

# **Proactive Disclosure**

**Under Section 4(b) of**

**Right To Information Act, 2005**

**(As on 1<sup>st</sup> April, 2015)**

**Dholera Special Investment Regional Development Authority**

Block No. 11/12, 3<sup>rd</sup> Floor, Udyog Bhavan, Sector - 11,

Gandhinagar, Gujarat (India)

[www.dholerasir.com](http://www.dholerasir.com)

## **PREFACE**

The Dholera Special Investment Regional Development Authority (DSIRDA) has been constituted under the Gujarat Special Investment Region Act -2009 as per Government of Gujarat notification No: GHU/10/07/SIR/12010/81450/I Dated 16<sup>th</sup> February, 2010 for planning & development of the Dholera Special Investment Region (DSIR) as a new industrial hub. The project is the first investment region to be designated under the proposed Delhi - Mumbai Industrial Corridor (DMIC) Project.

As a statutory authority, we have great pleasure in publishing information related to the authority to comply with the provisions of the '**Right to Information Act -2005**'. We have provided all the necessary information in a pro-active manner, and also in a manner which will be easy to understand and accessible to the public. However, we solicit suggestions and comments in order to improve this document and make it more useful to the public.

We hope that the readers will find this document useful.

**(Ajay Bhadoo)**  
**Chief Executive Officer**  
**Dholera Special Investment Regional**  
**Development Authority**

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**CHAPTER- 1****THE PARTICULARS OF ORGANIZATION, FUNCTIONS AND DUTIES – DSIRDA****1.1. Creation of Authority:**

Dholera Special Investment Region (DSIR) has been notified vide Government of Gujarat, Industries and Mines Department, Gandhinagar; Notification No: GHU/14/SIR/112009/253/(1)/I; dated 22.May.2009; village comprising the area within boundaries for 22 revenue village (19 Villages of Dhandhuka Taluka and 3 village of Barvala Taluka of Ahmedabad District) with the geographical area of the Special Investment Region, measuring 879.3377 Sq. Kms. in total.

Dholera Special Investment Regional Development Authority (DSIRDA) has been constituted vide Govt. of Gujarat, Industries & Mines Department; notification No: GHU/10/07/SIR/112010/81450/I; dated 16.Feb.2010. The said Authority has its Head Quarter in Gandhinagar. The said Authority shall consist of the following members:

<b>Sr.</b>	<b>Designation and Department</b>	<b>Designation for Authority</b>
1)	Additional Chief Secretary, Industries & Mines Dept.	Chairperson
2)	Chief Executive Officer, Gujarat Infrastructure Development Board	Member
3)	Industries Commissioner	Member
4)	Collector, Ahmedabad	Member
5)	District Development Officer, Ahmedabad	Member
6)	Director, School of Planning, Center for Environmental Planning & Technology, Ahmedabad	Member
7)	Shri U S Mehta, Retired Town Planner	Member
8)	President of Gujarat Chamber of Commerce & Industries	Member
9)	Chief Executive Officer, DSIRDA	Member Secretary

**1.2. Project Vision:**

Dholera Special Investment Region (DSIR) is a major industrial hub located in Gujarat. It is envisioned to develop global hub of economic activity supported by world class

infrastructure premium civic amenities & center of excellence. The DSIR is the first investment region to be designated under the proposed Delhi – Mumbai Industrial Corridor Project (DMIC). The Dholera Special Investment Region (DSIR) is being planned as a new industrial hub. The project is the first investment region to be designated under the proposed Delhi - Mumbai Industrial Corridor (DMIC) Project.

### **1.3. Power and Function of Authority:**

The objectives for constitution of this authority have been clearly spelt out and precisely defined in section 15 of the SIR Act, 2009. These are as follows:

- 1) The Regional Development Authority shall secure planned development of the Special Investment Region and shall take for its effective regulation and efficient management so as to bring and enhance general welfare, convenience, productivity and excellence.
- 2) Without prejudice to the generality of foregoing provision, the Regional Development Authority shall undertake the management and planning of land resources and infrastructure of the Special Investment Region.
- 3) The Regional Development Authority shall in particular exercise the following powers and perform the following functions namely:
  - i. to classify and earmark the area of the Special Investment Region for various purpose and usages including economics activities, amenities and community services as it deems fit;
  - ii. to prepare the development plan for whole or part of the area of the Special Investment Region;
  - iii. to undertaken preparation and execution of town planning scheme for whole or part of the Special Investment Region;
  - iv. to regulate the development of the periphery area of the Special Investment Region;
  - v. to acquire, hold and manage moveable or immoveable property as it may deem necessary subject to general or specific directions of the State Government in this regard;

