

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

F. No. LM/PM/0001/2020/UDAY/MOM/Part(3)/490

Dated: 01/12/2021

**OFFICE ORDER**

Whereas, it has been observed that in various cases payment had been activated by the Processing Centres considering the property existing on private land as per the classification of the colonies given by the Planning Department and accordingly payment had also been made by the applicant. However, while verifying the khasra Nos. mentioned in the application with the list of khasra Nos. provided by LM Department, it was found that in many cases the said property exists on government land.

2. In this regard, it is hereby clarified that in all such cases, where applicants had made the payments and they are either not interested to obtain the ownership rights or where the cases cannot be processed as per the administrative order 05.08.2021, the refund proceedings may be initiated on the request of the applicants.

3. Further, it is directed that all the refund cases shall be processed through e-office only.

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



**Gaurav Yadav  
Dy. Director-I (PM-UDAY)/HQ**

Copy to:

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



**Dy. Director-I (PM-UDAY)/ HQ**



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

No. LM/PM/0003/2022/PMUY/ 113

Dated: 05/04/2022

**OFFICE ORDER**

This is in continuation of office order dated 25.11.2021 (copy enclosed) wherein instructions were issued regarding building/ built up area. For effective application of the said office order and in order to protect vacant government land following three points have been added in survey report:

**Property details:**

1. Total plot area (in square metres) \_\_\_\_\_
2. Building footprint area of plot/ constructed area of the plot (in square metres)
3. Vacant plot area (in square metres) \_\_\_\_\_

The Survey staff shall ensure that the instructions regarding building/ built up area shall be followed strictly specifically in cases of government land and the aforesaid three points must be filled up in the report without fail.

This issues with the approval of the Competent Authority,

**Harish Chand Sharma  
Dy. Director-I(PM-UDAY)/HQ**

Copy to:

1. OSD to VC, DDA
2. PS to Commissioner PM-UDAY, DDA
3. PS to Director I/ II/ III PM-UDAY, DDA
4. Deputy Director (PM UDAY)/ PC- 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, DDA
5. All field survey staff working in PM-UDAY cell

**Dy. Director-I(PM-UDAY)/HQ**



219757/2021/O/o DY DIRECTOR (UNAUTHORIZED COLONY CELL)  
Delhi Development Authority  
PM-UDAY Cell, Vikas Sadan, INA,  
New Delhi-110023

F. No. LM/PM/0001/2020/UDAY/MOM/Part(2)/478

Dated: 25/11/21

**OFFICE ORDER**

Whereas, the matter of formulation of SOPs in the matters that require clarity in the National Capital Territory of Delhi (Recognition of Property Rights of Residents in Unauthorized Colonies) Regulation, 2019 dated 29.10.2019 has been discussed and accordingly the following are issued regarding building/built up area.

- Built up area shall not comprise of semi-permanent structures such as tin sheds/ porta cabins. Only brick and mortar/ Reinforced Cement Concrete (RCC) structures (i.e.: pucca structures) shall be considered as built up structures.
  - In case, multiple structures have been built at different parts/ end of single property under single ownership then the conferment of rights will be done on land under the footprint of the largest structure in proportion to the carpet area of the floor held by the resident. Ownership rights shall only be conferred for the largest structure present in the piece of land as per the field survey report.
2. This issues with the approval of the competent authority.

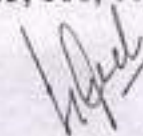


Gaurav Yadav  
Dy. Director-I (PM-UDAY)/ HQ

a/c

Copy to:

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



Dy. Director-I (PM-UDAY)/ HQ

a/c  
24.11.2021

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

Dated: 5/8/2021


F.No.LM/PM/0003/2021/UDAY/LGL/300

**OFFICE ORDER**

In continuation of the office order no. LM/PM/0007/2020/UDAY/POL/172 dated 08.07.2020 issued by Commissioner (LM), wherein Land Management Department, Engineering Department and Horticulture Department had been requested to provide the details of vacant government land under their jurisdiction in the 1,731 unauthorised colonies, the following has been decided until further orders as an interim measure:

- All applications for conferment of ownership rights for government vacant land in unauthorized colonies shall be kept in abeyance
- Further, in case of partially built-up properties on government land in unauthorized colonies, the ownership rights shall be conferred only for the built up area and the vacant area shall be excluded.
- The execution of Conveyance Deed on any government land shall be restricted to the area under the building footprint/constructed and in possession prior to 01.01.2015 - supported with possession proof documents including electricity bill, water connection bill, property tax receipt etc.

