

**GOVERNMENT OF HARYANA**  
**URBAN LOCAL BODIES DEPARTMENT**

**ORDER**

The Governor of Haryana hereby appoints the following District Municipal Commissioners as Chief Executive Officers of Municipal Councils situated at District Headquarters in the State, to perform their duties and exercise powers of such post, in addition to their present duties :-

<b>Sr. No.</b>	<b>Name of District Municipal Commissioner</b>	<b>Designated as</b>
1	District Municipal Commissioner, Bhiwani & Charkhi Dadri	Chief Executive Officer, Municipal Council, Bhiwani
2	District Municipal Commissioner, Bhiwani & Charkhi Dadri	Chief Executive Officer, Municipal Council, Charkhi Dadri
3	District Municipal Commissioner, Fatehabad	Chief Executive Officer, Municipal Council, Fatehabad
4	District Municipal Commissioner, Jhajjar	Chief Executive Officer, Municipal Council, Jhajjar
5	District Municipal Commissioner, Jind	Chief Executive Officer, Municipal Council, Jind
6	District Municipal Commissioner, Kaithal	Chief Executive Officer, Municipal Council, Kaithal
7	District Municipal Commissioner, Kurukshetra	Chief Executive Officer, Municipal Council, Kurukshetra
8	District Municipal Commissioner, Mahendergarh	Chief Executive Officer, Municipal Council, Narnaul
9	District Municipal Commissioner, Nuh (Mewat)	Chief Executive Officer, Municipal Council, Nuh (Mewat)
10	District Municipal Commissioner, Palwal	Chief Executive Officer, Municipal Council, Palwal
11	District Municipal Commissioner, Rewari	Chief Executive Officer, Municipal Council, Rewari
12	District Municipal Commissioner, Sirsa	Chief Executive Officer, Municipal Council, Sirsa

2. The Chief Executive Officer (C.E.O.) shall perform the following duties and exercise the powers namely :-

- (i) He will be the Head of Office and Controlling Officer of the Municipal Council of District Headquarter.
- (ii) He shall co-ordinate with the District Administration, Directorate of Urban Local Bodies as well as other Departments/Offices for implementation of the Government Policies/Schemes.
- (iii) He shall be the competent authority to accord administrative as well as rate approvals upto Rs. 10.00 Lakhs for each work/project in the Municipal Council of District Headquarter. However, the competent authority to accord administrative as well as rate approvals of amounts above Rs. 25.00 Lakhs & upto Rs. 50.00 Lakhs for each work/project shall be the Divisional Commissioner concerned in case of Municipal Council of District Headquarter. Further, it shall be ensured that there shall be no splitting of any work/project.

- (iv) He shall identify the Municipal land under his jurisdiction as well as its proper usage. In case of any encroachment over the said land, he will ensure its immediate removal by following due procedure.
- (v) He shall ensure that the building regulations are followed by the Municipal Council under his jurisdiction.
- (vi) He shall make efforts to prepare and implement revenue earning schemes in order to make Municipal Council financially self-sustainable.
- (vii) He shall ensure the supervision of Centrally Sponsored Schemes as well as State Government Sponsored Schemes including development works being carried out by the Municipal Council out of its own funds or from any other Scheme.
- (viii) He shall ensure to monitor the following works and the progress in this regard shall be reported to Directorate at regular intervals :-
  - (a) Settlement of applications and claims/objections received under Mukhyamantri Shehri Nikaye Swamitva Yojana.
  - (b) No Dues Certificate (NDC) Portal.
  - (c) Haryana Engineering Works Portal (HEWP).
  - (d) Property Taxation Survey including the integration of old Demand Registers with the new survey data.
  - (e) Prompt recovery of municipal dues such as Property Tax/Development Charges/Rent/Lease Amounts etc.
  - (f) Court cases through Litigation Management System (LMS).
  - (g) Human Resources Management System (HRMS).
  - (h) Services delivered by ULBs under Right to Services.
  - (i) Central as well as State Government Sponsored Schemes.
  - (j) To review overall status of Accounts & Revenue.
- (ix) He shall ensure that all the reports are submitted/uploaded on the Portals of State/Central Government in a time-bound manner.

3. District Municipal Commissioners having the additional charge of Chief Executive Officers shall also perform the duties & functions of District Municipal Commissioners in respect of Municipal Councils and Municipal Committees (other than Municipal Council of District Headquarter) falling in the concerned district. Further, District Municipal Commissioner shall remain the appointing authority for '*District Level*' posts specified under the Haryana Municipal Services (Integration, Recruitment and Conditions of Service) Rules, 2010 including Municipal Council of District Headquarter.

4. This is in partial modification of earlier instructions issued vide memo No. ADULB/Admin./2021/39334 dated 19.10.2021.

5. This issues with the concurrence of the Finance Department conveyed through U.O. No. 01/44/2020-1FD-III/16766 dated 03.08.2021.

Chandigarh, Dated  
the 7<sup>th</sup> September, 2022

**Arun Gupta, IAS**  
Principal Secretary to Government, Haryana,  
Urban Local Bodies Department.




Endst. No. 18/163/2020-3CI/36813

Dated : 08.09.2022

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

1. Chief Secretary to Government, Haryana.
2. Additional Chief Secretary to Government, Haryana and Financial Commissioner, Revenue and Disaster Management Department.
3. Additional Chief Secretary to Government, Haryana, Finance Department w.r.t. their office U.O. No. 01/44/2020-1FD-III/16766 dated 03.08.2021.
4. Secretary to Governor, Haryana.
5. All the Divisional Commissioners in the State of Haryana.
6. All the Deputy Commissioners in the State of Haryana.
7. All the District Municipal Commissioners in the State of Haryana.
8. All the Commissioners of Municipal Corporations in the State of Haryana.
9. All the Executive Officers/Secretaries of Municipal Councils/Committees in the State of Haryana.


  
Additional Director (Admin.), 08/09/2022  
for Principal Secretary to Government, Haryana,  
Urban Local Bodies Department.

Endst. No. 18/163/2020-3CI/36814

Dated : 08.09.2022

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

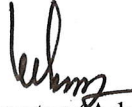
1. Accountant General (Accounts/Audit), Haryana, Chandigarh.
2. Director, Local Audit, Haryana, Panchkula.
3. All the Resident Audit Officers/Audit Officers of Municipalities in the State of Haryana.

  
Additional Director (Admin.), 08/09/2022  
for Principal Secretary to Government, Haryana,  
Urban Local Bodies Department.

Endst. No. 18/163/2020-3CI/36815

Dated : 08.09.2022

A copy of the above is forwarded to all the Presidents of Municipal Councils and Municipal Committees in the State of Haryana for information please.

  
Additional Director (Admin.), 08/09/2022  
for Principal Secretary to Government, Haryana,  
Urban Local Bodies Department.

CC:-

1. PS/ULBM.
2. PS/CPSCM.
3. PS/PSULB.
4. PA/DULB.
5. G.M. (I.T.), H.Q. to upload the same on the website.