

No.24(642)/2005-CDN
Government of India
Ministry of Urban Development
Land & Development Office
Nirman Bhawan, New Delhi

Dated: 28/10/05

Office Order No. 8/05

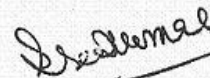
Sub: The Right to Information Act, 2005 - Instructions thereof.

As per the present procedure, the payments are accepted by this office in the form of Demand Draft/Cheque/Pay Order/IPO in favour of the Land & Development Officer. On receipt of the demand draft/cheque/pay order/IPO etc. for recoverable dues, the Facilitation Centre prepares the challans in quadruplicate & send to UTI Bank, Nirman Bhawan for crediting into Govt. Account. The entire process of remittance take a weeks time. Thereafter, confirmation by Accounts Section takes further time.

2. Therefore, in order to facilitate speedy disposal of the cases, it has been decided in consultation with the UTI Bank to accept cash payment also from the lessees/applicants. The cash payment are to be deposited in the extension counter of the UTI Bank at Nirman Bhawan, New Delhi alongwith the prescribed challan form. The Bank will retain one copy of the Challan & return two copies (L&DO's copy as well as Depositor's copy) to the applicant/lessee duly stamped. The applicant will furnish to this office the L&DO's copy of deposit slip at IFC for further processing of the application/cases.

3. Therefore, all Sections may ensure that the format of demand letters are suitably modified to allow deposit of the payment in the form of cash, in addition to the existing modes of Demand Draft/Cheque/Pay Order/IPO.

All may please note for strict compliance.



(V. Sreekumar)
Public Relation Officer

To

- (1) All Officers/Sections.
- (2) Notice Board/website.