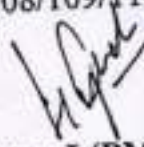
2. This issues with the approval of the Vice Chairman, DDA.

  
Gaurav Yadav

Dy. Director-I (PM-UDAY)/HQ

Copy for information to:

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

  
Dy. Director-I (PM-UDAY)/HQ

  
05.08.2021



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

No. LM/PM/0007/2020/UDA/POL/172

Dated:-08/07/2020

**Office Order**

As per the PM-UDAY scheme, DDA has to identify all government vacant land within the delineated boundaries of 1731 Unauthorized Colonies so that the same may be used for providing public utilities & social / common infrastructure for the residents of such UCs.

1. For identification of such vacant government land, the following departments are requested as follows:

- a) The Engineering, Horticulture and Land Management Department are requested to provide the details of vacant government land under their control falling within the 1731 UC boundaries.
- b) The survey teams assigned to the PM-UDAY Processing Centers are directed to find out vacant government land in the UCs assigned to them. The concerned Deputy Director across the Processing Centers under PM-UDAY and Director-I & II (PM-UDAY) will monitor and ensure the same.

2. The above exercise is to be completed by the concerned departments by 31st Aug. 2020.

3. Further, until the above exercise is completed and all vacant government land parcels are clearly identified and marked, the execution of Conveyance Deeds will be put in abeyance for government vacant land applications of area more than 250 sq. meters regardless of these applications being supported by GPAs and Agreements to Sell (ATS). The application for government land for an area upto 250 sqm must also be scrutinized by the field survey teams for its genuineness.

4. To protect the government land, the GPA and ATS belonging to the government land are restricted to the notification date of the aforesaid Regulations i.e.

29.10.2019. Any GPA and ATS executed post 29.10.2019 for government land, should not be entertained for conferring rights under PM-UDAY.

5. This issues with the approval of the Competent Authority.

  
Commissioner (LM)

Copy To:-

1. Vice-Chairman, DDA
2. Pr. Commissioner, LM, DDA
3. Pr. Commissioner, Horticulture, DDA
4. All Chief Engineers (North, East, Rohini, Dwarka, South, HQ) with the request to communicate to all
5. Director-I & II (PM-UDAY), DDA
6. DLM-I & II, DDA
7. All Directors, Horticulture (North, East, West, South Zone)
8. Deputy Director (PM-UDAY) HQ, DDA
9. All Deputy Directors (Processing Centers, PM-UDAY)
10. All Concerned Officers

  
Commissioner (LM)



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

F.No. LM/PM/0011/2021/UDAY/PO/L/Pt-1/460

Date: 10/11/2021

**OFFICE ORDER**

Whereas, under the PM-UDAY Scheme and Regulations, CD/AS are being issued by the designated authorities on the basis of documents, information and affidavits/undertakings submitted by the applicant on PM-UDAY portal and the same are taken on face value.

And whereas, number of cases have been reported wherein the applicants have given false/incorrect/incomplete information and CD/AS gets issued in bona-fide belief that such information is correct. Particularly, in many cases the applicant incorrectly declares the status of land (Govt/private) and some CD/AS get issued in deviation of Regulation due to incorrect information supplied.