- vi. to acquire land in the Special Investment Region by sale, lease, grant, allocation, town planning scheme, consent agreement or through proceedings under the land Acquisition Act, 1894 for the purposes of this Act;
- vii. to sale, lease, transfer or dispose off any land or building belonging to it subject to the regulation made by the Apex Authority;
- viii. to carry out surveys in the Special Investment Region for the preparation of development plans and town planning schemes;
- ix. to prepare, issue and implement the directions, the standards and the norms for building structures, infrastructure development and other construction activities in the Special Investment Region;
- x. to enter in to contracts, agreements or concession agreement with any person, entity, developer or organization as it may deem necessary for performing its functions;
- xi. to execute, co-ordinate and supervise works in connection with infrastructure or provision of other services and amenities in the Special Investment Region;
- xii. to provide for disaster management and mitigation in the Special Investment Region;
- xiii. to levy and collect such fees, development charges or user charges as may be ascertained and fixed by the Apex Authority under clause (viii) of sub-section(2) of section6;
- xiv. to remove encroachments and construction not duly authorized or made in violation of the regulation, directions and norms laid down by the Regional Development Authority;
- xv. to make arrangement for observance and promotion of safety, order, health and environmental safeguards within the Special Investment Region;
- xvi. to guide, assist and co-ordinate with other authorities functioning in the Special Investment Region in matters pertaining to planning and use of land and development of the Special Investment Region;
- xvii. to control the development activities in accordance with the development plan and to bring aesthetics, efficiency and economy in the process of development;

- xviii. to ensure and make provision for sufficient civic amenities and services including hospitals and medical services, schools, fire services, public parks, markets and shopping places, play grounds, entertainment areas and disposal of waste and provision of drainage;
- xix. to make sustainable arrangement for providing and maintaining the highest standards in civic amenities and services particularly for cleanliness, aesthetics, health and hygiene;
- xx. To make enquiry, inspection, examination or measurement of any land and building in any part of the Special Investment Region;
- xxi. to exercise such other powers and discharge such other functions as may be prescribed by the rules or regulation.

4)

- a) Notwithstanding anything contained in the relevant State Acts, rules or any existing instructions of the State Government, the Regional Development Authority may frame its own General Development Regulations and the same shall prevail for developments in the Special Investment Region.
- b) Every person ,unit or developer or any other stakeholder in Special Investment Region shall be required to get the plans of the building approved by the Regional Development Authority before commencing any construction and shall obtain the approval of the Regional Development Authority necessary and incidental thereto, after completion and before the such premises.
- c) For the purpose of this section and with any other requirement for proper planning, management and development of the Special Investment Region, the Regional Development Authority may issue such direction or instruction as it may consider necessary to any person, unit, entity, developer or any other stakeholder in the Special Investment Region and the person, unit, entity, developer or as the case may be, the stakeholder shall be bound by such directions.

**1.4. Organization's Constitution:**

Sr.	Designation and Department	Designation for Authority
1)	Principal Secretary, Industries & Mines Dept.	Chairperson
2)	Chief Executive Officer, Gujarat Infrastructure Development Board	Member
3)	Industries Commissioner	Member
4)	Collector, Ahmedabad	Member
5)	District Development Officer, Ahmedabad	Member
6)	Director, School of Planning, Center for Environmental Planning & Technology, Ahmedabad	Member
7)	Shri U S Mehta, Retired Town Planner	Member
8)	President of Gujarat Chamber of Commerce & Industries	Member
9)	Chief Executive Officer, DSIRDA	Member Secretary

**1.5. Core Team:**

Sr.	Designation
1)	Senior Town Planner
2)	Accounts Officer
3)	Deputy Collector
4)	Administrative Officer
5)	Junior Town Planner – 1
6)	Junior Town Planner – 2
7)	Junior Town Planner – 3
8)	Junior Town Planner – 4
9)	Junior Town Planner – 5
10)	Junior Town Planner – 6



**CHAPTER – 2****THE POWERS AND DUTIES OF OFFICERS AND EMPLOYEES****2. The Powers and Duties of Officers and Employees**

**2.1.** The powers and functions of the Chairman & Chief Executive Officer has been defined by the Authority vide Agenda 1/2 of its 1<sup>st</sup> Meeting of DSIRDA which read as under;

2.2. The Chief Executive Officer shall exercise and perform the following powers and functions, namely:

The delegation of Administrative Powers by the Authority to the Chairperson and CEO are as under:

<b>Sr.</b>	<b>Details of Subjects</b>	<b>Chief Executive Officer</b>	<b>Chairman</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1	Sanction of Casual Leave, Earned Leave, Half Pay Leave, Commuted Leave, Maternity / Paternity leave, compensatory leave etc. of Class I & II employees (except CEO)	Full Powers	-	-
2	" " for Class III & Class IV Employees	Full Powers	-	-
3	Grant of leave without pay & grant of study leave	Full Powers, subject to rules	-	-
4	Sanction of special disability leave	Powers with Prior consent of Concerned Branch Head upto 90 days	Full powers above 90 days	-
5	Sanction of regular annual increments to employees & officers	Full Powers	-	-

