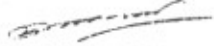


SUB : RE-CONCILIATION OF DETAILS OF HOUSING STOCK.

In order to periodically re-concile/ review the position of vacant flats, costing of the completed schemes, confirmation of construction stages of running schemes, availability of services before release of demand -cum- allotment letters etc., it has been decided that SEs (HQ) of the zone and Dirs.(Housing) must meet at least thrice a year in the month of April, August and December. This will be besides the exercise of communication of quarterly list of vacant flats by the field functionaries to the housing Branch. In such meetings position of each and every vacant flat will be ascertained and recorded in the final disposal list and jointly signed by the concerned Dir.(H) and SE(HQ), a copy of which will be submitted to VC/EM/FM and Commr.(H) for their appraisal. The position of the costing and availability of services for each of the scheme will also be reviewed. Problems/hold ups, if any, will be sorted out in these meetings.

In addition to the above, such meetings may also be organised as and when any exigency arises or before release of any scheme for allotment, to review physical conditions at sites. Latter meetings will be held at site office of the scheme, wherein, SE and EE concerned will also be present.

This issues with the approval of V.C.

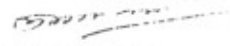

(S.C. SHARMA)
DIRECTOR(WORKS)

ALL CHIEF ENGINEERS (CIVIL, ELECT, DESIGN, QC & HQ)
COMMISSIONER(HOUSING, LD, LM-I, II, Plg, Coord.)
CVO, DDA.
Dir. (MM)
Pr. Manager, Fly-over, Gr I & II
All SEs (Civil & Elect.)
Dir.(H)-I & II.
Dir.(Bldg.), Dir. (Enf.)
All EEs (Civil & Elect.)
EO-I, II,III & PPC

File No. EM3(12)86/Vol.13/Pt.

Copy to:-

1. VC, DDA |
2. FM, DDA | - for their kind information
3. EM, DDA |


DIRECTOR(WORKS)
D D A

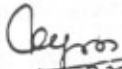
DELHI DEVELOPMENT AUTHORITY
(E. M. 'S OFFICE)

No. EM1(10)02/Vol.I] 6289-6309.6280

Dt. 29/5/02

Subj: EM's Circular No. 548.

The above circular was issued by this office vide No. EM1(10)02/Vol-I/5638 dt. 15/5/02. Now I have been directed by the Consultant to EM to obtain acknowledgement of receipt of above circular from the respective SEs (HQ) and Director (Housing) and request them to intimate the holding of such meetings, first in the series must be held before 31st May, 2002 for all the Zones.


(Er. V.K. CHOPRA)
E.O.-I TO E.M.

ALL SEs (HQ) .DDA.

DIRECTOR(HOUSING) I & II.