And whereas, Regulation 5(12) of National Capital Territory of Delhi (Recognition of Property Rights of Residents in Unauthorized Colonies) Regulations, 2019 states:

*“(12) In case any dispute arises in respect of conferment of rights under these regulations, the aggrieved person may make a representation to the Delhi Development Authority, and upon receiving such representation, the Delhi Development Authority may, within a period of ninety days from the receipt of such representation and after hearing the parties, pass such order as it deems fit.”*

And whereas, in order to rectify such bona-fide errors, as and when any reference/ representation in this regard is received, by the concerned Designated Authority (ASO/AD/DD) or suo moto such fact comes to the notice, the following procedure shall be followed to cancel / decide further course on such irregular CD/AS that have been issued:

Accordingly, the following SOP has been formulated to deal with the cases related to cancellation of AS/CD:

**Step 1: Opportunity of being heard to be given to aggrieved party.**

- a. Concerned Dy. Director shall request the concerned Sub Registrar to not register any further sale/ purchase in respect of such property wherein AS/ CD has been issued by PM-UDAY Cell and a representation/ reference has been received from the land owning department/ agency.
- b. A Show Cause Notice (SCN) to be issued by Dy. Director of concerned processing center under PM-UDAY on receipt of representation/ suo-moto.
- c. Hearing to be conducted by Dy. Director of concerned processing center who will then submit the facts of the matter and recommendations to concerned Director.
- d. If the CD/AS was issued with the approval of Dy. Director, then director will decide whether the matter to be closed or the process for cancellation of CD/AS is to be initiated. If the CD/AS was issued with the approval of Director, then the matter will be referred to Commissioner (PM-UDAY) who will decide whether the matter is to be closed or the process for cancellation of CS/AS is to be initiated.
- e. If matter is to be closed, then the concerned Dy. Director will pass an order accordingly. If it has been directed to process the matter for cancellation, then




the concerned Dy. Director shall process the matter again for cancellation of CD/AS. The procedure is mentioned in Step 2.

**Step 2: Approval for cancellation of CD/AS issued under PM-UDAY Cell, DDA**

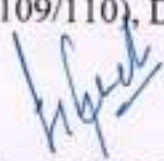
- a. The concerned Dy. Director will initiate file for the cancellation of CD/AS with all the facts and relevant records.
- b. In case of AS, the approval for cancellation shall be granted by Commissioner (PM-UDAY). In case of CD, the approval for cancellation shall be granted by Principal Commissioner/Member.
- c. In case of AS, Cancellation order shall be signed by Director and in case of CD, Cancellation order shall be signed by Commissioner (PM-UDAY).
- d. After such approval, the following actions shall be taken:
  - i. The aggrieved department/person shall be informed to proceed as per law for cancellation of CD/AS.
  - ii. The concerned Sub Registrar shall also be requested to not register any further sale/ purchase in respect of such property wherein AS/ CD has been cancelled by PM-UDAY Cell.


The issues with the prior approval of Vice Chairman, DDA.

  
Dy. Director-I (PM-UDAY)/HQ

Copy for information to:

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

  
Dy. Director-I (PM-UDAY)/HQ

*d/c*  




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

ANNEXURE-K

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

Dated: 15-11-2021

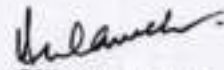
CORRIGENDUM

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:

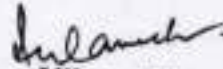
- a. If the khasra numbers are found inside the UC boundary as per the PDF file then the case shall be referred to the LM department to verify the land category of the khasra numbers i.e. whether government/ DDA or private land.
  - b. If the khasra numbers are not found inside the UC boundary as per 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



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

F. No. LM/PM/0031/2021/UDAY/MISC-AD(PC-101/PM UDAY) /53 Dated: 17/2/22

**OFFICE ORDER**

It has been pointed out by various processing centers that there is lack of clarity regarding PM-UDAY cases on land falling in right of way of high tension lines.

2. In this regard, it is directed that the acceptable clearance distance from high tension lines as per the Unified Building Bye-Laws 2016 may be used for reference for further processing/ rejection of PM-UDAY cases. The same is specified in the table below:

	<b>Horizontally(m)</b>
High voltage lines upto and including 11 kV	1.2
High voltage lines above 11 kV and including 33 kV	2.0
Extra high voltage lines beyond 33kV	2.0 (add 0.3 for every extra 33kV or part thereof)

3. The field survey staff shall measure the horizontal clearance by standing directly below the outermost wire of the high tension line and measuring the perpendicular distance from the plot edge to the point just below the wire. A margin of error of 10% shall be acceptable, as measurement involves visual estimation of the point just below the HT wire.



