To

All the District Town Planners in the State.

Memo No. STP(E&V)/Misc-175(Vol-II)/2013/3272-96  Dated: 11.12.2013


Kindly refer to the discussion in the review meeting dated 15.11.2013 in respect of subject cited matter. Accordingly, proformas for maintaining the register for complaints of unauthorized construction/colonization sent to Police Department for registration of FIR for violating the provisions of Act of 1963 and Act of 1975, show cause notice and restoration order issued under Act of 1963 & Act 1975 have been devised and same are enclosed.

2. I have been directed to request you to maintain the register in the enclosed format/proformas.

Sd/-
(Karamveer Singh)
District Town Planner (E&V),
O/o Director General, Town and Country Planning,
Haryana, Chandigarh.

Endst. No. STP(E&V)/Misc-175(Vol-II)/2013/3297-3301  Dated: 11.12.2013

A copy is forwarded to the following for information and necessary action:-

1. Senior Town Planner, Gurgaon
2. Senior Town Planner, Panchkula
3. Senior Town Planner, Faridabad
4. Senior Town Planner, Rohtak
5. Senior Town Planner, Hisar

Sd/-
(Karamveer Singh)
District Town Planner (E&V),
O/o Director General, Town and Country Planning,
Haryana, Chandigarh.
<table>
<thead>
<tr>
<th>Name of offender(s)</th>
<th>Revenue particulars of land/structure involved in the offence</th>
<th>Date of detection</th>
<th>Name of official who detected the offence</th>
<th>Section/provision of Act of 1975 violated</th>
<th>Stage of construction/development of colony</th>
<th>Memo no. vide which show cause notice was issued to the offender</th>
<th>Date of hearing and whether offender appeared or submitted written reply to the show cause notice</th>
<th>Memo no. vide which restoration orders issued (in case of violation of section 7 (1) date of complaint along with reference to page number of complaint register be given)</th>
<th>Whether there is any stay orders or impediment in implementing the restoration order, if yes, provide details of such stay orders/civil suit no.</th>
<th>Date of removal of stay/stay quo order or any other impediment in implementation of restoration order</th>
<th>Date of demolition programme prepared for implementing the restoration order</th>
<th>Whether restoration orders implemented or not.</th>
<th>Result of implementation of restoration order whether demolished or sealed</th>
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<td>Section/provision of Act of 1963 violated</td>
<td>Stage of construction</td>
<td>Memo no. vide which show cause notice was issued to the offender</td>
<td>Date of hearing and whether offender appeared or submitted written reply to the show cause notice</td>
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<td><strong>Stage of construction/development of colony</strong></td>
<td><strong>Memo no. wide which complaint was forwarded to police Department</strong></td>
<td><strong>Name of concerned police station</strong></td>
<td><strong>FIR no.</strong></td>
<td><strong>Date of production of challan in competent court</strong></td>
<td><strong>Date of hearing on which charges have been framed</strong></td>
<td><strong>Date on which evidence by the concerned officials/officer has been rendered</strong></td>
<td><strong>Date of decision</strong></td>
<td><strong>Whether accused has been convicted or acquitted</strong></td>
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