlier regarding budgetary requirement & funding to the project:

"It was finalized that Expenditure for carrying out the complete process of property survey project in case of Municipal Corporations except integration with GIS map will be borne by individual Municipal Corporations whereas in case of Municipal Councils & Municipal Committees will bear the cost of expenditure for the O&M period whereas expenditure of survey, updation of data, integration of data on GIS platform, billing and distribution of bills for the first year will be met out of the HUIDB funds. In case, any Municipal Corporation fails to meet out the expenditure from their own funds due to weak financial position then in that case such expenditure will be met out of HUIDB for which separate approval will be obtained".

This was approved by Hon'ble ULBM on 20.11.18

Since, most of the ULBs are suffering from the shortage of funds as ULBs are not able to collect their respective taxes, fees and other charges due to the adverse situation of lockdown due to Pandemic COVID-19, which is a major reason that most ULBs would not be able to release the payment for survey work to Survey Agency (YCSPL). So, it was decided by the committee that payment for Phase-I to Survey Agency (YCSPL) shall be released at the level of DULB on the behalf of all ULBs, except Municipal Corporation Gurugram as Gurugram has a healthy financial condition.

The Survey agency is directed to expedite the work and complete the project within the granted time extension of Nine (09) Months.

- The Standard Operative Procedure (SOP) for Property Tax Survey, devised on the basis of the surveyed and submitted data of Jind and Beri which were taken as pilot for the final testing of API for data integration and which shall be followed for the remaining towns was also presented to Steering Committee for its approval, for smooth functioning of Property Survey Project attached as **Annexure-A**. The Steering Committee approved the Standard Operating Procedure (SOP) and directed the survey agency and ULBs to adhere to the SoP and do the needful.

- The Steering Committee reviewed the request of SI regarding UPID, after

deliberation of the current format and the map of Jind presented by SI as a supporting to their request, The Committee decided to revise the number of digits of UPID from 20 characters to 23 characters. The revised format of UPID is as below:

Revised format for UPID (Total 23 Characters)

MMM	+	CCC	+	S-SS-SS-SS- <u>SS-S-S</u>	+	H+HHHH+H
3		3		11		6
Municipal Code Alpha Numeric (3)		Alpha Numeric (3)		Alpha (1) + Alpha Num (2) + Alpha Num (2) + Alpha Num (2) + Alpha Num (2) + Alpha Num (1) + Alpha Num (1)		Alpha (1) + Alpha Num (4) + Alpha Num (1)

The meeting concluded with a vote of thanks.

To

1. All the Commissioners of the Municipal Corporations in the State of Haryana.
2. All the District Municipal Commissioners in the State of Haryana.
3. All the Executive Officers/Secretaries of the Municipal Councils/Committee of State of Haryana.

Memo No. IT/DULB/2021/ 02

Dated: 11.01.2021

Subject: Minutes of the 6th meeting of the Steering Committee held on 30.12.2020 under the Chairmanship of Additional Chief Secretary to Government Haryana, Urban Local Bodies Department, Chandigarh regarding property survey across all the ULBs in the State of Haryana.

On the subject cited above.

2. Please find enclosed herewith minutes of 6th meeting of the steering committee for information and necessary action.

DA/as stated above.



Chief Engineer-II,
for Director , Urban Local Bodies,
Haryana, Panchkula

Endst. No. IT/DULB/2021/ 03

Dated: 11.01.2021

A copy is forwarded to Yashi Consulting Services Pvt. Ltd., 501-510, 5th Floor, Kailash Tower, Lal Kothi Area, Tonk Road, Jaipur.



Chief Engineer-II,
for Director , Urban Local Bodies,
Haryana, Panchkula

CC:

1. Sr. Secy /ACSULB
2. PA/DULB
3. ADULB
4. CTP-II
5. EY LLP

Proceedings of 6th Steering Committee meeting held on 30.12.2020 at 11:00 AM under the chairmanship of Sh. S N Roy, IAS, Additional Chief Secretary to Government of Haryana, Department of Urban Local Bodies		
Venue: Office Room of ACS, ULB	Date: 30 th December 2020	Time: 11:00 AM

Agenda:

- Confirmation of minutes of 5th Steering Committee
- Confirmation of decisions taken in the 9th Core Committee meeting
- Review of latest progress of property survey
- Any other points with the permission of the chair

	Participants:	
1.	Sh. Ashok Kumar Meena	Director, ULB
2.	Sh. Y S Gupta	Additional Director, ULB
3.	Sh. K.K. Varshney	Chief Town Planner-II, DULB, Haryana
4.	Mr. Aditya Aggarwal	Consultant, DULB
5.	Mr. Vinod Kumar	Consultant, DULB
6.	Sh. Sanjay Gupta	M.D. YCSPL
7.	Mr. Subhash	YCSPL

1.	Sh. Ashok Kumar Meena	Director, ULB
2.	Sh. Y S Gupta	Additional Director, ULB
3.	Sh. K.K. Varshney	Chief Town Planner-II, DULB, Haryana
4.	Mr. Aditya Aggarwal	Consultant, DULB
5.	Mr. Vinod Kumar	Consultant, DULB
6.	Sh. Sanjay Gupta	M.D. YCSPL
7.	Mr. Subhash	YCSPL

- Confirmation of minutes of 5th Steering Committee

- The committee was apprised that the minutes of 5th Steering committee held on 11.05.2020 was circulated to all concerned via Memo No. IT/DULB/2020/07 dated: 28.05.2020. No comments were received from anywhere, hence the committee confirmed the minutes of 5th Steering Committee

- The committee was apprised that the 9th Core committee was held on 14th Dec 2020, the minutes of the 9th Core Committee was circulated to all concerned via Memo No. IT/DULB/2020/450 dated: 24.12.2020. The minutes and decisions taken in the 9th Core committee was discussed & deliberated in detail by the steering committee. The UPID tin plate as approved by the Core Committee was presented before the Steering Committee and the same was approved by the Steering Committee. The minutes of the 9th Core Committee is approved by the Steering Committee

- Sh. Sanjay Gupta (MD, YCSPL) apprised the committee about the overall progress of property tax survey. Following is the status and progress of property survey work as per status report submitted by the survey agency (YCSPL) in this meeting on 30.12.2020:

Status before 5 th Steering Committee (as per status report submitted by SI via letter dated 21.04.2020 and email dated 25.04.2020)				Status for 6 th Steering Committee as on 29.12.2020		Work done since 5 th Steering Committee to 6th Steering Committee till 29.12.2020	
Cluster	Total Properties	Total progress as on 21.04.2020	% of work completed as on 21.04.2020	Total progress as on 29.12.2020	% of work completed as on 29.12.2020	No of properties	%age
	(Tentative as per RFP)						
Hisar	4,89,914	5,12,687	98.18%	5,79,049	118.19%	66,362	20.01%
Faridabad	5,33,972	4,16,694	68.92%	6,59,880	123.58%	2,43,186	54.66%
Rohtak	6,16,803	4,81,392	71.48%	6,58,702	106.79%	1,77,310	35.31%
Karnal	4,56,978	4,14,290	84.94%	5,37,233	117.56%	1,22,943	32.62%
Ambala	6,05,219	4,70,979	67.28%	6,82,460	112.76%	2,11,481	45.48%
Gurugram	5,20,749	4,87,704	81.47%	5,77,560	110.91%	89,856	29.44%
Total	32,29,635	27,83,746	85.40%	36,94,884	114.41%	9,11,138	29.01%

The detailed ULB Wise status has been attached as **Annexure-B**.
The Steering committee also reviewed the status of integration of surveyed data with the old demand

registers and after reviewing the status of integration (**Annexure-C**), the steering committee observed that the work of integration is running on a slow pace and ULBs are facing lot of issues in identifying the properties for integration and multiple field visits are being carried out for identification of such properties. Hence, the integration of old demand register with the new surveyed data is taking more time than expected and is likely to take another month for its completion. Also, the survey agency raised some issues with regard to the problems being faced on ground with the survey & integration.

Moreover, NDC portal has already been integrated with Web-Halris portal. The data of present survey needs to be integrated with the NDC portal so as to ensure seamless processing of the portal. Hon'ble Deputy CM has directed that the new surveyed data be integrated with the NDC portal by 28.02.2021.

Hence, The steering committee decided that the on ground survey work needs to be completed by 31.01.2021. The Steering Committee decided to grant an extension of one month to the Survey Agency and directed the agency to complete the work of 1.1(A) & 1.1(B) by 28.02.2021. In case of non-support by ULBs in integration, Action to be initiated against those ULBs.

Other points take up in the meeting and decisions taken by the Steering Committee:

- **Additional work of Manesar, Gurugram – limit extension, Faridabad – limit extension same rates, time-4 months**

Municipal Commissioner, Gurugram & Manesar and Municipal Commissioner, Faridabad has requested that the property survey of the newly created Municipal Corporation, Manesar and the limits extended for Municipal Corporations Gurugram & Faridabad may also be taken up. If in case a new tender is floated for this purpose, it would take a lot of time and the data so generated may have consistency issues with the survey being done currently.

Hence, the Steering committee asked YCSPL if they are willing to take-up the work, Sh. Sanjay Gupta (MD, YCSPL) was happy accept the additional work. The Steering Committee directed that the Property Taxation work for the newly created Municipal Corporation, Manesar and the limits extended for Municipal Corporations Gurugram & Faridabad be granted to YCSPL on same terms & conditions, timelines and rates for the respective cluster as per the agreements of the respective cluster.

- **Payment to be done basis the data received**

On request of YCSPL, the Steering Committee directed that the payment for 1.1(A) to be released to the agency on the basis of decisions already taken

- **Property tax data to be integrated with Base map of Karnal**

The Steering committee directed the Survey agency to integrate the Property taxation data with the base map of Karnal. The base map to be provided to the survey agency by the department

- **Submission of Surveyed data on NIC Portal**

The Steering committee directed that the Property Survey Data of 1.1(A) properties must be downloaded before the Property Survey Data with Integration on basis on 1.1(B) be pushed on the NIC portal.

- **Claims & Objection Portal**

The Steering Committee directed the Survey Agency that the Claims & Objection portal to be ready by 20.01.2021 for the towns where integration and verification is completed

The meeting ended with vote of thanks

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Data Integration

A. Phase I

ULBs from where Certificates have been Received and progress = 100%										
Sr. no.	Town	Type of ULB	Final submission at DULB day 5	Total No. of Properties as per RFP	Total no. of Properties in Demand Register Provided by MC	Total Properties Surveyed by Yashi	Before MC Visit	On Field	Total Matched Till Yet	Properties Matched(%)
1	Loharu	Comm.	5-Oct-2020	716	725	5389	49	676	725	100.00
2	Bawal	Comm.	12-Oct-2020	6895	2093	8522	2071	22	2093	100.00
3	Bhuna	Comm.	9-Oct-2020	Not Available	0	9931	Newly constituted ULB			--
4	Nangal Choudhary	Comm.	9-Oct-2020	6000	0	10314				--
5	Jakhal Mandi	Comm.	9-Oct-2020	New MC	0	4749				--
6	Sadhaura	Comm.	9-Oct-2020	New MC	0	7703				--
7	Ismailabad	Comm.	9-Oct-2020	New MC	0	10665				--
8	Bass	Comm.	23-Oct-2020	New MC	0	7634				--
9	Sisai	Comm.	23-Oct-2020	New MC	0	6755				--
10	Kundli	Comm.	23-Oct-2020	New MC	0	12674				
ULBs from where Certificates have been Received and progress < 100%										
Sr. no.	Town	Type of ULB	Final submission at DULB day 5	Total No. of Properties as per RFP	Total no. of Properties in Demand Register Provided by MC	Total Properties Surveyed by Yashi	Before MC Visit	On Field	Total Matched Till Yet	Properties Matched(%)
1	Jhajjar	Coun.	5-Oct-2020	19467	20197	34914	14134	5824	19958	98.82
2	Fatehabad	Coun.	19-Oct-2020	23263	24142	26613	18427	4287	22714	94.08
3	Ellenabad	Comm.	30-Oct-2020	11886	12201	12778	8341	3057	11398	93.42
4	Beri	Comm.	12-Oct-2020	5769	6222	5999	4018	1388	5406	86.89
5	Radaur	Comm.	12-Oct-2020	7118	7623	10544	3929	2687	6616	86.79
6	Rania	Comm.	30-Oct-2020	8707	8702	9034	3978	3267	7245	83.26
7	Hailey Mandi	Comm.	16-Oct-2020	10073	10074	13585	3144	4780	7924	78.66
8	Narnaund	Comm.	12-Oct-2020	6233	7174	9089	3820	1775	5595	77.99
9	Taraori	Comm.	23-Oct-2020	12066	12038	11275	5419	3696	9115	75.72
10	Pehowa	Comm.	26-Oct-2020	15400	21463	17857	1021	15108	16129	75.15
11	Indri	Comm.	16-Oct-2020	5398	5016	5944	1884	1805	3689	73.54
12	Julana	Comm.	12-Oct-2020	5171	5331	11426	1782	2122	3904	73.23
13	Cheeka	Comm.	19-Oct-2020	13404	13527	20604	5261	4590	9851	72.82
14	Nilokheri	Comm.	5-Oct-2020	6695	7969	7056	2521	1929	4450	72.53
15	Siwani	Comm.	5-Oct-2020	4147	5991	8497	1471	4264	5735	72.53
16	Maham	Comm.	26-Oct-2020	10200	9451	11234	2990	3791	6781	71.75
17	Shahbad	Comm.	26-Oct-2020	16331	16409	18679	7076	4587	11663	71.08
18	Farrukhnagar	Comm.	16-Oct-2020	6680	6925	14451	2466	2384	4850	70.04

19	Nissing	Comm.	30-Oct-2020	7492	7453	9000	880	4337	5217	70.00
20	Kalanaur	Comm.	5-Oct-2020	9188	9228	12037	676	5008	5684	61.60
ULBs from where Certificates are still pending										
Sr. no.	Town	Type of ULB	Final submission at DULB day 5	Total No. of Properties as per RFP	Total no. of Properties in Demand Register Provided by MC	Total Properties Surveyed by Yashi	Before MC Visit	On Field	Total Matched Till Yet	Properties Matched(%)
1	Naraingarh	Comm.	19-Oct-2020	11619	11618	14932	859	6727	7586	65.30
2	Taoru	Comm.	16-Oct-2020	10947	10945	10827	2472	3931	6403	58.50
3	Hathin	Comm.	30-Oct-2020	7076	6794	9848	1057	2018	3075	45.26
4	Ratia	Comm.	19-Oct-2020	5346	5403	14895	0	2443	2443	45.22
5	Ateli	Comm.	26-Oct-2020	5500	3879	4583	629	1043	1672	43.10
6	Ferozepur jhirka	Comm.	16-Oct-2020	9145	8080	10625	1395	1916	3311	40.98
7	Safidon	Comm.	19-Oct-2020	7039	20936	17334	4434	3552	7986	38.14
8	Kanina	Comm.	26-Oct-2020	6000	5845	7544	127	1872	1999	34.20
9	Nuh	Comm.	30-Oct-2020	7018	7022	9055	399	1741	2140	30.48
10	Uklana	Comm.	23-Oct-2020	2500	5729	7863	1289	380	1669	29.13

B. Phase II

ULBs from where Certificates have been Received and progress < 100%										
Sr. no.	Town	Type of ULB	Final submission at DULB day 5	Total No. of Properties as per RFP	Total no. of Properties in Demand Register Provided by MC	Total Properties Surveyed by Yashi	Before MC Visit	On Field	Total Matched Till Yet	Properties Matched(%)
1	Pundri	Comm.	12-Nov-2020	5469	5493	8962	3308	2068	5376	97.9
2	Bawani khara	Comm.	19-Nov-2020	3840	3893	9946	108	3468	3576	91.9
3	Sampla	Comm.	12-Nov-2020	9300	11368	9863	5169	3335	8504	91.4
4	Kalanwali	Comm.	12-Nov-2020	12014	12035	9598	4646	4552	9198	76.4
ULBs from where Certificates have Not been Received and progress < 100%										
Sr. no.	Town	Type of ULB	Final submission at DULB day 5	Total No. of Properties as per RFP	Total no. of Properties in Demand Register Provided by MC	Total Properties Surveyed by Yashi	Before MC Visit	On Field	Total Matched Till Yet	Properties Matched(%)
1	Yamunanagar	Corp.	30-Dec-2020	152376	162038	175598	125170	1516	126686	78.2
2	Ladwa	Comm.	19-Nov-2020	15717	19732	15442	6152	9208	15360	77.8
3	Assandh	Comm.	19-Nov-2020	10840	10987	11160	3182	4816	7998	72.8
4	Karnal	Corp.	30-Dec-2020	139433	141262	161970	98883	0	98883	70.0
5	Pataudi	Comm.	25-Nov-2020	7211	7260	13086	882	4019	4901	67.5
6	Panipat	Corp.	30-Dec-2020	140000	136873	171058	59461	31490	90951	66.4
7	Kalayat	Comm.	19-Nov-2020	10077	8046	10375	1264	3966	5230	65.0
8	Jind	Coun.	8-Dec-2020	53287	53287	73081	31297	2952	34249	64.3
9	Dadri	Coun.	12-Nov-2020	20367	19445	28731	356	11611	11967	61.5
10	Ambala	Corp.	30-Dec-2020	176496	92052	99793	39815	16764	56579	61.5
11	Barara	Comm.	19-Nov-2020	13380	15407	15338	4023	5073	9096	59.0
12	Kharkhoda	Comm.	19-Nov-2020	12000	9640	14480	1499	4109	5608	58.2
13	Gharaunda	Comm.	2-Dec-2020	16497	16843	18467	653	9104	9757	57.9
14	Gohana	Coun.	2-Dec-2020	27012	27357	34412	3141	1547	15555	56.9
15	Uchana	Comm.	12-Nov-2020	6260	6261	10550	10	3499	3509	56.0
16	Sirsa	Coun.	8-Dec-2020	73294	74537	77602	38344	2853	41197	55.3
17	Ambala Cantt. (CB)	Coun.	30-Dec-2020	176496	86699	90724	24370	21716	46086	53.2
18	Rajound	Comm.	25-Nov-2020	6985	6985	14376	2442	1241	3683	52.7
19	Mandi Dabwali	Coun.	2-Dec-2020	29931	23565	21848	8847	567	11839	50.2
20	Barwala	Comm.	25-Nov-2020	16139	13732	18650	1188	5620	6808	49.6
21	Samalkha	Comm.	2-Dec-2020	12881	13297	14468	994	4839	5833	43.9
22	Dharuhera	Comm.	12-Nov-2020	14261	17734	16354	5335	2319	7654	43.2

23	Panchkula	Corp.	30-Dec-2020	118068	109027	86344	32468	11425	43893	40.3
24	Bahadurgarh	Coun.	22-Dec-2020	67000	66689	67091	618	22679	23297	34.9
25	Kaithal	Coun.	22-Dec-2020	64072	64894	74113	21952	663	22615	34.8
26	Punahana	Comm.	25-Nov-2020	10948	9602	10826	1078	2104	3182	33.1
27	Ganaur	Comm.	25-Nov-2020	23098	23097	22845	2233	315	6890	29.8
28	Hansi	Coun.	2-Dec-2020	38287	38135	38659	6901	4252	11153	29.2
29	Narwana	Coun.	2-Dec-2020	19151	19875	22806	1339	561	5697	28.7
30	Rewari	Coun.	8-Dec-2020	27000	51222	63024	11201	2564	13765	26.9
31	Tohana	Coun.	25-Nov-2020	18840	20734	26380	578	3216	3794	18.3
32	Mahendragarh	Comm.	8-Dec-2020	10804	12889	14624	2050	2	2052	15.9
33	Palwal	Coun.	22-Dec-2020	25000	23152	85236	2051	197	2248	9.7
34	Narnaul	Coun.	8-Dec-2020	38259	37394	38222	2683	732	3415	9.1
35	Sohna	Coun.	8-Dec-2020	18889	19266	45873	1480	0	1480	7.7
36	Thanesar	Coun.	22-Dec-2020	68144	68360	69797	4578	439	5017	7.3
37	Bhiwani	Coun.	22-Dec-2020	60000	52312	76513	582	702	1284	2.5
38	Kalka & Pinjore	Coun.	30-Dec-2020		52356	1138	1138	0	1138	2.17
39	Hodal	Coun.	22-Dec-2020	24011	5291	23595	48	44	92	1.7

To

1. All the Commissioners of the Municipal Corporation in the State of Haryana
2. All the District Municipal Commissioners in the State of Haryana
3. All the Executive Officers/Secretaries of the Municipal Councils/Committees of the State of Haryana.

Memo No: IT/DULB/2021/ 179
Dated: 20.04.2021

Subject: Proceedings of 7th Steering Committee meeting held on 22.03.2021 at 11:00 AM under the chairmanship of Sh. S N Roy, IAS, Additional Chief Secretary to Government of Haryana, Department of Urban Local Bodies, Haryana in his room to review the progress of Property Tax Survey in ULBs and discussion on Agenda points

On the subject cited above.

2. Please find the enclosed herewith proceeding of the 7th meeting of the Steering Committee for information and necessary action please.

DA/ as stated above.


Chief Town Planner-II
for Director, Urban Local Bodies,
Haryana

Enst No. IT/DULB/2021/ 180

Dated: 20.04.2021

A copy is forwarded to M/s Yashi Consulting Services Pvt. Ltd., 501-510, 5th Floor, Kailash Tower Kothi, Tonk Road, Jaipur.


Chief Town Planner-II
for Director, Urban Local Bodies,
Haryana

CC:

1. Sr. Secy/ACSULB
2. PA/DULB
3. ADULB
4. CE-IT
5. EY LLP

Proceedings of 7th Steering Committee meeting held on 22.03.2021 at 11:00 AM under the chairmanship of Sh. S N Roy, IAS, Additional Chief Secretary to Government of Haryana, Department of Urban Local Bodies, Haryana in his room to review the progress of Property Tax Survey in ULBs and discussion on Agenda points.

Venue: Office Room of ACS ULB

Date: 22nd March 2021

Time: 11:00 AM

Agenda:

- Project Status Review
 - Survey status of 88 ULBs
 - Data Integration and Migration
 - Claim and Objection raised by Citizens of 40 ULBs for which data has been made live
- Uploading the data of 23 ULBs on Claim and Objection Portal and extending the time limit for the first 40 ULBs
- Concerns over ULBs from where SOC have not yet been received.
- Time extension to complete the Phase-I activities

Participants:

1.	Sh. Ashok Kumar Meena, IAS	Director, Urban Local Bodies, Haryana
2.	Sh. Y. S. Gupta	Additional Director, Urban Local Bodies, Haryana
3.	Sh. Rohtash Bishnoi	Additional Municipal Commissioner, Gurugram
4.	Sh. K.K. Varshney	Chief Town Planner-II, DULB, Haryana
5.	Sh. Ashok Rathee	Chief Engineer (IT), DULB, Haryana
6.	Sh. Hardeep Singh	Deputy Municipal Commissioner, Rohtak
7.	Sh. Prashant Parashar	Secretary, MC Charkhi Dadri
8.	Sh. Dinesh Kumar	ZTO, MC Gurugram
9.	Mr. Aditya Aggarwal	Consultant, DULB
10.	Mr. Vinod Kumar	Consultant, DULB
11.	Sh. Sanjay Gupta	M.D. YCSPL

The meeting was chaired by Sh. S N Roy, IAS, Additional Chief Secretary to Government of Haryana, Department of Urban Local Bodies, Haryana. The meeting started with discussion on all the above-mentioned agenda points and issues regarding the property tax survey project in all ULBs of Haryana State. Sh. K K Varshney (CTP-II) welcomed all the members for the meeting and briefed about the status of current survey, overall project progress and the requests submitted by the Survey Agency (YCSPL) vide letter no. YCSPL/Haryana/2020-21/104 dated 12.03.2021, YCSPL/Haryana/2019-20/100 dated 19.02.2021 and YCSPL/Haryana/2020-21/94 dated 01.02.2021.

Points of discussion:

The Steering Committee and the members present in the meeting deliberated upon all the above-mentioned agenda points with all the aspects and following decisions are taken:

- **Review of latest progress of property survey:**

Sh. Sanjay Gupta (MD, YCSPL) apprised the committee about the overall progress of property tax survey. Following is the status and progress of property survey work as per status report submitted by the survey agency (YCSPL) in this meeting on 22.03.2021:

Status as on 6 th Steering Committees on 29.12.2020				Status on 7 th Steering Committee as on 17.03.2021			Work done from 6 th Steering Committee to 7th Steering Committee till 17.03.2021	
Cluster	Total Properties (Tentative as per RFP)	Total progress as on 29.12.2020	% of work completed as on 29.12.2020	Total progress as on 17.03.2021	% of work completed as on 17.03.2021	Denied Properties as on 17.03.2021	No of properties	%age
Hisar	4,72,781	5,79,049	122.48%	5,80,545	122.79%	1,58,773	1,496	0.32%
Faridabad	4,94,145	6,59,880	133.54%	7,22,110	146.13%	2,42,415	62,230	12.59%
Rohtak	6,13,554	6,58,702	107.36%	7,34,881	119.77%	2,05,858	76,179	12.42%
Karnal	4,51,309	5,37,233	119.04%	5,41,032	119.88%	1,39,719	3,799	0.84%
Ambala	5,94,649	6,82,460	114.77%	6,95,747	117.00%	1,42,302	13,287	2.23%
Gurugram	5,09,945	5,77,560	113.26%	7,27,041	142.57%	1,95,852	1,49,481	29.31%
Total	31,36,383	36,94,884	117.81%	40,01,356	127.58%	10,84,919	3,06,472	9.77%

The ULB wise status of property tax survey was discussed in the meeting as submitted by the survey agency (YCSPL). Sh. Sanjay Gupta (MD YCSPL) briefed that approximately 40 lakh properties i.e. 127.58% w.r.t the properties assessed in RFP are surveyed. It was also envisaged and apprised that actual total number of properties to be surveyed on field were expected to be approximately 38.70 lakh as per status submitted in 6th Steering committee which has already crossed 40 lakhs as on date. The detailed ULB wise status has been attached as **Annexure-A**.

Sh. Sanjay Gupta also apprised that the survey, except in two RWA in Municipal Corporation Gurugram, has been completed with 100% coverage for 88 ULBs as on date and the agency has submitted survey data of total **34,74,579** properties on NIC portal from which **19,23,480** properties are denied, locked, under-construction which amounts to 55.36%

Data as submitted on the NIC portal:

Sr. No.	Cluster	NIC Submitted	Denied / Locked / Under Construction
1	Hisar	5,44,050	3,05,668
2	Faridabad	5,86,681	3,07,906
3	Rohtak	6,30,514	3,84,828
4	Karnal	5,06,802	2,78,292
5	Ambala	6,37,425	3,27,865
6	Gurugram	5,69,107	3,18,921
Total		34,74,579	19,23,480

*55.36% of the properties submitted on the NIC portal are under Denied / Locked / Under Construction category

Sh. Sanjay Gupta (MD, YCSPL) mentioned that the data submitted on the NIC portal is before the initiation of integration exercise and the 55.36% Denied/Locked/Under Construction properties as per the data submitted on the NIC portal has come down considerably during the integration process and now stands at 27.11% as per the status submitted by the survey agency as per table below.

Data as presented by M/s YCSPL as per their survey status:

Sr. No.	Cluster	Properties Surveyed	Denied / Locked / Under Construction
1	Hisar	5,80,545	1,58,773
2	Faridabad	7,22,110	2,42,415
3	Rohtak	7,34,881	2,05,858
4	Karnal	5,41,032	1,39,719
5	Ambala	6,95,747	1,42,302
6	Gurugram	7,27,041	1,95,852
Total		40,01,356	10,84,919

*27.11% of the properties as per the status of survey submitted by M/s YCSPL are under Denied / Locked / Under Construction category

- **Property survey Data Integration:**

The Steering Committee also reviewed the status of integration of surveyed properties data with the OLD demand registers and after reviewing the status of integration (**Annexure-B**)

- The steering committee observed that only **61 ULBs** have submitted the SOC certificate with over 70% integration. Also, 72 ULBs are above 70% in status of integration

- **Claim and Objection Portal for Property Tax Management:**

- Claim-Objection portal has been developed for inviting the claims and objections from the citizens on the surveyed data initially for **40 ULBs** (where the status of integration is above 70% and SoC is received from 38 out of the 40 ULBs, SOC is still awaited from MC Karnal & MC Panipat) and was launched on **17.02.2021**. Director, ULB apprised that only those ULBs where the status of integration is more than 70% has been made live on the Claim & Objections portal
- The timelines for inviting the claim & objection on the portal or offline was 15 days i.e. from **18.02.2021 to 04.03.2021**, till date only 4859 Objections are received for the 40 ULBs. List of 40 ULBs (already launched and live on Claim and Objection portal) is attached as **Annexure-C**. Few of the ULBs like Karnal, Sadhura, Fatehabad, Jakhal Mandi, Bhuna, Julana, Bawani khera, etc. have requested to extend the time for inviting claims & objections as they were not able to create the due citizen awareness due to which the citizens were not able to submit their claim and Objections. Sh. Sanjay Gupta also mentioned that there are 23 more ULBs which are above 70% in status of integration and SOC have also been received. However, the data is still not live on the Claim & Objection portal. Also, there are 9 more ULBs where 70% data integration is completed from where SOC is pending.

- **Decisions taken by the Steering Committee:**

- The Steering Committee directed that the Property Survey Data Integration and Validation work must be promptly addressed and the pending **16 ULBs** which are below 70%, where SOC certificates are still pending needs to be directed to complete all the tasks of data integration and validation by **23.03.2021** in all respect. The Steering Committee also directed the office to make the ULBs live on the claim & objections portal as soon as the status of integration crosses the 70% mark. Also, as only **40 ULBs** are live on Claim & Objection portal, remaining **23 ULBs** should be made live by today i.e. **22.03.2021** and other pending **9 ULBs** which are already above 70% should be made live shortly. For **23 ULBs**, citizens can submit their claim and objection within **15 days**. For **40 ULBs**, On the basis of requests received from various ULBs regarding the time extension for Claim and Objections portal for Citizens, the steering committee granted the time of another **15 days** for inviting claims/objections from citizens for these **40 ULBs**
- The Steering committee directed that after the receipt of claims/objections from the citizen, ULBs need to dispose-off all the claims/objections received in next 15 days positively. The Steering Committee observed that the process of data integration is still pending for quite a few ULBs, Property Tax data needs to be made live on Claim and Objection portal for pending ULBs as soon as possible, the Steering Committee directed to expedite the process of integration, the committee further directed the defaulting ULBs to complete the said task upto **31.03.2021**.

- The Steering Committee reviewed all the requests of Survey Agency (YCSPL) regarding the time extension for completion of Phase-I, Stage 1.1 A & Stage 1.1 B

- Director, ULB mentioned that from time to time full opportunity was given to the Survey Agency (YCSPL) regarding the timely completion of Phase-I and now such delay should be dealt as per Clause 41.5 of the Service Level Agreement (SLA) monitoring.
- On which Sh. Sanjay Gupta (MD, YCSPL) mentioned that there are several reasons for the delay which are not solely attributable to the agency. He further mentioned that following are the major reasons which are causing the delay in the property survey work:
 - Non-support and Non co-operation of ULBs regarding the provision of primary and secondary data, administrative boundaries, old demand registers, etc. Due to agitations and resistance from citizens by not providing the required information regarding the property survey as mentioned by the survey agency (YCSPL) in several review meetings. Due to multiple cases of manhandling of the surveyors from the public and complaints from the public. Due to unexpected situation caused by the pandemic COVID-19, the agency was not able to work on full strength. The project work of on-field survey work

and coordination with the ULBs was also stopped.

