

## Office Order

In order to collect and submission of information as per instructions contained in the note no. 01/2013 of PSTCP and to monitor of the progress of the court cases, action will be taken as per the following:-

(A) **Status of the progress of the court cases in which time bound order has been issued by the Hon'ble High Court**

- (i) ADA(HQ) will consult all the ATP's(HQ) to collect the information about the status of the progress of the court cases mentioned under (A) above and submit the report on every Thursday of a week to DA(HQ) on the proforma as conveyed by PSTCP. DA(HQ) will examine the same and if necessary will discuss the matter with concerned DTP's(HQ) and thereafter, submit the report to STP(M)HQ before noon on every Friday of a week.
- (ii) STP(M)HQ will check the report and after obtaining approval from CTP(Hr.) will send the report to PSTCP through mail with copy to all the DTP's(HQ) on every Friday evening or Monday morning by 10.00 AM. In case STP is on tour or on leave then DA(HQ) will send the information to PSTCP.

(B) **Monitoring of the progress of the court cases involving the Department**

- (i) Diarist will give daily a list of court cases received in the office to ADA(HQ).
- (ii) On every Monday of a week, ADA(HQ) will consult all the ATP's(HQ) to check whether the CCMA has been updated or not and will submit the report on the same day to DA(HQ) who after examination will submit the same to STP(M)HQ.
- (iii) All the ATP's(HQ) will provide updated list of court cases pending either in Hon'ble High Court or in Supreme Court giving the status of the case and the next date of hearing on every 14<sup>th</sup> and 28<sup>th</sup> of the month, to ADA(HQ). ADA(HQ) will compile the list and submit the same to DA(HQ), who after examining the same will submit it to STP(M)HQ on 30<sup>th</sup> of every month.
- (iv) On 1<sup>st</sup> day of every month, ADA(HQ) will circulate list of court cases pending either in Supreme Court or in High Court which are due for hearing indicating the status of reply during the month among all the Officers of the Directorate for their information and follow up action. This exercise will be carried out every month.
- (v) A separate list of COCP cases will be maintained and in every monthly report, report about COCP cases will be given under separate head.
- (vi) STP(M)HQ and DA(HQ) will review the status of the court cases after every two weeks and in every 4<sup>th</sup> week status will be reviewed in a meeting under the Chairmanship of CTP(Hr.).

Dated: 17.05.2013

*Sd/-*  
**(Anurag Rastogi, IAS)**  
Director General,  
Town and Country Planning,  
Haryana, Chandigarh.

Endst. No.

Dated:

A copy is forwarded to the following for information:-

1. PS/DG, TCP for kind information of Director General, Town and Country Planning.
2. PA/CTP(Hr.) for kind information of Chief Town Planner, Haryana.

*Sd/-*

(Superintendent)

O/o Director General, Town & Country Planning,  
Haryana, Chandigarh.

Endst. No.

Dated:

A copy is forwarded to the following for information and compliance:-

1. STP(M)HQ
2. STP(E&V) HQ
3. All DTP's(HQ). They are requested to issue instructions to their respective ATP's for giving the information to ADA(HQ) as per schedule given in the order and provide full co-operation to ADA(HQ) for collection and compilation of the information.
4. DA(HQ)
5. All ATP's(HQ)
6. ADA(HQ)
7. Diarist of the Directorate.

*Sd/-*

(Superintendent)

O/o Director General, Town & Country Planning,  
Haryana, Chandigarh.