<b>Sr.</b>	<b>Details of Subjects</b>	<b>Chief Executive Officer</b>	<b>Chairman</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
6	Maintenance of service book of employees / officers	Full Powers	-	-
7	To insure properties of the Authority	Full Powers	-	-
8	To select security agency , housekeeping agency / maintenance agency / marketing agency / printing agency	Full Powers with Prior Approval of the Chairman	-	-
9	Supervision of work of employees / officers issue instructions, memos and to ask for clarifications regarding duties they have been entrusted	Full Powers	-	-
10	To permit officers / employees to travel by higher class or by air	-	Full powers	-
11	Sanction of special pay, charge allowance for holding additional charge of equivalent or higher posts	Full Powers	-	-
12	Acceptance of resignation / Suspension Dismissal of employees / officers	-	Full Powers as per GCSR & Disciplinary Rules	-
13	To depute officer employees to participate in seminars / exhibition / workshop/ training etc.	Full Powers with Prior Approval of the Chairman	-	
14	Power to enter into contract and sign agreements for works, except construction work, which are duly approved by Competent Authority	Full Powers (with the prior Approval of the Chairman)	-	-
15	Power to sanction new telephone connection mobile phones & internet connections for official purposes	-	Full Powers	-
16	Recruitment of staff as per the Selection Committee against Sanctioned posts.	-	Full Powers with prior approval of the Authority	

<b>Sr.</b>	<b>Details of Subjects</b>	<b>Chief Executive Officer</b>	<b>Chairman</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
17	Appointment of part-time or full time contingent staff (daily basis driver, typist, clerk, attendant, water bearer, Computer Operator & AutoCAD Operator etc.) on contractual base	Full Powers with prior approval of the Chairman	-	-
18	To appoint retired and fresh/experienced new office staff by outsourcing on contract base against sanctioned posts and also not against the sanctioned posts.	-	Full Powers	-
19	To order write off of articles such as tools, furniture , plants, dead stocks, books, waste papers, magazines, etc.	Full Powers	-	-
20	Power to dispose off unserviceable material including tyres, tubes, batteries and other spare parts by public auction and disposal of waste poppers, magazines etc.	Full Powers	-	-
21	Hiring of vehicle in special circumstances	Full Powers	-	-
22	Power to write off loss of account of buildings or structure owing to natural calamities and causes	Full Powers with prior approval of the Chairman	-	-
23	To sanction transfer of immovable properties including land & plots of land	-	Full Powers with the approval of the Authority	-
24	Power to sanction electrification, addition, alteration, repairing or any kind of improvement in the building owned by the Authority	Full Powers	-	-

The delegation of Financial Powers by the Authority to the Chairperson and CEO are as under:

Sr.	Details of Subjects	Chief Executive Officer	Chairman	Remarks
1	2	3	4	5
1	Sanction of Leave Travel Concession and Home Town Travel Concession to Class-I to IV staff including advances to employees / Officers	Full Powers Subject to Rules as well as Govt. Policy from time to time	-	-
2	Expenditure for the fuel of authority's vehicles payment of hired vehicles as per govt. resolution (Contract cased vehicles & vehicles hired by out sourcing)	Full Powers	-	-
3	Power to hold impress i.e. permanent advance	Powers up to Rs.25000/-	-	-
4	Power to function as drawing and disbursing officer and to sign and countersign pay bills including supplementary paybills of Class I & II Officers and Class III & IV employees	Full Powers	-	-
5	Power to maintain & sign Accounts Book, Cash of Book of Authority and Safe Deposit Vault of Bank.	Full Powers	-	-
6	Power to pass bills inclusive of payment orders and the sanctioned expenditure	-	-	-
a)	Contingency bills including advances for contingencies	Full Powers	-	-
b)	Tour Advance	Full Powers	-	-
c)	Reimbursement of actual expenses on account of Taxi / Rickshaws, Bus etc. on out station tour	Full Powers	-	-
d)	Medical reimbursement bills (Including Surgical & Indoor treatment cases)	Full Powers	-	-
e)	Conveyance Allowances / Expenditure	Full Powers	-	-

Sr.	Details of Subjects	Chief Executive Officer	Chairman	Remarks
1	2	3	4	5
f)	Purchase of postal / revenue stamps and recurring expenditure on telegrams, telephones, Bank Commission charges, insurance of Govt. vehicles and buildings, demurrage charges and vehicle allowances.	Full Powers	-	-
g)	Power to pass the bills for payment of recurring expenditure on , electricity and fuel charges, vehicles taxes, municipal taxes insurance premium, courier charges of AMC etc.	Full Powers	-	-
h)	Countersigning of T.A. Bills	Full Powers	-	-
7	To Sign, Cheque	Full Powers jointly with AO	-	-
8	Powers to refund deposits and earnest money	Full Powers	-	-
9	Power to grant temporary advance to subordinate staff and contractors as per rules	Full Powers	-	-
10	Power to grant Festival and Food Grain advance (as per Govt. G.R.)	Full Powers	-	-
11	Power to grant Dearness, House Rent, Compensatory, Medical, Washing, Conveyance etc. Allowances to the all employees as per Govt. rules (GCSR)	Full Powers	-	-
12	Power to grant of HBA, Motor cycle, moped cycle, fan etc. Advances to all the employees as per Govt. Fin. Rules	Full Powers	-	-
13	Refund of over collection of different charges recovered under the SIR Act.	-	Full Powers	-
14	The amount to be deposited to Semi-Govt. organization like G.E.B or any other Govt. Depts.	Full Powers	-	-