4. This issues with the approval of the competent authority.

*[Signature]*

**Gaurav Yadav**  
**Dy. Director-I (PM-UDAY)/HQ**

Copy to:

1. OSD to VC, DDA
2. PS to Commissioner PM-UDAY, DDA.
3. PS to Director I/II/III, PM-UDAY, DDA.
4. Dy. Director (PM-UDAY)/PC-101, 102, 103, 104, 105, 106, 107, 108, 109, 110, DDA.
5. All field survey staff working in PM-UDAY Cell.

*[Signature]*

**Dy. Director-I (PM-UDAY)/HQ**

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

No. F.1(1)CUCC/CLM/2019/DDA/1141

Dated: 19/03/2020

**OFFICE ORDER**

Pradhan Mantri – Unauthorized Colonies in Delhi Awas Adhikar Yojana Cell (PM-UDAY Cell) is conferring/ recognizing ownership or mortgage/ transfer rights to the eligible residents of 1731 UCs in Delhi notified vide Gazette notification titled the National Capital Territory of Delhi (Recognition of Property Rights of Residents in Unauthorized Colonies) Regulations, 2019.

2. In processing of the cases by the PM-UDAY Cell, DDA it has been decided that concerned Dy. Director will be competent for approval of PM-UDAY cases of carpet area/plot size upto 250 sqm. and concerned Director will be the competent authority for approval of PM-UDAY cases wherein plot size/ carpet area is more than 250 sqm.

3. This issues with the approval of VC, DDA.

19/3/2020

(R.N. Sharma)

Commissioner (LM), DDA

Copy to:

1. OSD to VC, DDA.
2. PS to PC(LM), DDA.
3. PS to Director(PM-UDAY)-I & II.
4. Dy. Director (Processing Centre-101/102/103/104/105).
5. Guard File.

Commissioner (LM), DDA



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

F. No. LM/PM/0003/2021/UDAY/LGL/524

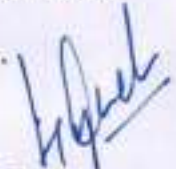
Dated: 23/12/21

**OFFICE ORDER**

In supersession of office orders no. LM/PM/0003/2021/UDAY/LGL/300 dated 05.08.2021 and LM/PM/0007/2021/UDAY/POL/172 dated 08.07.2020, the following has been decided:

- i. All applications for conferment of ownership rights for vacant government land falling in unauthorized colonies shall be rejected (irrespective of the date on GPA/ ATS).
- ii. The execution of Conveyance Deed on any government land shall be restricted to the area under the building footprint constructed and in possession prior to 01.01.2015 - supported with possession proof documents including electricity bill, water connection bill, property tax receipt etc.
- iii. All applications for conferment of ownership rights for the land/property which is vested in Gaon Sabha under Section 81 of DLR Act, 1954 and is also vacant, falling in unauthorized colonies shall be kept in abeyance.
- iv. To protect government land, the GPA and ATS belonging to the government land are restricted to the notification date of the aforesaid Regulations i.e. 29.10.2019. Any GPA and ATS executed post 29.10.2019 for government land should not be entertained for conferring rights under PM-UDAY.

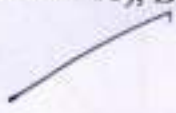
2. This issues with the approval of the Vice Chairman, DDA.

  
Gaurav Yadav

Dy. Director-I (PM-UDAY/HQ)

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

  
Dy. Director-I (PM-UDAY/HQ)

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

F.No. LM/PM/0006/2020/UDAY/POI/106

Dated: 24-02-2021

**OFFICE ORDER**

Whereas, the matter of formulation of SOPs in the matters that require clarity in the National Capital Territory of Delhi (Recognition of Property Rights of Residents in Unauthorized Colonies) Regulation, 2019 dated 29.10.2019 has been discussed with the higher authorities.

