

PART I

PROGRESS AT STATE LEVEL

S1. IMPLEMENTATION OF THE 74TH CONSTITUTIONAL AMENDMENT ACT

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	MUNICIPAL ELECTIONS If elections to the municipalities have not been held, Please indicate when this will be held.		NA	After every five Years. Next elections will be held on 20-5- 2010.	-	NA
b.	DISTRICT PLANNING COMMITTEE/ METROPOLITAN PLANNING COMMITTEE If the answer to 1(e) (i) is no, then please provide a time schedule for constituting the DPC/MPC. (Indicate year for enactment of Act in box)		Y 3	Year 6		Faridabad is the part of NCR Planning Board, which is already functional. Therefore, Metropolitan Planning Committee is not required.
c.	CONVERGENCE OF URBAN MANAGEMENT					
i	Urban Planning including town planning		Y5	-		The provision for transfer of functions as listed in 12th schedule, has been incorporated in section 42 of Haryana Municipal Corporation Act, 1994. With regard to urban planning including town planning, the powers for declaration of Controlled Area within

						the Corporation and preparation of development plans of such areas, vest with the Commissioner, Municipal Corporation. Further, the powers for change of land use under section 265 and sanction of town planning scheme under section 267 of the said Act, also vest with the Commissioner, Municipal Corporation.
ii	Planning for economic and social development		Y6	Year 7		Under Consideration
iii	Urban forestry, protection of environment and ecology		Y6	Year 7		- Do -
iv	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded.		Y6	Year 7		- Do -
v	Urban poverty alleviation		Y6	Year 7		- Do -
vi	Promotion of cultural, educational, and aesthetic aspects.		Y6	Year 7		- Do -

S2. INTEGRATION OF CITY PLANNING AND DELIVERY FUNCTIONS ACT

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Resolution by Government expressing commitment to assign or associate ULBs with the city planning function. Please indicate timeline		Y3			The provision for transfer of functions as listed in 12th schedule, has been incorporated in section 42 of Haryana Municipal Corporation Act, 1994. With regard to urban planning including town planning, the powers for declaration of Controlled Area within the Corporation and preparation of development plans of such areas, vest with the Commissioner, Municipal Corporation. Further, the powers for change of land use under section 265 and sanction of town planning scheme under section 267 of the said Act, also vest with the Commissioner, Municipal Corporation.
b.	If the answer to (d) above is 'No', please indicate a timeline of when the city plans will be placed before the DPC		Y 3			NA
c.	Traffic and transport services	Proposed to be run by MCF in partnership with the State Govt.	Y 7	Year 7		Under Consideration
d	Socio-Economic planning	To be transferred to MCF	Y6	Year 7		Under Consideration

e	Urban Planning including town planning	Transferred to MCF	Y5	-		The provision for transfer of functions as listed in 12th schedule, has been incorporated in section 42 of Haryana Municipal Corporation Act, 1994. With regard to urban planning including town planning, the powers for declaration of Controlled Area within the Corporation and preparation of development plans of such areas, vest with the Commissioner, Municipal Corporation. Further, the powers for change of land use under section 265 and sanction of town planning scheme under section 267 of the said Act, also vest with the Commissioner, Municipal Corporation.
f	Regulation of land-use and construction of buildings	Already transferred to MCF.	NA			NA
g	Planning for economic and social development	To be transferred to MCF	Y6	Year 7		Under Consideration
h	Roads and bridges	Already transferred to MCF.				NA
i	Water supply- domestic, industrial and commercial	Already transferred to MCF.				NA
j	Public health, sanitation, conservancy and SWM	Already transferred to MCF.				NA

K	Fire services	Already transferred to MCF.				NA
L	Urban forestry, protection of environment and ecology	To be transferred to MCF	Y6	Year 7		Under Consideration
M	Safeguarding the interests of weaker sections society including the handicapped and mentally retarded	To be transferred to MCF	Y6	Year 7		Under Consideration
N	Slum improvement and up gradation	Already transferred to MCF.				NA
O	Urban poverty alleviation	To be transferred to MCF	Y6	Year 7		Under Consideration
P	Provision of urban amenities and facilities- parks, gardens and playgrounds	Already transferred to MCF				NA
q	Promotion of cultural, educational, and aesthetic aspects	To be transferred to MCF	Y6	Year7		Under Consideration
r	Burials and burial grounds, cremations, cremation grounds and electric crematoriums	Already transferred to MCF				NA
s	Cattle pounds, prevention of cruelty to animals	Already transferred to MCF				NA
t	Vital statistics including registration of births and deaths	Already transferred to MCF				NA
u	Public amenities including street lighting, parking lots, bus stops and public conveniences	Already transferred to MCF				NA
v	Regulation of slaughter houses and tanneries	Already transferred to MCF				NA