- In Gurugram, Faridabad and Sonipat the RWA, important properties (non-residential towers) and other villages and slum areas properties are pending in which access is not allowed, but now due to suspension of internet services specially from a long duration in Sonipat and recorded reasons in Faridabad and Gurugram the field survey in these towns, is expected to get delayed. Sir, keeping in view of kisan andolan, suspension of Internet, non-cooperation of villagers, RWA, guarded and gated entry properties in 3 towns
- However, the Steering Committee decided after careful consideration of the ground realities and criticality of the project, Granted an extension for completion of Phase-I, Stage 1.1 A and Stage 1.1 B activities till 31.05.2021 and also directed the survey agency to complete the stage 1.1 C within 1 (one) month after the completion of Stage 1.1 A and 1.1 B with a direction to the survey agency to complete the task within the revised timelines. The steering committee directed the survey agency to adhere to the agreement clauses and submit all the requisite data as required by the department

The meeting ended with vote of thanks

Annexure-A

Cluster	District	Name of ULB	Total Properties (Revised as per RFP)	Total progress as on 17.03.2021	% of work completed as on 17.03.2021
Hisar (20 Towns)	Jind	Jind	53,287	73,272	137.50%
		Julana	5,171	11,309	218.70%
		Narwana	19,151	22,588	117.95%
		Safidon	7,039	17,561	249.48%
		Uchana	6,260	10,360	165.50%
	Hisar	Hisar	1,35,433	1,42,322	105.09%
		Barwala	16,139	18,267	113.19%
		Uklana	2,500	7,852	314.08%
		Hansi	38,287	38,717	101.12%
		Narnaund	6,233	9,096	145.93%
		Sisai	--	6,600	--
		Bass	--	7,511	--
		Fatehabad	Fatehabad	23,263	26,553
	Bhuna		Not Available	9,812	--
	Ratio		5,346	14,947	279.59%
	Tohana		18,840	26,881	142.68%
	Jakhal Mandi		--	4,651	--
	Sirsa	Sirsa	73,294	78,936	107.70%
		Ellenabad	11,886	12,603	106.03%
		Mandi Dabwali	29,931	22,173	74.08%
Rania		8,707	8,969	103.01%	
Kalanwali		12,014	9,565	79.62%	
Hisar Total			4,72,781	5,80,545	122.79%
Cluster	District	Name of ULB	Total Properties (Revised as per RFP)	Total progress as on 17.03.2021	% of work completed as on 17.03.2021
Faridabad (8 Towns)	Palwal	Palwal	25,000	89,917	359.67%
		Hodal	24,011	28,042	116.79%
		Hathin	7,076	8,007	113.16%
	Mewat (Nuh)	Nuh	7,018	8,912	126.99%
		Ferozpur Jhirkha	9,145	10,938	119.61%
		Taoru	10,947	10,752	98.22%
		Punhana	10,948	10,756	98.25%
	Faridabad	Faridabad	4,00,000	5,54,786	138.70%
Faridabad Total			4,94,145	7,22,110	146.13%
Cluster	District	Name of ULB	Total Properties (Revised as per RFP)	Total progress as on 17.03.2021	% of work completed as on 17.03.2021
Rohtak (17 Towns)	Sonipat	Sonipat	1,68,160	1,68,176	100.01%
		Gannaur	23,098	22,700	98.28%
		Kharkhoda	12,000	14,343	119.53%
		Gohana	27,012	34,291	126.95%
		Kundli	--	12,495	--
	Jhajjar	Bahadurgarh	67,000	82,177	122.65%
		Jhajjar	19,467	34,764	178.58%
		Beri	5,769	5,909	102.43%
	Bhiwani	Loharu	716	5,391	752.93%
		Siwani	4,147	8,475	204.36%
		Bhiwani	60,000	76,153	126.92%
		Bhawani Khera	3,840	9,646	251.20%
	Charkhi Dadri	Charkhi Dadri	20,367	28,731	141.07%
	Rohtak	Rohtak	1,73,290	1,97,742	114.11%
		Kalanaur	9,188	12,019	130.81%
		Meham	10,200	12,136	118.98%
		Sampla	9,300	9,733	104.66%
Rohtak Total			6,13,554	7,34,881	119.77%

Cluster	District	Name of ULB	Total Properties (Revised as per RFP)	Total progress as on 17.03.2021	% of work completed as on 17.03.2021
Karnal (14 Towns)	Karnal	Karnal	1,39,433	1,63,516	117.27%
		Taraori	12,066	11,224	93.02%
		Nilokheri	6,695	7,048	105.27%
		Gharaunda	16,497	18,242	110.58%
		Assandh	10,840	11,094	102.34%
		Nissing	7,492	8,890	118.66%
		Indri	5,398	5,931	109.87%
	Kaithal	Kaithal	64,072	74,704	116.59%
		Pundri	5,469	8,913	162.97%
		Cheeka	13,404	20,408	152.25%
		Kalayath	10,077	10,265	101.87%
		Rajound	6,985	14,239	203.85%
	Panipath	Panipath	1,40,000	1,72,373	123.12%
Samalkha		12,881	14,185	110.12%	
Karnal Total			4,51,309	5,41,032	119.88%
Cluster	District	Name of ULB	Total Properties (Revised as per RFP)	Total progress as on 17.03.2021	% of work completed as on 17.03.2021
Ambala (12 Towns)	Kurukshetra	Thanesar	68,144	69,836	102.48%
		Pehowa	15,400	17,457	113.36%
		Shahbad	16,331	18,408	112.72%
		Ladwa	15,717	14,997	95.42%
		Ismailabad	--	10,153	--
	Ambala	Ambala	1,76,496	99,455	56.35%
		Ambala Cantt	--	95,935	--
		Naraingarh	11,619	15,072	129.72%
		Barara	13,380	15,492	115.78%
	Panchkula	Panchkula	1,18,068	89,874	76.12%
		Pinjore	--	55,830	--
	Yamunanagar	Yamunanagar	1,52,376	1,75,284	115.03%
		Radaur	7,118	10,400	146.11%
		Sadhura	--	7,554	--
Ambala Total			5,94,649	6,95,747	117.00%
Cluster	District	Name of ULB	Total Properties (Revised as per RFP)	Total progress as on 17.03.2021	% of work completed as on 17.03.2021
Gurugram (13 Towns)	Rewari	Rewari	27,000	64,064	237.27%
		Bawal	6,895	8,411	121.99%
		Dharuhera	14,261	16,659	116.82%
	Mahendragarh	Mahendragarh	Not Available	16,235	--
		Ateli Mandi	5,500	4,459	81.07%
		Kanina	6,000	7,632	127.20%
		Nangal choudhary	6,000	10,239	170.65%
		Narnaul	38,259	38,297	100.10%
		Gurugram	Gurugram	3,63,177	4,74,341
	Sohna		18,889	46,122	244.17%
	Farukh Nagar		6,680	13,987	209.39%
	Pataudi		7,211	12,998	180.25%
	Haley Mandi		10,073	13,597	134.98%
Gurugram Total			5,09,945	7,27,041	142.57%
Total			31,36,383	40,01,356	127.58%

Annexure-B

State of Phase-I ULBs								
Sr. no.	Town	Total No. of Properties as per RFP	Total no. of Properties in Demand Register Provided by MC	Total Properties Surveyed by Yashi	Before MC Visit	On Field	Total Matched Till Yet	Properties Matched(%)
1	Loharu	716	725	5389	49	676	725	100.00
2	Bawal	6895	2093	8522	2071	22	2093	100.00
3	Jhajjar	19467	20197	34914	14134	5824	19958	98.82
4	Rania	8707	7431	9034	3978	3267	7245	97.50
5	Siwani	4147	5991	8497	1471	4264	5735	95.73
6	Fatehabad	23263	24142	26613	18427	4287	22714	94.08
7	Ellenabad	11886	12201	12778	8341	3057	11398	93.42
8	Naraingarh	11619	11618	15172	859	9591	10450	89.95
9	Beri	5769	6222	5999	4018	1388	5406	86.89
10	Radaur	7118	7623	10544	3929	2687	6616	86.79
11	Kanina	6000	5845	7732	127	4729	4856	83.08
12	Hailey Mandi	10073	10074	13585	3144	4780	7924	78.66
13	Narnaund	6233	7174	9089	3820	1775	5595	77.99
14	Taraori	12066	12038	11275	5419	3696	9115	75.72
15	Pehowa	15400	21463	17857	1021	15108	16129	75.15
16	Ateli	5500	3879	4562	629	2268	2897	74.68
17	Indri	5398	5016	5944	1884	1805	3689	73.54
18	Julana	5171	5331	11426	1782	2122	3904	73.23
19	Cheeka	13404	13527	20604	5261	4590	9851	72.82
20	Nilokheri	6695	6135	7056	2521	1929	4450	72.53
21	Taoru	10947	10945	10861	2472	5421	7893	72.12
22	Maham	10200	9451	11234	2990	3791	6781	71.75
23	Hathin	7076	6981	9664	1057	3934	4991	71.49
24	Shahbad	16331	16409	18679	7076	4587	11663	71.08
25	Safidon	7039	20936	17661	4434	10397	14831	70.84
26	Farrukhnagar	6680	6925	14451	2466	2384	4850	70.04
27	Nissing	7492	7453	9000	880	4337	5217	70.00
28	Kalanaur	9188	9228	12037	676	5008	5684	61.60
29	Bhuna	Not Available	0	9931	Newly constituted ULB			
30	Nangal Choudhary	6000	0	10314				
31	Jakhal Mandi	New MC	0	4749				
32	Sadhaura	New MC	0	7703				
33	Ismailabad	New MC	0	10665				
34	Bass	New MC	0	7634				
35	Sisai	New MC	0	6755				
36	Kundli	New MC	0	12674				
Certificate Not Received								
Sr. no.	Town	Total No. of Properties as per RFP	Total no. of Properties in Demand Register Provided by MC	Total Properties Surveyed by Yashi	Before MC Visit	On Field	Total Matched Till Yet	Properties Matched(%)
37	Nuh	7018	7022	8908	399	3756	4155	59.17
38	Uklana	2500	5729	7851	1289	1978	3267	57.03
39	Ratia	5346	5403	14934	0	2649	2649	49.03
40	Ferozpur jhirka	9145	8080	10898	1395	2524	3919	48.50
State of Phase-II ULBs								
Sr. no.	Town	Total No. of Properties as per RFP	Total no. of Properties in Demand Register Provided by MC	Total Properties Surveyed by Yashi	Before MC Visit	On Field	Total Matched Till Yet	Properties Matched (%)
1	Pundri	5469	5493	8862	3308	2068	5376	97.9
2	Bahadurgarh	67000	66689	82260	618	62907	63525	95.3

3	Kalayath	10077	8046	10365	1264	6208	7472	92.9
4	Bawani khera	3840	3893	10022	108	3468	3576	91.9
5	Sampla	9300	9300	9781	5169	3335	8504	91.4
6	Uchana	6260	6261	10458	10	5321	5331	85.1
7	Yamunanagar	152376	162038	176949	125170	11894	137064	84.6
8	Pataudi	7211	7260	13040	882	5249	6131	84.4
9	Hodal	24011	5291	28192	48	4359	4407	83.3
10	Gharaunda	16497	16843	18292	653	13136	13789	81.9
11	Bhiwani	60000	52312	76637	582	42164	42746	81.7
12	Ambala	176496	92052	99955	39815	34862	74677	81.1
13	Rohtak	173290	179700	198251			142763	79.4
14	Hisar	135433	136518	142322			107150	78.5
15	Assandh	10840	10987	11452	3182	5412	8594	78.2
16	Ladwa	15717	19732	14908	6152	9208	15360	77.8
17	Narwana	19151	19875	22690	1339	13923	15262	76.8
18	Kalanwali	12014	12035	9569	4646	4552	9198	76.4
19	Mandi Dabwali	29931	23565	22173	8847	8929	17776	75.4
20	Barara	13380	15407	15542	4023	7422	11445	74.3
21	Gohana	27012	27357	34380	3141	17118	20259	74.1
22	Dadri	20367	19445	28909	356	13875	14231	73.2
23	Kharkhoda	12000	9640	14392	1499	5478	6977	72.4
24	Sirsa	73294	74537	78723	38344	15010	53354	71.6
25	Jind	53287	53287	73498	31297	6650	37947	71.2
Certificate Not Received								
Sr. no.	Town	Total No. of Properties as per RFP	Total no. of Properties in Demand Register Provided by MC	Total Properties Surveyed by Yashi	Before MC Visit	On Field	Total Matched Till Yet	Properties Matched(%)
26	Karnal	139433	141262	162810	98883	19387	118270	83.7
27	Samalkha	12881	13297	14185	994	9853	10847	81.6
28	Barwala	16139	13732	18267	1188	9299	10487	76.4
29	Ganaur	23098	23097	22700	2233	15349	17582	76.1
30	Gurugram	363177	380366	470441			289373	76.1
31	Panipat	140000	136873	172295	59461	43965	103426	75.6
32	Kaithal	64072	64894	74704	21952	21851	43803	67.5
33	Rajound	6985	6985	14239	2442	2211	4653	66.6
34	Ambala Cantt. (CB)	176496	86699	95935	24370	31667	56037	64.6
35	Sonipat	168160	168180	160665			105484	62.7
36	Dharuhera	14261	17734	16659	5335	5764	11099	62.6
37	Mahendragarh	10804	12889	16225	2050	5616	7666	59.5
38	Hansi	38287	38135	38717	6901	15284	22185	58.2
39	Palwal	25000	23152	89916	1680	11665	13345	57.6
40	Punahana	10948	9602	10756	1078	4224	5302	55.2
41	Thanesar	68144	68360	69836	4578	31841	36419	53.3
42	Faridabad	400000	250577	553104			128456	51.3
43	Panchkula	118068	109027	87806	32468	17989	50457	46.3
44	Narnaul	38259	37394	37611	2683	12599	15282	40.9
45	Tohana	18840	20734	26423	578	7742	8320	40.1
46	Sohna	18889	19266	45914	651	7027	7678	39.9
47	Rewari	27000	51222	63996	11201	7016	18217	35.6
48	Kalka & Pinjore		52356	55830	1138	5561	6699	12.80

To

1. All the Commissioners of the Municipal Corporations in the State of Haryana.
2. All the District Municipal Commissioners in the State of Haryana.
3. Sh. Rohtash Bishnoi, Additional Municipal Commissioner, Municipal Corporation, Gurugram
4. Sh. Inderjeet Kularia, Additional Municipal Commissioner, Municipal Corporation, Faridabad
5. Sh. Hardeep, Deputy Municipal Commissioner, Municipal Corporation, Rohtak
6. All the Executive Officers/Secretaries of the Municipal Councils/Committees in the State of Haryana.

Memo no. IT/DULB/2021/ 232


Dated: 28.05.2021

Subject: Proceeding of 8th meeting of Steering Committee scheduled to be held on 24.05.2021 under the Chairmanship of Additional Chief Secretary to Government of Haryana, Urban Local Bodies Department, Chandigarh regarding property taxation survey across all ULBs.

On the subject cited above.

2. Please find enclosed herewith the Proceeding of 8th meeting of Steering Committee scheduled to be held on 24.05.2021 under the Chairmanship of Additional Chief Secretary to Government of Haryana, Urban Local Bodies Department, Chandigarh regarding property taxation survey across all ULBs.

DA: as stated above.


Chief Engineer-II
for Director, Urban Local Bodies,
Haryana, panchkula

CC:

1. Sr. Secy/ACSULB PA/DULB
2. ADULB
3. CTP-II
4. Accounts Officer (Budget)
5. Superintendent (Establishment)
6. EY LLP
7. Yashi Consulting Services Pvt. Ltd

Proceedings of 8th Steering Committee meeting held on 24.05.2021 at 10:30 AM under the chairmanship of Sh. S N Roy, IAS, Additional Chief Secretary to Government of Haryana, Department of Urban Local Bodies, Haryana in his room to review the progress of Property Tax Survey in ULBs and discussion on Agenda points.

Venue: Office Room of ACS ULB

Date: 24th May 2021

Time: 10:30 AM

Agenda:

- Request received from Survey Agency (YCSPL) regarding Time Extension of Property Tax Survey project
 - State-wide lockdown in the state of Haryana on the basis of widespread of the second wave of COVID-19 Pandemic.
 - Requests raised by the Local Bodies via written letters to halt the work of the project until the situation and circumstances caused due to COVID-19 Pandemic are brought under control.
- Project Status Review for Stage 1.1 (a) and Stage 1.1 (b)
 - Detailed Cluster wise PTS Status as on 11.05.2021
 - Detailed ULB wise PTS Status as on 11.05.2021
 - Detailed PTS Status for Denied, Locked, Under Construction properties as on 11.05.2021
 - Detailed Survey Data Integration and Migration status for Stage 1.1 (A) and Stage 1.1 (B)
 - Status of Claim and Objection raised by Citizens online and offline
- Regarding progress of invitation, compilation and disposal of Claim & Objections received
- Availability of storage space on NIC portal.
- Any other agenda with approval of Chairman

Participants:

1.	Sh. Ashok Kumar Meena, IAS	Director, Urban Local Bodies, Haryana
2.	Sh. Y. S. Gupta	Additional Director (Admin), Urban Local Bodies, Haryana
3.	Sh. Rohtash Bishnoi	Additional Municipal Commissioner, Gurugram
4.	Sh. K.K. Varshney	Chief Town Planner-II, DULB, Haryana
5.	Sh. Ashok Rathee	Chief Engineer (IT), DULB, Haryana
6.	Sh. Inderjit Kularia	Additional Municipal Commissioner, Faridabad
7.	Sh. Hardeep Singh	Deputy Municipal Commissioner, Rohtak
8.	Mr. Aditya Aggarwal	Consultant, DULB
9.	Sh. Sanjay Gupta	M.D. YCSPL

The meeting was chaired by Sh. S N Roy, IAS, Additional Chief Secretary to Government of Haryana, Department of Urban Local Bodies, Haryana. The meeting started with discussion on all the above-mentioned agenda points and issues regarding the property tax survey project in all ULBs of Haryana State. Sh. K K Varshney (CTP-II) welcomed all the members for the meeting and briefed about the status of current survey, overall project progress, project key dates, time extensions, payment details, etc. together with the requests submitted by the Survey Agency (YCSPL) vide letter no. YCSPL-PKI/Haryana/2021/11 dated 11.05.2021 and YCSPL/PTS/Haryana/2021/748 dated 22.05.2021. (Placed at **Annexure-1 &2**)

Points of discussion:

The Steering Committee and the members present in the meeting deliberated upon all the above-mentioned agenda points with all the aspects as per the following:

- Review of latest progress of property survey:**

Sh. Sanjay Gupta (MD, YCSPL) apprised the committee about the overall progress of property tax survey. Following is the status and progress of property survey work as per status report submitted by the survey agency (YCSPL) in this meeting on 24.05.2021:

Status on 7th Steering Committee as on 17.03.2021				Status on 8 th Steering Committee as on 24.05.2021			Work done from 7 th Steering Committee to 8 th Steering Committee till 11.05.2021	
Cluster	Total Properties (Tentative as per RFP)	Total progress as on 17.03.2021	% of work completed as on 17.03.2021	Total progress as on 11.05.2021	% of work completed as on 11.05.2021	Denied Properties as on 11.05.2021	No of properties	%age
Hisar	4,72,781	5,80,545	122.79%	5,85,152	123.77%	1,58,773	4,607	0.79%
Faridabad	4,94,145	7,22,110	146.13%	7,24,951	146.71%	2,42,415	2,841	0.39%
Rohtak	6,13,554	7,34,881	119.77%	7,44,774	121.39%	2,05,858	9,893	1.35%
Karnal	4,51,309	5,41,032	119.88%	5,46,629	121.12%	1,39,719	5,597	1.03%
Ambala	5,94,649	6,95,747	117.00%	7,09,936	119.39%	1,42,302	14,189	2.04%
Gurugram	5,09,945	7,27,041	142.57%	7,34,310	144.00%	1,95,852	7,269	1.00%
Total	31,36,383	40,01,356	127.58%	40,45,752	128.99%	10,84,919	44,396	1.11%

The Cluster and ULB wise status of property tax survey was discussed in the meeting as submitted by the survey agency (YCSPL). Sh. Sanjay Gupta (MD YCSPL) briefed that approximately **40.45 lakh** properties i.e. **128.99%** w.r.t the properties assessed in RFP are surveyed. It was also envisaged and apprised that actual total number of properties to be surveyed on field were expected to be approximately 40.01 lakh as per status submitted in 7th Steering committee which has already crossed **40.45 lakhs** as on date. The detailed ULB wise status has been attached as **Annexure-A**. Also, the details of Denied/Locked/Under Construction properties as per the surveyed properties is as per table below:

Data as presented by M/s YCSPL as per their survey status:

Sr. No.	Cluster	Properties Surveyed	Denied / Locked / Under Construction
1	Hisar	5,85,152	1,58,516
2	Faridabad	7,24,951	2,34,525
3	Rohtak	7,44,774	1,93,873
4	Karnal	5,46,629	1,34,043
5	Ambala	7,09,936	1,33,210
6	Gurugram	7,34,310	1,87,065
Total		40,45,752	10,41,232

*~26% of the properties as per the status of survey submitted by M/s YCSPL are under Denied / Locked / Under Construction category

- **Property Survey Data Integration:**

The Steering Committee also reviewed the status of integration of surveyed properties data with the OLD demand registers and after reviewing the status of integration as submitted by the Survey Agency (**Annexure-B**) and it was observed that:-

- 82 ULBs have submitted the SOC certificate with over 70% integration and 6 ULBs are still pending from submitting the Signed SOC Certificate
- Survey data integration work is not able to get completed due to non-availability of layout plans of the colonies/sectors etc. falling under the jurisdiction of HUDA/HSIIDC approved by TCPD for certain areas, since in some of such areas plots has not yet been demarcated at site. Also, the data shared for certain layouts does not contain the complete information such as plot number, size & area of plots etc.
- Another major reason for non-completion of data integration is the poor data quality of existing survey data being maintained by the ULBs in their demand & collection registers due to which ULBs are not able to locate the existing properties on ground.
- Due to non-availability of complete data as required by the department, the agency is not able to demarcate the properties with allotment of UPID as per the format.

- **Re-assessment Notices**

- Mayor Yamunanagar vide letter dated: 20.04.2021 (Placed at **Annexure-3**), have mentioned that the Claim and Objection portal developed for the property tax survey management has been working well in their area and has requested to the department for issuing the re-assessment notices in place of tax notice which was to be done in the third stage to the property owners in accordance with the survey data submitted and integrated by the Survey Agency (YCSPL), so that citizens can understand and check the assessment notice for further claim or objection if any.

- **Time Extension of Property Tax Survey project**

The Steering Committee deliberated in detail all the issues raised by the survey agency amounting to delay in property survey work and reviewed the request regarding the time extension for completion of Phase-I of the project.

- The Survey agency apprised that for disposal and settlement of claim and objections, the agency has deployed required teams in various ULBs for their assistance. In this case Mayor Yamunanagar and Sr. Deputy Mayor Panipat have mentioned that the Claim and Objection portal developed for the property tax survey management is not widely accessible to the citizens and has requested to the department for issuing the assessment notices to the property owners in accordance with the survey data submitted and integrated by the Survey Agency (YCSPL), so that citizens can understand and check the assessment notice for further claim or objection if any. (**Ref. Letter No. YCSPL-PKI/Haryana/2021/11 dated 11.05.2021- (Paced at Annexure-1)**)
- Director, ULB mentioned that from time to time full opportunity was given to the Survey Agency (YCSPL) regarding the timely completion of Phase-I and now such delay should be dealt as per Clause 41.5 of the Service Level Agreement (SLA) monitoring.
- The committee also considered the request letters received from multiple ULBs regarding time extension with their respective suggestions.

Decision:

1. On the request raised by the Survey Agency in lieu of the COVID-19 Lockdown with second wave and delay in completion of phase-I, the 8th Steering Committee decided after careful consideration of the requests raised by multiple ULBs, the ground realities and the criticality of the project to extend the Phase- I of property tax survey upto **31.12.2021**. It is also important to note that after completion of Phase-I, the Phase-II (Operation and Maintenance) would start which would be for duration of 48 Months as per the agreement. The committee also directed

the survey agency to submit the revised PBGs for both phases with 15 days.

2. The Steering Committee considered the suggestion of Mayor, Yamunanagar and directed that the Municipal Corporation Gurugram/Sonipat & Municipal Council Ambala Sadar should get all the activities completed and start with the distribution of re-assessment notices at the earliest. Survey Agency to ensure all required support to achieve this.

- **Availability of storage space on NIC portal.**

- The Steering Committee in its 6th meeting, has *“directed that the Property Survey Data of 1.1(A) properties must be downloaded before the Property Survey Data with Integration on basis on 1.1(B) be pushed on the NIC portal”*.
- As per the decision of the **6th Steering Committee**, the Property Survey Data of Stage 1.1 (A) is being downloaded in external drive for storage and creation of space for further migration of property survey data for Stage 1.1(B) on MeghRaj Portal.

- **Payment to the Survey Agency:**

The Steering Committee also reviewed the request raised regarding the financial crisis and payment of long-awaited bills in its letter and reviewed following decision taken earlier regarding budgetary requirement & funding to the project:

- *On Dated 20.11.2018, Hon’ble ULBM approved the following: (Placed at F/X)
“It was finalized that Expenditure for carrying out the complete process of property survey project in case of Municipal Corporations except integration with GIS map will be borne by individual Municipal Corporations whereas in case of Municipal Councils & Municipal Committees will bear the cost of expenditure for the O&M period whereas expenditure of survey, updation of data, integration of data on GIS platform, billing and distribution of bills for the first year will be met out of the HUIDB funds. In case, any Municipal Corporation fails to meet out the expenditure from their own funds due to weak financial position then in that case such expenditure will be met out of HUIDB for which separate approval will be obtained”.*

The above decision was reviewed by steering committee in its 5th meeting and following was approved:

- *“Since, most of the ULBs are suffering from the shortage of the funds as ULBs are not able to collect their respective taxes, fees and other charges due to the adverse situation of lockdown due to Pandemic COVID-19, which is the major reason that most ULBs would not be able to release the payment of survey work to Survey Agency (YCSPL), So, it was decided by the committee that payment for Phase-I to Survey Agency (YCSPL) shall be released at the level of DULB on behalf of the ULBs, except Gurugram as Gurugram has a healthy financial condition.”*

Decision:

The committee after careful consideration of the request raised by the survey agency regarding the financial crisis:

- Apart from Municipal Corporation Gurugram; Municipal Corporations which are financially capable such as Municipal Corporation Sonipat, Municipal Corporation Karnal and Municipal Corporation Panchkula should also bear the cost of Phase-I of the project and should make the payments to the Survey Agency directly. It was also directed to forward the bills already received relating to these ULBs to them so that they can examine and process the payment as per terms & conditions of the project. In future, the survey agency should directly submit the bills to these ULBs. Also, the amount spend/ to be spent from HUIDB for payment of the Phase-I of all the Municipal Corporations should

be recouped to HUIDB by the respective Municipal Corporation as when the funds are available with them, the correspondence in this regard will be carried out directly by AO(HUIDB) with the respective ULB.

Other directions by the Steering Committee:

- The Steering Committee took cognizance of the matter and viewed this seriously that ULBs have not been supportive for this project. W/ACS ULB directed all the ULBs to extend full support to the survey agency required for completion of this project. The committee directed the ULBs to assist the survey agency in getting the survey done for the left out area, ULBs must ensure timely updation of the arrears against all the properties and get the integration of properties completed and ULBs must ensure disposal of all the Claims & Objections received till date. All the ULBs and the relevant departments to arrange for the required layout plans with complete information and details like Name, Area, Plot Numbers, etc. as required from the respective line departments for the area under ULBs respective jurisdiction and provide the same to the survey agency. Also, the committee directed that concerned CMCs, DMCs, EOs and Secretaries of all the ULBs shall ensure the boundaries of the colonies including all the merging / de-merging/ adding new colony etc. to be freeze and the information regarding layout plans collected by the ULBs in next **7 days** and it is provided to the agency in complete manner and ensure successful completion of property tax survey, data integration, sanitization of property survey data after settlement of claim and objections received from the citizen.
- The Steering Committee also directed that all the Commissioners, Municipal Corporations, District Municipal Commissioners, Executive Officers and Secretaries of Municipal Councils and Municipal Committees are requested to take the Property Tax Survey and Integration work at priority and ensure successful completion of property tax survey, data integration, sanitization of property survey data. The concerned **6 ULBs** whose SOC's are pending must take the said work seriously and shall complete the data integration and sanitization work and submit their final SOC's to the department within next **10 days**.

The meeting ended with vote of thanks



To

1. All the Commissioners of Municipal Corporations in the State of Haryana.
2. All the District Municipal Commissioners in the State of Haryana.
3. Sh. Rohtash Bishnoi, Additional Municipal Commissioner, MC, Gurugram
4. Sh. Hardeep Singh, Deputy Municipal Commissioner, MC Rohtak.
5. Sh. Prashant Parashar, Secretary, Municipal Council, Charkhi Dadri.
6. All the Executive Officers/ Secretaries of Municipal Councils/Committees in the State of Haryana.

Memo No.: IT/DULB/2021/ 455
Dated: 20.08.2021

Subject: Proceeding of 9th meeting of Steering Committee held on 23.07.2021 under the Chairmanship of Additional Chief Secretary to Govt of Haryana, Urban Local Bodies Department, Chandigarh regarding property to review the progress of Property Tax Survey in ULBs and discussion on Agenda points.

On the subject cited above.

2. Please find enclosed herewith the proceeding of Steering Committee held on 23.07.2021 under the Chairmanship of Additional Chief Secretary to Govt of Haryana, Urban Local Bodies Department, Chandigarh regarding property to review the progress of Property Tax Survey in ULBs and discussion on Agenda points.

DA: As stated above.

Chief Engineer-II,
for Director, Urban Local Bodies,
Haryana, Panchkula

CC to:

1. Sr. Secy/ACSULB
2. PA/DULB
3. ADULB
4. CTP-II
5. Accounts Officer (Budget)
6. Superintendent (Establishment)
7. GM-IT
8. EY LLP
9. Yashi Consulting Services Pvt. Ltd.

Subject: Proceedings of 9th Steering Committee meeting held on 23.07.2021 at 10:30 AM under the chairmanship of Sh. S N Roy, IAS, Additional Chief Secretary to Government of Haryana, Department of Urban Local Bodies, Haryana in his room to review the progress of Property Tax Survey in ULBs and discussion on Agenda points.

On the subject cited above.