The competent authority has approved the SOP on the following issues:

**a) Cases where CD/AS has expired.**

Directors/ Dy. Directors of all processing centers functioning under PM-UDAY shall extend the facility of revalidating the CD/AS executed by their processing center without any processing fee/charge.

The applicant who requests revalidation their CD/AS shall submit an application to the concerned processing center alongwith the CD/AS issued previously and an affidavit (Annexure-I) stating that there is no court case/ dispute, sale or mortgage since the issue of last CD/AS. The said application shall be processed and approved by the Director/ Dy. Director as per the competence as per the area of the plot. After approval, the concerned Assistant Director Shall revalidate the CD/ AS and upload the same on the portal. A physical record of the same (application + expired CD/AS + affidavit) shall be maintained at the processing center in the form of a guard file alongwith a record register.

**b) Number of floors that are eligible for grant of property rights.**

Directors/ Dy. Directors of all processing centers shall approve cases only upto four (4) constructed/ covered floors built-up in a plot. In case of stilt parking only upto four (4) floors above stilt parking shall be considered for issue of CD/AS.

**c) Amalgamation of plots.**

Directors/ Dy. Directors of all processing centers shall consider PM-UDAY cases of properties wherein applicants have purchased adjacent plots in the past and then amalgamated those plots to form one single plot and built their properties on them, for grant of property rights given that the applicant produces documents of all the plots that have been amalgamated.

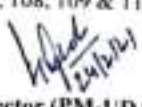
Encl: As stated.

  
**Gaurav Yadav**  
 Dy. Director (PM-UDAY)/HQ

*etc*

Copy for information to:

1. PS to CLM, DDA.
2. PS to Director(PM-UDAY)-I & II, DDA.
3. Dy. Director, Processing Centre-101, 102, 103, 104, 105, 106, 107, 108, 109 & 110, DDA.

  
 Dy. Director (PM-UDAY)/HQ

*etc*  
 24.02.2021



Delhi Development Authority  
PM-UDAY Cell, Vikas Sadan, INA,  
New Delhi-11023

F.No: LM/PM/0002/2021/UDAY/LGL/224

Dated: 25-05-2021

**OFFICE ORDER**

Whereas, the application module of the PM-UDAY portal has been modified and the uploading of affidavit and undertaking has been discontinued. Alternatively, it has been decided that applicants shall submit only a non-notarised self declaration (Annexure-A) on plain paper alongwith indemnity bond - I and indemnity bond - II.

2. Further, it has been decided the applicant shall submit a duly notarized affidavit (enclosed as Annexure-B) at the time of execution of the Conveyance Deed/ Authorisation Slip.
3. The concerned staff of the processing center shall upload the scanned copy of the affidavit submitted at the time of execution of the Conveyance Deed/ Authorisation Slip alongwith the scanned copy of the Conveyance Deed/ Authorisation Slip on the PM-UDAY portal.
4. This issues with the approval of the competent authority.

*[Handwritten Signature]*  
25/5/21

Gaurav Yadav  
Dy. Director-I (PM-UDAY)

a/c

Copy to:

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

*[Handwritten Signature]*  
25/5/21

Gaurav Yadav  
Dy. Director-I (PM-UDAY)

a/c  
*[Handwritten Signature]*

Annexure A

DECLARATION

I/We, \_\_\_\_\_  
 son/daughter/spouse/widow of Sh./Smt \_\_\_\_\_  
 R/o \_\_\_\_\_

\_\_\_\_\_ do hereby solemnly affirm and undertake as under:-

1. That I/We am/are own and are in physical possession of the property / parcel of land measuring \_\_\_\_\_ sq. mtrs., having Floor No. \_\_\_\_\_ out of total number of floors constructed \_\_\_\_\_ on Plot No. \_\_\_\_\_ Street/Block No. \_\_\_\_\_ situated in Unauthorized Colony \_\_\_\_\_ Regn. No. \_\_\_\_\_ under valid Agreement to Sell dated \_\_\_\_\_, executed in my favour.