S3. RENT CONTROL REFORM

Sr. No	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
b.	Defining the Rights and Obligations of landlords and tenants i. rights of landlord to get possession back ii. rights of tenants to continue their tenancy iii. obligations of tenants with regard to regular rental payments/ maintenance of tenanted property/ adherence to lease agreements, if present iv. provision for periodic review of rentals, in accordance with market conditions		Y 4	Year 7		Draft legislation prepared and got approved in Council of Ministers held on 4.2.2010. Meeting, likely to be taken up in Vidhan Sabha
c.	Establishing a new Rent Control legislation		Y4	Year 7		Draft legislation prepared and got approved in Council of Ministers held on 4.2.2010. Meeting, likely to be taken up in Vidhan Sabha
I	Setting up a Committee/Team to draft/amend legislation		Y2	Implemented		NA
li	Stakeholder consultations		Y2	Implemented		NA
iii	Preparation of Draft legislation		Y3	Implemented		NA
iv	Approval of the Cabinet/ Government		Y4	Implemented		Draft legislation prepared and got approved in Council of Ministers held on 4.2.2010. Meeting, likely to be taken up in Vidhan Sabha

V	Final enactment of the legislation by Legislature		Y4	Year 7		Q 2 of Y 7
vi	Notification		Y4	Year 7		Q 2 of Y 7
vii	Preparation and notification of appropriate subordinate legislation		Y5	Year 7		Q 2 of Y 7
viii	Implementation by municipality (ies)		Y5	Year 7		Q 2 of Y 7
D	Please indicate periodicity of revision of rents/rental value guidance, and when next due		Y5	Year 7		

S4. RATIONALISATION OF STAMP DUTY

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Resolution by Government expressing commitment to reduce Stamp Duty ¹ to 5% (or less than 5% if the State so desires) within Mission period. The resolution should provide the timetable for reducing the Stamp Duty in a phased manner, i.e. year-wise (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Please indicate timeline.		NA			Stamp duty has been reduced to 3% (+2%ULB surcharge) for women and 5% (+2% ULB surcharge) for men w.e.f. 03.06.2008
b.	Fix the periodicity for revising the guidance value for levy of Stamp Duty		Y 5			
c.	Indicate the time-table for reducing the stamp duty rate to 5% (Indicate % of Stamp Duty in the box)		Y2 8% Y6 5%	Implemented		
d.	Please indicate periodicity of revision of rents/rental value guidance, and when next due		Y5			

S5 REPEAL OF URBAN LAND CEILING AND REGULATION ACT (ULCRA)

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	The State must pass a resolution for the repeal of ULCRA within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD. Please indicate timeline.		NA			Already repealed at the time of signing of MoA. No further action is required.
b.	The State legislature to pass a resolution in compliance with the repeal of ULCRA Act passed by the Parliament in 1999		NA			
c.	Notification of the above by the State government		NA			
d.	Any other reform steps being undertaken (please use additional space to specify)		NA			

S6. COMMUNITY PARTICIPATION LAW

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Resolution by Government expressing commitment to establish a new Community Participation Law – Please indicate timeline (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)		NA			Haryana municipal citizens participation act, 2008 has been passed & gazette notification issued on 10.10.08 vide No. Leg. 37/2008
b.	Please indicate the changes you propose to make in your JNNURM city/cities and the timeline for these changes:					
i	Number of tiers intended to be established in the municipality. Please explain the rationale					
ii	For each tier, please state the prevailing / intended composition of the tier: Municipality (Intermediary regional platform, e.g. Wards/Borough/Zonal Committee) Ward Committee Area Sabha					
c	Time schedule for enactment of Community Participation Law or Amendment of existing Municipality Laws:		Y3	Impleme nted		
d	Time schedule for notification of the rules pertaining to the Community Participation Law, or amendment in legislation		Y3	Impleme nted		

e	Interim process for Community Participation in Municipal functions while Community Participation Law is being enacted and notified Please indicate if there are any steps being taken by the Municipality to create opportunities for community participation while the Community Participation Law is being enacted. Interim process for Community Participation in Municipal functions while Community Participation Law is being enacted and notified Please indicate if there are any steps being taken by the Municipality to create opportunities for community participation while the Community Participation Law is being enacted.					
f	Complete Community Participation Structure being established	Community participation being encouraged through structures like Ward Committee, as envisaged in Community Participation Law				
ii	Partial community participation structures being established	Community participation process done through ward-level processes				
iii	Minimal Community Participation Structures being established	Community participation process being undertaken marginally, or not in any organized manner			RWA's, Senior Citizens, Societies are being involved in the monthly meetings for complaints and redressal	