2. 9th Steering Committee meeting held on 23.07.2021 at 10:30 AM under the chairmanship of Sh. S N Roy, IAS, Additional Chief Secretary to Government of Haryana, Department of Urban Local Bodies, Haryana in his room to review the progress of Property Tax Survey in ULBs and discussion on Agenda points. In the meeting following Officers were present:-
 - a. Sh. Ashok Kumar Meena, IAS Director, Urban Local Bodies, Haryana
 - b. Sh. Y. S. Gupta Additional Director, Urban Local Bodies, Haryana
 - c. Sh. Rohtash Bishnoi Additional Municipal Commissioner, Gurugram
 - d. Sh. K.K. Varshney Chief Town Planner-II, DULB, Haryana
 - e. Sh. Ashok Rathee Chief Engineer (IT), DULB, Haryana
 - f. Sh. Hardeep Singh Deputy Municipal Commissioner, Rohtak
 - g. Sh. Prashant Parashar Secretary, MC Charkhi Dadri
 - h. Mr. Aditya Aggarwal Consultant, DULB
 - i. Sh. Sanjay Gupta M.D. YCSPL
3. In the meeting, review of the property taxation survey across all the ULBs and request letters submitted by Survey Agency (YCSPL) vide No.: YCSPL/HARYANA/DULB/2021/859 dated 13.07.2021, Sub: Status of Project and Issues to be finalised in next 9th Steering Committee and Letter No.: YCSPL-PKL/Haryana/2021/15 dated 22.07.2021, Sub: PTS Status and Issues to be finalised were discussed.
4. The meeting started with discussion on all the above-mentioned agenda points and issues regarding the property tax survey project in all ULBs of Haryana State.
5. Sh. K K Varshney (CTP-II) welcomed all the members for the meeting and briefed about the status of current survey, overall project progress, project key dates, time extensions, payment details, etc. together with the request letters submitted by the Survey Agency (YCSPL) regarding Issues and decisions to be taken vide Letter No.: YCSPL/HARYANA/DULB/2021/859 dated 13.07.2021 and Letter No.: YCSPL-PKL/Haryana/2021/15 dated 22.07.2021.
6. The Steering Committee and the members present in the meeting deliberated upon the above-mentioned agenda points and issues raised by the survey agency (YCSPL) with all the aspects and following decisions have been taken:

S. No.	Issues raised by Survey Agency (YCSPL)	Scope and Clauses as per RFP/Agreement & Decisions/Approvals taken for the Project																																																
A.	Project Scope: The progress of work is as under: I) Project Area (All ULBs of respective clusters)- Number of ULBs in work order - 80 Numbers Number of ULB in excess ordered to firm=9 numbers Total ULB in which work being done =89 numbers	The Scope of work as mentioned at clause no. 3 , of the Agreement signed on 13.08.2019 <i>a. Annexure -I: Detailed Scope of Work Request for Proposal Volume - II (RFP No. IT/DGULB/2018/09 released on 10.05.2018) read with the Corrigendum issued and negotiated offer to the Terms of Reference</i> • Total No. of ULBs as per RFP - 80 • Total No. of ULBs as per Agreement - 86 • Additional Work order for 03 newly constituted ULBs namely Manesar, Sisai and Bass issued • It is thus concluded that the Survey Agency has been given the work order for 89 ULBs and the same has been accepted by the Survey Agency.																																																
B.	Volume of work Numbers of properties envisaged in RFP —31.36 lacs Actual properties surveyed —40.45 lacs Excess work done by firm =28.99 % PUC-II Data Validation /certification under stage 1.1 A & 1.1 B by concern Administrative heads of ULBs (i) 100% Survey work in all 88 ULB’s has been completed by the firm and the data has been migrated on NIC portal under stage 1.1A. Cluster wise status is as under: - <table><tr><th>Sr. No.</th><th>Cluster</th><th>RFP Properties</th><th>Surveyed Properties</th><th>% age of surveyed properties w.r.t. RFP</th><th>Migrated Properties on NIC portal</th></tr><tr><td>1</td><td>Hisar</td><td>472781</td><td>585152</td><td>123.77</td><td>585152</td></tr><tr><td>2</td><td>Faridabad</td><td>494145</td><td>724951</td><td>146.71</td><td>724951</td></tr><tr><td>3</td><td>Rohtak</td><td>613554</td><td>744774</td><td>121.39</td><td>744774</td></tr><tr><td>4</td><td>Karnal</td><td>451309</td><td>546629</td><td>121.12</td><td>546629</td></tr><tr><td>5</td><td>Ambala</td><td>594649</td><td>709936</td><td>119.39</td><td>709936</td></tr><tr><td>6</td><td>Gurugram</td><td>509945</td><td>734310</td><td>144.00</td><td>734310</td></tr><tr><td colspan="2">Total</td><td>3136383</td><td>4045752</td><td>128.99</td><td>4045752</td></tr></table>	Sr. No.	Cluster	RFP Properties	Surveyed Properties	% age of surveyed properties w.r.t. RFP	Migrated Properties on NIC portal	1	Hisar	472781	585152	123.77	585152	2	Faridabad	494145	724951	146.71	724951	3	Rohtak	613554	744774	121.39	744774	4	Karnal	451309	546629	121.12	546629	5	Ambala	594649	709936	119.39	709936	6	Gurugram	509945	734310	144.00	734310	Total		3136383	4045752	128.99	4045752	• Total No. of properties as per RFP- 32,29,635 properties. • Total No. of Properties as per Agreement- 32,29,635 properties. • The department received clarification/ information regarding the expected properties within the MC Limit, properties as per MC record and properties as per RFP from 06 ULBs namely: Nilokheri, Pehowa, Barwala, Hodal, Sampla and Barara vide letters no. 373 dated 23.06.2020, Letter No. 1165/MCP dated 23.06.2020, Letter No. 4249 dated 23.06.2020, Letter No. 1719 dated 23.06.2020, Letter no. MCS/HTC/2020/39 dated 23.06.2020 and Letter no. 614 dated 23.06.2020. • After the revision of the total no. 31,36,383 Properties Clause No. 3.4, <i>The Parties hereby agree that any change in the Scope of Work or Deliverables in relation to which Services are to be provided by the System Integrator and or Service Level Agreement (SLA) shall only be as per the process agreed upon under Schedule V of this Agreement. Where Directorate of Urban Local Bodies (DULB) decides to increase the Scope of Work or deliverables specified in this Agreement as Annexure I, in such case, Directorate of Urban Local Bodies (DULB), as the case may be, shall offer first right to Service Provider to provide such services and / or components at mutually agreed prices. In case the Service Provider refuses to accept such offer, Directorate of Urban Local Bodies (DULB), as the case may be, shall have the right to approach a third party for the same, without any commercial implication to Service</i>
Sr. No.	Cluster	RFP Properties	Surveyed Properties	% age of surveyed properties w.r.t. RFP	Migrated Properties on NIC portal																																													
1	Hisar	472781	585152	123.77	585152																																													
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6	Gurugram	509945	734310	144.00	734310																																													
Total		3136383	4045752	128.99	4045752																																													

Provider (as per clause 3.3 of Request for Proposal (RFP) Volume. III).

Clause no. 38.1 Change Orders/Alterations Narrations and Sub Clause No, 38.1.4:
In case of increase in Quantities/ Licenses / Specifications or Service requirements or in case of additional requirement, the System Integrator agrees to carry out / provision for such additional requirement at the rate and terms and conditions as provided in this Agreement. In case of decrease in Quantities or Specifications of goods/ equipment or Service requirements, the System Integrator shall give a reduction in price at the rate given in this Agreement corresponding to the said decrease

38.2 “Condition for Change Order”

38.2.1 The change order shall be initiated only in case

- a. *The Directorate of Urban Local Bodies (DULB) directs, in writing, the System Integrator to incorporate changes to the deliverables or design requirements already covered in this Agreement.*
- b. *The Directorate of Urban Local Bodies (DULB) directs, in writing, the System Integrator to include any addition to the scope of work or services covered under this Agreement or delete any part thereof,*

System Integrator requests to delete any part of the work which shall not adversely affect the operational capabilities and functioning of the system and if the deletions proposed are agreed to by the Directorate of Urban Local Bodies (DULB) and for which cost and time benefits shall be passed on to the Directorate of Urban Local Bodies (DULB).

Decision:

The Steering Committee directed the Survey Agency (YCSPL) to execute and complete the work as per Scope of Work, Terms & Conditions of Project Agreement and decisions taken in various Steering Committee Meetings within the prescribed timelines.

Clause No. 10 of the Signed Agreement

10.1. 100% of the overall properties surveyed by the System Integrator shall be audited by the concerned Municipal Corporations / Councils / Committees under the Directorate of Urban Local Bodies (DULB) jurisdiction. The bidder shall provide concerned Municipal Corporations / Councils / Committees / Directorate of Urban Local Bodies (DULB) with data collected for all the properties on Image / Map based solution for validating 100% coverage of the area and **Municipal Corporations / Councils / Committees shall physical validate 10% of surveyed properties.**

10.3. If any irregularities are found as a result of these inspections, the selected bidder needs to rectify the same. Bidder shall be responsible to provide requisite

C.

Certification of work done by ULBs:

Sr. No.	Numbers of ULB as per work order	Newly added ULB after work order	Survey completed 100%	Integration and validation @10% of surveyed properties by concern ULBs
1	80	89	88 (80% in Manesar also completed)	87 ULBs has singed validation report, average error in data is 4.20%

PUC-II

Stage 1.1 B – Data Integration -Matching of Old Ids with current survey with ULBs assistance and guidance:

- (ii) As per decision of steering committee , for all 88 ULB's has been completed , and compliance of steering committee decision for minimum 70%, integration with assistance and guidance of ULBs has been made, (The process was started in month September and ended in July 2021-took 10 months) has cluster wise status is as under:-

Sr. No.	Cluster	Total Nos. of ULBs	SOC/SOP Received	Total No of Properties Surveyed	Total No of Properties in Demand register	Total no of properties integrated	Properties Matched %
1	Hisar	22	22	585152	486571	372474	82.12
2	Faridabad	8	8	724951	321073	228495	74.1
3	Rohtak	17	17	744774	589304	472211	83.74
4	Karnal	14	14	546629	453394	350753	78.51
5	Ambala	14	14	709936	659784	497120	80.61
6	Gurugram	13	12	734310	572743	462447	81.49
	Total	88	87	4045752	3082869	2383500	80

Stage 1.1B – Ground Validation of surveyed data @10% and submitted report in SoP/Sign off certificate approved by Steering Committee

- (iii) It's mandatory that before to migrate the survey data under Stage 1.1B, the ground validation of surveyed data has to be done at site by the concern ULBs @minimum 10%. Out of 88 ULBs, 87 ULBs has verified and validated the survey data. Cluster wise status is as under:

Sr. No.	Cluster	Total Nos. of ULBs	Signoff certificate (Stage 1.1b) received for nos. of ULBs	Total Nos. of Properties Certified under Stage 1.1 b	Errors found during physical field verification (In %)
1	Hisar	22	22	579235	4.41
2	Faridabad	8	8	718817	4.19
3	Rohtak	17	17	739560	3.85
4	Karnal	14	14	537102	4.17
5	Ambala	14	14	691143	4.36
6	Gurugram	13	12	252833	4.19
	Total	88	87	3518690	4.20

information and facilitate inspection by respective department.

10.4. The findings of the audit agency shall be binding on the bidders and they shall **have to re-do the survey and provide necessary explanation for the earlier error, if any.**

10.5. In case of any discrepancy, the Urban Local Bodies official shall accompany the agencies and shall check the demonstration of actual survey results to the **Urban Local Bodies official whose decision in this matter shall be final**

10.6. **Service Level Agreement (SLA) measurement and monitoring for quality of property survey** are attached as Schedule V at Annexure – III

Decision:

The Steering Committee directed the Survey Agency (YCSPL) the following:

- To execute and complete the work as per Scope of Work, Terms & Conditions of Project Agreement and decisions taken in various Steering Committee Meetings within the prescribed timelines.
- To push the data of Stage 1.1 (B) through API immediately.

D. Obligation of Survey Agency		
Stages of deliverable:		
Stage	Deliverable	Progress by SI
	Development stage – part-1	
1.1 A	Complete survey of 100% properties as per scope of work	100% survey done in February 2021
1.1 B	Complete validation of the surveyed properties as per the scope of work	Out of 88 ULBs, 87 ULBs had validated 10% of total surveyed properties and sign of certificate and SOP forwarded to DULB. Average error in work reported as 4.20% only
1.1 C	Complete issuance of TSI Register and distribution of notices, bills as per scope of work	
	Development stage- part-2	
a)	Integration	Pending on account of DULB, not provided the base map since previous more than 2 years
b)	Validation of Integrated Data by the Purchaser	

The Timelines and Deliverables for all the six clusters as furnished in the respective Agreements dated 13.08.2019

#	Phase 1	Timelines (T1)		
		Corporations	Committees	Councils
1	Phase 1 (P1): Geo-enabled Land and building asset property Survey, data management, assessment and data integration into the web system including Issuance of Notice and Bills, with Technical handholding support in updation of property tax demand collection registers etc. complete in all respect as per scope of work.	T + 4 Months	T + 3 Months	T + 2.5 Months
Note: The Integration of survey Data with Base map shall depend on map availability by the department during the Contract Period.				
#	Phase 2	Timelines (T2)		
1	Operation and Maintenance	T2 = T1 + 4 Years		

Where T = Date of signing of the contract.

*The Operations and Maintenance period of the Directorate of Urban Local Bodies (DULB) shall commence from the date of its **Completion of Phase I**.*

The Operations and Maintenance period under this contract is four (4) years. After completion of this Operations and Maintenance period, the Operations and Maintenance period can be extended further by the concerning Directorate of Urban Local Bodies (DULB) on mutually agreed terms and conditions, after taking approval from the competent authority.

Note: *The time extension of the project is subject to Force Majeure as stated in **Clause 19.4** of this agreement.*

As per RFP terms and Agreement signed on 13.08.2019, the survey agency (YCSPIL) must complete **100% coverage** of all the properties **for all the ULBs of the six clusters** of Haryana. As per Agreement, for complete survey and field data verification and validation, **Clause no. 10 (Field Survey Data Integration)** may be referred. As per Sub-**Clause 10.1** of the Agreement: -

- *“100% of overall properties surveyed by the System Integrator shall be audited by concerned Municipal Corporations / Councils / Committees under the Directorate of Urban Local Bodies (DULB) jurisdiction. The bidder shall provide concerned Municipal Corporations / Councils / Committees / Directorate of Urban Local Bodies (DULB) with data collected for all the properties on Image / Map based solution for validating 100% coverage of the area and Municipal Corporations /*

Councils / Committees shall physical validate 10% of surveyed properties

Decision:

The Steering Committee after reviewing the status of property survey data submitted by the survey agency (YCSPL) as on 11.05.2021, took the following decisions:

- The Survey Agency has still not completed the survey work under Stage 1.1 (A) for the extended limits of MC Gurugram and MC Faridabad and the newly constituted MC Manesar, so was directed to complete the survey in complete manner and submit the data to the department through API.
- The data submitted by the survey agency (YCSPL) for Stage 1.1 (A) was submitted using two APIs (Possible Parameters and Denied/Locked/Under-Construction/Vacant). The data submitted by you on the NIC portal is approx. 40,45,752 out of which 22,60,404 (~56%) properties are pushed under Denied/Locked category.
- The agency has mentioned that the data submitted on the NIC portal is before the initiation of integration exercise and the 55.36% Denied/Locked/Under Construction properties and now stands at 27.11% as per the status submitted by the survey agency in 7th and 8th Steering Committee Meetings.
- As per the observation of the department while sample data check of pilot town of Gurugram certain corrections are required and same were intimated to the survey agency for sanitization and updation during the data migration of Stage 1.1 (B).
- The status as submitted by the survey agency (YCSPL) for Stage 1.1 (B) i.e. Complete validation of the surveyed properties as per the scope of work, is 4.20 %.
- In this regard, certificates (SOCs) from concerned 87 ULBs have been received; the data in this regard is pending to be submitted by the agency to the department. The Committee directed the agency to push the data of Stage 1.1 (B) through API immediately.
- Data integration on base map shall commence after completion of Stage 1.1 (C) activities as per the Scope of Work, Agreement and decisions taken in various Steering Committee Meetings within the prescribed timelines and base map imagery of all the towns as and when received from DoLR be given to the survey agency for them to integrate the property data on the imagery and submit back to the department.

E.

Obligation of DULB**Stages of Payment:**

Stage	Deliverable	Payment	Progress by SI
1.1 A	Complete survey of 100% properties as per scope of work	40% of total work order amount of Bill of Quantity 1.1	28 crore payment bills raised, 50% payment only released as on date, pending since more than 6 months
1.1 B	Complete validation of the surveyed properties as per the scope of work	20% of total work order amount of Bill of Quantity 1.1	14 Crore payment has been due against this deliverable, as work has been certified by 87 ULBs and sign of certificate forwarded to DULB
1.1 C	Complete issuance of TS 1 Register and distribution of notices, bills as per scope of work	40% of total work order amount of Bill of Quantity 1.1	Work not started yet as API for stage 1.1B not yet been released to migrate data QR code plate work will take at least 6 months from date of release of payment against stage 1.1 B and finalisation of re-assessment phase

Clause No. 12 of the Signed Agreement**12.6 Payment Schedule for the Services provided by the System Integrator:**

S. No.	Deliverable	Payment
1	Bill of Quantity 1.1: Geo-enabled Land and building asset property Survey, data management, assessment and data integration into the web system including Issuance of Notice and Bills, with Technical handholding support in updation of property tax demand collection registers etc. complete in all respect as per scope of work	
	a) Complete survey of 100% properties as per scope of work	40% of total work order amount of Bill of Quantity 1.1
	b) Complete validation of the surveyed properties as per the scope of work	20% of total work order amount of Bill of Quantity 1.1
	c) Complete issuance of TS1 Register and distribution of notices, bills as per scope of work	40% of total work order amount of Bill of Quantity 1.1
2	Bill of Quantity 1.2: Integration of survey Data with Base map (on availability from the department during contract period)	
	a) Integration	75% of total work order amount of Bill of Quantity 1.2 *
	b) Validation of Integrated Data by the Purchaser	25% of total work order amount of Bill of Quantity 1.2 *
3	Bill of Quantity 2	
	a) Bill of Quantity 2.1: Operation and Maintenance for Supplementary Properties (Year-wise for four (4) years)	Equal Quarterly payment for four (4) years
	b) Bill of Quantity 2.2 – Operation and Maintenance (Integration of Survey data of Supplementary Properties) (Year-wise for four (4) years)	Equal Quarterly payment for four (4) years *
	c) Bill of Quantity 2.3: Operation and Maintenance Including Issuance of Notice and Bills, with Technical handholding support in updation of property tax demand collection registers etc. complete in all respect for all the properties inclusive of supplementary properties (Year-wise for four (4) years)	Equal Quarterly payment for four (4) years

The payment for the Integration of survey Data with Base map shall depend on map availability by the department during contract period or else payment for the same shall be removed from the payable total of the Bill of Quantity (BOQ) 1 and Bill of Quantity (BOQ) 2.

The Steering committee, in its various meetings, has revised the payment terms as following:

On the request of Survey Agency and for smooth functioning of property tax survey project, the Steering Committee in its 1st meeting dated 25.09.2019 reviewed the

request made by the survey agency regarding the payment terms for Stage 1.1 (A). Committee considered agency's request and approved following as per the minutes notified on 22.10.2019 (reproduced below):

- It was decided in the meeting that payment to be considered **ULB wise instead of Cluster wise**
- It was further decided that in case of **Municipal Corporation**, if the number of the properties surveyed and submitted is **50,000 or more**, In case of **Municipal Councils, 50% or more properties** to be surveyed (Percentage to be calculated basis the no. of properties as per RFP), In case of **Municipal Committees, 75% or more properties** to be surveyed (Percentage to be calculated basis the no. of properties as per RFP) to be considered for payment of only Stage 1.1 (A)
- It was also decided in the meeting that those properties data to be considered for payment which has the parameters required to calculate property tax of respective properties and the properties submitted must have the UPID assigned against each property.
- It was also decided in the meeting that the process of affixation of Plates (UPID) may be started after the validation and verification of the submitted data because there are always chances of changes during validation of data

It was also decided that the Process of Release of Payment would be:

- Submission of Property Survey Data

Survey Agency shall submit the Property Tax Survey data to DULB along with UPID assigned against each property. DULB in coordination with NIC will check if the tax could be calculated for respective property data submitted by Survey Agency.

- After submission of data, Survey Agency shall raise the invoices along with the approved Sign-Off 1.1 (A) (duly stamped and signed by the respective ULBs) to DULB.
- DULB shall share the submitted data with the respective ULBs after successful running of tax calculation in NIC software by DULB.

The survey agency again raised a request with respect to the payment terms, the steering committee in its 3rd meeting dated 25.11.2019 reviewed the request raised by the survey agency. Committee considered agency's request and approved following as per the followings:

- As there is possibility of modifications in the ward/ colony boundaries and numbering of properties surveyed, which may be subjected to change during finalization & validation and QR code of the respective UPID for each and every property, would be generated after its finalization". The steering committee decided that: Allotment of UPID may be allotted to the properties during Stage 1.1(B).

- **For the payment of Stage 1.1(A) may be made @30% of BOQ 1.1 which is 40% of BOQ as per agreement while withholding 10% of BOQ 1.1.**
- Withheld amount of Stage 1.1(A) i.e. 10% of BOQ 1.1 may be released after providing UPID of such properties, for consideration of payment of stage 1.1 (A) as per decision taken in the 1st Steering Committee (i.e. at least 50,000 properties for Municipal Corporations, 50% properties for Municipal Councils and 75% properties for Municipal Committees)".
- The Steering committee decided that Survey Agency must complete the process of integration of Old Property Survey data with New Property Survey at the stage 1.1(B).

The survey agency again raised a request with respect to the centralized level of payment, the steering committee in its 5th meeting dated 11.05.2020 reviewed the request raised by the survey agency. Committee considered agency's request and approved following as per the followings: -

- It was finalized that Expenditure for carrying out the complete process of property survey project in case of Municipal Corporations except integration with GIS map will be borne by individual Municipal Corporations whereas in case of Municipal Councils & Municipal Committees will bear the cost of expenditure for the O&M period whereas expenditure of survey, updation of data, integration of data on GIS platform, billing and distribution of bills for the first year will be met out of the HUIDB funds. In case, any Municipal Corporation fails to meet out the expenditure from their own funds due to weak financial position then in that case such expenditure will be met out of HUIDB for which separate approval will be obtained". This was approved by Hon'ble ULBM on 20.11.2018 (Placed at F/D)
- Since, most of the ULBs are suffering from the shortage of the funds as ULBs are not able to collect their respective taxes, fees and other charges due to the adverse situation Of lockdown due to Pandemic COV/D-19, which is the major reason that most ULBs would not be able to release the payment of survey work to Survey Agency (YCSPL), So, it was decided by the committee that payment for Phase-I to Survey Agency (YCSPL) shall be released at the level of DULB on behalf of the ULBs, except Gurugram as Gurugram has a healthy financial condition."

The survey agency again raised a request with respect to the financial crisis and payment of long-awaited bills in its letters, the steering committee in its 8th meeting dated 24.05.2021 reviewed following decision taken earlier regarding budgetary requirement and funding to the project. The Committee considered agency's request and approved following as per the followings:

- Apart from Municipal Corporation Gurugram; Municipal Corporations which are financially capable such as Municipal Corporation Sonipat, Municipal Corporation

Karnal and Municipal Corporation Panchkula should also bear the cost of Phase-I of the project and should make the payments to the Survey Agency directly. It was also directed to forward the bills already received relating to these ULBs to them so that they can examine and process the payment as per terms & conditions of the project. In future, the survey agency should directly submit the bills to these ULBs. Also, the amount spend/ to be spent from HUIDB for payment of the Phase-I of all the Municipal Corporations should be recouped to HUIDB by the respective Municipal Corporation as when the funds are available with them, the correspondence in this regard will be carried out directly by AO (HUIDB) with the respective ULB."

Decision:

The Steering Committee reviewed that, the payment for Stage 1.1 (A) has been released to the Survey Agency (YCSPL) as and when the invoices are raised by the agency for the surveyed and submitted properties.

As on date, the details of the part payment released to survey agency is as follows:

No of properties for which bills have been raised	Payment due @40 as per agreement signed on 13.08.2019	Payment made @30 as per the decisions taken by the 3rd, 5th and 8th Steering Committee
39,94,802	₹ 28,76,93,980	₹ 14,05,44,360

It was also reviewed that the payment for the MC Gurugram, MC Sonipat, MC Karnal and MC Panchkula shall bear the cost of Phase-I of the project and thus the survey agency (YCSPL) shall directly submit the invoice to said ULBs. It was also reviewed that the payment is pending to be released as per the properties submitted by the agency on the basis of terms and conditions of the agreement.

- F. Bottleneck in progress / Compliance of directions/decision of Steering committee:**
- Designed, operate, maintaining claim and objection portal with huge data base occurred huge financial burden on the survey agency
 - To updating surveyed data as per **NDC portal** requirement, prepared shape files of ward, colonies and given huge input free of cost at the time of launching of NIC portal.
 - It's very hard to attend a new officer at local and state level as transfer of an officer create setback of at least one month and we need to explain every time from scratch level, being work in 88 towns its very common phenomenon at local level.
 - So many monitoring layers created for data integration and validation Commissioner/DMC/JC/Superintendent Tax clerk, originally it was finalised that we have to deal with only one Nodal officer.

Agreement Clause 38.2 "Condition for Change Order"

38.2.1 The change order shall be initiated only in case

- The Directorate of Urban Local Bodies (DULB) directs, in writing, the System Integrator to incorporate changes to the deliverables or design requirements already covered in this Agreement.*
- The Directorate of Urban Local Bodies (DULB) directs, in writing, the System Integrator to include any addition to the scope of work or services covered under this Agreement or delete any part thereof,*
- System Integrator requests to delete any part of the work which shall not adversely affect the operational capabilities and functioning of the system and if the deletions proposed are agreed to by the Directorate of Urban Local Bodies (DULB) and for which cost and time benefits shall be passed on to the*

- In covid -19 company has faced a huge financial crisis and remunerations increased by 33% by staff office and field staff is not interested to take risk at site, such a huge financial burden we are facing in project interest over and above the scope of work

PUC-II

Effectiveness of penalty clause w.r.t CoVID-19, vacant, denied, locked and non-sharing /non permitting, data by property owners /attendant /occupier in conformity with registry/allotment and other issues as explained above

- Its pertinent to mention that Hon'ble Mayors has raised all issues as above and explained in written that due to COVID -19, it was very difficult for the property's owner to allow the surveyor, and in current scenario, NDC portal has also been launched, with respect to which in future the data needs to be integrated with NDC portal and presently both of the activities are different, but overlapping. The mandate of survey agency is to conduct survey in conformity with approved parameters /decisions taken by core /steering committee time to time.
- Keeping in view of observation and request given by various Mayors, steering committee has decided to issue Re-assessment Notice and replaced , it with distribution of tax notice in stage 1.1 C. Steering committee is requested that , since survey agency even after all such odd circumstances made all efforts in getting the survey work done , execute so many activities required additionally in project interest , namely layout plan collection, digitization , making data in conformity with HUDA/HSSIDC/TCPD , up to an extent possible , even all over above prepared and launched claim and objection portal , invited objection putting all surveyed data on public domain , attend all ULBs during the course of claim and objection , sent survey teams and made disposal of claim and objection mainly related with name correction and entered owner name and area as per registry instead of attendant/occupier / , which were truly permitted as per approved survey parameters , all such activities completed and disposed of , without charging any additional cost ,but just in the interest of work and changing requirements of project
- Now further in compliance of decision taken by 8th steering committee survey agency has to distribute re-assessment notice , in place of tax notice , which will involve huge additional input on account of technical/financial resources at no extra cost , but just in interest to make surveyed data up to possible extent , in conformity of change requirements desired for NDC portal.
- Hence keeping in view of:
 - Non supportive environment at local level, ground realities, Covid-19 epidemic situation,
 - Change requirements,

Directorate

Decision:

- The Steering Committee reviewed that the Claim and Objection portal was developed for receiving the claims and objections from the citizen for the correction of survey data, fetching the missing information and sanitization of integrated data, if any and thus Survey Agency (YCSPL) has accepted to develop and manage the portal without any additional cost.
 - It was also directed to the Survey Agency (YCSPL) that the NDC portal was launched to ease the system of property registration and updation of related taxes, dues and charges. This activity was taken up to smooth the process for the citizens and during this, any overlapping of activity is part of government process. As per the terms and conditions of the agreement signed on 13.08.2019 the survey agency has to provide any data like Shape files of Ward, Colonies, etc. to the department as and when required for any use, as it is already part of Scope of Work.
 - The Steering Committee also directed to the Survey Agency (YCSPL) that any change in officer as well as overlapping project activities is a government process and so there is no ground for delay in the process of project implementation. The Data integration and validation is part of the project scope and agreement, thus has to coordinate with the ULBs or Nodal officer as and when required.
- Also, as per the agreement clause 11.5.7.
- "At any time during the course of the Contract, the Client shall also have the right to conduct, either itself or through another agency as it may deem fit, an audit to monitor the performance by System Integrator of its obligations/ functions in accordance with the standards committed to or required by the Client and System Integrator undertakes to cooperate with and provide to the Client/ any other agency appointed by the Client, all Documents and other details as may be required by them for this purpose. Such audit shall not include System Integrator's books of accounts."
- It was also directed to the Survey Agency (YCSPL) that COVID-19 Pandemic is an unprecedented situation faced by one-and all. Upon receiving requests from the Survey agency w.r.t extending the timeline of the projects under various pretenses, the department through various steering committees has extended the project timeline as below:

Time Extension	Completion Date	Decision taken in Meeting
1 st	30.04.2020	4 th Steering

- Ground /field validation of data @10% by each ULBs in field with error less than 4.5%,
- Concern ULBs has issued validation certification along with SoPs, including sign off certificate for stage 1.1B and forwarded to DULB,
- Hence its submitted that penalty clause shall not be remain effective, as survey agency has made compliance of each and every aspect, decision of core/steering committee, obligation defined in agreement

PUC-I

- On account of non-releasing of payment timely by tendering authority, company ranked fall down from 4.8 to 2.2, banks are reluctant in releasing our BG / loan against OD limits has already been exhausted.
- Company has already made investment more than 40 Cr excluding liabilities, now has no resources to execute the work.

		Committee (03.03.2020)
2 nd	31.01.2021	5 th Steering Committee (11.05.2020)
3 rd	Survey work by 31.01.2021 Integration work by 28.02.2021	6 th Steering Committee (30.12.2020)
4 th	Completion of Phase-I, Stage 1.1 A and Stage 1.1 B activities till 31.05.2021 Completion of Stage 1.1 C activities within 1 (one) month after the completion of Stage 1.1 A and 1.1 B.	7 th Steering Committee (22.03.2021)
5 th	Extend the Phase-I of property tax survey upto 31.12.2021 . It is also important to note that after completion of Phase-I, the Phase-II (Operation and Maintenance) would start which would be for duration of 48 Months as per the agreement.	8 th Steering Committee (24.05.2021)

- The payment terms have already been defined in the RFP as well as the agreement and various relaxations in the payment terms from time to time by the steering committee.

