

DELHI DEVELOPMENT AUTHORITY
LAND DISPOSAL COORDINATION
'A' Block, Ground Floor, Vikas Sadan, INA, New Delhi-110023

निदेशक (प्रणाली) दि. वि. प्र.

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दि. 01.12.25

No F1(Misc)/Coordn.(LD)/2025/367
Comp. No103900

Dated: 10/12/25

Sub: Delegation of Powers for Processing Refunds in the Land Disposal Department.

In order to address public grievances effectively and ensure timely resolution of refund cases, the competent authority has approved the following delegation of powers to officers of the Land Disposal and Finance Department:

S. No	Refund Amount (in INR)	Administrative Approval	Financial Approval
1.	Upto Rs. 10,000/-	Asstt. Director (LD)	AO
2.	More than Rs. 10,000/- to Rs. 1 Lacs	Dy. Director (LD)	Dy. Director (LC)
3.	More than Rs. 1 Lacs to Rs. 5 Lacs	Director (LD)	Director (LC)
4.	More than Rs. 5 Lacs	Commissioner (LD)	CAO

2. The above delegation of powers shall cover all cases related to refunds of excess payments made by allottees under and Land Disposal scheme. This includes, *inter alia*:

- Excess conversion charges.
- Amounts paid over and above the demand raised.
- Duplicate payments.
- Wrong account deposits.
- Excess penalties paid.
- Refunds due to downward revision of demand letters resulting in reduced cost.
- Any other grounds deemed appropriate wherein refunds arise.

3. The above delegation shall also apply in cases of court-directed payments, including penalty and litigation charges. The concerned branch will process the cases as per the delegation of power mentioned in para 1.

4. This circular is applicable exclusively to cases under the Land Disposal Department. All codal formalities required for processing refunds such as verification of payments, bank details, etc. must be strictly adhered to in accordance with the prevailing DDA guidelines.

This issues with the approval of Vice- Chairman, DDA.

(Vivek Chaudhary)
Dy. Director (LD/Coordn.)

Copy to:

- PS to VC, for kind information of the latter.
- PS Pr. Commissioner (LD), DDA.
- Commissioner (LD), DDA.
- CAO, DDA
- All Director (LD), DDA.
- All Dy. Director (Land Disposal), DDA
- Dy. Director (System), for getting this circular uploaded on DDA's website.

(Vivek Chaudhary)
Dy. Director (LD/Coordn.)

Yoshi
11.12.25

AD(s) S. Raman

Gr Dev, Website Engineer
11.12.25