<b>Sr.</b>	<b>Details of Subjects</b>	<b>Chief Executive Officer</b>	<b>Chairman</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
15	Power to pay leave salary and pension contribution	Full Powers	-	-
16	To purchase game equipment for staff club to sanction expenditure for staff welfare	Full Powers		
17	Sanction of payment of professional fees to media agencies, experts, professionals, survey agencies, solicitor firms etc.	Powers Up to Rs. one lakh	Full Powers	-
18	Powers to execute contracts including (annual maintenance contract) on behalf of the Authority	Powers Up to Rs. one lakh	Full Powers	-
19	Accommodation for consultants, experts, professionals and Govt. officials	Power Up to Rs.50,000/- per instance	Full Powers	-
20	To Pass the bills of Security agency, housekeeping staff on contractual base appointed by out sourcing	Powers Up to Rs. One lakh	Full Powers	-
21	To Purchase of daily newspapers, Books, Magazine, Periodicals & Printing materials for Office.	Full Powers	-	-
22	Approval of incidental Expenditure	Powers Up to Rs.20,000/- at a time	Full Powers	-
23	Purchase of stationery	Powers Up to 25,000/- at a time	Full Powers	-
24	Payment of expenditure of refreshments, entertainment, lunch to board members & expenditure on meetings of sub-committee and for entertainment of other officials, visitors and guests, VIPs, Journalist etc.	Powers Up to Rs.50,000/- at a time	Full Powers	-

<b>Sr.</b>	<b>Details of Subjects</b>	<b>Chief Executive Officer</b>	<b>Chairman</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
25	Power to hire buildings/premises & office repairs, additions and alterations or extension of the existing office premises, and to sanction rent of the building	-	Full Powers	-
26	To incur expenditure for repairs of Govt. vehicles and purchase of spare parts and accessories there for, to hire vehicles with drivers as per govt. resolution.	Full Powers	-	-
27	To incur expenditure for purchase and repairs of office A.C plants, machinery, ammonia printing machines, Computers, Printers, Plotter, U.P.S. with Attachment and hiring the same, water coolers and air-condition machines, lamination machine, Xerox machine, installation of Intercom services & Computer Systems etc.	Full Powers for Repairs	Full Powers for Purchase	
28	To Purchase New Office premises & New furniture, office equipment special kind of equipments and other accessories and also hiring of new furniture	-	Full Powers with Prior Approval of the Authority	-
29	To incur expenditure on printing and binding	Powers Up to Rs.50,000/- Per instance	Full Powers	-
30	Purchase of drawing materials, technical instruments, mathematical instruments, calculators, computer hardware, software etc.	Full Powers with prior approval of the Chairman	-	-
31	To incur expenses on advertisement and publicity (Including tender notices, recruitment / outsourcing advertisement)	Powers Up to Rs.50,000/- at a time	Full Powers	-

<b>Sr.</b>	<b>Details of Subjects</b>	<b>Chief Executive Officer</b>	<b>Chairman</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
32	To sanction expenditure on dresses, umbrellas, sandals, etc. to class IV including driver employees (As per Govt. G.R.)	Full Powers	-	-
33	Fees to pleaders/Advocates, Architects, Engineers, Interior Decorators, Chartered Accountants and other Special Consultants.	Powers Up to Rs. One lakh	Full Powers	-
34	Sanctioning of expenditure for exhibitions, seminar including transport charges, travelling allowances of temporary staff and other contingency	Powers Up to Rs. One lakh	Full Powers	-
35	To open Bank account in nationalized bank and invest money in the nationalized banks as per Govt. directions	Full Powers	-	-



DELEGATION OF TECHNICAL POWERSUNDER PROVISIONS OF THE GUJARAT SIR ACT, 2009UNDER PROVISIONS OF THE GTP&UD ACT, 1976DHOLERA SPECIAL INVESTMENT REGIONAL DEVELOPMENT AUTHORITY (DSIRDA)

Sr. No	Nature of powers, duties or a function	Sections of the GTP&UD Act, 1976	Designation of the Officers to whom the powers, duties or functions conferred, imposed upon and vested
1	2	3	4
1	To acquire land either by agreement or under the provisions of Act, 1894	Section 20	Chairman
2	To carry out surveys as may be required for the development of Authority. (D.P./T.P.S)	Section 23(1) (III)	Chief Town Planner (CTP)
3	To guide, direct and assist local authorities and other statutory authorities as may be required for the development of Authority.	Section 23(1) (IV)	Chief Executive Officer (CEO) with the approval of the Chairman.
4	To control Development Activities in accordance with the D.P. & T.P. Schemes.	Section 23(1) (v) (v-a)	Town Planner (TP)
5	To Execute works	Section 23(1) (vi)	C.E.O., C.T.P. Executive Engineer
6	To acquire, hold, manage and dispose of movable or immovable properties	23(1) (vii)	CEO with prior approval of Chairman
7	To carry out contract agreement etc.	23(1) (viii)	CEO
8	To carry out developments works assigned by the State Government, Apex authority (GIDB) from time to time.	23(1) (ix)	CEO
9	Power and duties to furnish written acknowledgement of the receipt for the application made by the person for permission under section 27 or 28 of the Act.	Section 29(1) except sub-section (i)(ii)(iii)	Junior Town Planner (JTP) / Planning Asst. (P.A.)
10	Power to grant or refuse the permission in case when any person apply for permission to carry on any development work as provided in section 27 or 29 of the Act.	section 29(1) (i)(ii)(iii)	CTP jointly with CEO Area above 50 acres by CTP with the previous approval of Chairman.
11	Power to communicate permission granted with conditions or refusal of permission under sub section (3) of section 29	Section – 29	Chief Town Planner