S7. PUBLIC DISCLOSURE LAW

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	The State/ULB must pass a Resolution to formulate and adopt a policy on public disclosure which would include the financial statements that are to be released, the audits of certain financial statements that are to be carried out, and a timeline for reforms. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.) Please indicate a time line for this commitment.					Haryana municipal public disclosure act, 2008 has been passed & gazette notification issued on 10.10.08 vide No. Leg. 35/2008
b.	Establishment of the Public Disclosure Law which outlines the information to be disclosed and widely disseminated, for e.g. disclosure of financial statements including key financial indicators for public review, frequency of statutory audit of financial statements and disclosure of its findings, information of levels of services provided, key indicators of service delivery and organisational efficiency, etc. Please indicate which of the following reforms are going to be implemented and the timeline:					
i	Disclosure of Financial statements, i.e. Balance Sheet, Receipts and expenditures And key Financial Indicators.		Y3	Implemented		
ii	Conduct of Annual Statutory Audi		Y2			
iii	Disclosure of Audited Financial Statements and Audit Report or amendment in legislation		Y2	Implemented		

iv	Time period for publication of annual audited financial statements, (pl. indicate in months after end of financial year)		3 Month			
V	Disclosure of Quarterly Audited Financial Statements					
Vi	Time period for publication of Quarterly Audited Financial Statements (in months after end of each quarter)		1 Month			
vii	Publication of CDP on municipal website (Uploaded on State Website)					
viii	MOAs entered into with Gol and State Governments to be placed before Municipal Council within <u>15</u> days					
Ix	Disclosure of MoA in public domain vide a published document, easily accessible to citizens / other stakeholders Please indicate target date within.		3 Months			Haryana municipal public disclosure act, 2008 has been passed & gazette notification issued on 10.10.08 vide No. Leg. 35/2008
c.	List information proposed to be disclosed on a regular and mandatory basis by ULBs / parastatal agencies					
i	Key municipal / parastatal agency officials and contacts	Website				
ii	Procedures for various approvals / permits	Website/Brochures				
iii	Schemes managed by the municipal body, especially those related to poverty alleviation, women, children and weaker sections of society	Website				
iv	Procedures to access various services provided by the ULB / parastatal agency	Bills/Website				

v	Liability for tax / user charges fees ▪ Basis for liability ▪ Quantum for consumer / tax assessed	Website				
vi	Service levels of various services	Website				
vii	Receipt, processing and status of redressal of complaints by citizens	Website				
viii	Ongoing major projects	No such project at present				
ix	Any other					
D	List below the services for which Service Levels information is proposed to be disclosed					
i	Water supply services ▪ In slum areas ▪ In non-slum areas (residential & commercial)	LPCD at consumer's end # of hours of supply	Y6	After the year 6 of mission period, frequency of disclosure will be ever 6 months		Haryana municipal public disclosure act, 2008 has been passed & gazette notification issued on 10.10.08 vide No. Leg. 35/2008
ii	Sewerage / Sanitation / Underground drainage	% of HHs covered with house level connections	Y6			
iii	Solid Waste Management	Frequency of street sweeping	Y6			
iv	Storm water drainage systems	# of days of flooding during monsoons	Y6			
v	Building Plan approvals	# of days required for sanction	Y6			
vi	Road networks within the city	Average # of hours of transit time from point A to B	Y6			
vii	Street Lighting	# of working street lights per km length	Y6			
viii	Birth & Death Registration	# of hours for providing certificates	Y6			
ix	Public parks and playgrounds	In Sq. m per Sq. Km	Y6			
E	Year from when Service Levels information will regularly disclosed		Y3	Year 6		
F	Time schedule for enactment of Public Disclosure Law as described above:		Y3	Implemented		
G	Time schedule for notification of the rules pertaining to the Public Disclosure Law:		Y3	Implemented		

PART II

PROGRESS AT CITY LEVEL

(to be filled in separately for each JNNURM city in the Haryana)

Name of City Faridabad

L-1 E-GOVERNANCE

Implementation of E-governance initiatives in the JNNURM city, Faridabad, against the identified Modules