2. That I have got my property surveyed by the authorized GIS Agency and GIS ID in respect of the said property issued by the said Agency is \_\_\_\_\_

OR

I have registered on PM-UDAY portal for grant of rights under the scheme and my PM-UDAY Case ID is \_\_\_\_\_

3. That I understand that the prescribed use of the aforesaid property is for residential only and in case Delhi Development Authority grants me the rights under the scheme, I shall use it for Residential purpose only.

4. That in case, Delhi Development Authority or any other local Authority, detects that at any point of time, that the above referred property or any part thereof is being used for non-residential purpose, in violation of the Master Plan of Delhi, I shall, forthwith, stop such use, and shall pay misuse charges to the concerned authority for the said misuse.

5. That I/We shall pay to Delhi Development Authority, immediately on demand, such amount as may be demanded by it on account of conferment/recognition of ownership rights in respect of the said property / parcel of land including difference, if any.

6. That on my/our failure to pay any sum referred above, the conferment of ownership or transfer/ mortgage rights in respect of the above referred property shall be deemed to be null and void and the Authority shall be entitled to recover the same as arrears of land revenue.

7. That the property referred above is free from lien/ mortgage or any legal encumbrances. No dispute relating to title of the said property is pending before any Court of law.



for conferment/recognition of ownership right in respect of the above referred property are true and correct and the documents annexed thereto are genuine.

9. The applicant(s) herein shall be solely liable for consequences of filing the false undertaking/ documents and DDA shall have all the rights to cancel the Conveyance Deed /Authorisation Slip and to take action as per law.

Name of the Applicant(s): \_\_\_\_\_

Signature of the Applicant(s): \_\_\_\_\_

Date: \_\_\_\_\_

**AFFIDAVIT**

(On non judicial stamp paper of Rs.10/- duly attested by Notary Public)

I/We, \_\_\_\_\_  
\_\_\_\_\_ son/daughter/spouse/widow of Sh./SmtR/o \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ do hereby solemnly affirm and undertake as under:-

1. That I/We am/are own and are in physical possession of the property / parcel of land measuring \_\_\_\_\_ Sq. mtrs., having Floor No.- \_\_\_\_\_ out of total number of floors constructed \_\_\_\_\_ on Plot No. \_\_\_\_\_ Street/Block No. \_\_\_\_\_ situated in Unauthorized Colony \_\_\_\_\_ Regn. No \_\_\_\_\_ under valid Agreement to Sell dated \_\_\_\_\_, executed in my favor.

2. That I have got my property surveyed by the authorized GIS Agency and GIS ID in respect of the said property issued by the said Agency is \_\_\_\_\_

OR

I have registered on PM-UDAY portal for grant of rights under the scheme and my PM-UDAY Case ID is \_\_\_\_\_

3. That I understand that the prescribed use of the aforesaid property is for residential only and in case Delhi Development Authority grants me the rights under the scheme, I shall use it for Residential purpose only.

4. That in case, Delhi Development Authority or any other local Authority, detects that at any point of time, that the above referred property or any part thereof is being used for non-residential purpose, in violation of the Master Plan of Delhi, I shall, forthwith, stop such use, and shall pay misuse charges to the concerned authority for the said misuse.

5. That I/We shall pay to Delhi Development Authority, immediately on demand, such amount as may be demanded by it on account of conferment/recognition of ownership rights in respect of the said property / parcel of land including difference, if any.

6. That on my/our failure to pay any sum referred above, the conferment of ownership or transfer/ mortgage rights in respect of the above referred property shall be deemed to be null and void and the Authority shall be entitled to recover the same as arrears of land revenue.



7. That the property referred above is free from lien/ mortgage or any legal encumbrances. No dispute relating to title of the said property is pending before any Court of law.

8. That the contents of this undertaking and that of the accompanying application for conferment/recognition of ownership right in respect of the above referred property are true and correct and the documents annexed thereto are genuine.

9. The deponent herein shall be solely liable for consequences of filing the false undertaking/ documents and DDA shall have all the rights to cancel the Conveyance Deed /Authorisation Slip and to take action as per law.

Executed by me at Delhi/New Delhi on the \_\_\_\_\_ day of \_\_\_\_\_.

