

**Delhi Development Authority**  
**PM-UDAY Cell, Vikas Sadan, INA,**  
**New Delhi-110023**

F.No. LM/PM/0006/2020/UDAY/POL-O/o DY DIRECTOR (UCC)-Part (1)/466

Dated: 15.11.2021

**CORRIGENDUM**

In supersession of the office order no. LM/PM/0006/2021/UDAY/POL/Part(1)/428 dated 25.10.2021, the following SOP is issued for handling the list of khasra numbers falling under 1731 Unauthorized Colonies(UCs) as provided by the Land Management Department while processing the applications filed under PM-UDAY scheme:

1. The Dealing assistants i.e. Junior Secretariat Assistants/ Senior Secretariat Assistants/ Assistant Section Officers shall invariably undertake the following steps while scrutinizing the applications:
  - i. The list of 528 UCs on government/DDA land as provided by Planning Department shall no longer be referred to decide the category of land whether government or private for conferring/recognizing the property rights (to issue CD/AS).
  - ii. The khasra numbers mentioned in the application form as well as in the property documents such as GPA/ATS etc. are to be matched with the list of khasra numbers falling under 1731 UCs as provided by the Land Management Department for ascertaining the category of land i.e. Whether the subject property falls on government/DDA or Private land.
  - iii. It is mandatory to record in the noting sheet of PM-UDAY application that the khasra numbers provided in the application have been matched with the list of khasra numbers falling under 1731 UCs as provided by the Land Management Department and accordingly, the category of land for the property under examination is found out to be government/DDA or Private land as the case may be.
  - iv. In case, the subject property falls on khasra numbers categorized as both Government/DDA and Private land in the list of khasra numbers falling under 1731 UCs as provided by the Land Management Department, the land category of such property shall be treated as government only for the purpose of conferment/recognition of rights under the PM-UDAY scheme.
  - v. In case, the subject property is found to be falling on khasra numbers categorized as government/DDA or on khasra numbers categorized as both government/DDA and private land in the list of khasra numbers as provided by the Land Management Department, the application shall be processed as per the office order no. LM/PM-UDAY/0003/2021/UDAY/LGL/300 dated 05.08.2021.
  - vi. In case, the khasra numbers mentioned in the application is not found within the list of khasra numbers falling under the 1,731 UCs under PM-UDAY as provided by Land Management Department then the khasra numbers shall be verified from

the PDF files provided by the GIS Cell. Subsequently, the following procedure shall be adopted:

- a. If the khasra numbers are found inside the UC boundary as per the PDF file then the case shall be referred to the LM department to verify the land category of the khasra numbers i.e. whether government/ DDA or private land.
  - b. If the khasra numbers are not found inside the UC boundary as per the PDF file then deficiency shall be raised stating "*khasra number as mentioned in the application/ property documents does not fall inside the UC boundary. Please provide correct khasra number*".
- vii. In case, the khasra number is not mentioned in the property documents such as GPA/ATS etc. then khasra number mentioned in the application shall be considered for processing the application. However, if khasra number is not mentioned in the application also then application shall be returned so that the applicant can fill the khasra number and village name.
2. The Assistant Directors and Assistant Director (Incharge) concerned shall ensure that no application is processed further for approval without the steps mentioned above are followed by the concerned Dealing Assistant i.e. Junior Secretariat Assistants/ Senior Secretariat Assistants/ Assistant Section Officers.
  3. This issues with the approval of Vice Chairman, DDA.



**Vikas Ahlawat**  
**Director-II (PM-UDAY)/HQ**

Copy to:

1. PS to Commissioner (PM-UDAY), DDA.
2. PS to Director- I/III (PM-UDAY), DDA.
3. Dy. Director(PM-UDAY)/PC-101, 102, 103, 104, 105, 106, 107, 108, 109, 110.



**Vikas Ahlawat**  
**Director-II (PM-UDAY)/HQ**