Sr. No.	Module	Steps to be under taken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Appointment of State-level Technology Consultant as State Technology Advisor		Year 3	Implemented		Hartron is the Nodal Agency of the State Government and is the Technology Advisor for the State of Haryana
b.	Preparation of Municipal E-Governance Design Document (MEDD) on the basis of National Design Document as per NMMP		Year 3	Year 6		10 Module developed and tested by engaging SPEC SYSTEMS LTD
c.	Assessment of MEDD against National E-Governance Standards (e.g. Scalability, intra-operability & security standards etc.)		Year 3	Year 6		Yes. The National E-Governance Standards are taken into consideration while formulating the MEDD Document.
d.	Finalisation of Municipal E-Governance implementation action plan for the city		Year 3	Year 6		Implemented
e.	Undertaking Business Process Reengineering (BPR) Prior to migration to e-governance systems		Year 3	Year 6		Yes. The BPR is a part of the migration of the manual functions to the automated functions.

f.	Appointment of Software consultant(s) / agency for development, deployment And training		Year 3	Year 6		Done. The agency has already implemented a number of modules as given in the modules list below at Sr. No. 8.
g.	Exploring PPP option for different E-Governance services		Year 4	Year 6		The delivery of e-Governance Services under PPP is under process through M/s Web Mentors and SPEC SYSTEMS LTD.
h.	Property tax	Completion of database of records/digitization of related data	Year 5	Year 6		Property database has been created and unique ID has been given to each property
	Accounting	Publication of accounts to public, completion of database of records (Double Entry Based)	Year 4	Year 6		Provisional Balance Sheet for the Year 2008-09 is being prepared using Double Entry Accounting System by engaging Somish Solutions Pvt Ltd
	Water Supply and other Utilities	Separate account heads, disclosure of income and expenditure, Billing on computers	Year 4	Implemented		Separate Account Heads created. Income accounting through G8 computerized. Billing database created and the bills for the next cycle shall be done through computers
	Birth & Death Registration	Computerization, printed certificates	Year 3	Implemented		Implemented.

	Citizens' Grievance Monitoring	Complaint monitoring and redressal	Year 4	Implemented	-----	Web-based Grievance Redressal System implemented
	Personnel Management System	Computerized HR management system	Year 3	Year 6		Employees database created, payroll, PF implemented
	Procurement and Monitoring of Project E- procurement Project/ward works	Announcement of tenders online Works to be shown ward wise or project wise to public	Year 5 Year 5	Year 6		Web-based Tendering System introduced and all tenders are announced online. Ward wise Works is integrated with the Web-based Tendering System and all works are classified ward-wise & work head wise like road, sewerage etc.
	Building plan Approval	Monitoring of applications and approvals on computers	Year 4	Year 6		All applications for Building Plans are hosted on the net and even the online objections are invited from the public
	Health Programs Licenses Solid Waste Management	Completion of database of records, Printed certificates Project management system to be used on a daily basis to show the status of service delivery	Year 4 Year 5	Implemented Year 6	 Study going on and design document is being worked out	License database under Section 330/331 of Haryana Municipal Act created and computerized notices implemented. Work in progress

L-2 MUNICIPAL ACCOUNTING

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Resolution by Government expressing commitment to establish modern municipal accounting system. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)					MCF has passed resolution expressing commitment to establish Modern Municipal Accounting System on 11.6.2007
b.	Appointment of consultants for development of State wide Municipal Financial Accounting Manual		Y3	Year 6		Haryana Municipal Account Code 2010 has been prepared and approved by State Government in accordance with National Municipal Accounting Manual (NMAM)
c.	Completion and adoption of Municipal Financial Accounting Manual, in line with NMAM or otherwise		Y3	Year 6	-do-	-do-
d.	GO/Legislation/Modification of Municipal Finance Rules for migrating to double-entry accounting system		Y3	Year 6	-do-	-do-
e.	Training of personnel		Y3	Year 6	Process going on (Aptech).	Process going on (Aptech).

f.	Appointment of field-level consultant for implementation at the city-level		Y3	Implemented		Appointed (Web Mentors India)
g.	Notification of cut-off date for migrating to the double-entry accounting system		Y3	Year 6		Haryana Municipal Account Code 2010 has been prepared and approved by State Government in accordance with National Municipal Accounting Manual (NMAM)
h.	Re-engineering of business processes to align with accrual based accounting system <i>Payroll, works contracts, etc.) (aligning all commercial and financial processes such as procurement, revenue collection</i>		Y3	Year 6		BPR is an integral part of the e-Governance initiative.
i.	Completion of registers and Valuation of assets and liabilities		Y3	Year 6	Work in progress	In progress.
j.	Drawing up of opening balance sheet (OBS). Provisional OBS Adoption of Provisional OBS Finalization of OBS		Y4 Y4 Y4	Year6	Haryana Municipal Account Code 2010 has been prepared and approved by State Government in accordance with National Municipal Accounting Manual (NMAM)	The work for preparation of Balance Sheet as on 31.3.2009 has been assigned to M/s Somish Solutution Pvt. Ltd, New Delhi
k.	Full migration of double-entry accounting system.		Y5	Year 6		Will be completed in Y6
l.	Production of financial statements (income-expenditure accounts and balance sheet) as per the new system.		Y5	Year 6		-do-