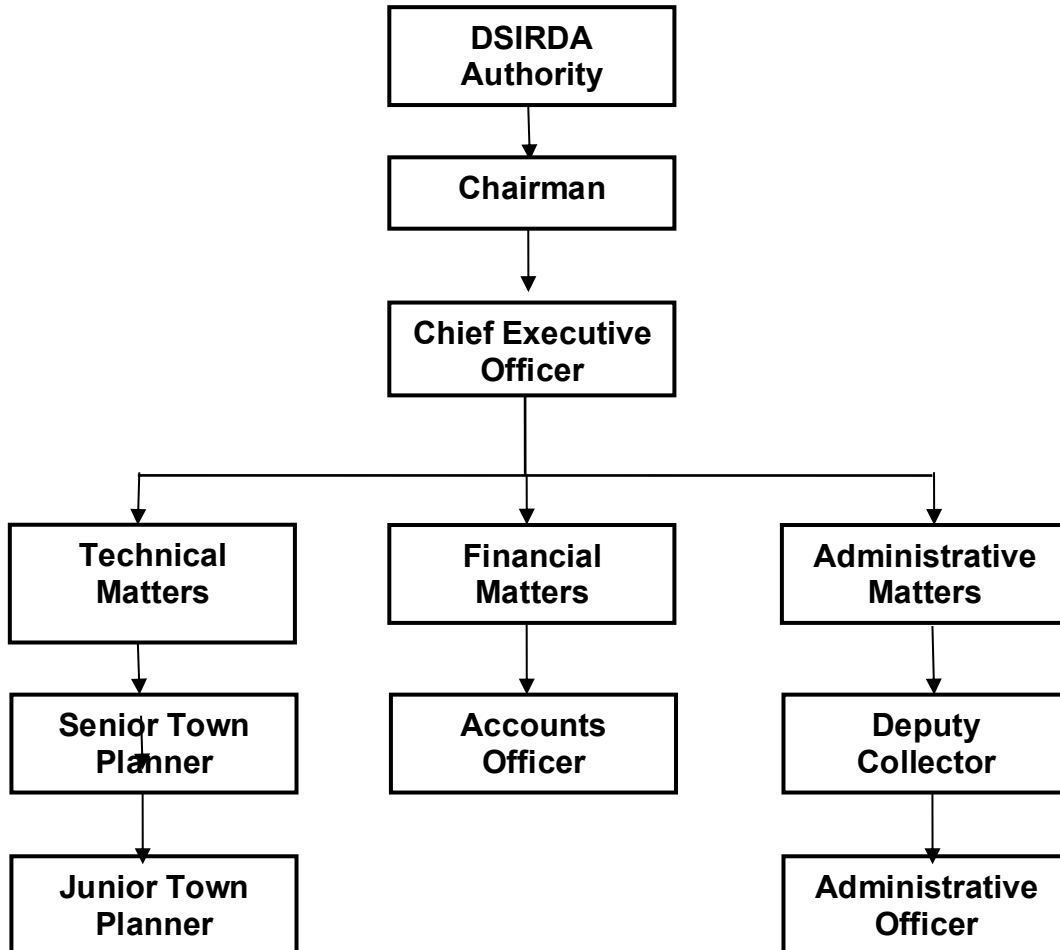
12	Power to direct the person who does the unauthorized construction or violate the condition of permission issue or under section 29 by a notice in writing to stop the work or to take any measure to stop such work or to pull it down.	Section – 29 (5)	Junior Town Planner (JTP)
13	Power to recover the expenses incurred under sub section 5 of section 29 from the person in default owner of the land.	Section 29(6)	JTP
14	To acquire interest of owners compulsorily.	Section 31	CEO
15	Power to revoke and modify permission granted under section 29 after giving him an under section 33 of the Act in case of variation made in the final development plan.	Section 33 (1)	CEO with prior approval of Chairman
16	Power to determine compensation for the expenditure incurred in case of revocation or modification in permission granted under section 29 after giving reasonable opportunity of being heard.	Section 33 (2)	CTP
17	Power to refer the matter as provided in sub section 3 of section 33 to the Principal Judge of City civil Court.	Section 33 (3)	Town Planner / JTP
18	Power to sanction sub division or making layout plan or to refuse to grant sanction.	Section 34(1)&(2)	CTP jointly with CEO
19	Power to direct the person who does work in contravention of sub section 1 and 2 or in contravention or modification and condition of the sanction granted under sub section 2 of or despite refusal or sanction under the said Sub-section 2 by a notice in written to stop any work in progress and power and duty to remove or to pull down any work or restore the land to its original condition after making an inquiry as prescribed under the rules under the Act.	Section 34 (4)	T.P/JTP
20	Power to recover the expenses in the circumstances mentioned in Section 34 (4)	Section 34 (5)	T.P/JTP
21	To authorize prosecution for unauthorized development.	Section 35	T.P/JTP
22	Power to issue show cause notice for the works described in Sec.36 and to take steps as specified in the notice after considering the representation of the	Section 36	T.P/JTP