**EXECUTANT**

Witnesses:

1.

2.

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

F. No.: LM/PM/0006/2020/UDAY/POL/Part(1) 428

Dated: 25/10/2021

**OFFICE ORDER**

Whereas, Land Management Department has provided the list of khasra numbers of government/ DDA land situated in the 1,731 unauthorised colonies under PM-UDAY to all processing centers (enclosed herewith). Accordingly, following SOP has been formulated for handling the above said data while processing of PM-UDAY applications:

- Dealing assistants i.e. Junior Secretariat Assistants/ Senior Secretariat Assistants/ Assistant Section Officers shall be responsible for ascertaining whether the property is on government/DDA land or not while scrutinizing the applications by cross checking the khasra numbers mentioned by the applicant (i.e. on Application form as well as on the GPA/ATS) with the khasra numbers as per the data provided by the Land Management Department.
  - Further, the Junior Secretariat Assistants/ Senior Secretariat Assistants/ Assistant Section Officers shall mandatorily record their findings regarding the government/DDA land status after verifying from the data provided by the Land Management Department for each case in the noting sheet of PM-UDAY application.
  - If on cross checking the khasra nos., it is found that the property falls on government/DDA land, then such cases shall be processed as per the office order no. LM/PM-UDAY/0003/2021/UDAY/LGL/300 dated 05.08.2021. Further, CD will be issued in such cases (if found eligible).
  - However, all processing centers shall continue to issue AS/ CD as per the list provided by the Planning Department wherein 528 unauthorised colonies that exist on government land and remaining on private land.
2. This issues with the approval of the competent authority.

*[Handwritten Signature]*

**Gaurav Yadav**  
**Dy. Director-I (PM-UDAY)/HQ**

Copy to:

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

*o/c*

*[Handwritten Signature]*

**Dy. Director-I (PM-UDAY)/HQ**

*o/c*

*[Handwritten Signature]*  
 22.10.2021



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

F. No. LM/PM/0001/2020/UDAY/MOM/Part(2)/478

Dated: 25/11/21

**OFFICE ORDER**

Whereas, the matter of formulation of SOPs in the matters that require clarity in the National Capital Territory of Delhi (Recognition of Property Rights of Residents in Unauthorized Colonies) Regulation, 2019 dated 29.10.2019 has been discussed and accordingly the following are issued regarding building/built up area.

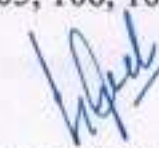
- Built up area shall not comprise of semi-permanent structures such as tin sheds/ porta cabins. Only brick and mortar/ Reinforced Cement Concrete (RCC) structures (i.e.: pucca structures) shall be considered as built up structures.
  - In case, multiple structures have been built at different parts/ end of single property under single ownership then the conferment of rights will be done on land under the footprint of the largest structure in proportion to the carpet area of the floor held by the resident. Ownership rights shall only be conferred for the largest structure present in the piece of land as per the field survey report.
2. This issues with the approval of the competent authority.



**Gaurav Yadav**  
**Dy. Director-I (PM-UDAY)/ HQ**

Copy to:

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



**Dy. Director-I (PM-UDAY)/ HQ**

o/c  
24-11-2021

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

F.No. LM/PM/0006/2020/UDAY/POL/331

Dated : 26/10/2020

**OFFICE ORDER**

Whereas, it has been felt necessary to provide certain clarifications regarding smooth implementation of PM-UDAY scheme. Accordingly, the following Standard Operating Procedure(SOP) is formulated under the National Capital Territory of Delhi (Recognition of Property Rights of Residents in Unauthorized Colonies) Regulation, 2019 dated 29.10.2019:

**a. Granting of ownership rights in cases where property is under any use other than residential use.**

The Processing Centers shall issue CD/AS, as the case may be for residential purpose only irrespective of current use of the property (such as commercial/institutional/industrial etc.) as mentioned in the Sub regulation 10 of regulation 5 of the National Capital Territory of Delhi (Recognition of Property Rights of Residents in Unauthorized Colonies) Regulation, 2019 dated 29.10.2019. Undertaking be obtained from the Applicant that he/she will remove the misuse, and use the property for residential use only.