	Improved Financial Management					
m.	State year from which external audit of financial statements will commence		Y5	Year 6		Will be completed in Y6
n.	Frequency of such external audit cycle		Annually	Annually		Annually
o.	State year from which ULB will commence preparation of outcome budgets		Y5	Year 6		Will start from Y6
p.	State year from which ULB will institute internal audit / control mechanisms		Y6	Year 6		Already in place
q.	State year in which ULB will undertake Credit rating Initial Credit Rating shall be done by Ministry of Urban Development, GOI & Subsequently surveillance rating shall be done by MCF every year from year 3 onwards.		Y3-Y7	Implemented		Already in place with ICRA and they have rated MCF as Ir BBB
	Please specify year in which related financial management systems will be developed and integrated with the financial accounting system.					
	Procurement systems		Y5	Implemented		In place
	Works Contracts management		Y5	Implemented		In place
	Payroll and Wage payments		Y3	Implemented		Implemented
	Stores and inventory management		Y5	Implemented		Implemented
	User charges billing systems		Y4	Implemented		Property Tax, Licensing Billing implemented. Water & Sewerage to be implemented in Q4 of Y5
	Tax Collection systems		Y5	Implemented		Implemented

L-3 PROPERTY TAX

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Enhancing coverage of property tax regime to all properties liable to tax.		Y5	Year 6		Physical survey completed and automated. GIS work in progress
b.	Elimination of exemptions.		Y3	Implemented		Notification has been issued to withdraw the exemptions on self occupied residential buildings on 22.4.2010
c.	Migration to Self-Assessment System of Property Taxation.					
i	Setting up a Committee/Team to draft/amend legislation		Y3	Year 6	State govt. has constituted a committee headed by Hon'ble Urban Local Bodies Minister, Haryana on 1.4.2010 for rationalization of Property Tax. Two meetings of this committee have already taken place on 16.4.2010 & 26.4.2010	State govt. has constituted a committee headed by Hon'ble Urban Local Bodies Minister, Haryana on 1.4.2010 for rationalization of Property Tax. Two meetings of this committee have already taken place on 16.4.2010 & 26.4.2010
ii	Stakeholder consultations		Y3	Year 6		
iii	Preparation of Draft legislation		Y4	Year 6		
iv	Approval of the Cabinet/ Government		Y4	Year 6		
v	Final enactment of the legislation by Legislature		Y4	Year 6	-	Q 3 of Y 6
vi	Notification		Y4	Year 6	-	Q 3 of Y 6

vii	Preparation and notification of appropriate subordinate legislation		Y5	Year 6	-	Q 3 of Y 6
viii	Implementation by municipality		Y5	Year 6	-	Q 1 of Y 7
d.	Setting up a non-discretionary of property tax (e.g. unit area, etc.)			Year 6	Implemented	Implemented
e.	Use of GIS-based property tax system					
i	Selection of appropriate consultant		Y2	Implemented	-	Implemented ,SPEC SYSTEMS LTD
ii	Preparation of digital property maps for municipality		Y3	Year 6	Digitization of Satellite image in progress	60% Digitization work has been completed
iii	Verification of digital maps and preparation of complete data-base of properties		Y4 Y5	Year 6	30%	30% verification of digital maps and preparation of complete data-base of properties has been completed.
iv	Administration of Property Tax using GIS database and related application		Y4 Y5	Year 6	In Progress	Satellite map taken, 30% Digitation done, 70% field survey done
v	Mechanism for periodic updation of GIS database		Y5	Year 6	Proposed, After every five years	
f.	Next scheduled/anticipated revision of guidance values.					Every five year (2013-14)
g.	Periodicity for revision of guidance values.					
i	Periodicity to be adopted (<i>specify frequency</i>)	Current periodicity of five years will continue			-	Current periodicity of five years will continue
ii	Deadline for adoption		-	-	-	NA
h.	Establish Taxpayer education programme.					Process is on

i	Preparation of Ready Reckoner (guidance booklet) for tax assesses		Y3	Year 6	--	After Notification in Q 4 of Y6
ii	Local camps for clarification of doubts and assistance in filling out forms		Y3	Year 6	-	After Notification in Q 4 of Y6
iii	Setting up a website for property tax issues/ FAQs etc		Y4	Year 6		
i.	Establish Dispute resolution mechanism.		Y4	Year 6	-	Already in place
j.	Rewarding and acknowledging honest and prompt taxpayers.		Y6	Year 6		-
k.	Achievement of 85% Coverage Ratio (see item e in Current Status).		Y5 85%	Year 6	-	70% Achieved
l.	Achievement of 90% Collection Ratio for current demand (see item f in Current Status above)		Y5 90%	Year 6	-	70% Achieved
m.	Improvement in collection of arrears, to reach Total Outstanding Arrears less than or equal to 10% of Current demand for previous year.			Year 6		In Progress.
n.	Any other reforms steps being undertaken.					