	notice.		
23	Power to remove unauthorized temporary development summarily as described in section 37 after due procedure mention in the section with the help of commissioner of police	Section 37	T.P/JTP
24	Power to recover expenses in the circumstances mentioned in section 37 of the Act.	Section 38	T.P/JTP
25	Power to communication the reply in case of development undertaken on behalf of the Government and appropriate Authority	Section 39	CEO
26	Power and duty to furnish a written acknowledgement on receipt made by person for permission to carry out the work in case A sub section 1 of section 49	Section 49 (1) (b)	T.P/JTP
27	Power to grant or to refuse commencement certificate to the person who has applied for permission to carry out work as mentioned in clause 'a' sub section 1 of section 49. Power to grant the same subject to conditions of any, which Town Planning Officer thinks fit to impose as contemplated in clause 'b'	Sec 49 (1) (b)	CTP
28	Power to direct the person who contravenes the provisions contained in Clause 'a' or \Clause 'b' by notice in writing to stop any work in progress and to remove, pull down or alter any building or other work or to restore the land in respect of which such contravention is made to its original condition s after making the inquiry.	Sec 49 (1) (d)	JTP subject to Approval of Town Planner (TP)
29	Power to recover the expenses incurred for taking action under clause 'c'	Sec 49 (1) (c)	JTP subject to approval of Town Planner
30	Power to remove, pull down or alter building or other work in the area included in the scheme which is such as to contravence the scheme or in the erection or carrying out of which any provision of the scheme has not been complied with as provided in clause 'a' sub sec, 1 of section 69 and power to execute any work which it is the duty of any person to execute under	Sec.69 (1) (a) (b)	JTP subject to approval of TP Programme of demolition shall be brought to the notice of CTP / CEO /Chairman

	the scheme in any case where it appears to the officer that delay in execution of work would prejudice the efficient operation of the scheme as provided under clause 'b' of sub-sec, 1 of sec 69 after giving notice to the person in the prescribed manner and after following the due procedure.		
31	Power to recover the expenses incurred of carrying out the provisions of clause 'a' and 'b' of sub sec.1 of sec.69 from the person in default or from the owner of the plot in the manner provided under sub-sec.2 of the sec 69  Or and duty to refer to the State Government any officer authorized by the State Government this behalf if any question as contemplated	Sec 69(2)  Sec 69 (3)	JTP  JTP
32	Proposed variations of TPS - on ground of error, irregularity or informality - For land allotted for public purpose. - By another Scheme	Sec 70  Sec 70 (A) Sec 71	CEO with prior approval of Chairman
33	To appear before and TPO on behalf of Authority	Section 75	T.P. / JTP
34	Make agreement on behalf of Authority	Sec 88	CEO
35	Recover sums due to Authority	Sec 89	JTP
36	To withdraw any complaint under sec 98 or obtaining the written approval of asst. Town Planner or Deputy Town Planner (Jr) as the case may be.	Sec.101	Planning Assistant (PA)
37	Assess or recover development charges	Sec.101	Planning Assistant (PA)
38	Enter into or upon any land or building with or without assistant.	Sec.111	Planning Assistant (PA)
39	Render assistance to TP Officer	Rule-25	Junior Town Planner (JTP)
40	Forward copies of preliminary and final to Superintendent of Land Records.	Rule-32	Town Planner
41	To waive requirements of any of the regulations	--	Chairman
42	Sues related to all technical matters under – rules including technical works and TS		STP/CTP subject to control of Chairman

**CHAPTER – 3****THE PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS INCLUDING  
CHANNELS OF SUPERVISION AND ACCOUNTABILITY**

- 3.1 According to provisions of the Gujarat Special Investment Region Act-2009 all policy matters, administrative and financial decisions are being taken by the Dholera Special Investment Regional Development Authority. While day to day administrative affairs are to be decided by the Chief Executive Officer of Dholera Special Investment Regional Development Authority as provided in delegation of Administrative powers and the financial decisions are to be taken by the Authority or by an officer to whom the powers are delegated by the Authority.

**CHAPTER - 4****THE NORMS SET BY DSIRDA FOR THE DISCHARGE OF ITS FUNCTIONS****4.1 Organization Structure:**

**CHAPTER - 5****THE RULES, REGULATIONS, MANUALS AND RECORDS HOLD BY DSIRDA OR UNDER ITS CONTROL OR USED BY EMPLOYEES FOR DISCHARGING ITS FUNCTIONS**