SLA Penalty Clauses

- The Survey Agency has raised a request regarding the effectiveness of penalty clauses at point no. 10 of PUC-II and apprised the committee regarding the SLA clauses of point no. 9 defined in the project agreement.
- In the meeting, Sh. Sanjay Gupta (MD. YCSPL, Survey Agency) requested to fix the SLAs citing the following clauses in this regard:
 - *Final Service Level Agreement (SLA) criteria shall be finalized during requirement gathering as per the project requirement to ensure that the same are enforceable and being followed (Clause 9, Sub Clause 9.1.2)*
 - *Final Service Level Agreement (SLA) criteria shall consider conducting specific tests on all other aspects (Clause 9, Sub Clause 9.1.3)*
 - *As per clause number 41.5.1. Error Definitions of the agreement signed on 13.08.2019 "Errors in capturing internal measurements such as Carpet area and Plot area etc. This shall be validated against the data captured by validation/audit agencies. Differences in the measurements upto 10% can be ignored. But for more than 10% it shall be considered as an error."*

Decision:

- The Steering Committee reviewed the request by the survey agency and the agreement clauses along with the project scope, project deliverables and all the clauses of SLA for data submission and applicable penalty if any. Following are the decision taken by the Steering Committee for fixation of SLAs for monitoring & calculation of penalties:

		<ul style="list-style-type: none"> ○ As far as parameters are considered, only mandatory parameters would be considered for SLA monitoring. ○ Errors in Area and Mandatory parameters shall be treated separately as defined in the Agreement. ○ The difference in measurement of area upto 10% can be ignored, the difference in measurement of area more than 10% shall be considered as an error and the SLA for penalty calculation on area would be calculated basis the SLAs defined as per Clause 41.5 (Point - C) Sr. no. 3 onwards. ○ The errors in capturing the parameters shall be calculated for only mandatory parameters and the SLA penalty table as per Clause 41.5 (Point - C) ○ The above SLAs would be applicable on the data submitted during the stage 1.1 (C)
G.	<p>Issues to be discussed in 9th Steering committee:</p> <p>8th steering committee on behalf of representation made by Hon'ble mayors decided to distribute re-assessment notice instead of tax notice just to sanitize data useful for NDC portal. In continuation of the same to make it implemented following related issues are to be decided by steering committee:</p>	<p>Decision:</p> <ul style="list-style-type: none"> • The Steering Committee in its 8th Meeting considered the suggestion of Mayor, Yamunanagar and directed that only 3 towns i.e. Municipal. Corporation Gurugram/Sonipat & Municipal Council Ambala Sadar shall be taken as pilot and should get all the activities completed and start with the distribution of re-assessment notices at the earliest, for which Survey Agency shall ensure all required support to achieve this which was mutually agreed by the agency.
H.	<p>Migration of Data under stage 1.1 (B) (PUC-I)</p> <p>I. Survey agency will migrate data under stage 1.1(B) without waiting for any layout/colony boundaries/ULB boundaries etc.,</p> <p>PUC-II</p> <p>1. To fix Colonies Name and boundaries:</p> <p>➤ Since except Gurugram all ULBs has issued certified boundaries of colonies with name, which were decided by steering committee to review once more within 7 days of issuance of Minutes of Meeting , now more than 40 days lapsed, and data needs to be migrate under stage 1.1(B), hence kindly instruct the survey agency that without waiting any more for layout/colony boundaries/ULB boundaries updation/modification etc. to start migration of validated data under stage 1.1B data to NIC portal, any discrepancies found during process of distribution and disposal of re-assessment notice w.r.t colony name /boundaries signed/sealed and certified and made available to survey agency by concern ULBs, will be subject to final updation/modification during the process of re-assessment Notice only.</p>	<p>Decision:</p> <ul style="list-style-type: none"> • The Steering Committee directed the Survey Agency that, it was already informed to the survey agency that the Space is available for migration of data of Stage 1.1(B) and was directed to push the data immediately vide letter dated IT/DULB/2021/242 dated 02.06.2021. The department has informed the survey agency (YCSPL) to provide the master's data of Wards, Sector, Colony, Street, Society and Zone at earliest via email dated 07.06.2021, as the department is in the final stage of creating the API for 1.1 (B) Stage. • The department has not yet received the required data of the property tax survey master's data for creation of Stage 1.1(B) API in spite of multiple emails and reminders , also the agency has not submitted the Stage 1.1(B) property survey data on the NIC portal through API. The Survey agency has informed that the ULBs have not freezed the colony/sector boundaries, area type due to which the colony masters could not be generated. The committee directed the ULBs to freeze the above-mentioned boundaries immediately. • With respect to the assimilation of primary and secondary data from the ULBs, survey data integration, data updation of plots/flats, details of individual

<p>II. This data will be subjected to final cleaning via re-assessment Notice, PUC-II</p> <p>2. To fix API for stage 1.1 B as well to finalize format of re-assessment notice: Need to share API for migration of data under stage 1.1B,</p> <ul style="list-style-type: none"> ➤ Need to finalize re-assessment Notice format (Covering specific administrative issue as suggested /or to be decided by steering committee /containing tax related information/parameters only). ➤ The re-assessment format will contain a matrix barcode, which on scanning of barcode will facilitate opening of property details directly on Web portal and the property owners those who are not familiar with digital mode, shall deposit their Re-assessment information in Drop Box at concern ULBs (With in period of 30 days from the date of receiving/ delivering of Re-assessment Notice) <p>III. Properties which are found locked, denied and vacant ensuring tax parameters as per decision of steering committee and thereafter repeated visits made to these properties, since previous 2 years, had been migrated and now finally one more attempt is proposed by Steering committee to get rectification of all parameters of these properties via re-assessment notice. PUC-II</p> <p>3. About Locked, denied and vacant properties:</p> <ul style="list-style-type: none"> ➤ As per decision taken in previous steering committee, the properties which were found , locked, denied and vacant decided to be taken on the tax net , as per the decision taken by committee the tax parameters data , were ensured up to possible extent .Decision of steering committee for such properties will not be subjected to an error in any case. ➤ During distribution of Re-assessment notice, all such properties owners will get one more chance to share their property data information and get their data modified. <p>IV. Survey agency is never responsible for ownership of properties, including matching of property area 100% in conformity with registered area/ area allotted to property owners by HSIIDC/ HUDA/HBH/TCPD etc, Its intimated to worthy DULB sir that, after launching of NDC portal so many ULB's start writing to us about certification of ownership, this needs to be communicated appropriately to all ULBs that property survey is not the proof of any ownership of property. PUC-II</p> <p>4. Matching of property area 100% in conformity of Registry /allotment area: (Point 6)</p> <ul style="list-style-type: none"> ➤ The matching of property area 100% i.e exactly in conformity with registered area/ 	<p>beneficiaries, layout plans, demarcation of licensed colonies falling in the municipal limits of all the municipalities in the State of Haryana to be provided by the various departments i.e. TCPD, HSPV, HBH, HSIIDC, etc. the department of Urban Local Bodies, Haryana has provided assistance whenever required by the Survey Agency. The ULBs shall ensure that the required layout plans shall be arranged immediately so that the same may be incorporated by the survey agency before the final submission of data.</p> <ul style="list-style-type: none"> • The Steering Committee in its 8th Meeting considered the suggestion of Mayor, Yamunanagar and directed that only 3 towns i.e. Municipal Corporation Gurugram/Sonipat & Municipal Council Ambala Sadar shall be taken as pilot and should get all the activities completed and start with the distribution of re-assessment notices at the earliest, for which Survey Agency shall ensure all required support to achieve this which was mutually agreed by the agency. • For Locked, Denied, Vacant, Under-construction properties, the Steering Committee directed the survey agency to take the unsurveyed parameters from the existing Demand Registers/Data made available from other Govt. departments/Data of licensee of licensed colonies/Data available on NDC portal and the same needs to be pushed along with data of Stage 1.1 (B). • For Ownership of properties and NDC portal, the Steering Committee decided that the Survey Agency is not responsible for data conformity with NDC portal and the ownership status. • The Survey Agency has to carry out and complete the scope of work of property survey in accordance with the agreement and various decisions taken in the steering committee.
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area allotted/on record has not been desired anywhere specially for the property allotted by HSIIDC/ HUDA/ HBH/ TCPD etc. Clarification on it is requested to be issued to all ULBs.

- However, the property owner of all such areas will have one more opportunity to submit proof in support of any modification during –reassessment.

5. Clarification that Property survey is not the property “ownership” survey (Point 2)

- Property Survey has never been conducted for ownership of properties. Applications received during claim and objection were mostly related with correction of name in conformity with registry /allotment letter, needs to be made clear to ULBs, attendant/occupier name are equally permitted in survey as ownership being legal matter, it's never ever possible to certify ownership during the course of survey at door step and thereafter by survey agency, hence this should not be publicized in media that on account of name change survey agency has did wrong survey.

- V. Survey agency is making compliance of decision taken by 8th steering committee and sanitized the survey data up to an extent possible w.r.t **HUDA/HBH/TCPD/HSIIDC** to make it in conformity of NDC portal for the colonies for which details have been made available to survey agency.

Clarification that Property survey is not the property “ownership” survey (Point 2)

- After launching of NDC portal so many ULB's start writing to survey agency, about certification of ownership, this issue is requested to be communicated appropriately to all ULBs that survey agency is not authorized for certification of ownership of property survey, not being authorized, hence no communication for proving of ownership will be entertain by survey agency

- VI. It's requested to please look into matter related with House numbering of plots in unplanned area /vacant plots of planned areas for which layout plan still pending to be provided by ULBs.

PUC-II

6. To fix plot number/name/area of vacant properties in Planned areas colonies of HUDA/HBH/TCPD/HSIIDC: (Point 2)

- 8th steering committee decided that plot number / name/area of properties of HUDA/HBH/TCPD/HSIIDC to be ensured as per allotment /layout plan, so that plot number of vacant properties and Name and area of these properties shall be

<p>ensured. The layout plan /allotment list as made available by concern ULBs, has already been ensured and for the of rest of colonies/schemes, for which layout plan/list not available, list have been shared, with DULB.</p> <p>➤ The process of making layout plan available to Survey agency already took, so much time now there is no time left to wait for these layout plan, and hence, its requested to the steering committee that the survey data allowed to be migrated, under stage 1.1 B , for such properties one more chance will be given to property owner during re-assessment notice.</p> <p>To Fix House number in unplanned areas:</p> <p>➤ It's requested to please look into matter related with House numbering of plots in unplanned area /vacant plots of planned areas for which layout plan still pending to be provided by ULBs.</p> <p>VII. No penalty clause will be applicable, survey activities have been done in epidemic situation in the state, and now the claim and objection / Re-assessment, process have been opted by the department.</p> <p>VIII. Its worth to mentioned that wrong Boundaries/ colony name /left out colonies name/boundaries / Occupier /attendant name [Vacant/denied properties/locked properties information will be updated during the course of Re-assessment notice, hence its requested that all ULB's must be intimated and aware about it so that , proper information in media must be shared in the light of these facts.</p>	
<p>I. Migration of Data under stage 1.1 (C)</p> <p>I. API for stage 1.1 B as well as format for Re-assessment survey must be finalised</p> <p>II. Survey agency post tax Re-assessment will finally migrate the data under stage I.I(C), the sign off certificate format for stage 1.1 C has to designed and to be approve.</p> <p>III. The re-assessment format will contain a matrix barcode, which will facilitate opening of property details directly on Web portal and the property owners those who are not familiar with digital mode, shall deposit their Re-assessment information in Drop Box at concern ULBs With in period of 30 days from the date of receiving/ delivering of Re-assessment Notice.</p> <p>PUC-II</p> <p>7. Matching of property area 100% in conformity of Registry /allotment area:</p> <p>➤ The matching of property area 100% i.e. exactly in conformity with registered area/ area allotted/on record has not been desired anywhere specially for the property</p>	<p>Re-assessment Notice:</p> <ul style="list-style-type: none"> The Steering Committee in its 8th Meeting considered the suggestion of Mayor, Yamunanagar and directed that only 3 towns i.e. Municipal Corporation Gurugram/Sonipat & Municipal Council Ambala Sadar shall be taken as pilot and should get all the activities completed and start with the distribution of re-assessment notices at the earliest, for which Survey Agency shall ensure all required support to achieve this which was mutually agreed by the agency. <p>Decision:</p> <ul style="list-style-type: none"> For all other remaining towns, tax re-assessment notices shall be distributed for which survey agency is already directed to integrate and submit the requisite survey data, complete in all respect in time bound manner. The Re-assessment notice would contain the QR code and a drop-box would be kept at the ULB premises for collection of objections by citizen. The disposal of objections & updation of data would be the responsibility of the Survey Agency without any additional cost. Sh. Sanjay Gupta, MD (YCSPL) accepted the same.

	<p>allotted by HSIIDC/ HUDA/HBH/TCPD etc. Clarification on it is requested to be issued to all ULBs.</p> <p>➤ However, the property owner of all such areas will have one more opportunity to submit proof in support of any modification during –reassessment.</p>	<p>Data Submission:</p> <ul style="list-style-type: none"> • Data so captured during the onsite survey will be sent directly to the central database to avoid any manipulation of the captured data. The handheld device must have a capability to capture the Latitude and Longitude of the surveyed property to ensure that the data is captured at the actual location. At the time of saving data, the latitude – longitude should be captured with accuracy rate and the log should be maintained for QA/QC procedure. (As per Clause 2.2, Sub-Clause 2.2.2, Point no. VII; Project Scope Vol-II, Agreement, Annexure-I) • The SI's team leaders, data analysts, etc. shall process collected Data, undertake necessary Quality Assurance (QA) and Quality Checking (QC) activities and remove errors, if any. After the QA/QC the data should be pushed into the database and integrated with base map whenever made available during the contract period. (As per Clause 2.2, Sub-Clause 2.2.2, Point no. VIII; Project Scope Vol-II, Agreement, Annexure-I) <p>Decision:</p> <ul style="list-style-type: none"> • The Data thus captured during the survey have been sent to the database of the survey agency instead of the department, thereafter necessary sanitization is being performed by the agency before migration to the central system of the department. • During the next Stage of 1.1 (B) the survey agency shall migrate all the survey data for integration with old demand registers with the UPID of 23 characters as decided in the Steering committee meeting. • During the next Stage of 1.1 (C) the survey agency shall migrate after validating all the survey data with the revised UPID of 8 characters along with 23 digit UPID, Old property ID (as per demand registers), System ID generated by the agency and newly surveyed properties with all the parameters with incorporation of all the Colony/Sector layout, plans and Area Type as decided in the Steering committee meeting. • Sh. Sanjay Gupta, MD (YCSPL) accepted the same.
J.	<p>Distribution of Re-assessment Notice and placement of QR code plate:</p> <ol style="list-style-type: none"> NIC portal will generate the Re-assessment Notices. By 31.12.2021, the survey agency will ensure printing, distribution and disposal of Re-assessment Notices, After finalization of disposal and migration of data under stage I. IC the survey agency will start placement Of QR code plate with distribution of tax notice under O&M stage. 	<p>Same as Above.</p>

<p>K.</p>	<p>Mode of payment after Migration of data after Reassessment Notice and placement Of QR code plate:</p> <p>I. Since re-assessment notice now has to be distributed and suggestion thereafter will also needs to be incorporated, to make the data at Par with NDC portal requirements, the company has already made claim and objection portal and worked since previous 4 months continuously on inviting claim objection and thereafter on the direction of DULB disposal has also been carried out, the process involved a huge financials and in order to keep the continuous progress of work liquidity on project needs to be maintained .</p> <p>II. It's requested that in the interest Of project and to make state level data useful up to possible extent after getting it updated during course of Re-assessment and accordingly data updated with full involvement/ suggestions given by property owners will finally be migrated under stage 1.1 C, to generate tax notice under Operation and maintenance stage.</p> <p>PUC-II</p> <p>Finalization and Generation of Re-assessment Notice:</p> <p>Its requested to please finalize format for re-assessment notice and after migration of data under stage 1.1 B, NIC portal will generate the Re-assessment Notices.</p> <p>III. Hence therefore keeping in view of long process and division stage 1.1 C activity in two parts, the stage 1.1 C payment must be divided in two phase I. IC (i) @20% after migration of town wise data, so that distribution of tax notice must be carried out as soon as possible and balance 20% after fixation of plate at the time of distribution of tax notices for the next financial year during O&M phase.</p>	<p>As per agreement clause 37.6.</p> <p>Process of Release of Payment</p> <p>37.6.1. On completion of a payment milestone or quarter, as the case may be, System Integrator shall inform the Project Monitoring committee about completion of a payment milestone and submit the respective invoice to Directorate of Urban Local Bodies (DULB)</p> <p>37.6.2. On receipt of such intimation mentioning completion of a payment milestone by System Integrator, the Project Monitoring committee shall verify the claim made by System Integrator and issue the necessary sign-off / completion certificate to System Integrator within 15 days from System Integrator's such intimation. The approval given by project Monitoring committee members shall be considered as sign-off issued for respective milestone.</p> <p>37.6.3. It is very important that System Integrator deliver the project as per the scope mentioned in this agreement. Hence System Integrator shall prepare the checklist mentioning achievement of a particular milestone as per the scope of work mentioned in this agreement and the same shall be made available to the Project Monitoring committee by System Integrator.</p> <p>37.6.4. In case, the Project Monitoring committee find deliverable not completed by System integrator as per the agreed scope of work within fifteen (15) days, then the project Monitoring committee shall inform System Integrator the non-completion part of such delivery and shall mention the one single and complete list of compliance to be achieved by System Integrator which shall be based on the checklist prepared by System Integrator.</p> <p>37.6.5. System Integrator shall then complete the milestone based on this list of compliance given by the project Monitoring committee only, without re-visiting checklist parameters that complied earlier and then System Integrator shall intimate The Project Monitoring Committee the compliances of the same in writing, then the process of completion of milestone within seven (07) days by the project Monitoring committee shall become applicable as mentioned above.</p> <p>37.6.6. The Project Monitoring committee shall then either issue the requisite sign-off (Attached as Schedule VII at Annexure- III of this document) / completion certificate or inform System Integrator the list of compliance to be achieved within (07) days from the date of System Integrator's intimation.</p> <p>37.6.7. Based on this sign-off certificate, Directorate of Urban Local Bodies (DULB) shall release the payment to System Integrator within forty-five (45) days from the date of sign-off certificate in a centralized manner</p> <p>Decision</p> <ul style="list-style-type: none"> The payment shall be made to the Survey Agency as per the Agreement and
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		decisions taken in the various Steering Committee meetings.
8. Distribution of Re-assessment Notice –permission for engaging agencies for distribution of Re-assessment notices:	<ul style="list-style-type: none"> ➤ Keeping in view of hard core poor financial conditions / non availability of immediate manpower and resources with survey agency, the <u>survey agency requested to please allow to hire engagement of agencies in complete process of distribution of Re-assessment notices and its disposal</u> 	<ul style="list-style-type: none"> • The survey agency in its letter dated 22.07.2021 at point no. 11.D 'requested to please allow to hire engagement agencies in complete process of distribution of re-assessment notice and its disposal.' • In the meeting, Sh. Sanjay Gupta, MD (YCSPL) requested to allow the sub-contracting of the process of distribution of re-assessment notice and its disposal. <p>Decision" The Steering committee taking into the consideration the clause no 35.2 Sub-Contractors of Agreement signed on 13.08.2019: <i>"The system integrator can only sub-contract work related to manpower required for Property survey excluding core team mentioned in clause 2.4.2.1 of Volume-II of the Request for Proposal (RFP). The system Integrator shall take prior approval from client for sub-contracting, if not already specified in the proposal and approved by client. Such sub-contracting shall not relieve the system Integrator from any liability or obligation under the Contract. The system Integrator shall be solely responsible for the work carried out by subcontracting under the contract."</i> Decided to accept the request raised by the survey agency for sub-contracting of the said work only.</p>
9. Migration of Name of demand register /name as surveyed by agency:	<ul style="list-style-type: none"> ➤ Steering committee in its 1st meeting dated 25.09.2019 has decided that properties for which old and current survey Ids have been integrated, the <u>name of demand register has to be migrated.</u> ➤ It's requested that the demand register name as well as surveyed or name as per allotment list or name as updated during claim and objection shall also be shared in re-assessment notices, <u>in overall both names are requested to be shared, so that any mismatching in Old Id and current survey if exist will also be pointed out by owner</u> 	Decesion of 1 st Steering Committee. Agency shall migrate the data of name of owner/occupier as per existing demand register and current survey both.
10. Integration of Old Id with current survey Id s, by concern ULBs and fixation of Arrear	<ul style="list-style-type: none"> ➤ As on date more than 70% integration of old and current survey Ids has been reported by all 88 ULBs. The <u>balance properties are needs to be fix w.r.t Arrear,</u> ➤ As most of these properties' owners are not depositing tax since previous many years. It's to be decided what process during migration of final data in stage 1.1 C, finally to be adopted for these properties which remains left for integration even 	<p>The Steering Committee directed the survey agency to continue its efforts to increase the %age of integration. In case after applying all its efforts and support from the ULBs, integration work cannot be achieved to 100% mark, the agency needs to explain the reason of non-integration of such properties along with the certification from ULBs.</p> <p>The survey agency briefed the committee that the agency is not aware that the non-integrated properties of the properties surveyed by the agency exist in the existing demand register or not which shall be treated at par the newly identified properties.</p>

	after closing of modification under Re-assessment process.	Committee decided that tax for the last three years need to be calculated for all the non-integrated properties. In case, in future it is come to notice that any non-integrated property has details in the existing Demand register, the same will be rectified by the ULBs in association with the agency in due course of time.
	<p>11. Expected Impact of above issues during Re-assessment period:</p> <ul style="list-style-type: none"> ➤ It's worth to mentioned that wrong Boundaries/ colony name /left out colonies name and boundaries / Occupier /attendant name /Vacant/denied properties/locked properties/properties owner of which has not took interest in sharing complete information due to COVID-19 now all such information for these properties ,will be updated during the course of Re-assessment notice, hence its requested that all ULB's must be intimated and aware about it so <u>that proper information in media</u> must be shared in the light of these facts. ➤ It is worth to mention that lot of coverage in media by urban local bodies given with "सर्वे में हुई गलतियों को सुधारने का काम शुरू" headline, but in actual these properties were found locked/refused/vacant and very little or no interest by public in providing information and same situation we are going to face in re-assessment notice, so it needs to addressed properly well in advance 	The committee directed that all the concerned ULBs will take due care in this regard
F.	<p>Placement of QR code plate-</p> <ul style="list-style-type: none"> ➤ Previously keeping in view of timely availability of funds it was envisaged and planned by the survey agency that manufacturing of QR code plate will be well ensured in advance, as a true attempt firm has prepared 10 lacs QR code plates, but balance 30 lacs not able to proceed due to lack of funds, status of which being intimated repeatedly at all competent and decisive level ➤ Hence therefore, this activity now will not be able to carry out, and at least 4 months will be required after getting cluster wise clearance of payment, the firm will place the order for manufacturing of plates, ➤ Hence therefore in any case after finalization of disposal and migration of data under stage 1.1C the survey agency will start placement of <u>QR code plate with distribution of tax notice under O &M stage only, for which permission /approval of steering committee is required</u> <p>PUC-II</p> <p>Time frame for Distribution of Re-assessment Notice and placement of QR code plate</p>	The survey agency is directed to complete the said work in a time-bound manner. If required, the committee would review this at the appropriate stage
G.	<p>Migration of Data under stage 1.1(C)</p> <ul style="list-style-type: none"> ➤ Survey agency post tax Re-assessment will finally migrate the data under stage 1.1(C), the sign off certificate format for stage 1.1 C has to designed and to be approve by steering committee 	DULB may finalize the said certificate accordingly

H.	<p>Mode of payment under stage 1.1C:</p> <p>➤ Keeping in view of <u>experience of long process in getting release of payment due to any reasons</u>, it's very difficult for survey agency to maintain its financial and manpower resources, keeping in view of change of mode i.e of distribution of re-assessment notice with 30 days' notice period, making correction in name /modified area/change in ground status of properties as two years has already been passed and still development phase activities are in progress, hence therefore in the work progress and to ensure distribution of tax notice timely in next year its requested, that stage i.e 1.1 C (i) payment must be divided in two phase as under:</p> <p>a) 1.1C(i) @20% at town level only after migration of data duly updated and sanitized after addressing Re-assessment notice</p> <p>b) 20% at town level only, after fixation of plate at the time of distribution of tax notices for the next financial year during O&M phase.</p>	No change						
I.	<p>Financial Crises of the Firm</p> <p>➤ Sir, It was decided in the 6th steering committee held on 30.12.2020 that stage 1.1A payment has to be released based on decision taken by the previous steering committee but still payment of stage 1.1A has not been released to the firm due to which firm has faced a huge financial crisis and most of the experienced staff has already left from the company, such a huge delay in releasing of payment has largely spoil the company image and now it's very difficult for us to hire the new staff, the news in media and on social site is responsible for the company ranked fall down from 4.8 to 2.2.(Copy attached)</p> <p>➤ Therefore, its again requested in project interest that stage 1.1 A payment which was supposed to be released partly, has not been released as on date, is requested to be released on urgent basis</p> <p>➤ Sir as we have already completed /got validated the data and closed the 1.1B stage work also, hence as soon as data will be migrated cluster wise, cluster wise payment please be released timely, to start distribution of Re-assessment notices.</p>	<p>The Steering Committee reviewed that, the payment for Stage 1.1 (A) has been released to the Survey Agency (YCSPL) as and when the invoices are raised by the agency for the surveyed and submitted properties.</p> <p>As on date, the details of the part payment released to survey agency is as follows:</p> <table border="1" data-bbox="1227 767 2145 959"> <tr> <th>No of properties for which bills have been raised</th><th>Payment due @40 as per agreement signed on 13.08.2019</th><th>Payment made @30 as per the decisions taken by the 3rd, 5th and 8th Steering Committee</th></tr> <tr> <td>27,87,139</td><td>₹ 19,92,03,308</td><td>₹ 14,94,02,481</td></tr> </table> <ul style="list-style-type: none"> The Steering Committee directed that the payment shall be released on the basis the Agreement conditions and the various decisions taken by the Steering Committee The Steering Committee directed that the Municipal Corporations whose financial condition is good should release the payment to the survey agency for Stage 1 	No of properties for which bills have been raised	Payment due @40 as per agreement signed on 13.08.2019	Payment made @30 as per the decisions taken by the 3rd, 5th and 8th Steering Committee	27,87,139	₹ 19,92,03,308	₹ 14,94,02,481
No of properties for which bills have been raised	Payment due @40 as per agreement signed on 13.08.2019	Payment made @30 as per the decisions taken by the 3rd, 5th and 8th Steering Committee						
27,87,139	₹ 19,92,03,308	₹ 14,94,02,481						
J.	<p>To Provide drone imagery without any charges for data integration</p> <p>➤ The steering committee in its 6th meeting held on 30.12.2020, directed the survey agency to integrate the property taxation data with the base map of Karnal. The base map to be provided to the survey agency by the department.</p> <p>➤ Sir, in this regard it is submitted that base map is to be made available to the agency from all ULB's without any charges as some of the ULBs have doubt in this matter. As it will not be our property, we have to do work on base map, and</p>	<p>Decision:</p> <ul style="list-style-type: none"> The Steering Committee has reviewed that, as desired by Hon'ble CM that base imagery for hosting data of property survey will be provided by DoLR and a pilot may be run in Karnal, Jind & Pataudi. The Steering committee directed that the imagery created by Sol under the HaLSMP project by DoLR for the pilot towns be taken from them and given to the survey agency. Subsequently, the imagery of all the towns as and when 						

	return the same back to DULB	received from DoLR be given to the survey agency for them to integrate the property data on the imagery and submit back to the department.
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The meeting ended with a vote of thanks.



To

1. All the Commissioners of the Municipal Corporations in the State of Haryana
2. All the District Municipal Commissioners in the State of Haryana
3. Sh. Rohtash Bishnoi, Additional Municipal Commissioner, Municipal Corporation, Gurugram
4. Sh. Inderjeet Kularia, Additional Municipal Commissioner, Municipal Corporation, Faridabad
5. Sh. Hardeep, Deputy Municipal Commissioner, Municipal Corporation, Rohtak
6. All the Executive Officers/Secretaries of the Municipal Council/Committees in the State of Haryana.
7. Sh. Parshant, Secretary, Municipal Council, Charkhi Dadri
8. Yashi Consulting services Pvt. limited, Jaipur

Memo no. IT/DULB/2021/ 724
Dated: 25.11.2021

Subject: Minutes of the 10th meeting of Steering Committee scheduled held on 10.11.2021 under the Chairmanship of Principal Secretary to Government of Haryana, Urban Local Bodies Department, Chandigarh regarding property taxation survey across all ULBs.

On the subject cited above.

2. Please find enclosed herewith minutes of the 10th meeting of Steering Committee scheduled held on 10.11.2021 under the Chairmanship of Principal Secretary to Government of Haryana, Urban Local Bodies Department, Chandigarh regarding property taxation survey across all ULBs for further necessary action.

DA: as stated above

Chief Engineer-II
for Director, Urban Local Bodies,
Haryana, panchkula

CC:

1. PS/PSULB
2. PA/DULB
3. CTP-II
4. GM(IT)
5. Accounts Officer (Budget)
6. Superintendent (Establishment)
7. EY LLP

Proceedings of 10th Steering Committee meeting held on 10.11.2021 at 03:00 PM under the chairmanship of Shri Arun Kumar Gupta, IAS, Principal Secretary to Government Haryana, Urban Local Bodies Department, Chandigarh in his room to review the progress of Property Tax Survey in ULBs and discussion on Agenda points.

In the meeting, following officers were present: -

1. Shri Dusmanta Kumar Behra, IAS, Director, Urban Local Bodies, Haryana
2. Shri Y. S. Gupta, Additional Director, Urban Local Bodies, Haryana
3. Shri Rohtash Bishnoi, Additional Municipal Commissioner, Gurugram
4. Shri K.K. Varshney, Chief Town Planner-II, DULB, Haryana
5. Shri Ashok Rathee, Chief Engineer (IT), DULB, Haryana
6. Shri Hardeep Singh, Deputy Municipal Commissioner, Rohtak
7. Shri Prashant Parashar, Secretary, MC Charkhi Dadri
8. Mr. Aditya Aggarwal, Consultant, DULB
9. Mr. Hardik Panchal, Consultant, DULB
10. Shri Sanjay Gupta, M.D. YCSPL
11. Mr. Subhash Jain, Project Manager, YCSPL

In the meeting, review of the property taxation survey across all the ULBs and request letters submitted by Survey Agency (YCSPL) vide Letter No.: **YCSPL/PTS/HARYANA/2020-21/927** dated **15.09.2021** on the subject regarding status of PTS Survey & action taken after approval, Letter No.: **YCSPL/PTS/Pragati Vivran/2021-22/023** dated **27.10.2021** on the subject progress report as per the decisions taken in 8th and 9th Steering Committee Meetings dated 24.05.2021 & 23.07.2021 and regarding project Action Plan and Time Extension.

The meeting started with discussion on project brief, project scope, stages, mandates, process methodology along with survey field parameters taken during the survey, project timelines, project status of survey as well as data integration as on date also all the below-mentioned agenda points and issues regarding the property tax survey project in all ULBs of Haryana State.

