

No.F-24026/7/2017/CDN/ 369
Government of India
Ministry of Housing and Urban Affairs
Land & Development Office

Nirman Bhavan, New Delhi.
Dated: 19th August, 2021.

Office Order No.05/2021

Subject: Standard Operating Procedure (SOP): issues concerning "C" type tenements - further clarifications - regarding.

In continuation of Office Order No.04/2021 dated 13.04.2021 issued from this Office wherein the Standard Operating Procedures (SOP) was conveyed to implement various provisions of Office Order No. 02/2021 dated 29.01.2021 extending certain reliefs to 'C' Type Tenements, the undersigned is directed to say that while examining the cases of granting reliefs to 'C' Type Tenements, certain issues have come to the notice with regard to points (iii) & (iv) of para B of SOP dated 13.04.2021 pertaining to 'Grant of Roof right and calculation of charges thereon'.

2. Accordingly, points (iii) & (iv) of para B of SOP dated 13.04.2021 are further clarified in detail as under:

- (i) The projections erected by the lessee/occupant of Ground Floor in front and rear sides are to be treated as encroachment and charges of unauthorized occupation are to be recovered.
- (ii) The construction upon these projections in front and rear side has been made by lessee/occupant of first floor and therefore, the notices may be issue to them to remove/demolish the said unauthorized occupation. The charges for the same are also be recovered from them till its removal.
- (iii) In respect of the supplementary lease deed the line plan will be prepared according to the actual existing position of site showing the land to be leased out and encroachment, if any, in different colour. The same will also be mentioned in index.

3. The Office Order No.02/20021 dated 29.01.2021, SOP vide Office Order No.04/20021 dated 13.04.2021 and further clarifications as

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stipulated in para 2 above have been issued in public interest and are subject to change on the approval of competent authority based on ground realities.

4. This issues with the approval of Land & Development Officer.

Rajeev
19/9/21

(Rajeev Kumar Das)
Deputy Land & Development Officer

To

- 1.PS to Hon'ble Minister for Housing & Urban Affairs.
- 2.PSO to Secretary, MoHUA
- 3.PPS to JS (A, L & E)
- 4.PS to L & D O.
- 5.All Officers/Sections, L&DO
- 6.Guard File/CDN .
- 7.NIC to upload on the website.