- a. At present the following documents are being used and hold by DSIRDA.
- i. The Gujarat Infrastructure Development Act, 1999
  - ii. The Gujarat Special Investment Region Act, 2009
  - iii. Gujarat Town Planning & Urban Development Act, 1976
  - iv. Gujarat Town Planning & Urban Development Rules, 1979
  - v. Government of Gujarat, Industries and Mines Department, Gandhinagar; Notification No: GHU/14/SIR/112009/253/(1)/I; dated 25.May.2009;
  - vi. Notification - Government of Gujarat notification No: GHU/10/07/SIR/12010/81450/I Dated 16.Feb.2010
  - vii. The procedure with regard to transaction of Business at meetings of Dholera Special Investment Regional Development Authority.
  - viii. Delegation of Administrative & Financial Powers.
  - ix. Draft Development Plan published on 05.01.2011 under section 13 of the Gujarat Town Planning & Urban Development Act, 1976
  - x. Draft General Development Control Regulation published on 05.01.2011 under section 13 of the Gujarat Town Planning & Urban Development Act, 1976
  - xi. Draft Development Plan published on 05.01.2012 under section 15 of the Gujarat Town Planning & Urban Development Act, 1976
  - xii. Draft General Development Control Regulation published on 05.01.2012 under section 15 of the Gujarat Town Planning & Urban Development Act, 1976
  - xiii. Intention for preparation of Draft Town Planning Scheme No. 1 & 2 under section 41(1) was declared on 24.06.2011
  - xiv. Intention for preparation of Draft Town Planning Scheme No. 3 to 6 under section 41(1) was declared on 23.12.2011

- xv. Owners meeting for Draft Town Planning Scheme No. 1 & 2 under section 17 was held in August / September – 2011
- xvi. Owners meeting for Draft Town Planning Scheme No. 3 to 6 under section 17 was held in February / April – 2012
- xvii. Draft Town Planning Schemes 1 & 2 published on 20.6.2012 under section 42(1) of the Gujarat Town Planning & Urban Development Act, 1976
- xviii. Draft Town Planning Schemes 3 to 6 published on 15.09.2012 under section 42(1) of the Gujarat Town Planning & Urban Development Act, 1976

It may be noted here that being a new office & in absence of any clear orders, instructions or guidelines given in the above documents on any matter related to DSIRDA, the decision of competent authority of DSIRDA/the prevalent government norms will be followed in the decision making process.



**CHAPTER – 6****STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT IS HELD IN DSIRDA ON ITS CONTROL**

6.1 The details of different categories of the documents held in DSIRDA are given below:

<b>Sr.</b>	<b>Document</b>	<b>Held by/ under control of</b>
1.	The Gujarat Infrastructure Development Act, 1999	Senior Town Planner / Administrative Officer
2.	The Gujarat Special Investment Region Act, 2009	Senior Town Planner / Administrative Officer
3.	Gujarat Town Planning & Urban Development Act, 1976	Senior Town Planner / Administrative Officer
4.	The Gujarat Town Planning & Urban Development Rule, 1979	Senior Town Planner / Administrative Officer
5.	The procedure with regard to Transaction of Business at meetings of Dholera Special Investment Regional Development Authority	Administrative Officer
6.	Draft Development Plan published under section 13 of the GTP&UD Act, 1976	Senior Town Planner
7.	Draft General Development Control Regulation published under section 13 of the GTP&UD Act, 1976	Senior Town Planner
8.	Delegation of Administrative and Financial Powers	Accounts Officer & Administrative Officer

**CHAPTER - 7****THE PARTICULARS OF THE ARRANGEMENTS THAT EXIST FOR CONSULTATION WITH OR REPRESENTATION BY THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF DSIRDA'S POLICY OR ITS IMPLEMENTATION THEREOF**

In any policy decision which concerns public/any participant stakeholders approach is used in the form of constitution of committees where representation is provided or in the form of workshops/discussions/Group meetings at village level there view is elicited both through formal and informal suggestions are made.

**CHAPTER 8****STATEMENT OF THE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES OF  
DSIRDA****8.1 The above details are given in following statement: Constitution of Dholera  
Special Investment Regional Development Authority:**

<b>Sr.</b>	<b>Designation and Department</b>	<b>Designation for Authority</b>
1)	Principal Secretary, Industries & Mines Dept.	Chairperson
2)	Chief Executive Officer, Gujarat Infrastructure Development Board	Member
3)	Industries Commissioner	Member
4)	Collector, Ahmedabad	Member
5)	District Development Officer, Ahmedabad	Member
6)	Director, School of Planning, Center for Environmental Planning & Technology, Ahmedabad	Member
7)	Shri U S Mehta, Retired Town Planner	Member
8)	President of Gujarat Chamber of Commerce & Industries	Member
9)	Chief Executive Officer, DSIRDA	Member Secretary

**CHAPTER - 9****DIRECTORY OF THE OFFICERS AND EMPLOYEES OF THE DSIRDA**

Shri Atanu Chakraborty      Chairman      23250701      -----

Sr.	Name	Designation	Phone No. (Office)	Mobile
1.	Shri Ajay Bhadoo I.A.S.	Chief Executive Officer	23240150-52-54	-----
2.	Shri K J Shah	Senior Town Planner	23240150-52-54	9426425141
3.	Shri A.T.Patel	Deputy Collector	23240150-52-54	9428042988
4.	Shri Darshan Dave	Accounts Officer	23240150-52-54	9978441515
5.	Shri V V Rajan	Administrative Officer	23240150-52-54	9428217566
6.	Shri Rohan Jain	Junior Town Planner	23240150-52-54	9925204764
7.	Shri Jiten Maniar	Junior Town Planner	23240150-52-54	9558157963
8.	Ms. Nirali Joshi	Junior Town Planner	23240150-52-54	9925281896
9.	Shri Pratik Giletwala	Junior Town Planner	23240150-52-54	9426457522
10.	Shri Pareshkumar Patel	Junior Town Planner	23240150-52-54	9998999363
11.	Shri Prasad Patel	Junior Town Planner	23240150-52-54	8140369957

