

## ORDER

It has been noticed that the preliminary scrutiny of the documents of licence applications before diary and issue of receipt against the licence applications has been leading to delays and inconvenience to such applicants.

It has also been observed that this office can't refuse to receive any paper from anyone. We are duty-bound to receive the same, issue its receipt and then take necessary action after due examination.

Accordingly, it is hereby ordered that henceforth all papers shall be received by the diary clerk and receipt against the same shall be issued promptly, without causing any delay against preliminary scrutiny of such licence applications.

Sd/-  
**(T.C. Gupta, IAS)**  
Director General,  
Town and Country Planning,  
Haryana, Chandigarh.

Endst. No. 22291-96

Dated: 07.11.2012

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

1. Chief Town Planner, Haryana, Chandigarh.
2. All Senior Town Planners (HQ).
3. All District Town Planners (HQ).
4. All Junior Engineers/ Assistants/Deputy Superintendents/Superintendents at HQ.
5. Diary Clerks at HQ.

Sd/-  
**(P.P. Singh)**  
District Town Planner,  
O/o Director General, Town and Country Planning,  
Haryana, Chandigarh