



CHANDIGARH HOUSING BOARD

CHANDIGARH ADMINISTRATION UNDERTAKING
8, JAN MARG, SECTOR 9, CHANDIGARH -160 009, Ph: 4601612,

No. HB/PA/CEO/2022/73

Dated, the 14.03.2022

ORDER

e-Service facility for 8 types of services have been implemented in the Chandigarh Housing Board vide Order No.67 dated 23.02.2022. The status of the functioning of e-services was reviewed today, i.e. on 14.03.2022 by the undersigned with Secretary, Chief Accounts Officer, Senior Law Officer, Administrative Officer, All Accounts Officers, System Analyst, Computer Programmer and Sh. Navjot Singh, Senior Assistant.

2. It was observed that a total number of 18 applications have been received through e-services, which includes 09 test applications. After detailed deliberations, the following decisions were taken:-

- i) The test applications to be rejected at the level of concerned Competent Authority.
- ii) In case of any query/objection, the application will NOT be treated as disposed off. Each application will remain pending because disposal is hereby defined as either approval or rejection of the request.
- iii) The status of all the pending applications received during the week, through e-services, will be reviewed on next Monday by the Chief Accounts Officer and a report will be submitted to the Secretary, Chandigarh Housing Board.
- iv) Chief Liaison Officer, under the guidance of Administrative Officer, will make a phone call to all the applicants on the very next day of the submission of e-service application to ascertain whether the applicant want home collection of his/her physical application. A Register with regard to the applicants contacted and their response to be maintained by the Chief Liaison Officer and the same is to be countersigned by the Administrative Officer.

(Yashpal Garg, IAS)
Chief Executive Officer,
Chandigarh Housing Board,
Chandigarh

To

1. Chief Engineer, CHB
2. Secretary, CHB
3. Chief Accounts Officer, CHB
4. Administrative Officer, CHB
5. Senior Law Officer, CHB
6. All Accounts Officers, CHB
7. Computer Incharge, CHB
8. PA to Chairman, CHB for kind information of the worthy Chairman, CHB