

**DELHI DEVELOPMENT AUTHORITY
PM-UDAY CELL, VIKAS SADAN, INA,
NEW DELHI-110023**

No. LM/PM/0437/2023/UDAY/MISC-O/o DD (PM UDAY-HQ)|12
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OFFICE ORDER

Instances have come to the notice wherein deficiencies have been raised for discrepancy in schematic plan and GIS map of applications and the deficiencies are pending at applicants' end for considerable period of time as the GIS agency which conducted the survey is no longer empanelled with DDA. Under the existing arrangement, in order to pursue further such cases, applicants have to incur the cost of re-survey to be conducted by another agency currently empanelled with DDA.

Therefore, with a view to reduce pendency due to the aforesaid discrepancies and to provide relief to the applicants, it has been decided that re-survey shall be carried out by any of the currently empanelled GIS agencies with DDA bearing the cost of re-survey.

Accordingly, the following SOP has been formulated to deal with cases where there is discrepancy in schematic plan and/or GIS map:

1. For cases pending with the applicant, concerned processing center shall verify whether the schematic plan has discrepancy or if the GIS map is not opening and if it requires re-survey to process the case further.
2. Thereafter, it is to be checked whether the schematic plan/GIS survey has been prepared/carried out by any of the de-empanelled/relieved GIS agency. In case, it is found that the GIS survey has been done by a currently empanelled agency, the re-survey shall be conducted by the same agency, free of charge.
3. If not prepared by existing empanelled GIS agency, raise a deficiency to the applicant to confirm whether the applicant is interested in pursuing the case further for conferment of ownership rights and also give directions to the applicant to clear other deficiencies if there is any. Also, it may be informed to the applicant that the charges for re-survey of the case shall be borne by DDA provided other deficiencies are replied to.
4. Once response is received from the applicant, assign the case to a currently empanelled GIS agency for re-survey and based on the same, process the case further.
5. The designated GIS agency shall submit the invoice for the case at the approved rate to the processing center. Thereafter, the file will be routed as follows: ASO (Processing Centre) for checking > AD (Processing Center) for verifying > DD (Processing Center) > HQ for expenditure sanction and releasing payment to the agency.


This is issued with the approval of Competent Authority.



Ankit Singh
Dy. Director (PM-UDAY/HQ)

Copy for information to:

1. PS to OSD to Vice Chairman, DDA.
2. PS to Principal Commissioner (PM-UDAY), DDA.
3. PS to Commissioner (PM-UDAY), DDA.
4. PS to Director-I/II, PM-UDAY.
5. Dy. Directors of processing centers, PM-UDAY.
6. All empanelled GIS agencies.
7. Guard File.


Dy. Director (PM-UDAY/HQ)