- The survey work for Stage 1.1 (A) for the extended limits of MC Gurugram and MC Faridabad and the newly constituted MC Manesar
- The Survey work for newly constituted Municipal Committees Siwan, Badli, Admapur, Barda and extended limits of Municipal Council Narnaul and Fatehabad
- The activity of distribution of tax assessment information notices for all the Towns
- The status of data submitted and migrated for Stage 1.1 (B)
- The further action plan for compliance of the decisions taken in 9th Steering Committee meeting
- Phase-I activities to be completed before 31.12.2021
- Integration of Property ID with PPP and further integration with various departments
- Web-based utility to provide API for data check to all the concerned departments.
- Payment for Stage 1.1(B) activities
- Part payment for Stage 1.1(C) activities
- Payment for Phase-1 activities in all Municipal Corporations other than MC Gurugram

The Steering Committee and the members present in the meeting deliberated upon the above-mentioned agenda points and issues raised by the survey agency (YCSPL) with all the aspects, reviewed the project progress status of survey and data integration and following decisions have been taken:

Review of latest progress of property survey:

Cluster wise Properties Surveyed Report as on 11.05.2021

#.	Cluster	No. of ULBs	Properties as per DR	Total Properties (Revised as per RFP)	Properties Submitted to the department through API for stage 1.1(A) data			Status as received from YCSPL as on 11.05.2021	% of Properties surveyed w.r.t. RFP	% of Properties surveyed w.r.t. DR
					Properties with all mandatory parameters	Denied Properties Submitted through API	Total			
1	Hisar	22	4,87,026	4,72,781	2,47,066	3,38,086	5,85,152	5,85,152	123.77%	120%
2	Faridabad	8	3,21,463	4,94,145	3,29,860	3,95,091	7,24,951	7,24,951	146.71%	226%
3	Rohtak	17	6,11,427	6,13,554	2,91,441	4,53,332	7,44,774	7,44,774	121.39%	122%
4	Karnal	14	4,48,849	4,51,309	2,36,479	3,10,150	5,46,629	5,46,629	121.12%	122%
5	Gurugram	13	5,54,947	5,09,945	3,49,001	3,85,309	7,34,310	7,34,310	144.00%	132%
6	Ambala	14	6,62,784	5,94,649	3,31,500	3,78,436	7,09,936	7,09,936	119.39%	107%
Total		88	30,86,496	31,36,383	17,85,347	22,60,404	40,45,752	40,45,752	128.99%	131.08%
									28.99% Increased	31.08% Increased

Status of Data Migrated for Stage 1.1 (B)

Sr. No.	Name of ULB	Total Properties in DR	Properties uploaded on NDC Portal	Total No. Properties (Surveyed & Submitted)	Total Integrated Properties	Total Non Integrated Properties	%age of Integrated properties as per new survey	%age of Integrated w.r.t. prop. available on NDC	%age of integrated w.r.t. DR properties
	A	B	D	E	F	I	L	M	N
1	Assandh	10,987	11188	11406	7123	4283	62%	64%	65%
2	Ateli Mandi	3,879	3789	4562	1965	2597	43%	52%	51%
3	Bahadurgarh	66,689	67501	30161	15344	15166	51%	23%	23%
4	Barara	15,407	15434	15669	11132	4537	71%	72%	72%
5	Barwala	13,732	14012	18296	9742	8554	53%	70%	71%
6	Bawal	2,093	7185	8450	2757	5693	33%	38%	132%
7	Beri	6,222	6123	5885	4718	1167	80%	77%	76%
8	Bhiwani	52,312	56217	22737	10548	12605	46%	19%	20%
9	Bhuna		8232	9730	0	9730	0%	0%	
10	Charkhi Dadri	19,445	19638	20626	9553	11269	46%	49%	49%
11	Cheeka	13,527	14041	21037	8972	12065	43%	64%	66%
12	Dharuhera	17,734	17958	16033	9911	6122	62%	55%	56%
13	Ellenabad	12,201	12261	12817	10882	1935	85%	89%	89%
14	Farrukh Nagar	6,925	6955	15416	4313	11103	28%	62%	62%
15	Fatehabad	24,142	24585	25991	21377	4614	82%	87%	89%
16	Firozpur Zhirka	8,080	8249	11016	5971	5045	54%	72%	74%
17	Gannur	23,097	23420	18648	12825	6075	69%	55%	56%
18	Gharaunda	16,843	16994	18644	9981	8663	54%	59%	59%
19	Gohana	27,357	34817	19621	13120	6501	67%	38%	48%
20	Hansi	38,135	38298	23238	20439	3210	88%	53%	54%
21	Hathin	6,794	7181	8105	4768	3337	59%	66%	70%
22	Heily Mandi	10,074	10092	13575	6249	7326	46%	62%	62%

23	Hodal	5,291	5814	27496	4353	23143	16%	75%	82%
24	Indri	5,016	5013	5939	3278	2661	55%	65%	65%
25	Jakhal		3699	4923	0	4923	0%	0%	
26	Jhajjar	20,197	21283	34544	17043	17501	49%	80%	84%
27	Jind	53,287	56542	72783	36454	36329	50%	64%	68%
28	Julana	5,331	5497	11244	3202	8042	28%	58%	60%
29	Kaithal	64,894	66095	73471	40526	32945	55%	61%	62%
30	Kalanwali	12,035	11908	9751	7117	2634	73%	60%	59%
31	Kalayat	8,046	8407	10355	5259	5096	51%	63%	65%
32	Kanina	5,845	5911	7779	3003	4776	39%	51%	51%
33	Karnal	1,41,262	141302	162257	111376	50881	69%	79%	79%
34	Kharkhoda	9,640	14333	14369	5363	9006	37%	37%	56%
35	Kundali		13316	10432	0	10432	0%	0%	
36	Ladwa	19,732	19761	14443	11883	2560	82%	60%	60%
37	Mahendergarh	12,889	12893	16355	7415	8940	45%	58%	58%
38	Mandi Dabwali	23,565	23757	22186	17535	4651	79%	74%	74%
39	Meham	9,451	9542	11593	5021	6572	43%	53%	53%
40	Nangal Chaudhary		9953	10239	0	10239	0%	0%	
41	Narnaund	7,174	7172	9049	5360	3689	59%	75%	75%
42	Nilokheri	6,135	8005	7033	3976	3057	57%	50%	65%
43	Nissing	7,453	7567	8924	4395	4529	49%	58%	59%
44	Nuh	7,022	7125	9021	4648	4373	52%	65%	66%
45	Panipat	1,36,873	141654	170877	93698	77179	55%	66%	68%
46	Pataudi	7,260	7499	14405	4798	9607	33%	64%	66%
47	Pehowa	21,463	21471	17754	15447	2307	87%	72%	72%
48	Pundri	5,493	5649	8943	3925	5018	44%	69%	71%
49	Punhana	9,602	9591	10685	6241	4444	58%	65%	65%
50	Radaur	7,623	7663	10618	5999	4619	56%	78%	79%
51	Rajaund	6,985	7004	14112	4666	9446	33%	67%	67%
52	Rania	7,431	7471	9058	6022	3036	66%	81%	81%
53	Ratia	5,403	6413	14930	3808	11122	26%	59%	70%
54	Rewari	51,222	61270	22887	14349	8863	63%	23%	28%
55	Rohtak	1,79,700	188507	186196	127782	58414	69%	68%	71%
56	Safidon	20,936	20969	17645	13918	3727	79%	66%	66%
57	Samalkha	13,297	13430	14239	8554	5685	60%	64%	64%
58	Sampla	9,300	11489	9718	7139	2579	73%	62%	77%
59	Shahabad	16,409	16498	17283	11033	6250	64%	67%	67%
60	Sirsa	74,537	75613	22530	18359	4496	81%	24%	25%
61	Sisai		8140	6836	0	6836	0%	0%	
62	Siwani	5,991	6123	8567	5966	2601	70%	97%	100%
63	Sohna	19,266	16374	38578	7536	31042	20%	46%	39%
64	Tarori	12,038	12196	11762	5865	5897	50%	48%	49%
65	Tauru	10,945	11153	10747	7538	3209	70%	68%	69%
66	Thaneser	68,360	66619	23557	18368	5547	78%	28%	27%
67	Tohana	20,734	22186	25199	15715	9484	62%	71%	76%
68	Uchana	6,261	6331	10470	4930	5540	47%	78%	79%

69	Uklana	5,729	5920	7815	4374	3441	56%	74%	76%
70	Yamunanagar	1,62,038	167717	177931	132135	45796	74%	79%	82%
		17,04,836	18,14,015	17,89,191	10,47,062	7,44,761	59%	58%	61%

After detailed deliberation of current project status and mentioned agenda points following decisions were taken in the meeting:

S. No.	Agenda Points/Issues raised by the Survey Agency (YCSPL)	Status & Decision taken in previous Steering Committee Meetings	Decision taken in 10 th Steering Committee Meeting
A.	Phase-I activities to be completed before 31.12.2021	<ul style="list-style-type: none"> On the requests raised by the Survey Agency in lieu of the COVID-19 Lockdown with second wave and delay in completion of phase-I, Steering Committee in its 8th Meeting dated 24.06.2021 decided after careful consideration of the requests raised by multiple ULBs, the ground realities and the criticality of the project to extend the Phase-I of property tax survey upto 31.12.2021. It is also important to note that after completion of Phase-I, the Phase-II (Operation and Maintenance) would start which would be for duration of 48 Months as per the agreement. 	<ul style="list-style-type: none"> The Steering Committee after careful consideration of the ground realities and criticality of the project to extend the Phase- I of property tax survey up to 15.03.2022. The process of tax bill notice distribution through NIC portal shall commence from next financial year i.e., 1st April 2022. The Steering Committee directed that the survey work of Phase-1 in extended limits of MC Gurugram, Faridabad, Manesar, Narnaul and Fatehabad shall be completed before the extended timeline i.e., 15.03.2022 The Steering Committee further directed that the survey work of stage 1 for the newly constituted Municipal Committees Siwan, Badli, Admapur, Barda should be completed before June 2022, as survey is not yet started in these MCs. Moreover, the agency may be allotted the work of newly constituted MC Badra for Phase-I activities on same terms and conditions as per project agreement. The task of QR based House Plate affixation shall be completed before June 2022, and if it is not completed before June 2022, then the part amount paid for Stage 1.1(C) shall be recovered from the agency. Further, it was directed that the survey agency (YCSPL) shall maximise the efforts of survey data matching to achieve maximum integration for
B.	The survey work for Stage 1.1 (A) for the extended limits of MC Gurugram and MC Faridabad and the newly constituted MC Manesar	<ul style="list-style-type: none"> The Steering Committee in its 6th Meeting dated 30.12.2020 directed that the Property Taxation work for the newly created Municipal Corporation, Manesar and the extended limits for Municipal Corporations Gurugram & Faridabad shall be granted to the survey agency (YCSPL) on same terms & conditions, timelines and rates for the respective cluster as per the agreements of the respective cluster. As per status provided by the agency (letter dated 15.09.2021), 90% survey of properties is completed in MC Manesar, and survey is under process in extended limits of MC Gurugram & MC Faridabad. 	
C.	The Survey work for newly constituted Municipal Committees	<ul style="list-style-type: none"> As per RFP and Project Agreement, the work was allotted for 80 ULBs and additional work was 	



	Siwan, Badli, Admapur, Barda and extended limits of Municipal Council Narnaul and Fatehabad	<p>allotted to the survey agency for newly constituted ULBs as per same terms and conditions of project agreement.</p> <ul style="list-style-type: none"> • Work Order for newly constituted Municipal Committees Siwan, Badli, Admapur and extended limits of Municipal Council Narnaul and Fatehabad were allotted to the agency vide letter no. IT/DULB/2021/518 dated 02.09.2021. 	<p>100%.</p> <ul style="list-style-type: none"> • Moreover, the committee further decided to give directions that all the CMCs & DMCs shall ensure complete monitoring and regular updates from respective ULBs in coordination with the survey agency (YCSPL) regarding the successful completion of Phase-I activities like tax information notice distribution for each and every property, Drop Box facility at ULB premises, data sanitisation and finalization.
D.	The activity of distribution of tax assessment information notices for all the Towns	<ul style="list-style-type: none"> • The survey agency (YCSPL) has already started the process of distribution of Tax Information Notices in Municipal Corporation Yamunanagar as pilot. • For all other remaining towns, tax information notices shall be distributed for which agency is directed to integrate and submit the requisite survey data, complete in all respect in time bound manner, which is not yet started. 	<ul style="list-style-type: none"> • The Steering Committee directed that the survey agency (YCSPL) shall complete the distribution of tax information notices and 1.1(B) and 1.1(C) activities before 15th March 2022. The agency shall complete Phase-I activities as per the decisions taken at Sr. No. A, B, C.
E.	The status of data submitted and migrated for Stage 1.1 (B)	<ul style="list-style-type: none"> • Total no. of properties surveyed and submitted through API for 70 ULBs is approx. 18 lacs • Total no. of properties integrated with existing records of Demand Registers is more than 60% • Total no. of properties integrated with records of properties available on NDC portal is approx. 60% 	<ul style="list-style-type: none"> • The Steering Committee reviewed the current progress and status of Stage 1.1 (B) data migrated through API and directed that the data shall be accepted and respective payment for Stage 1.1 (B) may be released for the properties migrated as per payment schedule and previous decisions taken in previous Steering Committee decision.
F.	Action plan for compliance of the decisions taken in 9 th Steering Committee meeting	<ul style="list-style-type: none"> • The survey agency (YCSPL) has submitted the action plan until 31.03.2022 for the activities of Phase-I which is also subject to condition to 	<ul style="list-style-type: none"> • The Steering Committee directed that the survey agency (YCSPL) shall complete the distribution of tax information notices and 1.1(B) and 1.1(C)

		<p>completion of the Pilot for distribution of Tax Information Notice for Yamunanagar.</p> <ul style="list-style-type: none">The Survey agency presented an explanation for the same with current progress of the tax information notices distribution for MC Yamunanagar.	<p>activities before 15th March 2022. The agency shall complete Phase-I activities as per the decisions taken at Sr. No. A, B, C.</p> <ul style="list-style-type: none">All ULBs shall ensure the same in coordination with the survey agency (YCSPL) with complete disposal of objections & updation of property tax survey data.												
Additional Agenda Points															
G.	Integration of Property ID with PPP and further integration with various departments	<p>Shri V. Umashankar IAS, Principal Secretary to Chief Minister, Haryana has directed</p> <p>a) To integrate Property ID with PPP which has to be collected using dedicated newly designed Mobile Application</p> <p>b) An application/web-based utility shall be developed and shall provide access to all the concerned agencies/state nodal departments to check and update online information concerned with properties of their respective departments.</p> <p>c) Further, Urban Local Bodies Department shall return the PID and PPP of properties to the concerned agencies for further integration.</p>	<ul style="list-style-type: none">The Steering Committee discussed that the complete survey of all the ULBs has been conducted by the single agency (YCSPL) and has complete data of more than 40 lac properties which is under process of migration.As the survey agency (YCSPL) is well versed with all the Property IDs allotted to each and every property, location of property in the field with respective parameter fields, so the process of data collection of PPP from the citizen may be allotted to the survey agency (YCSPL), for which the additional cost and process methodology may be finalised by the committee constituted.The Steering Committee directed to constitute a committee of following members for deciding the cost and rate of collecting data from the citizen through mobile Application for the integration of property survey data with PPP. <table><tr><th>#</th><th>Committee Member</th><th>Designation</th></tr><tr><td>i)</td><td>Additional Director, Urban Local Bodies, Haryana</td><td>Chairperson</td></tr><tr><td>ii)</td><td>Chief Town Planner-II</td><td>Member</td></tr><tr><td>iii)</td><td>Chief Engineer-IT</td><td>Member</td></tr></table>	#	Committee Member	Designation	i)	Additional Director, Urban Local Bodies, Haryana	Chairperson	ii)	Chief Town Planner-II	Member	iii)	Chief Engineer-IT	Member
#	Committee Member			Designation											
i)	Additional Director, Urban Local Bodies, Haryana	Chairperson													
ii)	Chief Town Planner-II	Member													
iii)	Chief Engineer-IT	Member													
H.	Web-based utility to provide API for data check to all the concerned departments.														

			<table><tr><td>iv)</td><td>Chief Accounts Officer</td><td>Member</td></tr><tr><td>v)</td><td>Accounts Officer, HUIDB</td><td>Member</td></tr></table> <ul style="list-style-type: none">• The cost payment and process shall be made available from HUIDB funds after approval from Hon'ble CM.• Survey agency was directed to bear the cost of development of application/web-based utility and shall provide access to all the concerned agencies/state nodal departments to check and update online information concerned with properties of their respective departments.• Further, Urban Local Bodies Department shall return the PID and PPP of properties to the concerned agencies for further integration.	iv)	Chief Accounts Officer	Member	v)	Accounts Officer, HUIDB	Member
iv)	Chief Accounts Officer	Member							
v)	Accounts Officer, HUIDB	Member							
I.	Payment for Stage 1.1(B) activities	<ul style="list-style-type: none">• As stated by the survey agency, the process of data integration with existing DR is completed in 88 ULBs with 70% integration.• Survey Agency is in process of integrating the new surveyed data with the existing data of all the ULBs for all properties with 100% integration.	<ul style="list-style-type: none">• As decided at Sr. No. E						
J.	Part payment for Stage 1.1(C) activities	<ul style="list-style-type: none">• The Re-assessment notice would contain the QR code and a drop-box would be kept at the ULB premises for collection of objections by citizen. The disposal of objections & updation of data is the responsibility of the Survey Agency without any additional cost.• As per project agreement and payment clause, BoQ 1.1 (C) i.e., Complete issuance of TS1	<ul style="list-style-type: none">• The Steering Committee directed that: -<ul style="list-style-type: none">a) All the properties must be issued the tax information notices for tax assessment and shall be updated after disposal of any claim or objection received from the citizen/property owner/occupier beforeb) The Steering Committee directed that the survey agency (YCSPL) shall complete the						

		Register and distribution of notices 40% of total work order amount of BoQ 1.1 has to be released to the agency.	<p>distribution of tax information notices and 1.1(B) and 1.1(C) activities before 15th March 2022. The agency shall complete Phase-I activities as per the decisions taken at Sr. No. A, B, C.</p> <p>c) The payment to be released part wise for Stage 1.1(C), after completion of part activities as per scope of work for all the properties after deducting the cost of QR code-based House Plate (as per the decisions taken in previous Steering Committee meetings). The payment for House plate affixation may be released upon the finalization and affixation of QR code house plate during O&M phase.</p>
K.	Payment for Phase-1 activities in all Municipal Corporations other than MC Gurugram	<p>As per decision taken in previous Steering Committee meetings:</p> <ul style="list-style-type: none"> Apart from Municipal Corporation Gurugram; Municipal Corporations which are financially capable such as Municipal Corporation Sonipat, Municipal Corporation Karnal and Municipal Corporation Panchkula should also bear the cost of Phase-I of the project and should make the payments to the Survey Agency directly. It was also directed to forward the bills already received relating to these ULBs to them so that they can examine and process the payment as per terms & conditions of the project. In future, the survey agency should directly submit the bills to these ULBs. Also, the amount spend/ to be spent from HUIDB for payment of the Phase-I of all the Municipal Corporations should be recouped to 	<ul style="list-style-type: none"> The Steering Committee in its 10th Meeting dated 10.11.2021 directed that various Municipal Corporations are financially weak and not able to release the payment for Phase-I activities to the survey agency, so the payment for Phase-1 activities in Municipal Corporations other than MC Gurugram shall be made at level of Head Office and amount spend/ to be spent from HUIDB for payment of the Phase-I of all the Municipal Corporations should be recouped to HUIDB by the respective Municipal Corporation as when the funds are available with them, the correspondence in this regard will be carried out directly by AO(HUIDB) with the respective ULB as per the decision taken in previous steering committee.

		<p>HUIDB by the respective Municipal Corporation as when the funds are available with them, the correspondence in this regard will be carried out directly by AO (HUIDB) with the respective ULB."</p> <ul style="list-style-type: none"> • The Steering Committee directed that the payment shall be released on the basis the Agreement conditions and the various decisions taken by the Steering Committee. • The- Steering Committee directed that the Municipal Corporations whose financial condition is good should release the payment to the survey agency for Stage I 	
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To,

1. All the Commissioners of the Municipal Corporations in the State of Haryana
2. All the District Municipal Commissioners in the State of Haryana
3. Sh. Rohtash Bishnoi, Additional Municipal Commissioner, Municipal Corporation, Gurugram
4. Sh. Inderjeet Kularia, Additional Municipal Commissioner, Municipal Corporation, Faridabad
5. Sh. Hardeep, Deputy Municipal Commissioner, Municipal Corporation, Rohtak
6. Sh. Prashant, Secretary, Municipal Council, Charkhi Dadri
7. All the Executive Officers/Secretaries of Municipal Councils/Committees in the State of Haryana

Memo No.: DULB/DMC-HQ/2022/7
Dated: 28.04.2022

Subject: - Proceedings of 11th Steering Committee & Review meeting held under the chairpersonship of Hon'ble ULBM, Haryana on 06.04.2022 at 12:00 Noon to review the status of property survey being conducted across all the ULBs in the State of Haryana along with other agenda points for review of various schemes and programmes.

On the Subject cited above.

2. Please find enclosed herewith the proceedings of the 11th Steering Committee & Review meeting held under the chairpersonship of Hon'ble ULBM, Haryana on 06.04.2022 at 12:00 Noon to review the status of property survey being conducted across all the ULBs in Haryana along with other agenda points for review of various schemes and programmes in the State of Haryana for information and necessary action.
3. Keeping in view of above, you are hereby requested to ensure necessary compliance of all the directions and instructions given by Hon'ble ULBM, W/PSULB & W/PSCM in the meeting for review of various schemes and programmes.

DA/as stated above.

Deputy Municipal Commissioner (HQ),
for Director, Urban Local Bodies
Haryana, Panchkula

CC to:

1. PS/ULBM
2. PS/PSULB
3. PS/PSCM
4. PA/DULB
5. ADULB
6. CTP-II
7. CE-II
8. Yashi Consulting Services Pvt. Ltd.

Proceedings of 11th Steering Committee & Review meeting held under the chairpersonship of Hon'ble ULBM, Haryana on 06.04.2022 at 12:00 Noon to review the status of property survey being conducted across all the ULBs in the State of Haryana along with other agenda points for review of various schemes and programmes.

In the meeting, following officers were present: -

1. Shri Arun Gupta, IAS, Principal Secretary to Government Haryana, Urban Local Bodies Department.
2. Shri V. Umashankar, IAS, Principal Secretary to Chief Minister, Haryana.
3. Shri Dushmantha Behera, IAS, Director Urban Local Bodies, Haryana.
4. All the Municipal Commissioners in the state of Haryana.
5. All the District Municipal Commissioners in the state of Haryana.
6. Shri Y. S. Gupta, Additional Director, Urban Local Bodies Department.
7. Shri K.K Varshney, Chief Town Planner-II, Haryana.
8. Shri Ashok Rathee, Chief Engineer-II, Haryana.
9. Sh. Rohtash Bishnoi, Additional Municipal Commissioner, Municipal Corporation, Gurugram
10. Sh. Inderjeet Kularia, Additional Municipal Commissioner, Municipal Corporation, Faridabad
11. Sh. Hardeep, Deputy Municipal Commissioner, Municipal Corporation, Rohtak
12. Sh. Prashant, Secretary, Municipal Council, Charkhi Dadri

At the outset, W/PSULB welcomed Hon'ble Urban Local Bodies Minister along with all the participants. Hon'ble ULBM welcomed all the members with brief introduction of all the DMCs/CMCs present in the meeting along with a concern to the members who were not present when the meeting was started. He also emphasized on the aspects such as punctuality, attendance and working culture which should be on top priority. After that, W/PSULB made a short presentation on the agenda points of the meeting and status review of the various schemes and programmes being conducted in the State of Haryana. A detailed discussion & deliberation was done on each point and all the agendas were reviewed in detail.

Agenda of the meeting:

The meeting started with point wise status review on the following agenda points: -

- 1) Mukhyamantri Shehri Nikay Swamitva Yagna
- 2) Integration of Property ID with Parivar Pehchan Patra
- 3) Attendance & Punctuality
- 4) Updation of data on "No Dues Certificate Portal"
- 5) Property Tax Management System
 - Review of Status of Property Survey
 - Integration of Old Property ID with current Survey
 - Status of distribution of Assessment Information notice and disposal of claims/objection received.
- 6) Status of development works on "Haryana Engineering Works Portal"
- 7) Action taken on the initiative of "साफ़ सिटी Safe City"
- 8) Additional Agenda:
 - Regularisation of Unauthorised Colonies
 - Pradhan Mantri- Street Vendor's Atma Nirbhar Nidhi (PM-SVANidhi)
 - CM Window

(i) Mukhyamantri Shehri Nikay Swamitva Yogna (Sale of House/Shops): -

a) The overall status of the Sale of House/Shops in all the ULBs was discussed as below:

Total Properties Entered by ULB	Submitted Applications by Citizen	Claim and Objection by Citizen	Observation by Department	Application Approved	Application Approve with Modification	Application Rejected	Pending for Decision
16671	7077	38	4184	825	46	431	5775

b) District wise status of the Sale of House/Shops was reviewed and performance of all the ULBs was assessed after detailed deliberation.

S. No.	District	Total Properties Entered by ULB	Submitted Applications by Citizen	Claim and Objection by Citizen	Observation by Department	Application Approved	Application Approve with Modification	Application Rejected	Pending for Decision
1	Ambala	2026	1093	9	746	11	0	0	1082
2	Bhiwani	101	62	0	68	6	39	0	17
3	Charkhi dadri	95	59	0	1	0	0	0	59
4	Faridabad	1854	175	0	0	116	0	55	4
5	Fatehabad	7	274	1	231	0	0	0	274
6	Gurugram	1049	590	5	312	262	6	75	247
7	Hisar	655	340	0	4	73	0	0	267
8	Jhajjar	637	391	0	293	14	1	0	376
9	Jind	705	336	1	419	0	0	0	336
10	Kaithal	442	93	0	3	0	0	0	93
11	Karnal	920	471	6	351	0	0	0	471
12	Kurukshetra	342	263	3	30	0	0	14	249
13	Mahendragarh	1314	347	6	395	1	0	31	315
14	Mewat	228	185	2	151	0	0	0	185
15	Palwal	420	222	0	0	56	0	0	166
16	Panchkula	120	123	0	0	11	0	57	55
17	Panipat	126	118	0	71	16	0	52	50
18	Rewari	948	295	0	23	0	0	91	204
19	Rohtak	680	382	0	105	56	0	0	326
20	Sirsa	912	492	2	0	0	0	0	492
21	Sonipat	1257	184	0	239	55	0	54	75
22	Yamunanagar	1833	582	3	742	148	0	2	432
	Grand Total	16671	7077	38	4184	825	46	431	5775

c) Instructions and Directions given by Hon'ble ULBM & W/PSULB:

After detailed assessment and deliberation, Hon'ble ULBM expressed his dissatisfaction for the low performing Districts and ULBs with queries regarding the reasons and explanations. Also, appreciation was given to high performing Districts and ULBs and asked them to share their experience and explanations. Following directions are issued in this regard:

- All the DMCs/CMCs must make all the efforts in assessment of the applications received by the citizen along with prompt decision on the approval/rejection as it is an important programme of the Haryana Govt.
- All the DMCs/CMCs and ULBs need to ensure that all the applications received by the citizen must be addressed carefully and on priority.
- All submitted pending applications shall be decided within 1 month and it will be the responsibility of respective DMC/CMC.
- To setup the duties and responsibilities of the Nodal Officers allotted/appointed for observations and modifications.
- Also, they shall regularly monitor the attendance and performance of the Nodal Officers appointed in this regard.

(ii) Integration of Property ID with Parivar Pehchan Patra: -

a) District wise status of the integration of Property ID with Parivar Pehchan Patra (PPP) was reviewed and performance of all the ULBs was assessed after detailed deliberation:

S. No.	Name	Total Properties	Properties Mapped	Properties Pending	Properties Today Mapped
1	Faridabad	557987	0	557987	0
2	Palwal	126035	2143	123892	25
3	Ambala	226685	2767	223918	5
4	Jhajjar	123537	2893	120644	49
5	Charkhi Dadari	29491	3277	26214	17
6	Mahendergarh	77778	3819	73959	14
7	Panipat	185116	4876	180240	10
8	Sonipat	259805	5377	254428	11
9	Rewari	90597	5540	85057	9
10	Rohtak	231897	5658	226239	12
11	Jind	135436	7491	127945	80
12	Bhiwani	100401	7634	92767	18
13	Kurukshetra	131848	8063	123785	185
14	Hisar	232160	8810	223350	32
15	Panchkula	145061	9859	135202	109
16	Kaithal	128446	10152	118294	10
17	Mewat	41508	12154	29354	258
18	Karnal	225993	16926	209067	99
19	Sirsa	132418	21269	111149	103
20	Fatehabad	83013	21651	61362	68
21	Yamunanagar	196710	27575	169135	242
22	Gurgaon	561233	31209	530024	492
Total		40,23,155	2,19,143	38,04,012	1,848

b) Instructions and Directions given by Hon'ble ULBM & W/PSCM:

Following directions are issued in this regard:

- Hon'ble ULBM and W/PSCM directed that all the properties identified in the current survey need to be sanitised and integrated with Parivar Pehchan Patra.
- All the DMCs/CMCs and ULBs shall ensure 100% integration of property IDs with PPP.
- All DMC/CMC shall deploy additional resources to integrate the Property IDs with PPP.
- W/PSCM apprised that ULBs shall hire Saksham Yuva from Rural also, DMC/CMC shall raise sufficient demand of resources on the HKRN portal in order to complete the task as early as possible.

(iii) Attendance & Punctuality: -

a) 'Attendance Management System' portal was launched on 22nd March 2022 after the emphasis and directions given by Hon'ble ULBM regarding the attendance and punctuality in the meeting held on 02.02.2022.

- The portal and overall status of updated attendance reports by the ULBs was discussed in the meeting. In spite of multiple directions given to DMCs/CMCs, only following 14 ULBs of 6 Districts have started uploading the information on the portal:
 - 6 Districts (Sirsa, Bhiwani, Fatehabad, Jind, Faridabad & Kurukshetra),
 - 14 MCs (Kalanwali, Dabwali, Rania, Ellenabad, Sirsa, Bhiwani, Bhuna, Tohana, Fatehabad, Jind, Julana, Faridabad Pehowa & Isamilabad)

b) Instructions and Directions given by Hon'ble ULBM & W/PSULB:

Hon'ble ULBM expressed his displeasure for the Districts and ULBs who have not yet uploaded the data on the portal. He further gave directions to all the DMCs/CMCs to update the attendance, inspection reports and action taken in this regard on the portal at priority basis and there should be no manual attendance report.

(iv) No Dues Certificate (NDC) Portal: -

a) The brief status of the total Properties available on Online ULB Portal and NDC Portal was discussed in the meeting along with the 14 ULBs using the Property Tax Software application developed by the HQ:

- Total Properties on Online Property Tax Portal (14 ULBs): 8,57,508
- Total Properties on NDC Portal (90 ULBs): 34,68,560

b) Instructions and Directions given by Hon'ble ULBM & W/PSULB:

- Demand for FY: 2022-23 for 14 ULBs using the ULB Portal has been calculated through the calculator on the application developed by HQ, these 14 ULBs shall check, update (if required) and certify that the correctness of the data. For the remaining 76 ULBs, the demand and arrears has been calculated and sent to you, you shall check, update (if required) and certify that the correctness of the data for FY 2022-23
- If the Arrears prior to FY: 2021-22 is not paid, it shall be carried forward.
- If the Demand of FY: 2021-22 is not paid by citizen, same should be reflected as arrears.
- If the PIDs available on the NDC Portal are missing in the Data, then those PIDs shall be updated and added in the Data.
- All the pending objections needs be resolved and any corrections like Name, Address, Area, Dues, Property Falls in Approved/Unapproved Area, etc. needs to be completed well before 20.04.2022
- All the DMCs/CMCs shall ensure to download the data through the portal link provided, check and update the data and send it back before 20.04.2022.

Further, Hon'ble ULBM and W/PSULB directed that the data uploaded on the NDC Portal and its correctness is the sole responsibility of the concerned DMC/CMC and the ULB. Any objection raised on the NDC Portal should be resolved in timely manner.

