

No: GIDC/GPP/NTC/11  
GIDC Udhayogbhavan, Gandhinagar  
Dt: 03/04/2021

CIRCULAR

Sub: Module for actions to be taken under the GPP Act for all Non-utilised properties & Recovery of Dues

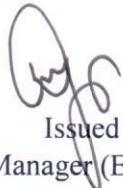
GIDC has been empowered to take actions under the GPP act for eviction of unauthorised occupants from public premises and for certain incidental matters such as Non-Utilisation and under Recovery of Outstanding dues. Currently, actions under the GPP act are taken on manual basis by issuing notices and carrying out further courses of actions. In order to timely check and regulate properties allotted, it has been decided to proceed under the GPP Act with the help of module for timely reminders of notices and completion of process of resumption of properties. The following actions are to be undertaken under the GPP Act through module:

Notice/ Letter to be issued	For Properties under Non-utilisation	For properties with Outstanding dues(Recovery )
Showcause notice for Cancellation of License Agreement	Any non-utilised/open property should initially be issued showcause notice for cancellation of License Agreement and for providing explanation/documents in support of his claim for non-cancellation of License Agreement.	-----
Termination of License Agreement	On further non-compliance or unsatisfactory details provided by allottee, Letter for termination of License agreement executed with allottee will be issued citing breach of terms with instructions to vacate premises and handover possession. The termination order includes reasons to be mentioned in all cases.	-----
Showcause notice under the section 4 (1) of GPP Act	As per powers vested for public premises; competent authority (Regional Manager) will issue Showcause notice to allottee through module. However, allottee will be given opportunity with hearing in person with competent authority on scheduled date.	The process of GPP proceedings for outstanding dues will be initiated with Showcause notice under sec 4 (1) of GPP act based on Amount limit (outstanding dues) fetched in the module, a list of all allottees will appear with notices for a particular region.

Notice under Section 5 (1) of GPP Act	Thereafter, based on submissions/in-person representation competent authority will either hold the proceedings for further compliance or if the details submitted/explanation given are unsatisfactory then notice u/s 5 (1) will be issued with a reasoned order. A casewise details to be filled in the notice by competent authority (Regional Manager)	Further on non-payment of dues after stipulated time period mentioned in showcase notice under Section 4(1), notice under sec 5(1) will be issued for handing over possession to corporation on or before stipulated time period.
Notice under Section 5(2) of GPP Act	After completion of stated time period in notice u/s 5 (1) if the allottee does not obey and handover possession then notice under sec 5 (2) will be issued with competent authority authorising any officer not below class-II cadre for taking the possession of property (plot/shed/land) on scheduled date and time.	If the possession is not handed over in stipulated time period than notice under sec 5 (2) will be issued with authorising officer of the corporation to takeover possession of plot/shed/land.
Process of Panchnamu – Rojkaam	On schedule date and time authorised officer alongwith other staff and witnesses will visit the plot/shed/land and take back the possession with recording all details of proceedings and status of plot (construction, machinery any other relevant details) on day of resumption of possession. Copy of Panchnama will be uploaded on module and thereafter the status of property will reflect PTB.	On schedule date and time authorised officer alongwith other staff and witnesses will visit the plot/shed/land and take back the possession with recording all details of proceedings and status of plot (construction, machinery any other relevant details) on day of resumption of possession.

Sd/-  
VC&MD  
GIDC

To,  
All concerned officials

  
Issued by:  
Manager (Est.)