**b. Granting of ownership rights in cases where property is partially outside of delineated boundaries of UCs.**

The Processing Centers shall consider all cases for issuance of CD/AS, as the case may be if any part of the built up property/vacant land falls inside the delineated UC boundary.

**c. Granting of ownership rights in cases where an objection is filed in PM-UDAY portal regarding title dispute or any other court case is pending on the property.**  
In such cases the application shall be processed only after the settlement of the court case.

This is issued with prior approval of the Competent Authority.



**D Varma  
Commissioner (Land Management)**

Copy for information to:

1. PS to Member (Admin & LM)
2. PS to OSD, DDA.
3. PS to Director (PM-UDAY)-I & II, DDA.
4. The Dy. Director, Processing Centre-101, 102, 103, 104, 105, 106, 107, & 108, DDA.



**Commissioner (Land Management)**



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

No.: LM/PM/0002/2020/UDAY/POL/539

Dated: 30-12-2021

**OFFICE ORDER**

In compliance of the directions of the Ministry of Housing and Urban Affairs vide letter dated 26.11.2021 the following SOP is formulated to recover vacant government land registered under PM-UDAY, the following has been decided:

- a. List of cases wherein Conveyance Deeds (CDs)/ Authorisation Slips (ASs) have been executed/ issued on properties falling on vacant land shall be provided to the concerned processing centers by PM-UDAY (HQ) by extracting the information from BISAG portal.
  - b. The processing centers shall examine each of the cases by checking khasra number of the property through the application filed / GPA-ATS submitted on the BISAG portal and thereafter verify in all these cases whether the vacant land parcels, for which CD/ AS have been executed/ issued, fall on government land by matching the khasra numbers as per the list of khasra numbers provided by the Land Management Department.
  - c. In cases where it is found that CD/ AS has been executed/ issued on vacant government land, cancellation proceedings shall be initiated by the concerned processing center as per the office order no. LM/PM/0011/2021/UDAY/POL/Pt-1/460 dated 10.11.2021.
  - d. In cases where khasra numbers have not been mentioned/available for identification of the category of land, the processing centres shall compile list of such cases and forward the list to the PM-UDAY (HQ)
2. This issues with the approval of the competent authority.



**Gaurav Yadav**  
**Dy. Director-I (PM-UDAY)/HQ**

Copy to:

1. PS to Commissioner (PM-UDAY), DDA.
2. PS to Director(PM-UDAY)-I, II & III, DDA.



**Dy. Director-I (PM-UDAY)/HQ**

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

No. No.:LM/PM/0002/2020/UDAY/POL/33

Dated: 31/01/2022


**OFFICE ORDER**

In suppression of directions issued regarding treatment of vacant property/plot on the land vested in Gaon Sabha under Section 81 of DLR Act, 1954 vide this office order No. LM/PM/0003/2021/UDAY/LGL/524 dated 23.12.2021 and this office letter No.LM/PM/0002/2020/UDAY/POL/21 dated 17.01.2022, the following has been decided:

- (i) All applications for conferment of ownership rights for vacant property/plot on the land vested in Gaon Sabha under Section 81 of DLR Act, 1954 shall be rejected (Irrespective of the date of GPA/ATS).
- (ii) Cancellation proceedings on CD/AS executed/issued on vacant property/plot on the land vested in Gaon Sabha under Section 81 of DLR Act, 1954 shall be initiated as per this Office Order(s) No.LM/PM/0002/2020/UDAY/POL/539 dated 30.12.2021 and LM/PM/0011/2021/UDAY/POL/Pt-1/460 dated 10.11.2021.


Rest of the contents of this office order No. LM/PM/0003/2021/UDAY/LGL/524 dated 23.12.2021 and letter No.LM/PM/0002/2020/UDAY/POL/21 dated 17.01.2022 remain same.

This issues with the approval of the Competent Authority.

  
Dy. Director-I (PM-UDAY)/HQ

Copy to:

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

  
Dy. Director-I (PM-UDAY)/HQ