(v) Property Taxation Survey: -

a) The overall status and the District wise status of the Properties surveyed, Properties integrated with Old Ptax ID and Distribution of Tax Assessment Information Notice was reviewed and performance of all the ULBs was assessed after detailed deliberation.

i) Status of Properties Surveyed (District Wise):

#.	District	No. of ULBs	Properties as per DR	Properties available on NDC Portal	No. of Properties Surveyed as on 29.03.2022	Owner / Occupier Details Available	Total Locked, Denied, UC	Vacant	% of Properties surveyed w.r.t. DR	% of Properties surveyed w.r.t. NDC
1	Jind	5	105690	112395	136421	94838	9814	31769	129%	121%
2	Hisar	8	200833	223404	233637	161591	19072	52974	116%	105%
3	Fatehabad	5	50279	66214	84277	59433	7726	17118	168%	127%
4	Sirsa	5	129769	131735	133288	101663	6829	24796	103%	101%
5	Palwal	3	35424	42492	128016	69321	16775	41920	361%	301%

#.	District	No. of ULBs	Properties as per DR	Properties available on NDC Portal	No. of Properties Surveyed as on 29.03.2022	Owner / Occupier Details Available	Total Locked, Denied, UC	Vacant	% of Properties surveyed w.r.t. DR	% of Properties surveyed w.r.t. NDC
6	Mewat (Nuh)	4	35649	36204	42053	28792	2127	11134	118%	116%
7	Faridabad	1	250000	320887	573351	333124	160787	79440	229%	179%
8	Sonipat	5	206151	235723	262167	163203	25738	73226	127%	111%
9	Jhajjar	4	93108	95301	124370	86006	10610	27754	134%	131%
10	Bhiwani	4	62921	79689	101312	59891	21367	20054	161%	127%
11	Charkhi Dadri	2	19445	19900	29707	16135	4276	9296	153%	149%
12	Rohtak	4	207679	220422	235041	155703	16086	63252	113%	107%
13	Karnal	7	199734	202661	230285	153973	33901	42411	115%	114%
14	Kaithal	6	98945	101611	128812	78243	9742	40827	130%	127%
15	Panipat	2	154715	155884	187803	148392	16689	22722	121%	120%
16	Kurukshetra	5	125964	135166	132247	89588	15011	27648	105%	98%
17	Ambala	4	205776	215279	228370	151477	15356	61537	111%	106%
18	Panchkula	2	158383	162454	151493	99128	19261	33104	96%	93%
19	Yamunanagar	3	169661	183726	200965	146058	7620	47287	118%	109%
20	Rewari	3	71049	87053	91491	63510	10941	17040	129%	105%
21	Mahendragarh	5	60007	72007	78610	44949	10663	22998	131%	109%
22	Gurugram	6	441687	511132	705126	495520	85737	123869	160%	138%
	Total	93	30,82,869	34,11,339	42,18,842	28,00,538	5,26,128	8,92,176	137%	124%

ii) Status of Properties Integrated with Old Ptax ID (District Wise):

#.	District	Properties as per DR	Properties available on NDC Portal	No. of Properties Surveyed as on 29.03.2022	No. of Properties Integrated with OLD Ptax ID	% of Properties Integrated with OLD records	Non-Integrated Properties	Coordinates received for integration from ULBs after 02.02.2022
1	Jind	105690	112395	136421	62150	55%	50245	3588
2	Hisar	200833	223404	233637	155535	70%	67869	-
3	Fatehabad	50279	66214	84277	44411	67%	21803	-
4	Sirsa	129769	131735	133288	84518	64%	47217	-
5	Palwal	35424	42492	128016	16926	40%	25566	-
6	Mewat (Nuh)	35649	36204	42053	18682	52%	17522	-
7	Faridabad	250000	320887	573351	154820	48%	166067	49944
8	Sonipat	206151	235723	262167	138677	59%	97046	272
9	Jhajjar	93108	95301	124370	71510	75%	23791	6462
10	Bhiwani	62921	79689	101312	41199	52%	38490	2048
11	Charkhi Dadri	19445	19900	29707	9545	48%	10355	2876
12	Rohtak	207679	220422	235041	145439	66%	74983	9617
13	Karnal	199734	202661	230285	142615	70%	60046	2
14	Kaithal	98945	101611	128812	58511	58%	43100	254
15	Panipat	154715	155884	187803	92741	59%	63143	-
16	Kurukshera	125964	135166	132247	77658	57%	57508	-
17	Ambala	205776	215279	228370	144694	67%	70585	18951
18	Panchkula	158383	162454	151493	85712	53%	76742	-
19	Yamunanagar	169661	183726	200965	141656	77%	42070	2544
20	Rewari	71049	87053	91491	49003	56%	38050	-
21	Mahendragarh	60007	72007	78610	36803	51%	35204	-
22	Gurugram	441687	511132	705126	391875	77%	119257	34968
	Total	30,82,869	34,11,339	42,18,842	21,64,680	63%	12,46,659	1,31,526

iii) Status of Distribution of Tax Assessment Information Notice (District Wise):

#.	District	No. of Properties Surveyed as on 29.03.2022	No. of Tax Assessment Info Notice Distributed	Total Objections Received as on 31.03.2022	Total Claims Resolved as on 31.03.2022	Balance to be distributed
1	Jind	1,36,421	1,36,421	14,481	14,103	-
2	Hisar	2,33,637	1,55,565	12,043	11,747	78,072
3	Fatehabad	84,277	84,277	7,525	7,292	-
4	Sirsa	1,33,288	1,33,288	12,969	12,798	-
5	Palwal	1,28,016	1,28,016	7,834	7,672	-
6	Mewat (Nuh)	42,053	42,053	3,052	2,992	-
7	Faridabad	5,73,351	45,685	1,719	1,684	5,27,666
8	Sonipat	2,62,167	1,34,163	8,894	8,642	1,28,004
9	Jhajjar	1,24,370	1,00,957	5,880	5,776	23,413
10	Bhiwani	1,01,312	1,01,312	9,779	9,588	-
11	Charkhi Dadri	29,707	29,707	3,180	3,115	-
12	Rohtak	2,35,041	1,71,176	12,774	12,573	63,865
13	Karnal	2,30,285	2,30,285	16,344	16,049	-
14	Kaithal	1,28,812	1,28,812	7,535	7,373	-
15	Panipat	1,87,803	1,87,803	17,329	17,111	-
16	Kurukshetra	1,32,247	1,32,247	12,640	12,440	-
17	Ambala	2,28,370	2,28,370	11,576	11,369	-
18	Panchkula	1,51,493	9,659	1,312	1,251	1,41,834
19	Yamunanagar	2,00,965	2,00,965	14,214	14,128	-
20	Rewari	91,491	91,491	7,587	7,484	-
21	Mahendragarh	78,610	78,610	7,816	7,648	-
22	Gurugram	7,05,126	1,67,390	7,354	7,018	5,37,736
	Total	42,18,842	27,18,252	2,03,837	1,99,853	15,00,590

b) Instructions and Directions given by Hon'ble ULBM & W/PSULB:

Hon'ble ULBM, W/PSULB & W/PSCM apprised all the DMCs/CMCs that the property tax is major source of income for all the MCs and utmost importance to this project must be ensured by all the MCs. It was also discussed that there have been a lot of complaints from multiple sources received against the property taxation survey work and there have been multiple questions raised in the Haryana Vidhan Sabha also with regard to this subject. Hence, it becomes an integral duty of all the DMCs / CMCs and the ULBs to take ownership of the project and take it to a logical end. In order to accomplish that following must be ensured:

- All the DMCs / CMCs must ensure that the survey work is completed in all the 93 ULBs including all the properties falling in extended limits of MCs like Gurugram, Faridabad, Narnaul and Fatehabad and newly constituted MCs like Siwan, Badli, Adampur and Badhra.
- ULBs like Adampur, Siwan and Badli have not uploaded the data on NDC Portal till date, so were directed to complete the task and any financial loss arising out of this shall be responsibility of the respective ULB.
- The Survey agency is directed to deploy the requisite skilled staff at the ULBs wherever required
- It has been observed that approx. 65% of old property survey could be integrated with new property survey data. 35% properties are still to be integrated; these properties are expected to have sizeable dues as arrears which need to be recovered, otherwise it would lead to huge financial implication. All DMC/CMC shall ensure that the integration work must be completed within 15 days positively.
- Also, all the payments which have been made or are to be made to the agency are being done on the basis of verification & certification by the ULBs. Hence, it is directed that all the DMCs / CMCs must ensure timely & effective completion of the work.

- The Survey agency shall ensure distribution of Tax assessment information notices across all the ULBs. The agency shall also ensure speedy disposal of claims/objections received from citizens. Following shall be ensured in this regard:
 - Common help desk by ULB and survey agency to be setup as well as area wise camps may be arranged with wide publicity for facilitating the citizens.
 - W/PSCM directed the ULBs to assist the survey agency in all manners with approval/authority letter from the ULBs.
 - Survey agency shall make daily communications with the respective DMC/CMC for regular progress status, increasing the resource team and facilities wherever needed.
 - The status of disposal of any claim/objection must be conveyed to respective ULB and wherever any correction/updation is done shall be communicated with respective property owner/occupier.
- The list on non-integrated properties was sent to respective ULBs on 02.02.2022 for identification and integration with the newly conducted survey, but very less progress is seen.
 - Thus, all the DMCs/CMCs shall ensure to submit all the updated records to the survey agency and shall coordinate with the team for 100% integration of Old Property ID available on NDC Portal with the current survey data.
 - Survey agency in coordination with the ULBs shall increase the efforts in segregation of the old property IDs which could not be integrated with current survey, identify them on field and get integrated with current survey to achieve 100% integration.
 - All the missing parameters in the data of properties available on NDC Portal such as name, father's name, address, mobile number, electricity connection number, Aadhar number, Family ID need to be updated on NDC Portal by the ULBs.
- The DMCs/CMCs must ensure that ULBs must finalise and share with the survey agency all the verified Municipal Boundaries, Colony Boundaries including all the merging/de-merging, addition of new colony etc., verified Layout plans of licensed colonies and Approved/unapproved areas/properties, area type (area of authority) in coordination with respective departments like TCPD, HUDA, HSIIDC, HSVP, Housing Board, etc.
- The Survey agency shall submit and migrate 1.1 (C) Data after due verification and sanitization of the surveyed data.
 - The 14 ULBs who are using ULB Portal and 13 newly constituted ULBs (8 MCs added in the scope after RFP float plus 5 MCs constituted during the project commencement where old demand registers were not available) shall be taken up on priority and the data for those ULBs shall be provided by the survey agency by 20.04.2022 so that the distribution of final Tax Assessment Notice in these ULBs could be started.
 - For all other ULBs, the survey agency after migrating the 1.1(C) data shall provide the data to respective ULB in excel format along with a certificate on or before 20.04.2022
 - The ULBs then must check, validate & verify the submitted data. Once verified, a certificate for 1.1 (C) data jointly signed by the respective ULB along with the concerned DMC/CMC and the survey agency needs to be submitted on or before 30.04.2022.

(vi) Haryana Engineering Works Portal: -

a) The overall status of the Haryana Engineering Works Portal was discussed and is placed below:

Estimate Status on HEWP									
#.	Under Preparation & Pending at the level				Prepared	Tech Sanction		Admin Approval	
					(Final)				
Municipal Corporation/ Council/ Committee	EE	SE	HO	Total		Sanctioned	Not Sanctioned	Approved	Not Approved
	733	0	0	733	31	0	31	0	31

b) Instructions and Directions given by Hon'ble ULBM & W/PSULB:

- All the DMCs/CMCs shall ensure that the Data of employees needs to be updated on HRMS portal for which various instructions are already issued.
- All the DMCs / CMCs shall ensure that the HEWP portal is used for all the development works and no development work is carried out outside of HEWP portal

(vii) CM Window: -

The status of CM window was discussed & reviewed in detail during the meeting. Following directions are issued in this regard:

- All the DMCs / CMCs and the ULBs must ensure timely & effective disposal of all the complaints on the CM window for the ULBs under their jurisdiction
- W/PSCM mentioned that he has would be reviewing the status of complaints on CM window ULB wise and the concerned DMC / CMC along with the concerned EO / Secretary would be called upon for the status review for the ULBs under their jurisdiction

(viii) Initiative under “**साफ सिटी** Safe City”: -

Saaf City Safe City: – Sanitation Drive: Training was conducted on 30.03.2022 along with instructions. Drive to be scheduled from 01.04.2022 to 31.05.2022. Only 14 ULBs have created schedule on the portal.

Saaf-City Safe-City: To be used on all letter heads/Stationary. Hoardings with theme of Saaf-City and Safe City to be displayed.

a) Instructions and Directions given by Hon'ble ULBM & W/PSULB:

i. MC Offices and Space Management

- All the MC offices must be clean & presentable. The ULBs shall regularly monitor and review all the basic requirements of MC offices.
- Citizens should get all the required assistance and information from the MC offices. Proper cleaning, installation of Dustbins, etc. shall be done by all the MCs.
- The parking space at each ULB shall be clearly identifiable and marking should be done properly at the parking place

ii. Park Management

- All the ULBs shall identify and update the exclusive list of all the parks and its assets.
- 100% coverage of Parks management to be ensured. DMCs/CMCs to personally inspect and monitor the maintenance. The parks may be given to local societies for maintenance and competition amongst the societies for park beautification may be held wherein we may award the best.

- The action taken report and the updated status shall be shared to the HQ by the respective ULB
- iii. Shamshanghats (Cremation centers) Management
- Shamshanghats in the State to be maintained properly with proper wall fencing, availability of drinking water, paved pathway, proper greenery, etc. in the parks shall be ensured. This may be taken up as a mission mode project and it should be completed in a time-bound manner across the state. All DMCs/CMCs to ensure the maintenance and shall regularly monitor the progress.
 - The action taken report and the updated status shall be shared to the HQ by the respective ULB
- iv. Community Centres Management
- The ULBs shall monitor and review basic needs and requirements for management of Community Centres and prepare an estimate of the same.
 - The action taken report and the updated status shall be shared to the HQ by the respective ULB
- (ix) Regularisation of Unauthorised Colonies under the Civic amenities Act 2016 (amended 2021)
- a. The Department vide letter dated 31.03.2022, has circulated the format & checklist for examination and procedure to finalise the layout plans of such colonies. Till date 05.04.2022, the T&CPD has shared approx. 838 maps of unauthorised colonies. 520 maps of unauthorised colonies have been scanned and mailed to all respective municipalities by this Department. The remaining 318 colonies are being segregated district-wise & municipality-wise. Further, the scanning of these colonies is under process, post which shall be sent to all respective municipality. Following are directions issued to the ULBs in this regard:
- i. Examine as per issued norms in the requisite format and checklist.
 - ii. Finalise the layout plans as per instructions
 - iii. Pass House Resolution
 - iv. Send recommendation to Department for obtaining approval from the Government.
- (x) PM SvaNidhi
- a. The Status for both the Tranche 1 & 2 were discussed in the meeting.
- b. As the time schedule is extended for 6 months and Govt. of India has directed to all the States to achieve and complete all the tasks by June 2022.

The meeting ended with vote of thanks to Chair.



To,

1. All the District Municipal Commissioners in the State of Haryana
2. All the Commissioners of the Municipal Corporations in the State of Haryana
3. Sh. Rohtash Bishnoi, Additional Municipal Commissioner, Municipal Corporation, Gurugram
4. Sh. Inderjeet Kularia, Additional Municipal Commissioner, Municipal Corporation, Faridabad
5. Sh. Hardeep, Deputy Municipal Commissioner, Municipal Corporation, Rohtak
6. Sh. Prashant, Secretary, Municipal Council, Charkhi Dadri
7. All the Executive Officers/Secretaries of Municipal Councils/Committees in the State of Haryana


Memo No.: CTP-II/DULB/2022/ 240
Dated: 30.05.2022

Subject: - Proceedings of 12th Steering Committee along with discussion related to other agenda points scheduled to be held under the Chairpersonship of Hon'ble Urban Local Bodies Minister, Haryana on 06.05.2022 from 11:30 AM at Haryana Niwas, Chandigarh.

On the Subject cited above.

2. Please find enclosed herewith the proceedings of the 12th Steering Committee & Review meeting held under the chairpersonship of Hon'ble ULBM, Haryana on 06.05.2022 at 11:30 AM to review the status of property survey being conducted across all the ULBs in Haryana along with other agenda points for review of various schemes and programmes in the State of Haryana for information and necessary action.
3. Keeping in view of above, you are hereby requested to ensure necessary compliance of all the directions and instructions given by Hon'ble ULBM, W/PSULB & W/PSCM in the meeting for review of various schemes and programmes along with Sign Off format for Stage 1.1 (C).

DA/as stated above.


Deputy Municipal Commissioner (HQ),
for Director, Urban Local Bodies
Haryana, Panchkula

CC to:

1. All the Mayors and the Presidents in the State of Haryana
2. PS/ULBM
3. PS/PSULB
4. PS/PSCM
5. PA/DULB
6. ADULB
7. CTP-II
8. CE-IT
9. GM-IT
10. Yashi Consulting Services Pvt. Ltd for compliance and necessary action.

Draft Proceedings of 12th meeting of the Steering Committee along with discussion related to other agenda points scheduled to be held under the Chairpersonship of Hon'ble Urban Local Bodies Minister, Haryana on 06.05.2022 from 11:30 AM at Haryana Niwas, Chandigarh.

In the meeting, following officers were present: -

1. Shri Arun Gupta, IAS, Principal Secretary to Government Haryana, Urban Local Bodies Department.
2. Shri V. Umashankar, IAS, Principal Secretary to Chief Minister, Haryana.
3. Shri Dusmanta K Behera, IAS, Director Urban Local Bodies, Haryana.
4. All the Commissioners of Municipal Corporations in the state of Haryana (List enclosed)
5. All the District Municipal Commissioners in the state of Haryana (List enclosed)
6. Shri Y. S. Gupta, Additional Director, Urban Local Bodies Department, Haryana.
7. Shri K.K Varshney, Chief Town Planner-II, Urban Local Bodies Department, Haryana.
8. Sh. Rohtash Bishnoi, Additional Municipal Commissioner, Municipal Corporation, Gurugram
9. Sh. Hardeep, Deputy Municipal Commissioner, Municipal Corporation, Rohtak
10. Sh. Prashant, Secretary, Municipal Council, Charkhi Dadri
11. Sh. Gaurav Anand, XEN-III
12. Sh. Ankit Lohan, XEN-IV
13. Sh. Manjeet Singh, District Town Planner (HQ)
14. Sh. Chirag, Assistant Town Planner (HQ)
15. Sh. Rajiv Sehdev, GM-IT (HQ)
16. Sh. Aditya Aggarwal, IT Consultant, EY LLP
17. Sh. Hardik Panchal, IT Consultant, EY LLP
18. Sh. Sanjay Gupta, MD Yashi Consulting Services Pvt. Ltd.

At the outset, W/PSULB and W/DULB welcomed Hon'ble Urban Local Bodies Minister, Haryana along with all the participants. W/DULB made a short introduction on the agenda points of the meeting and status review of the various schemes and programmes being conducted in the State of Haryana. A detailed discussion & deliberation was done on each point and all the agendas were reviewed in detail.

Agenda of the meeting:

The meeting started with point wise status review on the following agenda points: -

- (i) **Property Tax Survey, Property Survey Data Integration and completion of Property Tax Survey project.**
- (ii) **Declaration of Civic Amenities and Infrastructure Deficient Areas.**
- (iii) **Mukhyamantri Shehri Nikay Swamitva Yojna (Sale of MC Houses/Shops on lease/rent/tehbazari/licence fees for 20 years or more).**
- (iv) **Status of approval of Budget Estimates of ULBs for the year 2022-23.**
- (v) **Status of Campaign- "Parking ki Marking".**

I. Property Tax Management System

W/PSULB apprised the current status of the project to the Chairperson and all the members present in the meeting.

- He mentioned that the agency shall provide the final 1.1 (C) data ULB wise after the completion of reassessment process to all the ULBs separately. He also mentioned that the final property data after integration and receipt of signoff of stage 1.1 (C) from the ULBs will be uploaded and made live.

- ULBs shall verify & validate at least 10% of the data received after the reassessment process under stage 1.1 (C) and updated after disposal of claims/objections received from the citizens within one week of time positively.
- The list of non-integrated properties of MC Area and the list of HSVP sectors has already been provided to all the respective ULBs by the survey agency.
- The chair further requested Sh. K K Varshney (CTP-II) to brief about the current status of each project activities.
- He presented the overall status and the District wise status of the Properties surveyed, Properties integrated with Old Ptax ID and Distribution of Tax Assessment Information Notice and following is the brief of the status:
 - (i) Nos. of Properties Integrated with OLD Ptax ID before 02.02.2022 is 21,64,680 and Nos. of properties received for integration after 02.02.2022 is 2,07,014.
 - (ii) The task of distribution of tax assessment information notices has increased from 28 lacs to 30 plus lacs.
- He also mentioned that as per the agreement the data was to be submitted by the agency at once during the stage 1.1 (A). But due of multiple factors such as non-support of ULBs, adverse ground situation due to the pandemic, resistance from citizen, lack of manpower of the agency etc, the surveyed data collected by the agency required further sensitisation because numbers of complaints were also being received on the quality & correctness of the surveyed data. Due to non-support of ULBs, the integration of newly surveyed data with the old data was delayed substantially. Looking at all these reasons and understanding the importance of quality of data, the steering committee decided that proper checking & sanitisation of data be conducted before making it live. Hence it was decided that after sanitisation & proper checking of data, the data thus submitted under stage 1.1 (C) be considered as final.
- The data of 1.1 (C) so provided by the agency to the ULBs and the head office simultaneously through API will be checked by the ULBs for the atleast 10% properties and penalty will be calculated on the reports received from the ULBs as per SLAs defined in the agreement.
- The survey agency presented the list of 65 ULBs as per the directions given by the Hon'ble ULBM in the meeting dated 03.05.2022, final complete property survey data of whom shall be provided to the concerned ULBs by the agency (Annexure-A).
- Agency also apprised that out of 2.8 lac properties of HSVP sectors of 36 towns, 2.6 lac properties are already integrated. Non-matched data such as owner name, house number has been provided to the concerned ULBs separately for final checking and inputs.
- DMC-cum-CMC Panipat mentioned that most of the complaints received in the MCs are pertaining to the old data which currently deployed on the NDC portal and the same is being confused with the newly surveyed data. The New surveyed data seems more realistic than the old data.
- DMC, Rewari also mentioned that new surveyed data seems to be in order.
- CMC, Faridabad also mentioned that the new survey is being conducted is proper and efforts are being made by the agency to complete the task.
- The District wise status of the Properties surveyed, Properties integrated with Old Ptax ID and Distribution of Tax Assessment Information Notice is as below: -

i) Status of Properties Surveyed (District Wise):

#.	District	No. of ULBs	Properties as per DR	Properties available on NDC Portal	No. of Properties Surveyed as on 29.03.2022	Owner / Occupier Details Available	Total Locked, Denied, UC	Vacant	% of Properties surveyed w.r.t. DR	% of Properties surveyed w.r.t. NDC
1	Jind	5	105690	112395	136421	94838	9814	31769	129%	121%
2	Hisar	8	200833	223404	233637	161591	19072	52974	116%	105%
3	Fatehabad	5	50279	66214	84277	59433	7726	17118	168%	127%
4	Sirsa	5	129769	131735	133288	101663	6829	24796	103%	101%
5	Palwal	3	35424	42492	128016	69321	16775	41920	361%	301%
6	Mewat (Nuh)	4	35649	36204	42053	28792	2127	11134	118%	116%
7	Faridabad	1	250000	320887	573351	333124	160787	79440	229%	179%
8	Sonipat	5	206151	235723	262167	163203	25738	73226	127%	111%
9	Jhajjar	4	93108	95301	124370	86006	10610	27754	134%	131%
10	Bhiwani	4	62921	79689	101312	59891	21367	20054	161%	127%
11	Charkhi Dadri	2	19445	19900	29707	16135	4276	9296	153%	149%
12	Rohtak	4	207679	220422	235041	155703	16086	63252	113%	107%
13	Karnal	7	199734	202661	230285	153973	33901	42411	115%	114%
14	Kaithal	6	98945	101611	128812	78243	9742	40827	130%	127%
15	Panipat	2	154715	155884	187803	148392	16689	22722	121%	120%
16	Kurukshetra	5	125964	135166	132247	89588	15011	27648	105%	98%
17	Ambala	4	205776	215279	228370	151477	15356	61537	111%	106%
18	Panchkula	2	158383	162454	151493	99128	19261	33104	96%	93%
19	Yamunanagar	3	169661	183726	200965	146058	7620	47287	118%	109%
20	Rewari	3	71049	87053	91491	63510	10941	17040	129%	105%
21	Mahendragarh	5	60007	72007	78610	44949	10663	22998	131%	109%
22	Gurugram	6	441687	511132	705126	495520	85737	123869	160%	138%
	Total	93	30,82,869	34,11,339	42,18,842	28,00,538	5,26,128	8,92,176	137%	124%

ii) Status of Properties Integrated with Old Ptax ID (District Wise):

#.	District	Properties as per DR	Properties available on NDC Portal	No. of Properties Surveyed as on 29.03.2022	No. of Properties Integrated with OLD Ptax ID before 02.02.2022	% of Properties Integrated with OLD records	Non-Integrated Properties	Numbers of properties received for integration after 02.02.2022
1	Jind	1,05,690	1,12,395	1,36,421	62,150	55%	50,245	3,817
2	Hisar	2,00,833	2,23,404	2,33,637	1,55,535	70%	67,869	0
3	Fatehabad	50,279	66,214	84,277	44,411	67%	21,803	0
4	Sirsa	1,29,769	1,31,735	1,33,288	84,518	64%	47,217	0
5	Palwal	35,424	42,492	1,28,016	16,926	40%	25,566	2
6	Mewat (Nuh)	35,649	36,204	42,053	18,682	52%	17,522	3
7	Faridabad	2,50,000	3,20,887	5,73,351	1,54,820	48%	1,66,067	56,316
8	Sonipat	2,06,151	2,35,723	2,62,167	1,38,677	59%	97,046	2,556
9	Jhajjar	93,108	95,301	1,24,370	71,510	75%	23,791	9,613
10	Bhiwani	62,921	79,689	1,01,312	41,199	52%	38,490	2,049
11	Charkhi Dadri	19,445	19,900	29,707	9,545	48%	10,355	3,574
12	Rohtak	2,07,679	2,20,422	2,35,041	1,45,439	66%	74,983	12,501
13	Karnal	1,99,734	2,02,661	2,30,285	1,42,615	70%	60,046	2
14	Kaithal	98,945	1,01,611	1,28,812	58,511	58%	43,100	8,857
15	Panipat	1,54,715	1,55,884	1,87,803	92,741	59%	63,143	0
16	Kurukshetra	1,25,964	1,35,166	1,32,247	77,658	57%	57,508	1

#.	District	Properties as per DR	Properties available on NDC Portal	No. of Properties Surveyed as on 29.03.2022	No. of Properties Integrated with OLD Ptax ID before 02.02.2022	% of Properties Integrated with OLD records	Non-Integrated Properties	Numbers of properties received for integration after 02.02.2022
17	Ambala	2,05,776	2,15,279	2,28,370	1,44,694	67%	70,585	44,071
18	Panchkula	1,58,383	1,62,454	1,51,493	85,712	53%	76,742	49
19	Yamunanagar	1,69,661	1,83,726	2,00,965	1,41,656	77%	42,070	12,604
20	Rewari	71,049	87,053	91,491	49,003	56%	38,050	349
21	Mahendragarh	60,007	72,007	78,610	36,803	51%	35,204	1,835
22	Gurugram	4,41,687	5,11,132	7,05,126	3,91,875	77%	1,19,257	48,815
	Total	30,82,869	34,11,339	42,18,842	21,64,680	63%	12,46,659	2,07,014

iii) Status of Distribution of Tax Assessment Information Notice (District Wise):

#.	District	No. of Properties Surveyed as on 29.03.2022	No. of Tax Assessment Info Notice Distributed till 02.05.2022	Total Objections Received till 02.05.2022	Total Claims Resolved till 02.05.2022	Balance to be distributed
1	Jind	1,36,421	1,36,421	15,767	15,269	-
2	Hisar	2,33,637	2,33,637	17,459	16,188	-
3	Fatehabad	84,277	84,277	8,269	8,070	-
4	Sirsa	1,33,288	1,33,288	13,738	13,350	-
5	Palwal	1,28,016	1,28,016	9,042	8,823	-
6	Mewat (Nuh)	42,053	42,053	3,426	3,408	-
7	Faridabad	5,73,351	95,127	3,770	3,018	4,78,224
8	Sonipat	2,62,167	2,07,921	14,525	12,902	54,246
9	Jhajjar	1,24,370	1,24,370	7,618	7,395	-
10	Bhiwani	1,01,312	1,01,312	10,143	9,914	-
11	Charkhi Dadri	29,707	29,707	3,856	3,691	-
12	Rohtak	2,35,041	17,11,276	14,039	13,219	63,865
13	Karnal	2,30,285	2,30,285	21,109	19,606	-
14	Kaithal	1,28,812	1,28,812	8,040	7,832	-
15	Panipat	1,87,803	1,87,803	20,303	18,743	-
16	Kurukshetra	1,32,247	1,32,247	13,186	12,784	-
17	Ambala	2,28,370	2,28,370	14,994	13,697	-
18	Panchkula	1,51,493	32,200	2,980	2,483	1,19,293
19	Yamunanagar	2,00,965	2,00,965	14,222	14,134	-
20	Rewari	91,491	91,491	8,375	8,106	-
21	Mahendragarh	78,610	78,610	7,983	7,959	-
22	Gurugram	7,05,126	2,25,726	9,448	8,401	4,79,400
	Total	42,18,842	45,63,914	2,42,292	2,28,992	11,95,028

After the deliberation on the above mentioned points, following decisions were taken:-

- a) Hon'ble ULBM approved the list of the 65 Towns including phase wise schedule as proposed by the agency and directed the agency to provide the final survey data of 65 towns to all the concerned ULBs as per following:
 - (i) The agency was directed to provide initially the survey data of stage 1.1 (C) along with all the 98 parameters in excel format to all the concerned ULBs after duly incorporating the objections received from the citizens after distribution of reassessment notices.

- (ii) The agency must submit the data (ULB Wise) to the ULBs individually in excel files with Part-I of the Stage 1.1 (C) Sign-Off certificate. Format for the Sign-off certificate is attached as Annexure-B.
 - (iii) The agency shall submit all the relevant data like administrative boundaries, sector and colony boundaries, Streets along with codes duly marked on base map in pdf format to the ULBs.
 - (iv) Agency shall provide the same data to Head office in .shp file format along with base map imagery (Drone or satellite imagery where drone permissions were not received), etc as per agreement.
 - (v) Agency shall provide the non-integrated properties to the ULBs again and concerned ULB shall identify such properties wherein there is high demand and high arrear against the properties. The list of properties mismatched with the HSVP data needs to be provided by the agency to the ULBs separately. In case such properties are not identified by the ULBs for integration, concerned DMC/CMC will provide a certificate that such properties could not identified after making all sorts of efforts are untraceable.
 - (vi) ULBs shall carryout random checking of at least 10% of properties on which objections were received from the citizens since the data of all the properties was uploaded on the PMS portal in public domain and property information notices were also distributed to all the citizens. Moreover vide publicity was also made by the agency through newspaper too. Therefore citizens who found discrepancies in their property data made objections for the correction and the same need to be checked by the ULBs whether corrections in the record has been made or not. ULBs have also carried out 10% verification of data of stage 1.1 (B).
 - (vii) ULBs shall submit the sign Off certificate of Stage 1.1 (C) within seven working days from the date of receipt of data from the agency through mail (Annexure-C) and non-submission of certificate within seven days, it will lead to deemed signoff certificate for which concerned CMC/DMC shall be sole responsible for any sort of financial implications.
 - (viii) Only after the completion of above mentioned processes, agency shall submit the data through the API to the directorate along with certification, verification as per signoff certificate of stage 1.1 (C) provided by the ULBs.
- b) In the meeting, it was also decided that:-
- (i) In case, in future a non-identified property is identified in the future than all the outstanding demand including arrear with interest shall be recovered from such properties and a note may also be printed in the demand notice bill.
 - (ii) PSCM mentioned in the meeting that there is a provision in the Municipal/Corporation Act to levy the three year tax on the properties which were never been assessed. This process to be carried out for all the non-integrated properties and new properties identified in this survey.
 - (iii) Earlier, it was decided in the 10th meeting of the steering committee to complete the stage 1.1 (C) till 15th March, 2022. Now due to mega camps the date of completion of stage 1.1 (C) is extended till 31.07.2022 and next stage i.e. O&M shall commence from 31.07.2022 or completion of Stage 1.1 (C) of entire cluster, whichever is earlier.
- Hon'ble ULBM also approved the list and schedule of the **Mega Camps in 21 Towns** with tentative no. of counters, starting from 9th May to 10th June 2022.
 - (i) Wide publicity of these camps by the respective ULBs in coordination with the agency and maximise all the efforts to complete the task of distribution

of assessment information notice & Claim/Objections disposal and data updation/integration.