L-4 USER CHARGES

Sr. No.	Module	Steps to be under taken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	The State/ULB must formulate and adopt a policy on user charges which should include proper targeting of subsidies, if any, for all services; ensuring the full realization of O&M cost by the end of the Mission period. (Note: This resolution should be passed within 6 months of signing of MOA under JNNURM and a copy submitted to MOUD.)				--	ULB Resolution passed on 11.06.07 on user charges for proper targeting of subsidies and ensuring full realization of O & M cost.
b.	The State should set up a body for recommending a user charge structure.		Y3	Implemented	--	Implemented
c.	Establishment of proper accounting system for each service so as to determine the O&M cost separately				--	Implemented
i	Water Supply and Sewerage		Y3-Y4	Y 3-Y4	-	Implemented
ii	Solid Waste Management		Y3-Y4	Y3-Y 4	-	Implemented
iii	Public Transport Services				-	-
iv	Other` (please specify)				-	-
d.	Please indicate the targeted service standards and timelines for achieving the same with regard to each of the above mentioned services					
i	Water Supply, Sewerage, Fire, SWM		Y6	Y7	-	Work on water supply scheme in progress
ii	Transport		Y7	Y7	-	-
e.	Please indicate plan for achieving volumetric based tariff through 100 % metering with individual meters. Please indicate annual targets for achieving full metering.		Y5	Year 7	-	55%Achieved

f.	Please indicate plan for reduction in Non-Revenue Water (NRW) and Un-accounted for Water (UfW) through measures that include water audits and leakage detection studies. Please indicate annual targets for both.					
	Non-Revenue Water (NRW)		Y5	Year 6	In process	Survey of Ward NO 31 & 34 has been completed by M/s , Feedback Venture
	Un-accounted for Water (UFW)		Y5	Year 6	In process	
g.	Conduct of a study to quantify and examine impact of subsidies for each service (Indicate 'when' against the timeline)		Y3	Year 6	-	Study for Ward No31 & 35 has been conducted by M/s Feedback Venture
h.	Results of such analysis to be tabled in the Municipal Council and approved (Indicate 'when' against the timeline)		Y3	Year 7	-	-
i.	Indicate periodicity in which such analysis shall be done regularly, and placed Before the Municipal Council.			Annually	-	Annually

L-5 INTERNAL EARMARKING OF FUNDS FOR SERVICES TO URBAN POOR

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Reforms in the accounting and budgeting codes to enable identification of all income and expenditure (in both Revenue and Capital accounts) to be identified as related to poor / non-poor. (in the short run the same heads may be categorised on basis of income / expenditure from slum / non-slum).		Y3	Year 6	--	Haryana Municipal Account Code 2010 has been prepared and approved by State Government in accordance with National Municipal Accounting Manual (NMAM)
b.	Creation of separate Municipal Fund in the accounting system for 'Services to the Poor'		Y3	Implemented	--	A notification for amendment in Haryana Municipal Corporation Act, 1994 for creation of separate Municipal Fund for services to the poor has been issued on 17.9.2009.
c.	Amendments to the Municipal Accounting Rules for governing the Fund, Operating the Fund, including rules for transfer of resources into the Fund for 'Services to Poor'		Y3		--	Implemented
d.	Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Revenue Income.		Y7			Under Progress

e.	Targeted revenue expenditure on delivery of services to poor per annum, expressed as % of Total Own Source of Revenue Income.		Y7			Under progress
f.	Targeted capital expenditure on delivery of services to poor per annum, expressed as % of Total Capital Expenditure.		Y7			Under Progress