**CHAPTER - 10****MONTHLY REMUNERATION RECEIVED BY THE OFFICER AND EMPLOYEES OF THE DSIRDA**

Sr.	Name	Designation	Emolument (Rs.)	System of Compensation as provided in its regulation
1.	Shri Atanu Chakraborty, IAS	Chairperson	Emoluments drawn as per the Government Rules.	As per Government Rules and Regulation
2.	Shri Ajay Bhadoo, I.A.S.	Chief Executive Officer	Emoluments drawn as per the Government Rules.	
3.	Shri Darshan Dave	Accounts Officer	Emoluments drawn as per the Government Rules.	
4.	Shri A.T.Patel	Deputy Collector	Emoluments drawn as per the Government Rules.	
5.	Shri Pratik Giletwala	Junior Town Planner	Emoluments drawn as per the Government Rules.	

Other appointees are on contract basis or through placement agencies on need base.

Monthly professional fees.

1. Administrative Officer      Rs.15,300/-
2. Junior Town Planners      Rs.38,700/-

**CHAPTER - 11****THE BUDGET ALLOCATED, INCLUDING THE PARTICULARS OF ALL PROPOSED EXPENDITURES AND REPORTS ON DISBURSEMENTS MADE.**

Following budget has been allocated to DSIRDA:

**Major Head: 2852**

**Department: Industries & Mines Dept., Govt. of Gujarat**

<b>Sr.</b>	<b>Year</b>	<b>Budget Rs. (in Crores)</b>	<b>Revised Budget Rs. (in Crores)</b>	<b>Expenditure (Rs.) (in Crores)</b>
1	2010 – 2011	6.00	3.00	3.00
2	2011 – 2012	20.00		3.58
3	2012 – 2013	20.00		5.83
4	2013-2014	45.00		2.93
5	2014-2015	45.00	45.00	1.32

**CHAPTER - 12****THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES INCLUDING THE AMOUNTS  
ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH PROGRAMMES**

This Authority is not executing any subsidy programs.

**CHAPTER - 13****PARTICULAR OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATIONS GRANTED**

No concessions permits or authorizations are being granted by this authority.



**CHAPTER - 14****DETAILS IN RESPECT OF THE INFORMATION AVAILABLE TO OR HELD BY DSIRDA, REDUCED  
IN AN ELECTRONIC FORMAT**

- Draft Development Plan published U/S 13 of the GTP&UD Act, 1976 on 05.01.2011
- Draft General Development Control Regulation published U/S 13 of the GTP&UD Act, 1976 on 05.01.2011
- Existing Landuse Plan
- Proposed Landuse Plan
- Draft Town Planning Schemes 1 & 2 published on 20.6.2012 under section 42(1) of the Gujarat Town Planning & Urban Development Act, 1976
- Draft Town Planning Schemes 3 to 6 published on 15.09.2012 under section 42(1) of the Gujarat Town Planning & Urban Development Act, 1976

Above mention documents are available free on website in PDF format.

**CHAPTER - 15****THE PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION,  
INCLUDING THE WORKING HOURS OF A LIBRARY OR READING ROOM, IF MAINTAINED  
FOR PUBLIC USE**

Most of the information regarding the working of DSIRDA and the activities undertaken by it are published on the website:

**DSIRDA's website: [www.dholerasir.com](http://www.dholerasir.com)**

- Information can be obtained from public information officer of DSIRDA by applying under the provisions of RTI Act, 2005 and Rules made there under by the State Government of Gujarat by enclosing relevant fee.
- Proactive disclosure by DSIRDA on its website and copies of the same are made available for inspection on the notice board of DSIRDA.

**CHAPTER - 16****THE NAMES, DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICER IN THE DSIRDA****Public Information Officer:**

<b>Sr.</b>	<b>Details</b>	<b>Public Information Officer All Technical &amp; related matters</b>	<b>Public Information Officer Administrative &amp; Financial matters</b>
1	Name	Shri K J SHAH	Shri Darshan Dave
2	Designation	Senior Town Planner	Accounts Officer
3	Office Phone	079 – 23240150-52-54	079 – 23240150-52-54
4	Fax	079 – 23248443	079 - 23248443
5	Email	ceo@dholerasir.com	ceo@dholerasir.com

**Appallete Authority:**

<b>Sr.</b>	<b>Details</b>	<b>Applets Authority</b>
1	Name	Shri Ajay Bhadoo, I.A.S.
2	Designation	Chief Executive Officer
3	Office Phone	079 – 23240150-52-54
4	Fax	079 - 23248443
5	Email	ceo@dholerasir.com

**CHAPTER - 17**  
**OTHER INFORMATION**

All the information covered in Chapter 1 to 16.