- (ii) The camps shall be organised with provision of basic facilities to the citizen. The camps may be area specific basis on the objections been received more.
- (iii) DMCs/CMCs should give the requirement to the agency for additional manpower on need basis, if any.
- (iv) The agency shall coordinate with respective DMC/CMC for organizing the camp and shall ensure all the support for successful completion of the activity.
- (v) The list of 21 Towns for Mega Camps schedule is attached as **Annexure-D.**
- Data of Agriculture and vacant plot was obtained from Revenue Department and incorporated in the survey data. All CMCs/DMCs shall ensure wide publicity for the same to sensitise the citizen to get their data updated as per relevant document otherwise such correction in the data in the future shall be carried as per the due procedure
- The status of progress shall be shared by the agency to all the DMCs/CMCs and Hon'ble ULBM as well on weekly basis.
- NDC portal data should be replaced with the verified data of ULBs of stage 1.1 (C) received from the agency through APIs and will be completely shifted to new system of Property Tax Management.
- It was also decided in the meeting that the task of QR code enabled House Number Plate affixation may be started in O&M phase.
- After considering the representation dated 18.04.2022 of the agency, it was decided that:
Since, assessment information notices were distributed by the agency (as decided in the 8th, 9th & 10th meeting of the steering committee), which was not under the scope of the agency. The scope of distribution of assessment information notice and distribution of tax demand notice are similar, the process of distribution of tax demand notices will be carried out by the ULBs at their own level. So scope of the agency for the distribution of tax demand notices is presumed to be carried out by the agency because in place of tax demand notice, agency has distributed the tax assessment information notice.
- The rate of fixing the House Plate shall be fixed at Directorate/Department level (Survey agency has requested to fix the rate vide its representation letter no. YCSPL-PKL/Haryana/2021/15 dated 22.07.2021 and YCSPL/PTS/DULB/1217 dated 18.04.2022 regarding Stage 1.1(C) payment in two parts) and payment of fixing House plate will be carried out by the concerned ULBs.

II. Declaration of Civic Amenities and Infrastructure Deficient Areas.

- a) The overall understanding and the status of the Civic Amenities Bill 2021 was discussed.
 - Sh. Manjeet Singh (DTP, H.Q.) apprised the objectives, norms and salient features like eligibility, procedure and recommendation for declaring un-authorized colonies.
 - The norms for all the Categories 1, 2, 3 and 4 along with the procedure for notification of the colonies was discussed before the members.
- b) **Instructions and Directions given by Hon'ble ULBM & W/PSULB:**
 - W/PSULB gave the instructions that a letter may be sent to all the Administrative Secretaries as in some places SDMs are senior to DMCs on request and recommendation given by DMC, Mewat.



- The list of colonies sent to the ULBs along with the geo-coordinates shall be scrutinised under the supervision of respective DMC/CMC for which resolution to be made in 10 days positively.

III. Mukhyamantri Shehri Nikay Swamitva Yojna (Sale of MC Houses/Shops on lease/rent/tehbazari/licence fees for 20 years or more).

a) The overall status of the Sale of House/Shops in all the ULBs was discussed as below:

Total Properties Entered by ULB	Submitted Applications by Citizen	Claim and Objection by Citizen	Observation by Department	Application Approved	Application Approve with Modification	Application Rejected	Pending for Decision
16671	7077	38	4236	1014	48	518	5497

b) District wise status of the Sale of House/Shops was reviewed and performance of all the ULBs was assessed after detailed deliberation.

S. No.	District	Total Properties Entered by ULB	Submitted Applications by Citizen	Claim and Objection by Citizen	Observation by Department	Application Approved	Application Approve with Modification	Application Rejected	Pending for Decision
1	Ambala	2026	1093	9	746	11	0	0	1082
2	Bhiwani	101	62	0	68	6	39	0	17
3	Charkhi dadri	95	59	0	1	0	0	0	59
4	Faridabad	1854	175	0	0	116	0	55	4
5	Fatehabad	7	274	1	231	7	0	0	267
6	Gurugram	1049	590	5	313	289	6	89	206
7	Hisar	655	340	0	4	109	0	10	221
8	Jhajjar	637	391	0	323	14	1	0	376
9	Jind	705	336	1	419	0	0	0	336
10	Kaithal	442	93	0	5	5	0	0	88
11	Karnal	920	471	6	351	0	0	0	471
12	Kurukshetra	342	263	3	30	0	0	23	240
13	Mahendragarh	1314	347	6	395	1	0	31	315
14	Mewat	228	185	2	151	0	0	0	185
15	Palwal	420	222	0	0	56	0	0	166
16	Panchkula	120	123	0	0	27	0	60	36
17	Panipat	126	118	0	71	16	0	59	43
18	Rewari	948	295	0	25	29	0	110	156
19	Rohtak	680	382	0	105	103	2	0	277
20	Sirsa	912	492	2	0	0	0	0	492
21	Sonipat	1257	184	0	239	74	0	79	31
22	Yamunanagar	1833	582	3	759	151	0	2	429
	Grand Total	16671	7077	38	4236	1014	48	518	5497

c) Instructions and Directions given by Hon'ble ULBM & W/PSULB:

- All the DMCs/CMCs must make all the efforts in assessment of the applications received by the citizen along with prompt decision on the approval/rejection.
- All the DMCs/CMCs and ULBs need to ensure that all the applications received by the citizen must be addressed carefully and on priority and shall regularly monitor the progress.
- CMC Faridabad has requested to extend the period for 1 month for approval/decision of the applications, which was approved in the meeting.

IV. Status of approval of Budget Estimates of ULBs for the year 2022-23.

W/ADULB apprised the status of Budget Estimates for F.Y. 2022-23 in respect of Municipal Corporations, Councils and Committees in the State to the Chairperson and all the members present in the meeting.

- He further mentioned that the data figures shall be uploaded on Vikas Nidhi Patt Portal within 1 week.
- W/ADULB apprised that the SFC/CFC grants will be granted only if the data is regularly updated on the portal.

V. Status of Status of Campaign - “Parking ki Marking”.

Hon’ble ULBM again mentioned the importance of this initiative of “*proper management of parking spaces in urban areas in the State of Haryana in a campaign mode **Parking ki Marking***” taken up by the Govt. of Haryana.

- Hon’ble ULBM further asked to all the members present in the meeting whether anyone has initiated this campaign and discussion went on the earlier instructions given by Hon’ble ULBM to initiate the campaign from own MC offices and departments.
- He further directed to all the members to start the activities and ensure that 100% MC offices and departments shall be completed at earliest.
- After completing MC offices and all Govt. offices, priority shall be given to all the Parks in MCs and both the sides of Roads for both 2 & 4 wheelers, thereafter cover all the places such as Community Centers, Shamshan ghats and public places like Banks, Cinema Halls, Malls, etc.
- The parking space at each ULB shall be clearly identifiable and marking should be done properly at the parking place.
- Also, the space on the roadsides (wherever feasible) should be marked for properly for parking either straight or inclined, whichever is feasible as per the location.

The meeting ended with vote of Thanks to the Chair.



Sign-Off Format for Property Survey (Stage 1.1(C))

PART – I: Submission by the Survey Agency

Geo-enabled Land and building asset property Survey, data management, assessment and data integration into the web system including Issuance of Notice & Bills, with Technical handholding support in updation of property tax demand collection registers (TS 1) etc. complete in all respect as per scope of work

Stage 1.1 (C): Complete issuance of TS1 Register and distribution of notices, bills as per scope of work.

Sr. No.	Particulars	Details (to be filled-in by the Survey Agency)
1.	Name of ULB	
2.	Nos. of Properties as per RFP	
3.	Nos. of Properties as per Old Demand Registers	
4.	Nos. of Properties available on NDC Portal	
5.	Nos. of Total Properties Surveyed and Submitted by SI on Web Based GIS Platform (Image / Base Map solution for verification covering 100% properties in MC Area) as per prescribed Parameters. (In Excel)	
6.	Data verification by ULB in Stage 1.1(A)	
6(A)	<i>Date & Letter Memo. No.</i>	
6(B)	<i>No. of Properties certified and verified as per Sign-Off 1.1(A)</i>	
7.	Data validation by ULB in Stage 1.1(B)	
7(A)	<i>Date & Letter Memo. No.</i>	
7(B)	<i>No. of Properties certified, verified and validated as per Sign-Off 1.1(B)</i>	
7(C)	<i>No. of Properties selected out of properties submitted by SI (Survey Agency) for physical field verification by the Officer/Officials/Committee (nominated by the concerned MC). (Physical validation of atleast 10% of surveyed properties).</i>	
7(D)	<i>No. of surveyed properties as mentioned at Sr. No. 7(C), whose data is found correct which is verified and validated.</i>	
7(E)	<i>No. of surveyed properties as mentioned at Sr. No. 7(C), whose data is found incorrect which is verified and validated.</i>	

7(F)	%age of error found in the properties verified.		
8.	Nos. of Properties Integrated with OLD P Tax ID on NDC Portal		
9.	%age of Properties Integrated with OLD P Tax ID on NDC Portal		
10.	Nos. of Non-Integrated Properties with OLD P Tax ID on NDC Portal		
11.	%age of Properties not integrated with OLD P Tax ID on NDC Portal		
12.	Nos. of Tax Assessment Information Notices Distributed		
13.	Total Claim/ Objections Received from Citizen both Online and Offline.	Online	Offline
		Total:	
14.	Total Claim/ Objections Resolved		
15.	Total Claim/ Objections Rejected		
16.	Masters' data created for Wards, Sector, Colony, Street, Society and Zone, etc. in PDF Format. <ul style="list-style-type: none"> • All Certified Boundaries (MC, Wards, Sectors, etc.) • Colony & Layout Plans of planned colonies • Street Codes with levels • Society Codes if applicable • Area Type Codes 		
17.	Date of Submission of Stage 1.1 (C) data by Survey Agency (SI) to MC in Excel (As per Stage 1.1 (C))		
18.	Signature of SI with seal and sign		

I/We hereby submit the complete data of the properties surveyed for <ULB Name> in Excel format as per the prescribed Parameters and the master data.

Signature of Survey Agency with Seal.

Name of the Representative

Designation

Office Address

Received By:

Name of ULB:

Name of Officer/Official:

Designation:

Sign-Off Format for Property Survey (Stage 1.1(C))

PART-II: Sign-Off by the DMC / CMC and EO / Secretary of the ULB

Sr. No.	Particulars	Details (to be filled-in by the Survey Agency)
1.	Name of ULB	
2.	Nos. of Properties as per RFP	
3.	Nos. of Properties as per Old Demand Registers	
4.	Nos. of Properties available on NDC Portal	
5.	Nos. of Total Properties Surveyed and Submitted by SI on Web Based GIS Platform (Image / Base Map solution for verification covering 100% properties in MC Area) as per prescribed Parameters. (In Excel)	
6.	Data verification by ULB in Stage 1.1(A)	
6(A)	<i>Date & Letter Memo. No.</i>	
6(B)	<i>No. of Properties certified and verified as per Sign-Off 1.1(A)</i>	
7.	Data validation by ULB in Stage 1.1(B)	
7(A)	<i>Date & Letter Memo. No.</i>	
7(B)	<i>No. of Properties certified, verified and validated as per Sign-Off 1.1(B)</i>	
7(C)	<i>No. of Properties selected out of properties submitted by SI (Survey Agency) for physical field verification by the Officer/Officials/Committee (nominated by the concerned MC). (Physical validation of atleast 10% of surveyed properties).</i>	
7(D)	<i>No. of surveyed properties as mentioned at Sr. No. 7(C), whose data is found correct which is verified and validated.</i>	
7(E)	<i>No. of surveyed properties as mentioned at Sr. No. 7(C), whose data is found incorrect which is verified and validated.</i>	
7(F)	<i>%age of error found in the properties verified.</i>	
8.	Nos. of Properties Integrated with OLD P Tax ID on NDC Portal	

9.	%age of Properties Integrated with OLD P Tax ID on NDC Portal		
10.	Nos. of Non-Integrated Properties with OLD P Tax ID on NDC Portal		
11.	%age of Properties not integrated with OLD P Tax ID on NDC Portal		
12.	Nos. of Tax Assessment Information Notices Distributed		
13.	Total Claim/ Objections Received from Citizen both Online and Offline.	Online	Offline
		Total:	
14.	Total Claim/ Objections Resolved		
15.	Total Claim/ Objections Rejected		
16.	Masters' data created for Wards, Sector, Colony, Street, Society and Zone, etc. in PDF Format. <ul style="list-style-type: none"> • All Certified Boundaries (MC, Wards, Sectors, etc.) • Colony & Layout Plans of planned colonies • Street Codes with levels • Society Codes if applicable • Area Type Codes 		
17.	Date of Submission of Stage 1.1 (C) data by Survey Agency (SI) to MC in Excel format to verify Claim & Objection properties disposed off which were received during reassessment process. (As per Stage 1.1 (C))		
18.	Whether the Submitted data is Verified.		
19.	No. of Properties taken for verification (10% to be taken up from the list of properties on which claims/objections received from the citizen) Note: Verification is required to be done for all the parameters along with integration for all the properties chosen for verification.		
20.	No. of properties where surveyed data based on parameters found incorrect as per SLA.		
21.	%age of properties found incorrect. Note: %age to be calculated with the number of properties taken for verification as the base.		

22.	Properties Updated and Corrected	
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It is to certify that I/We have verified the data of properties submitted by the survey agency for all the prescribed parameters along with integration details.

The Stage 1.1 (C) certification is submitted for releasing the payment under Stage 1.1 (C) to the Survey Agency subject to the decisions of Steering Committee taken in various meetings.

DMC / CMC	EO / Secretary	Survey Agency (YCSPL)
Signature with Seal	Signature with Seal	Signature with Seal
DMC/CMC	Executive Officer / Secretary	Executive Officer / Secretary
Name of the Officer	Name of the Officer	Name of the Officer
Name of the ULB	Name of the ULB	Name of the ULB
In case of Corporation Only	In case of Council/Committee	

Memo no.

Dated:

1.1 (C) Sign Off certificate is forwarded in original to:

1. Director, Urban Local Bodies, Haryana, Panchkula for further necessary action.
2. M/s Yashi Consulting Services Pvt. Ltd,

--Signed--



To,

1. All the District Municipal Commissioners in the State of Haryana
2. All the Commissioners of the Municipal Corporations in the State of Haryana
3. Sh. Rohtash Bishnoi, Additional Municipal Commissioner, Municipal Corporation, Gurugram
4. Sh. Inderjeet Kularia, Additional Municipal Commissioner, Municipal Corporation, Faridabad
5. Sh. Hardeep, Deputy Municipal Commissioner, Municipal Corporation, Rohtak
6. Sh. Prashant, Secretary, Municipal Council, Charkhi Dadri
7. All the Executive Officers/Secretaries of Municipal Councils/Committees in the State of Haryana

Memo No.: DULB/DMC-HQ/2022/ 67
Dated: 28.07.2022

Subject: - Proceedings of Review meeting cum 13th Steering Committee held under the Chairpersonship of Hon'ble Chief Minister, Haryana on 29.06.2022 at 11:00 AM at Haryana Niwas, Sector-3, Chandigarh.

On the Subject cited above.

2. Please find enclosed herewith the proceedings of the Review meeting cum 13th Steering Committee held under the chairpersonship of Hon'ble Chief Minister, Haryana on 29.06.2022 at 11:00 AM to review the status of property survey being conducted across all the ULBs in Haryana along with other agenda points for review of various schemes and programmes in the State of Haryana for information and necessary action.
3. Keeping in view of above, you are hereby requested to ensure necessary compliance of all the directions and instructions given by Hon'ble CM, Hon'ble ULBM & W/PSULB in the 13th Steering Committee and review meeting of various schemes and programmes.

DA/as stated above.

Deputy Municipal Commissioner (HQ),
for Director, Urban Local Bodies
Haryana, Panchkula

CC to:

1. All the Mayors and the Presidents in the State of Haryana
2. PS/ULBM
3. PS/PSULB
4. PS/PSCM
5. PA/DULB
6. ADULB
7. CTP-II
8. CE-IT
9. GM-IT
10. Yashi Consulting Services Pvt. Ltd for compliance and necessary action.

Proceedings of Review meeting of Urban Local Bodies Department held under the Chairpersonship of Hon'ble Chief Minister, Haryana on 29.06.2022 (Wednesday) at 11:00 A.M. in Haryana Niwas, Sector-3, Chandigarh.

In the meeting, following were present: -

1. Hon'ble Urban Local Bodies Minister, Haryana.
2. Shri D.S Dhesi, IAS, Chief Principal Secretary to CM Haryana.
3. Shri Arun Gupta, IAS, Principal Secretary to Government Haryana, Urban Local Bodies Department.
4. Shri Dusmanta K. Behera, IAS, Director Urban Local Bodies, Haryana.
5. All the District Municipal Commissioners in the state of Haryana (List enclosed)
6. All the Commissioners of Municipal Corporations in the state of Haryana (List enclosed)
7. Shri Y. S. Gupta, Additional Director, Urban Local Bodies Department, Haryana.
8. Shri Satish Parashar, Chief Town Planner, Urban Local Bodies Department, Haryana.
9. Shri K.K Varshney, Chief Town Planner-II, Urban Local Bodies Department, Haryana.
10. Shri Mohan Singh, Chief Accounts Officer, Urban Local Bodies Department, Haryana.
11. Shri Hardeep, Deputy Municipal Commissioner, Municipal Corporation, Rohtak
12. Shri Prashant, Secretary, Municipal Council, Charkhi Dadri
13. Shri Aman Dhanda, Deputy Municipal Commissioner, Haryana
14. Shri Gaurav Anand, XEN-III
15. Shri Ankit Lohan, XEN-IV
16. Shri Ranbeer Parashar, Consultant, Urban Local Bodies Department, Haryana.
17. Shri Rajiv Sehdev, GM-IT (HQ)
18. EY LLP Team
19. Sh. Sanjay Gupta, MD Yashi Consulting Services Pvt. Ltd.

At the outset, W/PSULB and W/DULB welcomed Hon'ble Chief Minister, Haryana and Hon'ble Urban Local Bodies Minister, Haryana along with all the participants. The Hon'ble Chief Minister welcomed all the attendees and wished all the DMCs/CMCs to introduce themselves with their current postings. The meeting started with the following discussions:

- Department shall ensure that all Commissioners of Municipal Corporations across the State of Haryana to positively take charge of the District Municipal Commissioners of their respective Districts and perform all their duties accordingly.
- There shall be no separate offices for District Municipal Commissioners and Commissioners of Municipal Corporations. A single office for District Municipal Commissioners at the district level be operated, with staff from both offices working together in the single office space.
- For Municipal Councils, District Municipal Commissioners will take the place of the Executive Officers and have full decision-making authority in their respective jurisdictions. All District Municipal Commissioners to operate from their respective Council's District Head Quarters.

- There shall be no link charge of District Municipal Commissioner's to be given to Deputy Commissioners however Additional Deputy Commissioners may be authorized for the same.
- It has also been clarified that District Municipal Commissioner's salary shall be paid by the State Government.
- In the context of Gurugram-Manesar being under the Single District, the Hon'ble Chief Minister opined that senior official from their respective ULBs shall be the District Municipal Commissioner.
- Given that Gurugram and Manesar are part of a single district, the Hon'ble Chief Minister suggested that the District Municipal Commissioner appointed shall be senior official from their respective ULBs.

Moving further, W/PSULB made a short introduction on the following agenda points of the meeting and status review of the various schemes and programmes being implemented in the State of Haryana.

Agenda of the meeting:

The meeting started with point wise status review on the following agenda points: -

- (i) **Review of Budget Estimates of Municipalities for the F.Y 2022-23**
- (ii) **Status regarding declaration of Civic Amenities and Infrastructure Deficient Areas**
- (iii) **Status of disposal of Municipal Shops/Houses under Mukhyamantri Shehri Nikay Swamitva Yogna (Sale of MC House/Shops on lease/rent/tehbazari/license fees for 20 years or more)**
- (iv) **Establishments of "Multi Level Parking" & Status of Campaign - "Parking ki Marking"**
- (v) **Status of Property Tax Survey**
- (vi) **Status of progress under the following Initiatives: -**
 - a. PPP Integration
 - b. NDC Portal
 - c. Haryana Engineering Works Portal (HEWP)
 - d. Nagar Darshan Portal
- (vii) **Status of Solid Waste Management (SWM)**
- (viii) **Procurement of Land for development of different Projects**
- (ix) **Status of redressal of C.M. Grievances, Social Media Grievances and CPGRAMS:**
- (x) **Litigation Management System (LMS)**

A detailed discussion & deliberation was done on each point and all the agendas were reviewed in detail.

I. Review of Budget Estimates of Municipalities for the F.Y 2022-23

W/PSULB and W/ADULB apprised the status of Budget Estimates for F.Y. 2022-23 in respect of Municipal Corporations, Councils and Committees in the State to the Chairperson and all the members present in the meeting.

After detailed deliberations with all the Commissioners, District Municipal Commissioners and other officers, the following instructions/directions have been given by Hon'ble Chief Minister, Haryana on the subject matter: -

- The budget for the F.Y. 2022-23 should be realistic and on the basis of expected income & expenditure. MCs must work out their expected income and expense.
- The final budget should be dependent upon the CRID population of the respective towns.
- The ULBs need to finalise the preparation of Budget for the F.Y. 2022-23 by July 2022 and send the budget before July 2022.
- The State Finance Commission (SFC) grants would be released to the ULBs by the Finance Department after reviewing the budget and based on State Own Tax Revenue (SOTR) of preceding year.
- The devolution of 2022-23 SFC grant shall be based on Per Capita i.e., distribution of grants shall be based on population (as on 31st December 2021) and budget to be revised by respective ULBs.
- Population to be fixed as on 31st December 2021.
- The 7% of SFC grant shall be distributed for Urban: 45% and Rural: 55%.
- All the ULBs are instructed to keep the information of Income & committed expenditure up-to-date on the "*Sthaniye Nikai Vikas Nidhi Patt*" and Commissioners & District Municipal Commissioners shall personally monitor the same.
- Hon'ble Chief Minister also mentioned that going forward the population of State be calculated and used, based on PPP registrations in the State as on 31st December of every year. Accordingly, the benefits of schemes based on population criteria/grants be released only as per the said data of population.
- Hon'ble Chief Minister has directed the department to develop portal which would be used to collect the data regarding the revised budget from all the ULBs.

II. Status regarding declaration of Civic Amenities and Infrastructure Deficient Areas.

- a) W/PSULB apprised the status of **Civic Amenities and Infrastructure Deficient Areas** in respect of Municipal Corporations, Councils and Committees in the State to the Chairperson and all the members present in the meeting. The overall status was discussed as below:

Maps received from T&CPD	Maps sent to ULBs	No. of Colonies for which resolution is passed	Final proposal submitted to DULB as per norms till date	Code of Conduct imposed
1,499	1,499	239	0	39

b) The updated status was discussed district wise with all concerned DMCs/CMCs to assess the performance of each ULB with respect to the norms dated 04.02.2022 as issued under the Haryana Management of Civic Amenities and Infrastructure Deficient Municipal Areas (Special Provisions) Act 2016. Accordingly, the following deliberations and directions were made by the chair: -

- During the meeting it was observed that out of 1499 colonies as distributed to concerned ULBs by Department (HQ), only 239 colonies have been passed under the respective municipal house resolution, the performance under this segment was observed to be low as many ULBs were under elections with imposition of code of conduct. Further, no actions have been taken by the respective ULBs with respect to the instructions and norms issued vide letter dated 31.03.2022 and 04.02.2022 respectively.
- The chair then directed that all remaining colonies may be passed under the respective municipal house resolution for the received colonies subject to norms fixed by the Government. Further, ULBs shall examine and conduct an on-ground verification/survey and provide analysis/information with respect to the instructions & norms issued by the Department (HQ) in a proforma which shall be provided by the Department (HQ). All the ULBs shall provide /submit this information to the Department (HQ) in tabular format within 30 days.
- The Department (HQ) shall evaluate and shall submit those proposals that- are in compliance to the norms as issued by the Department (HQ) along with colonies that may require certain relaxation. All such colony proposal shall be decided by the Government for either regularization of colonies or relaxation of norms or to demolish the colony.
- All ULBs shall also ensure city-level awareness campaigns about the Government's action plan for regularising unauthorised colonies are conducted for the developers/colonizers/R.W.A of all such unauthorised colonies, so that the maximum number of applications for regularisation of unauthorised colonies are submitted.

III. Status of disposal of Municipal Shops/Houses under Mukhyamantri Shehri Nikay Swamitva Yogna (Sale of MC House/Shops on lease/rent/tehbazari/license fees for 20 years or more)

W/PSULB informed the district-wise status of the **Sale of House Shops** application received on Swamitav portal and informed that there were approximately 16671 applications received on the portal.

- Further on the agenda, the Hon'ble Chief Minister highlighted the status of the Fatehabad District, where just 7 properties out of 274 applications belong to ULBs, with 214 applications pending decision, and demanded reasons for the pending decision from the District Municipal Commissioner, Fatehabad. For which, it has been informed that maximum of these pending matters is due to the fact that these properties belong to other departments.
- Similarly, it has been found that around 1099 application are pending owing to the ownership of the other departments. For which only 4 districts i.e. Amabala, Hisar, Rohtak and Sirsa provided the information of applications with the name of the departments having the ownership of other Departments.

a) District wise status of the Sale of House/Shops was reviewed and performance of all the ULBs was assessed after detailed deliberation.

S. No.	District Name	Total Properties by ULBs	Submitted Applications by Citizen	Applications Approved	Land Belongs to Other Department	Pending for Decision	Demand Raised by Department
1	PANCHKULA	120	123	27	65	0	31
2	AMBALA	2026	1093	68	91	929	5
3	YAMUNANAGAR	1833	582	212	7	0	363
4	KURUKSHETRA	342	263	5	39	0	219
5	KAITHAL	442	93	8	0	0	85
6	KARNAL	920	471	0	0	0	471
7	PANIPAT	126	118	16	59	0	43
8	SONIPAT	1257	184	77	82	0	25
9	ROHTAK	680	382	118	0	116	148
10	JHAJJAR	637	391	15	0	0	376
11	GURUGRAM	1049	590	347	93	0	150
12	FARIDABAD	1854	175	116	55	0	4
13	PALWAL	420	222	57	0	0	165
14	NUH (MEWAT)	228	185	0	0	0	185
15	REWARI	948	295	82	158	0	55
16	MAHENDRAGARH	1314	347	4	31	0	312
17	CHARKHI DADRI	95	59	0	10	0	49
18	BHIWANI	101	62	45	4	0	13
19	JIND	705	336	0	0	0	336
20	HISAR	655	340	146	161	16	17
21	FATEHABAD	7	274	27	33	0	214
22	SIRSA	912	492	39	1	38	414
Total		16,671	7,077	1,409	889	1,099	3,680

b) Instructions and Directions given by Hon'ble Chief Minister:

- All the DMCs/CMCs must make all the efforts in assessment of the applications received by the citizen along with prompt decision on the approval/rejection.
- All the DMCs/CMCs and ULBs need to ensure that all the applications received by the citizen must be addressed carefully and on priority and shall regularly monitor the progress.
- ULB's shall conduct city level surveys to identify all such illegally encroached properties in their respective jurisdictions.
- ULB's shall also assess the landownerships data of all such illegally encroached properties and its decision to be taken whether to be demolished or regularized.
- All remaining ULB's having pendency owing to other Department's ownership shall also prepare and compile the separate detail pertaining to department's name/ownership etc for all such pending applications as well as remove all such pendency's from the account of the ULBs and show under head of the landownership of other Departments.
- Following the compilation of all data, a meeting with the other concerned departments will be called to discuss the matter in detail.

IV. Establishments of "Multi Level Parking" & Status of Campaign - "Parking ki Marking"

A. Multilevel Parking:

The Hon'ble Chief Minister discussed the implementation model of **Multi Level Parking** in the detail and highlighted that either the proposal of Multi level parking is to be executed on PPP model or through in house Department's developer. The Detailed discussion and deliberation on the agenda are as under:

- ULBs are advised to build the Multi-Level Parking project on PPP mode with inclusion of commercial component etc. to attain financial viability for the project
- On PPP model, the proposal shall be based on the revenue model consisting commercial component with the fixed vehicle wise parking charges subject to annual increment.
- Department shall explore the possibilities to develop inhouse Agency responsible to design, monitor and execute such proposals for ULBs across the State like HSVP and HSIIDC being operated for the T&CPD and Industries Department.
- Department shall also identify and prepare the list of the projects carried out through the agency.
- Following the finalization of the proposal of the establishment of Departments in house developing agency, a meeting may be called separately to discuss the action plan and its finalization.

B. Status of Parking ki Marking

Hon'ble Chief Minister, Haryana appreciated the ULB's initiative of the Parking ki Marking being implemented across the State and mentioned the importance of this initiative of "*proper management of parking spaces in urban areas in the State of Haryana in a campaign mode **Parking ki Marking***" taken up by the Govt. of Haryana.

- All municipalities are directed to ensure and arrange as follows: -
 - i. Put up the markings for the purpose of parking inside and outside the following locations/places with distinct size of parking boxes for 4 Wheelers –16 X 8 Feet (4.88X2.44 Meters) & for 2 Wheelers –8 X 4 Feet (2.44X1.22 Meters) by using Thermoplastic Road Marking Paint: -
 - a. Municipal Offices;
 - b. Parks;
 - c. Shamshan Ghats;
 - d. Community Centers;
 - e. Other public places like Cinema Halls, Banks, Malls etc;
 - f. Both sides of roads.
 - g. All other Government Offices.

The Hon'ble ULBM has directed the DMCs to comply with timely completion of the initiative in their respective jurisdictions as per the issued directions

- a) All the ULBs are instructed to ensure the following:
 - Identify the high traffic congested areas, commercial area etc. in the cities
 - Identify the land for Multi-Level Parking
- b) Instructions and Directions given by Hon'ble Chief Minister:
 - DMCs shall ensure all covered parking to be marked within the one month by 31st July 2022 and all uncovered parking to be marked by 31st September 2022.
 - In case of paid parking, the marking of all such parking shall be done by the hired agencies.

V. Status of Property Tax Survey

W/PSULB briefed the current status of the project to the Chairperson and all the members present in the meeting.

