

DELHI DEVELOPMENT AUTHORITY  
( E.M.'s OFFICE )  
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EM 5(238) 72/Pt/3/... 9556

Dated:- 9.5.95

\*CIRCULAR NO. 454

SUB: ISSUE OF POSSESSION LETTERS FOR BUILT-UP SHOPS, OFFICE FLATS AND COMMERCIAL PLOTS BY LANDS WING ONLY AFTER ASCERTAINING THE AVAILABILITY OF SERVICES FROM CONCERNED CHIEF ENGINEERS.

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During the past, it has been observed that Lands Wing had issued possession letters for built-up Commercial Shops/ Office flats and Commercial plots in various Commercial Centres under different Zones, without ascertaining the final position of availability of various services from the Chief Engineers concerned. This has brought a lot of criticism to DDA when the actual possession of shops/ Commercial plots could not be handed over to some allottees, for non-availability of certain basic services.

As a policy decision, Lands Branch has to issue possession letters only after receipt of certificates regarding availability of all the services from the Chief Engineers concerned. Regarding availability of services, while submitting the costing details, the complete position has to be indicated by the Chief Engineer concerned in the proforma already devised in consultation with Lands Branch. No possession letter has to be issued without availability of all the services or on the basis of tentative date of availability of services indicated by Zonal Chief Engineers, in the costing details.

In order to save the department from such avoidable criticism, it has been decided that Lands Branch will henceforth issue possession letters only after ascertaining the position of availability of all the services from concerned Chief Engineers.

*Issue circular to all SEs, SE(P), EE's*

*10/5*

( R.L. HANS )  
ENGINEER MEMBER

*EPI*

1. COMMISSIONER(LD)
2. ALL CHIEF ENGINEERS i/c CE(ELECT.)
3. ALL SEs i/c SEs(ELECT.)
4. DIRECTOR(CE)/DIRECTOR(LANDS)
5. ALL EX.ENGINEERS(CIVIL/ELECT.)

*Copies all SEs, SE(P), EE's of the Zone, EA I, II & III*

Contd..2/-...  
*16/5*

*W-M*

Copy to:-

1. Vice-Chairman for his kind information.
2. Finance Member.
3. Director(Works).
4. E.O.I, II & III.
5. A.O. (Plan).
6. In File No. EM.5(258)72
7. Guard File.
8. File NO. EM1(10)95.

*[Signature]*  
 375755  
 ENGINEER MEMBER

\*HK\*

office of (E(wz)

NO (E(wz) 12(a) 95/1626

d/ 18/5/75

copy to all SE's, EE's, SE(P/II, FO, EA I, II & III for n.a. pd.

To to (E(wz)

o/c  
 MPW  
 17/5