

**Delhi Development Authority**  
**PM-UDAY Cell, INA, Vikas Sadan**  
**New Delhi-110023**

File No. LM/PM/0009/2020/UDAY/POL-O/o DY DIRECTOR UCC) 1241

Date: 8/8/22

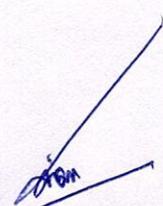
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**PM-UDAY Standard Operating Procedure No. 1 / 2022**

**Sub:** Processing of Representations received under provision of para 10 of Annexure IV of the National Capital Territory of Delhi (Recognition of Property Rights of Residents in Unauthorised Colonies) Regulations, 2019.

Reference Office Order No F. No. LM/PM/0009/2020/UDAY/POL/222 dated 22/07/2022 vide which authorities have been designated for disposal of representations received under provision of para 10 of Annexure IV of the National Capital Territory of Delhi (Recognition of Property Rights of Residents in Unauthorised Colonies) Regulations, 2019 and Regulation 5 (12) of the aforementioned regulations . The following SOP has been formulated for disposing of the representation(s) made against the rejected application(s) :

- Representation(s) filed through online mode on PM-UDAY portal shall only be considered.
  - The online representation shall be filed within 30 days of the date of rejection of PM-UDAY application.
  - The Designated Authority shall decide/dispose the representation(s) within a period of 90 days of receipt of the representation. However, if required, the Designated Authority may also seek clarification from concerned processing center through PM-UDAY portal.
  - Further, if, Designated Authority decides that ground of rejection of PM-UDAY application is not justified, the said PM-UDAY case shall be reopened for reprocessing of said application.
2. This issues with approval of competent authority.

  
**Harish Chand Sharma**  
**Dy. Director-I (PM-UDAY)/HQ**

Copy to:

1. OSD to VC, DDA
2. PS to Commissioner PM-UDAY, DDA.
3. PS to Director I/II/III, PM-UDAY, DDA.
4. Dy. Director(PM-UDAY)/PC-101, 102, 103, 104, 105, 106, 107, 108, 109, 110, DDA.
5. AD (Systems), PM-UDAY, DDA with the direction to make necessary amendments as per above SOP.

  
**Dy. Director-I (PM-UDAY)/HQ**