- The chair was apprised Cluster wise and District wise status of the Properties surveyed, Properties integrated with Old Ptax ID and Distribution of Tax Assessment Information Notice with Disposal of Claims and Objections received from the citizen was reviewed and performance of all the ULBs was assessed after detailed deliberation. Following is the brief of the status:

a) The District wise status of the Properties surveyed, Properties integrated with Old Ptax ID and Distribution of Tax Assessment Information Notice is as below: -

i) Status of Properties Surveyed and Integrated with Olds Ptax ID (District Wise):

#.	District	Properties as per DR	Properties available on NDC Portal	No. of Properties Surveyed	No. of Properties Integrated with OLD P Tax ID	% of Properties Integrated with OLD records	No. of Properties in Integration process	Non-Integrated Properties
1	Panchkula	1,58,383	1,62,130	1,51,493	85,345	53%	51	76,785
2	Ambala	2,05,776	2,14,405	2,28,425	1,47,324	69%	46,597	67,081
3	Yamunanagar	1,69,661	1,84,740	2,01,222	1,42,208	77%	-	42,532
4	Kurukshetra	1,25,964	1,33,897	1,32,423	76,790	57%	-	57,107
5	Kaithal	98,945	1,01,732	1,28,876	60,097	59%	6,632	41,635
6	Karnal	1,99,734	2,02,947	2,30,976	1,42,776	70%	-	60,171
7	Panipat	1,54,715	1,55,511	1,87,735	92,855	60%	-	62,656
8	Sonipat	2,06,151	2,37,474	2,62,116	1,65,607	70%	7,044	71,867
9	Rohtak	2,07,679	2,22,033	2,35,032	1,51,215	68%	4,213	70,818
10	Jhajjar	93,108	95,709	1,27,451	72,791	76%	6,250	22,918
11	Gurugram	4,41,687	5,57,339	7,05,086	4,15,639	75%	37,762	1,41,700
12	Faridabad	2,50,000	3,22,433	5,73,351	1,72,131	53%	28,195	1,50,302
13	Palwal	35,424	41,686	1,28,060	17,277	41%	516	24,409
14	Mewat (Nuh)	35,649	36,217	42,171	18,657	52%	-	17,560
15	Rewari	71,049	86,647	91,613	49,157	57%	-	37,490
16	Mahendragarh	60,007	71,777	78,868	37,805	53%	-	33,972
17	Charkhi Dadri	19,445	19,943	29,781	12,290	62%	-	7,653
18	Bhiwani	62,921	79,806	1,01,371	44,956	56%	-	34,850
19	Jind	1,05,690	1,11,864	1,36,506	62,099	56%	183	49,765
20	Hisar	2,00,833	2,24,387	2,33,577	1,55,604	69%	1,925	68,783
21	Fatehabad	50,279	66,549	84,376	44,726	67%	-	21,823
22	Sirsa	1,29,769	1,29,010	1,33,529	84,292	65%	-	44,718
Total		30,82,869	34,58,236	42,24,038	22,51,641	65%	1,39,368	12,06,595

ii) Status of Distribution of Tax Assessment Information Notice with Disposal of Claims and Objections received from the citizen (District Wise):

#	District	No. of Properties Surveyed	No. of distribution /submission of assessment info. notices	Numbers of applications received in claim and objection online and offline camps	Disposal of all claim and objection as received
1	Panchkula	1,51,493	1,51,493	7,254	6,821
2	Ambala	2,28,425	2,28,370	17,399	16,900
3	Yamunanagar	2,01,222	2,00,965	14,287	14,287
4	Kurukshetra	1,32,423	1,32,247	13,616	13,616
5	Kaithal	1,28,876	1,28,812	8,876	8,876
6	Karnal	2,30,976	2,30,285	23,475	23,475
7	Panipat	1,87,735	1,87,803	21,340	21,340
8	Sonipat	2,62,116	2,62,167	20,456	18,374
9	Rohtak	2,35,032	2,35,041	16,526	16,284
10	Jhajjar	1,27,451	1,24,370	8,524	8,524
11	Gurugram	7,05,086	4,54,014	13,572	13,215
12	Faridabad	5,73,351	2,51,512	8,522	7,866
13	Palwal	1,28,060	1,28,016	9,625	9,392
14	Mewat (Nuh)	42,171	42,053	3,554	3,554
15	Rewari	91,613	91,491	9,956	9,956
16	Mahindergarh	78,868	78,610	8,217	8,217
17	Charkhi Dadari	29,781	29,707	3,949	3,949
18	Bhiwani	1,01,371	1,01,312	10,398	10,398
19	Jind	1,36,506	1,36,421	16,490	16,490
20	Hisar	2,33,577	2,33,637	21,099	20,969
21	Fatehabad	84,376	84,277	8,530	8,530
22	Sirsa	1,33,529	1,33,288	14,399	14,399
TOTAL		42,24,038	36,45,891	2,80,064	2,75,432

iii) Final Data Submitted to ULB's (Stage 1.1C) and Certification of data by ULB's

22.05.2022 (Phase-I)		
S.No	ULB/Town	Sign-Off by DMC
1	Ateli Mandi	✓
2	Barwala	
3	Bawani Khera	✓
4	Beri	✓
5	Ismailabad	✓
6	Jakhal Mandi	✓
7	Kalayyat	✓
8	Loharu	✓
9	Nangal Choudhary	✓
10	Narnaund	
11	Pehowa	✓
12	Radaur	
13	Sadhaura	
14	Sampla	
15	Siwani	✓
16	Taraori	✓
Total Towns 16		11

03.06.2022 (Phase-II)		
S.No	ULB/Town	Sign-Off by DMC
17	Bass (Abolished)	
18	Bawal	✓
19	Bhuna	✓
20	Charkhi Dadri	✓
21	Ferozpur Jhirkha	
22	Hailey Mandi	✓
23	Hathin	✓
24	Indri	✓
25	Julana	
26	Kalanaur	
27	Kalanwali	✓
28	Kanina	✓
29	Ladwa	✓
30	Nilokheri	✓
31	Nissing	✓
32	Punhana	
33	Rajound	✓
34	Samalkha	✓
35	Sisai	
36	Uklana	
Total Towns 19		13

13.06.2022 (Phase-III)		
S.No	ULB/Town	Sign-Off by DMC
37	Barara	
38	Bhiwani	
39	Cheeka	✓
40	Dharuhera	✓
41	Ellenabad	✓
42	Farukh Nagar	✓
43	Fatehabad	✓
44	Gannaur	✓
45	Gharaunda	✓
46	Hansi	
47	Hodal	✓
48	Kundli	✓
49	Maham	
50	Mahendragarh	✓
51	Mandi Dabwali	✓
52	Naraingarh	
53	Narnaul	✓
54	Narwana	
55	Nuh	
56	Pundri	✓
57	Rania	✓
58	Ratia	✓
59	Safidon	
60	Shahbad	✓
61	Sohna	✓
62	Taoru	
63	Tohana	✓
64	Uchana	
65	Yamunanagar	
Total Towns 29		18

iv) Final Data to be Submitted to ULB's (Stage 1.1C) for 28 Towns:

S.No	Town Name	Final data to be submitted to ULBs by YCSPL	Phase
66	Jind	30.06.2022	Phase-IV
67	Gohana	30.06.2022	Phase-IV
68	Bahadurgarh	30.06.2022	Phase-IV
69	Kaithal	30.06.2022	Phase-IV
70	Karnal	30.06.2022	Phase-IV
71	Kharkhoda	30.06.2022	Phase-IV
72	Pataudi	30.06.2022	Phase-IV
73	Assandh	30.06.2022	Phase-IV
74	Jhajjar	30.06.2022	Phase-IV
75	Thanesar	30.06.2022	Phase-IV
76	Panipat	08.07.2022	Phase-IV
77	Sirsa	08.07.2022	Phase-IV
78	Palwal	08.07.2022	Phase-IV
79	Ambala	08.07.2022	Phase-IV
80	Ambala Cantt	08.07.2022	Phase-IV
81	Sonipat	Assessment form distribution & Claim and Objection in process	Phase-V
82	Hisar	Assessment form distribution & Claim and Objection in process	Phase-V
83	Rohtak	Assessment form distribution & Claim and Objection in process	Phase-V
84	Panchkula	Assessment form distribution & Claim and Objection in process	Phase-V
85	Kalka	Assessment form distribution & Claim and Objection in process	Phase-V
86	Rewari	Assessment form distribution & Claim and Objection in process	Phase-V
87	Gurugram	Assessment form distribution & Claim and Objection in process	Phase-V
88	Faridabad	Assessment form distribution & Claim and Objection in process	Phase-V
89	Manesar	Assessment form distribution & Claim and Objection in process	Phase-V
90	Siwan	Survey complete and recently got certification of MC & Colony boundary so PTS data under stage 1.1b will be submitted to ULB before 30.06.2022	Phase-V
91	Badli	Claim and Objection in process	Phase-V
92	Adampur	Survey complete and PTS data will be submitted to ULB within 10 days after certification of MC & Colony boundary.	Phase-V
93	Bhadra	Survey complete and recently got certification of MC & Colony boundary so PTS data under stage 1.1b will be submitted to ULB before 30.06.2022	Phase-V

- The point wise discussion was held, and it was mentioned that the data submission work shall be completed within time bound manner as above.
- DMC Yamunanagar raised a concern over the wrongly surveyed properties which was found during the field inspection, to which the survey agency (YCSPL) mentioned that the incorrect properties found in Yamunanagar, Rohtak, Sampla and other towns are being corrected and in process.
- It was mentioned that survey data integration is slow in many of the ULBs as the legacy data of such ULBs was wrongly surveyed and numbering of properties was incorrect.
- It was again mentioned that the survey agency (YCSPL) in coordination with all the DMCs is in constant process of sanitising the data and once certified by all the ULBs shall be made live.

- It has also been apprised that property survey data of the 28 towns are pending. For which, survey agency (YCSPL) informed that data of 10 town will be provided by 30.06.2022 and data of 5 Towns will be provided by 08.07.2022 and survey data of remaining 13 towns are under assessment and would be shortly shared with respective ULBs.

v) Following 13 ULBs have still not submitted the Stage 1.1(C) certificates

1.1(C) Data Submission and Status of Signoff by DMC					
S. No	District	ULB Name	Phase	Date of Data Submission	DMC Certificate
1	Rohtak	Sampla	1	22.05.2022	Pending
2	Rohtak	Kalanaur	2	03.06.2022	Pending
3	Rohtak	Meham	3	13.06.2022	Pending
4	Bhiwani	Bhiwani	3	13.06.2022	Pending
5	Jind	Julana	2	03.06.2022	Pending
6	Jind	Safidon	3	13.06.2022	Pending
7	Jind	Narwana	3	13.06.2022	Pending
8	Jind	Uchana	3	13.06.2022	Pending
9	Nuh	Ferozpur Jhirkha	2	03.06.2022	Pending
10	Nuh	Punhana	2	03.06.2022	Pending
11	Nuh	Nuh	3	13.06.2022	Pending
12	Nuh	Taoru	3	13.06.2022	Pending
13	Yamunanagar	Yamunanagar	3	13.06.2022	Pending

b) Instructions and Directions given by Hon'ble Chief Minister:

- Hon'ble Chief Minister reviewed the status and expressed his concern over timely completion of the project.
- Directions were given to DMC Bhiwani to monitor the data integration process and shall make efforts to correct the integration data.
- Directions were given to DMC Panipat, DMC Panchkula and DMC Sonapat to check the HSVP properties as there was discrepancies and mismatch in property numbering.
- Directions were given to all the DMCs/CMCs to ensure timely integration of all the pending property survey data.
- Hon'ble Chief Minister also gave specific directions to all the ULBs that DMCs/CMCs must ensure the integration of old and new property survey data. In case of Municipal Corporations all the respective CMCs and in case of Municipal Councils and Municipal Committees all the respective DMCs are responsible for data integration with verification and certification.
- Directions were given to all the concerned DMCs of pending ULBs of Phase-I, Phase-II & Phase-III who have not submitted the certification of data for Stage 1.1 (C) positively by 1st July 2022.

- For the remaining ULBs of Phase-IV, the certification by DMCs shall be completed positively by 15th July 2022 and the ULBs of Phase-V, the certification by DMCs shall be completed positively by 31st July 2022
- The survey agency was directed to submit the pending data to the ULBs for final verification and certification. CMC's/DMC's shall coordinate with the agency for data submission, updation and certification in time bound manner.
- Both the survey agency and DMCs/CMCs were directed to take up the property survey data integration and certification so that the final certified data shall be made live.

VI. Status of progress under the following Initiatives: -

A. PPP Integration

The chair was apprised the current status of the **Parivar Pehchaan Patra (PPP)** integration with Property IDs to the Chairperson and all the members present in the meeting.

b) **District wise status** of the integration of Property ID with **Parivar Pehchan Patra (PPP)** was reviewed and performance of all the ULBs was assessed after detailed deliberation:

S. No.	District Name	Total properties	Properties Mapped	Properties Pending	Mapped %	Properties Denied/ Vacant	Verified Properties Denied/ Vacant	Verified Properties not as Denied/ Vacant
1	Panchkula	1,45,061	37,725	1,07,336	26.01	27,901	2	2,998
2	Ambala	2,27,283	55,270	1,72,013	24.32	44,402	4,217	1,015
3	Yamunanagar	1,97,220	1,22,570	74,650	62.15	13,889	5,880	1,381
4	Kurukshetra	1,31,929	28,744	1,03,185	21.79	18,160	585	422
5	Kaithal	1,28,587	15,866	1,12,721	12.34	23,265	2,416	463
6	Karnal	2,26,516	86,601	1,39,915	38.23	39,316	5,929	2,194
7	Panipat	1,85,404	53,524	1,31,880	28.87	33,462	635	1,115
8	Sonipat	2,59,874	35,779	2,24,095	13.77	57,393	1,889	3,233
9	Rohtak	2,33,333	1,48,821	84,512	63.78	50,844	18,333	930
10	Jhajjar	1,23,772	14,017	1,09,755	11.32	22,922	1,758	707
11	Gurugram	7,00,476	6,07,844	92,632	86.78	1,64,209	1,32,543	14,449
12	Faridabad	5,57,987	62,796	4,95,191	11.25	1,87,023	10,867	93
13	Palwal	1,26,096	6,907	1,19,189	5.48	23,230	74	277
14	Mewat (Nuh)	41,508	38,780	2,728	93.43	10,543	8,163	1,472
15	Rewari	90,611	31,438	59,173	34.7	20,046	3,306	464
16	Mahendergarh	77,793	7,258	70,535	9.33	14,312	122	671
17	Charkhi Dadari	29,665	6,008	23,657	20.25	4,277	279	179
18	Bhiwani	1,00,509	43,197	57,312	42.98	20,325	4,324	1,182
19	Jind	1,35,625	21,201	1,14,424	15.63	24,095	1,527	891
20	Hisar	2,32,328	81,190	1,51,138	34.95	54,576	16,151	2,818
21	Fatehabad	83,013	41,280	41,733	49.73	22,546	3,049	2,708
22	Sirsa	1,32,811	85,330	47,481	64.25	26,063	12,709	2,445
Total		41,67,401	16,32,146	25,35,255	39.16	9,02,799	2,34,758	42,107

c) Instructions and Directions given by Hon'ble Chief Minister:

- All the properties need to be sanitised and integrated with Parivar Pehchan Patra.
- All the DMCs/CMCs and ULBs shall ensure 100% integration of property IDs with PPP.

B. NDC Portal

The chair was apprised the current status of properties present on **NDC Portal** with category wise recovery to the Chairperson and all the members present in the meeting.

a) District wise status of the total properties present on **NDC Portal** with category wise recovery was reviewed and performance of all the ULBs was assessed after detailed deliberation:

S. No.	District	Total Properties	Total Application	Amount Paid from 3 Aug 2020 to 9 July 2021 (in lacs)	Amount Paid from 10 July 2021 to 30 April 2022 (in lacs)	Amount Paid from 1 May 2022 to 27 Jun 2022 (in lacs)	Ptax+Ftax	DC	WSChg + SWChg
1	Panchkula	162546	5482	55.1	298.68	208.56	149.17	57.78	1.03
2	Ambala	214748	4889	634.03	880.16	204.21	86.21	112.07	4.42
3	Yamunanagar	187176	4672	624.43	789.32	271.59	67.02	187.21	17.33
4	Kurukshetra	134105	3369	19.03	38.11	126.23	25.38	88.52	12.32
5	Kaithal	102058	1694	334.27	338.8	143.72	23.38	107.14	12.36
6	Karnal	203002	2301	724.99	1053.86	249.31	58.65	167.47	22.56
7	Panipat	158938	3178	824.5	1619.62	600.69	121.87	354.04	120.02
8	Sonipat	237808	2824	893.21	871.23	245.08	59.89	164.35	17.28
9	Rohtak	222294	5660	1147.55	1516.07	532.77	153.3	338.95	37.11
10	Jhajjar	96029	1507	140.26	440.71	138.83	22.46	104.85	10.89
11	Gurugram	571260	10843	1243.06	2507.29	993.17	806.32	105.11	81.55
12	Faridabad	337115	26716	237.51	777.28	1521.28	1333.36	183.2	0.02
13	Palwal	42493	995	238.53	438.58	119.2	45.54	67.36	6.18
14	Mewat (Nuh)	36253	610	45.16	128.68	42.73	10.07	26.08	6.25
15	Rewari	87507	1441	572.68	716.97	143.55	25.11	108.79	9.65
16	Mahendragarh	72077	675	141.95	235.52	90.46	18.36	61.56	10.28
17	Charkhi Dadri	20850	325	13.62	227.69	72.82	14	57.22	1.6
18	Bhiwani	80541	643	371.52	109.54	70.11	11.43	54.7	3.66
19	Jind	112510	2483	446.62	626.87	180.17	36.18	133.32	8.73
20	Hisar	215721	4802	617.3	969.56	323.21	111.05	186.09	23.45
21	Fatehabad	66977	1435	430.98	584.3	186.24	27.46	142.26	15.07
22	Sirsa	132010	3007	200.77	686.14	195.41	57.41	125.14	12.21
Grand Total		34,94,018	89,551	9,957.07	15,854.98	6,659.34	3,263.62	2,933.21	433.97

b) Instructions and Directions given by Hon'ble Chief Minister:

- All ULBs to strictly ensure No Dues Certificates shall be issued through the online portal without manual interventions. Any official found dealing NDC cases offline will be punished under the non-bearable offences act.
- All DMC's to ensure installation of 24X7 surveillance (CCTV Cameras) in their respective office premises to monitor and avoid all such malpractices.

C. Haryana Engineering Works Portal (HEWP)

The chair was apprised the current status of Estimate Status of Departments/Boards/Corporations till 22.06.2022 on **Haryana Engineering Works Portal (HEWP)** to the Chairperson and all the members present in the meeting.

- a) Estimate Status of Departments/Boards/Corporations till 22.06.2022 for Urban Local Bodies Department and Total of all other Departments on **Haryana Engineering Works Portal (HEWP)** was reviewed and performance of all the ULBs was assessed after detailed deliberation:

S. No.	Departments (25)	Entries of Capital Works in specific Modules					
		e-Estimate	DNIT	e-Tendering	Allotment of Work	e-MB	e-Billing & Payments
1	Municipal Corporation/Urban Local Bodies	938	565	533	5	0	0
2	Other Departments (24)	70	15	13	1	0	0
Total		1008	580	546	6	0	0

b) Instructions and Directions given by Hon'ble Chief Minister:

- All the DMCs/CMCs shall ensure that HEWP portal is used for all the development works and no development works is carried other than the HEWP portal.
- Complaints received should be complied by all concerned Departments.

D. Nagar Darshan Portal

The chair was apprised the current status of Demand received and Action taken report on the **Nagar Darshan Portal** to the Chairperson and all the members present in the meeting.

- a) District wise Status of Demand received, and Action taken report on the **Nagar Darshan Portal** was reviewed and performance of all the ULBs was assessed after detailed deliberation:

S. No.	Demands Received			No. of Demands (by Citizen)	Feasible			Financial Approval				Project Award Detail			Action Taken Report		Work Completed (100%)
	District Name	Total Demands Received	No. of Demands (by ER)		Recommend. By ER	Feasible	Not Feasible	Pending for Feasibility	Approved	Rejected	Not Required	Pending	Tender Allotted to External Agency	Executed by Deptt	Project Award Pending	Initiated	
1	PANCHKULA	3	0	3	3	0	0	3	0	0	0	3	0	0	3	0	0
2	AMBALA	7	0	7	5	0	0	7	0	0	0	7	0	0	7	0	0
3	YAMUNAGAR	8	6	2	8	0	0	8	0	0	0	8	0	0	8	0	0
4	KURUKSHETRA	1	0	1	0	0	0	1	0	0	0	1	0	0	1	0	0
5	KATHAL	5	0	5	4	0	0	5	0	0	0	5	0	0	5	0	0
6	KARNAL	5	0	5	4	0	0	5	0	0	0	5	0	0	5	0	0
7	PANIPAT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8	SONIPAT	3	0	3	0	0	0	3	0	0	0	3	0	0	3	0	0
9	ROHTAK	6	0	6	4	0	0	6	0	0	0	6	0	0	6	0	0
10	JHAJJAR	3	1	2	3	0	0	3	0	0	0	3	0	0	3	0	0
11	GURUGRAM	19	0	19	10	0	4	15	0	0	0	19	0	0	19	0	0
12	FARIDABAD	34	0	34	0	0	0	34	0	0	0	34	0	0	34	0	0
13	PALWAL	5	0	5	2	0	0	5	0	0	0	5	0	0	5	0	0
14	MEWAT	10	10	0	10	0	0	10	0	0	0	10	0	0	10	0	0
15	REWARI	2	0	2	0	0	0	2	0	0	0	2	0	0	2	0	0
16	MAHENDRAGARH	2	0	2	2	0	0	2	0	0	0	2	0	0	2	0	0
17	CHARKHI DADRI	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
18	BHIWANI	3	1	2	2	0	0	3	0	0	0	3	0	0	3	0	0
19	JIND	61	55	6	59	0	0	61	0	0	0	61	0	0	61	0	0
20	HISAR	14	5	9	11	3	8	3	0	0	0	14	0	0	14	0	0
21	FATEHABAD	10	0	10	10	0	0	10	0	0	0	10	0	0	10	0	0
22	SIRSA	5	0	5	2	0	0	5	0	0	0	5	0	0	5	0	0
TOTAL		206	78	128	139	3	12	191	0	0	0	206	0	0	206	0	0

b) Instructions and Directions given by Hon'ble Chief Minister:

- ULBs shall fix the timeline for resolving the demand received along with and suggested that all received demand of Nagar Darshan portal to be resolved within the 30 days' time.
- Demands shall be segregated into categories i.e. Priority Demands and General Demands.

VII. Status of Solid Waste Management (SWM)

The chair was apprised the current status of Solid Waste Management (SWM) to the Chairperson and all the members present in the meeting.

- a)** The details of ISWM processing and Secured Landfill Facility for 11 clusters were addressed, and it was revealed that out of the 11 clusters, 1 bid was received in each for the four clusters.

S. No	Name of the Cluster	Name of ULBs	Capacity (TPD)	Processing Site Location	Current Status
1	Bhiwani	Bhiwani, Bawani khera, Charkhi Dadri, Loharu and Badhra	155	Bhiwani, Near dadri road	Technically Qualified bids are under finalization with Committee of Secretaries on Infrastructure (CoSI)
2	Sirsa	Sirsa, Rania, Ellenabad, Kalanwali, Mandi Dabwali	168	Village Bakriyanwala	
3	Karnal-Kaithal-Thanesar	Indri, Nilokheri Tarori, Karnal, Gharaunda, Nissing, Assandh, Thanesar, Shahbad, Ladwa, Kaithal, Kalayat ,Rajound, Cheeka ,Pundri, Pehowa, Ismailabad, Siwan	638	For Karnal- Near Shamli Road	
				For Kaithal – Khurana road	
				For Thanesar- Village Bazidpur near Pipli	
4	Panchkula	Panchkula, Kalka	280	Jhuriwala Village	Under retendering Process
5	Ambala-Yamunanagar	Ambala (Ambala city+ Ambala Sadar) , Naraingarh, Yamuna Nagar, Radaur, Barara, Sadhura	675	For Ambala- Patvi site	
				For Yamunanagar- At Kail	
6	Rohtak-Bahadurgarh-Jhajjar	Kalanaur, Meham, Rohtak, Gohana, Bahadurgarh, Kharkhoda, Julana, Jhajjar, Sampla, Beri, Badli, Ateli Mandi, Kundli	628	For Rohtak- village surnarian, near bhiwani road	
				For Bahadurgarh- Naya Gaon, Badli Road	
				For Jhajjar- Village Untiodha	
7	Jind	Jind, Narwana, Safidon, Uchana, Narnaund, Sisai, Bass	181	Old hansi road Near Delhi Railway Line	Tenders will be invited shortly
8	Hisar-Fatehabad	Hisar, Barwala, Hansi, Siwani, Fatehabad, Bhuna, Uklana Mandi, Ratia, Tohana, Jhakal Mandi, Adampur	432	Hisar- Near Beer Village	
				Fatehabad- Biggar road, Village Matana	
9	Rewari	Bawal, Dharuhera, Rewari, Mahendergarh, Kanina, Manesar	407	Near Ramsinghpura village	
10	Punhana	Punhana, F/Jhirk, Hathin, Hodal, Palwal, Sohna, Nuh, Tauru	466	At Sohna	
11	Farukhnagar	Farukh Nagar, Haily Mandi, Pataudi	26	At Farukh nagar	

b) Instructions and Directions given by Hon'ble Chief Minister:

- ULBs shall assess the reasons for the low number of bids received and resubmit the proposal.
- ULBs shall make publicity for attracting more bids participations.
- Swachhta Abhiyan portal to be developed.
- ULBs shall appoint Zone-wise In-charge/ Nodal Officers who shall monitor regularly cleanliness drives and upload all related data/information on the Swachhta Portal.
- A template for cleanliness satisfaction certificate shall be formulated for uploading to the swachhta portal. In-charge/Nodal person shall ensure to upload the same daily/weekly of their respective zones on the Swachhta portal.
- ULBs shall also exercise City level cleanliness rationalization w.r.t. Area, Type of Colony and Population and prepare report on it.

VIII. Procurement of Land for development of different Projects

The chair was apprised the current status of **Procurement of Land for development of different Projects** to the Chairperson and all the members present in the meeting.

- a) District wise Status of **Procurement of Land for development of different Projects** was reviewed and performance of all the ULBs was assessed after detailed deliberation:

Information regarding availability/requirement of land for various projects to be taken up by the municipalities					
Sr No.	Type of project	Land /area requirement in Sq.M	Status of availability of land with municipality	Status of availability of land with municipality in Sq.M	List of ULBs
1	Integrated Command and Control Centres (ICCC) at Distt. HQ Level.	0	Available	0	0
			Not Available		
2	MC Office Buildings with CFC's	56,908	Available	13,406	Sisai, Bhuna, Palwal, Jind, Julana, Adampur, Bawani Khera, Narnaul, Barara, Kalanwali, Sirsa, Uklana, Hisar, Narnaund, Sadhura
			Not Available	43,502	
3	Shifting of Milk Dairies	4,82,532	Available	2,02,350	Bahadurgarh, Barara, Sirsa, Hisar, Narnaund, Bhuna
			Not Available	2,80,182	
4	Multi-Level Parking	45,443	Available	36,063	Bawani Khera, Gurugram, Dharuhera, Naraingarh, Sisai, Hisar, Bhuna, Faridabad
			Not Available	9,380	
5	STP's	73,080	Available	62,000	Dharuhera, Naraingarh, Palwal
			Not Available	11,080	
6	FSTP's	-	Available	-	0
			Not Available		
7	Urban Forestry/Bio-Diversity parks	2,06,684	Available	44,470	Haily Mandi, Hisar, Bhuna
			Not Available	1,62,214	
8	Animal Carcass Disposal facility	36,293	Available	22,235	Bhuna, Haily Mandi, Sadhura, Sisai, Hisar
			Not Available	14,058	
9	Gaushalas	22,605	Available	22,605	Haily Mandi, Pataudi, Bhuna
			Not Available	-	
10	Disposal of Solid Waste	1,10,304	Not Available	55,758	Ateli mandi, Barara, Naraingarh, Sadhura, Kalanwali, Sirsa, Narnaund, Bhuna
11	Material recovery facility centres (MRF)	42,336	Available	16,100	Pundri, Bawal, Barara, naraingarh, Sadhura, Sirsa, narnaund, Sisai, Bhuna
			Not Available	26,236	
12	Fire Station alongwith staff quarters	48,329	Available	20,230	Jhajjar, Sadhura, Hisar, Bhuna
			Not Available	28,099	
13	Community Centre	18,355	Available	7,000	Dharuhera, Bhuna, Sisai
			Not Available	11,355	
14	Stadium	23,500	Available	-	Nilokheri
			Not Available	23,500	
15	MC Staff Quarters	16,335	Available	-	Bhuna
			Not Available	16,335	
16	Sports Complex	16,335	Available	-	Bhuna
			Not Available	16,335	
17	Rest House	8,107	Available	-	Bhuna
			Not Available	8,107	

Information regarding availability/requirement of land for various projects to be taken up by the municipalities					
Sr No.	Type of project	Land /area requirement in Sq.M	Status of availability of land with municipality	Status of availability of land with municipality in Sq.M	List of ULBs
Total		12,07,146	Not Available	7,06,141	

b) Instructions and Directions given by Hon'ble Chief Minister:

- ULBs shall ensure to procure the land through "ebhoomiharyana" portal.
- ULBs are advised to explore the proposal of the project on PPP mode with inclusion of commercial component etc. to attain financial viability for the project.
- ULBs shall also ensure required budgetary provisions.

IX. Status of redressal of C.M. Grievances, Social Media Grievances and CPGRAMS:

W/PSULB apprised the current status of **redressal of C.M. Grievances, Social Media Grievances and CPGRAMS** to the Chairperson and all the members present in the meeting.

a) District wise Status of redressal of C.M. Grievances, Social Media Grievances and CPGRAM was reviewed and performance of all the ULBs was assessed after detailed deliberation:

Sr. No	District Name	In-action	Overdue	Additional Marking Pending	Total (In-action + Additional Marking Pending)	Not undertaken as on 28.06.2022	Grievances discussed by W/PSCM
1	PANCHKULA	186	170	45	231	2	118256/2019
2	AMBALA	210	179	20	230	1	055887/2019
3	YAMUNANAGAR	483	439	38	521	1	
4	KURUKSHETRA	165	130	2	167	0	099057/2021
5	KAITHAL	234	216	24	258	0	
6	KARNAL	150	119	2	152	19	
7	PANIPAT	399	372	28	427	5	001706/2018, 059155/2019
8	SONEPAT	127	104	14	141	0	
9	ROHTAK	117	88	29	146	19	
10	JHAJJAR	71	57	15	86	2	102870/2017,
11	GURUGRAM	814	686	92	906	0	131085/2017, 019211/2019, 080706/2017
12	FARIDABAD	383	324	28	411	4	069474/2016, 046053/2016, 019500/2020,
13	PALWAL	109	99	11	120	0	
14	NUH	129	125	8	137	0	054274/2017
15	REWARI	104	93	7	111	1	
16	MOHINDERGARH	255	242	8	263	2	032972/2016
17	CHARKHI DADRI	86	85	4	90	0	
18	BHIWANI	328	318	42	370	0	
19	JIND	259	251	45	304	0	009188/2021
20	HISAR	221	184	25	246	0	
21	FATEHABAD	82	73	16	98	3	
22	SIRSA	325	307	53	378	4	
	Total	5237	4661	556	5793	63	

b) Instructions and Directions given by Hon'ble Chief Minister:

- All the DMCs/CMCs shall regularly review and monitor the system and actions to be taken on the officer/official/nodal person who is not completing the tasks.
- All the DMCs/CMCs were directed to dispose of pending applications within 15 days positively.

X. Litigation Management System (LMS)

W/PSULB apprised the current status of **Litigation Management System (LMS)** to the Chairperson and all the members present in the meeting.

- a) District wise Status of Litigation Management System (LMS)** was reviewed and discussed that performance of all the ULBs was assessed after detailed deliberation

Sr. No.	All District	All Municipalities	Total No. of pending cases in the various Courts (District Courts, Hon'ble High Court & Hon'ble Supreme Court of India)		Total No. of cases in which reply has not been filed in such Courts		Total No. of Contempt petitions pending as on date	
			Available on Litigation Management System (LMS Portal)	As per the manual report	Available on Litigation Management System (LMS Portal)	As per the manual report	Available on Litigation Management System (LMS Portal)	As per the manual report
		Total	10,502	12,335	2,872	1,997	157	234

b) Instructions and Directions given by Hon'ble Chief Minister:

- All litigation matters of the ULBs shall be dealt at District level through the District Municipal Commissioners of its respective districts.
- DMCs/CMCs shall ensure timely filling of reply of all the pending cases and upload the status of action taken report on the Litigation Management System (LMS).

XI. Other Directions given:

Hon'ble Chief Minister has also advised Hon'ble ULBM and W/PSULB to conduct periodic review meetings.