L-6 PROVISION OF BASIC SERVICES TO URBAN POOR

Sr. No.	Module	Steps to be under taken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	<p>The State Government and ULB must formulate and adopt vide a resolution a comprehensive policy on providing basic services to all urban poor which should include security of tenure and improved housing at affordable prices. The policy document should also cover other existing universal service mandates of the Government in the areas of education, health and social security. This policy document should lay down commitments to attain certain benchmark levels of access and standards of service delivery.</p> <p>The policy document should be prepared with stakeholder involvement, be adopted and disseminated within 6 months of signing of the MoA under JNNURM, and a copy submitted to MoUD/MoHUPA.</p>					<ul style="list-style-type: none"> • Resolution to this effect has been passed by Corporation on 23.5.2008 • Urban Local Bodies Department has taken a decision to earmark 25% of plots for EWS category in all T.P Schemes floated by Municipalities and Improvement Trusts. • All municipalities have been directed on 15.09.2008 provide Basic Services to Urban Poor.
b.	<p>Conduct of House Hold (HH) level survey, covering all poor settlements. (recognized slums, unrecognized slums, and informal clusters)</p>		Y3	Year 6		<p>HH Level survey for creating a database and to identify household for priority targeting in progress. (60% done)</p>
c.	<p>HH level survey to cover infrastructure deficiency indicators and socio-economic deficiency indicators</p>					-do-

d.	Creation of database, including identification of HHs for priority targeting of Schemes for household level benefit (<i>such as livelihood, housing, social security, etc.</i>)		Y3 Y4	Year 6		
e.	Ranking and prioritization of clusters of urban poor settlements in a participatory manner.		Y3 Y4	Year 6		-do-
f.	Frequency of updation of database created.		Y5			
G	HOUSEHOLD LEVEL BASIC SERVICES					
1.	Water supply					
1.i	Household level piped W/S		Y3-Y7			The work on Water Supply Scheme is in Progress for entire town, These targets Will be achieved simultaneously on completion of W/S scheme in year 7
1.ii	Public taps / stand posts		Y3-Y7	Year 7		
1.iii	Hand pumps / Tube wells		Y3-Y7	Year 7		
1.iv	Water Tanker supply		Y3-Y7	Year 7		
2.	Sanitation					
2.i	Housing		Y3-Y7	Up to year 7		
2.ii	Night shelters / community shelters		Y3-Y7	Up to year 7		
H	OTHER INFRASTRUCTURE SERVICES					
	Solid Waste Management					
i	Street sweeping	Daily	Y5	Year 6		
ii	Waste Collection	100%	Y4	Year 6		
	Roads and Drains					
i	Provision of pucca (all weather) roads	100%	Y6 100%	Year 6		
ii	Provision of storm water drains	100%	Y6 100%	Year 6		

	Street Lighting					
I	Provision of street lights	100%	Y6 100%	Year 6		
	Community Facilities					
I	Aanganwadi / crèche	100%		Already achieved		100% already achieved
ii	Community halls	Within 2km	Y7	Already achieved		
	Primary healthcare					
I	Preventive health care – inputs and advise		Y4	Already achieved		
ii	Curative healthcare		Y6			
	Primary Education					
I	Primary education		Y5			
	Support for livelihoods					
I	Skill development training		Y5	Implemented		
ii	Micro-credit			Implemented		100% already Achieved
	METHODS AND PARTICIPATION BY COMMUNITIES					
I	State the areas, intended mechanisms and timelines for participation by communities of urban poor in the entire range of urban services and poverty alleviation programmes (few examples are illustrated in the table)					
i	E Governance		Year 3	Implemented		
ii	Solid Waste Management		Year 3	Ongoing		
iii	Water Supply			Ongoing		Ongoing
iv	Sanitation			Ongoing		Ongoing

PART III

PROGRESS OF OPTIONAL REFORMS

O-1 INTRODUCTION OF PROPERTY TITLE CERTIFICATION SYSTEM

Sr. No.	Module	Steps to be under taken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Listing of all the properties in the city		Y5	Implemented		Implemented
b.	Finalization of decisions on the new registration system, state guarantee and legislative amendments		Y5	Implemented		Implemented
c.	Amendment of legislation and notification		Y5	Implemented		Implemented
d.	Detailed design of system		Y5	Implemented	-	Implemented
e.	Inventory of all recorded properties (after enquiry of titles and existing evidences)		Y6	Year 6	Satellite images have been taken and digitization work is in progress, 60% work completed and remaining likely to be completed by Q4 of Year 6.	Satellite images have been taken and digitization work is in progress, 60% work completed and remaining likely to be completed by Q4 of Year 6.
f.	Update of all the records to reflect current owner and preparation of a 'Register of Titles'		Y6	Year 6		
g.	Computerization of all the property records against ownership		Y6	Year 6		
h.	Initiation of issue of Property Tax Certificate (on request) to the existing owners, accompanied by cancellation of all previous certificates		Y6	Year 6		
i.	Setting up a system for regular up-gradation of records (eg. MIS with links to all offices having bearing on land encumbrances)		Y6	Year 6		

j	Setting up a system for online provision of information receipt (relating to transactions) ,dissemination and requests for certificates		Y6	Year 6		
e	Timeline for achieving 100% registration of properties		Y6	Q4 of Year 6		60% work completed

