

No.PA/CEO/CHB/2020/200

Dated: 22nd October 2020

NOTE

Subject: Shifting of Occupants of Pre-Fab Shelters at Sector-52 & 56

The Chandigarh Administration has appointed the Chandigarh Housing Board as State Level Nodal Agency and Concessionaire for the implementation of the Affordable Rental Housing Complexes (ARHCs) Scheme. Further the Chandigarh Administration has also decided for shifting of occupants of Pre-Fab Shelters at Sector-52 & 56 to newly constructed EWS Flats under the ARHC Scheme. The actual shifting to be started immediately after the Diwali in third week of November 2020.

2. To implement the above, the following preparations have been done so far:

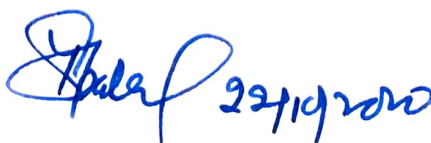
- i. A survey was undertaken and the list of occupants of Pre-Fab Shelters at Sector-52 & 56 have been pasted at the site and also uploaded on the website of the CHB. A public Notice has been issued on 16.07.2020 inviting claims/objection upto 22.10.2020. A committee comprising senior officers from CHB, Estate Office and Municipal Corporation has been constituted to consider the survey list and to settle the disputes, if any, and finalize the beneficiaries
- ii. Application form, Instructions sheet, licence deed, affidavit, checklist, allotment letter and possession letter have been drafted and vetted by the SLO, CHB. The process of its printing is underway.
- iii. Duties have been assigned to the officials and the first briefing meeting was held on 16.10.2020. Though the issue of non-attendance of briefing meeting by some officials is being dealt with separately yet these officials to take note of the instructions from their colleagues and for further clarity they may request the Chief Engineer for guidance.
- iv. Meeting with the elected public representatives (concerned Municipal Councilors) to apprise them. The process of shifting has been finalized after incorporating their good suggestions.
- v. Tender has been finalized for dismantling of the Pre-Fab Shelters and clearance of the debris.



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3. Now we need to proceed as under:

- i. The claims & objections in the nature of error in data-entry like corrections in name spelling, phone number and aadhaar number etc are being accepted and needful corrections to be made in the list. Similarly, the locked-prefab shelters where the single claimant has submitted documentary proof like aadhaar number/driving licence etc about occupancy of the particular Pre-Fab are to be incorporated in the list. Remaining claims & objections especially where two persons are claiming to be occupant of the same Pre-Fab Shelters to be placed before the Committee for quick final decision. Considering urgency, the Committee may meet on daily basis. The updated list of occupants to be uploaded on the website.
- ii. A camp to be organized w.e.f. 26.10.2020 for the occupants of Pre-Fab Shelters:
 - a) Application forms, with instructions, to be distributed one day before to those occupants who are to be called for camp on the very next day. For better compliance of the COVID related protocol, the applicants to be called in staggered manner.
 - b) 06 counters to be set up at the CHB premises. Three Notary Public and three Stamp Vendors to be available during the camp so that applicants get the facility of documentation and attestation at one place.
 - c) The payment of Rs. 4,000/- (Rs. 500+500+3,000) against part-security for water & electricity connections and one month rent for flats at Maloya-I is to be collected at the Camp. CHB may collect the amount of Rs. 4,000/- against a single receipt and transfer the related part-security amount to Municipal Corporation and Electricity Department subsequently. The officials of MCC and UT Electricity Department will help and supervise the filling of application forms for water and electric connection.
 - d) The Dy. Commissioner and SSP to be informed about the dates of camp at CHB premises, handing over of possession at Maloya-I and demolition of Pre-Fab Shelters at Sector-52 and 56 requesting appropriate arrangements to maintain Law & Order and to provide security.
 - e) The timing of the camp will be 09.30 am to 05.30 pm with lunch breach from 1.30pm to 2.30 pm. Tea and working lunch to be arranged for the staff deputed with the Camp related work.
 - f) The norms of social distancing and bearing of mask to be strictly followed during the camp.

 22/10/2020

4. Computerized draw for allotment on rental basis to be made in the groups of 32/64/96 (One block having 32 flats) in such a way that Pre-Fab shelters are vacated from one side and after handing over of possession of flats, the Pre-Fab shelter are demolished simultaneously. To maintain fairness and transparency, the draws to be supervised by the officers from the other Departments. The result of the draw need to be pasted at the particular group of Pre-Fab shelter at least three days before the actual shifting so that the occupants have time for packing of their belongings.

5. Arrangements to be made at Maloya-I for handing over possession of the flats. The officers from the Municipal Corporation and Electricity Department to join for release of the water and electric connection on the day of possession itself.

6. Except the following 09 officials, all the other officials of CHB have been completely relieved from the COVID related duties. Since the process of shifting involve many tasks, which are quite technical, complex and sensitive, it may not be possible to assign this task to officers of other departments. Further these officers were involved in the shifting of about 2500 families from Colony No.4 last year and hence they are well trained to take the exercise this time. The concerned authorities have already been requested to replace these officers with the officers from other departments. Till their replacement are available with the concerned authorities, these 09 officers will continue with the COVID related during one half of the day. However, considering the serious importance of the COVID related works, these 09 officers may continue to supervise and brief their replacements for 2-3 hours daily during the next one week for smooth transition.

- i. Shri Jaswinder Singh, EE
- ii. Shri Navneet Sharma, SDE
- iii. Shri Akshay Kr. Verma, SDE
- iv. Shri Inderjeet Singh, SDE
- v. Shri Mohit Khanna, AE
- vi. Shri Vijay Kumar, AE
- vii. Shri Vikas Goel, AE
- viii. Shri Mohit Handa, AE
- ix. Shri Viswatej, AE

 22/10/2020

7. Considering that the entire process of shifting involves huge volume of the work, the office timing will be 09.30 am to 05.30 pm and the office will also remain open on Saturdays (except on gazette holiday) w.e.f. 26.10.2020, till further orders. In view of COVID related issues, though the bio-metric attendance has been dispensed with for the time being yet all must ensure to be in their respective offices prior to 09.30 am positively.


(Yashpal Garg, IAS)

Chief Executive Officer

To,

1. Chief Engineer, CHB
2. Secretary, CHB
3. Chief Account Officer, CHB
4. Administrative Officer, CHB
5. Senior Law Officer, CHB
6. Computer Incharge, CHB

Copy to:

1. PS to Chairman for kind information of the worthy Chairman, CHB


Chief Executive Officer