O-2 REVISION OF BUILDING BYELAWS TO STREAMLINE THE APPROVAL PROCESS

Sr. No.	Module	Steps to be under taken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Consultation with stakeholders on modifications required to Building Byelaws		Y3	Implemented		Consultation with stake holder done.
b.	Identification and finalisation of modifications in the existing Building Byelaws in order to streamline the process of approval. (eg. outsourcing of certain activities etc)		Y4	Implemented		Implemented
c.	Defining mitigation measures for risks from natural disasters as part of Building Byelaws, (including structural safety issues on basis of seismic zones)			Already being implemented as per GoH norm		Already implemented as per GOH norms.
d.	Amendment of the existing legislation to introduce the new Building Byelaws and notification		Y3	Year 6		Draft building regulation prepared and and is in the process of approval/notification
e.	Dissemination of the new set of Building Byelaws through a website		Y4	Year 6		Existing building byelaws are available on website amended buildings regulations will be made available on website after final notification.
f.	City level Workshops to address to the queries of general public		Y5	Year 6		Already implemented
g.	Setting up of an MIS system with links to all offices having bearing on building permission.		Y6	Already achieved		-

h	Start of Approval as per the new building byelaws.		Y5	Year 6		-
i	Establishment of interactive citizen enquiry system on status of application for building plan approvals, through methods such as – Interactive Voice Recording System (IVRS), Website, telephone, etc.		Y5	Already achieved		Building plans are accepted on line.
j	Timeline for reduction of average time taken for building sanction					
a	Residential		Y7	Year 7		Period will be reduced to 30 days in revised building byelaws.
b	Commercial		Y7	Year 7		Period will be reduced to 45 days in revised building byelaws

O-3 REVISION OF BUILDING BYELAWS TO MAKE RAINWATER HARVESTING MANDATORY IN ALL BUILDINGS TO COME UP IN FUTURE AND FOR ADOPTION OF WATER CONSERVATION MEASURES

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Final design of Rainwater Harvesting System and decision on end use					Already in place
b.	Preparation of draft building byelaws to reflect the mandatory clauses of Rainwater Harvesting					Already in place
c.	Amendment of the existing legislation to introduce the new Building byelaws and notification					Already in place
d	Dissemination of the new set of Building Byelaws through a website					Already in place
e	City level Workshops to address to the queries of general public					Already in place
f	Start of Approval as per the new building byelaws					Already in place
g	Any other reforms being undertaken (give details in the space provided)					Already in place

O-4 EARMARKING AT LEAST 20-25 PER CENT OF DEVELOPED LAND IN ALL HOUSING PROJECTS (BOTH PUBLIC AND PRIVATE AGENCIES)FOR EWS/LIG CATEGORY WITH A SYSTEM OF CROSS SUBSIDISATION.

Sr. No.	Module	Steps to be under taken	Target year as per MoA	Progress during current quarter	Cumulative progress
a.	Decision on the extent of reservation (20-25%)		Y5 25%	Implemented	a) Urban Local Bodies Department has taken a decision to earmark 25% of plots for EWS category in all Town Planning Schemes floated by Municipalities and Improvement Trusts b) State Government vide its order No. LC-147-7/16/2006 -2TCP dated 3.2.2010 has issued instructions for earmarking plot / flat for EWS housing as under:- c) 20% of plots in town planning schemes of HUDA d) 15% of flats in Group Housing Schemes floated by Housing Board Haryana and HUDA e) 20% of area to be developed by private sector (both flats and plots)
b.	Amendment of the existing legislation and notification		Y5	Implemented	
c.	Timeline to improve the percentage of reservation for EWS/LIG in housing projects		Y5 25%	Implemented	
d.	Any other reforms being undertaken (give details in the space provided)				

O-5 SIMPLIFICATION OF LEGAL AND PROCEDURAL FRAMEWORKS FOR CONVERSION OF AGRICULTURAL LAND FOR NON-AGRICULTURAL PURPOSES.

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Finalise on modifications in the existing procedure in order to streamline and standardise the process of conversion		Y6		Already implemented. The powers for change of land use under section 265 and sanction of town planning scheme under section 267 of the said Act, vest with the Commissioner, Municipal Corporation.	
b.	Amendment of the existing legislation and notification		Y6			
c.	Start of conversions as per the new legislation		Y6			

O-6 INTRODUCTION OF COMPUTERIZED PROCESS OF REGISTRATION OF LAND AND PROPERTY

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Indicate the target year for conversion to an electronic process of registration		Y6	Implemented		Implemented

O-7 BYELAWS ON REUSE OF RECYCLED WATER

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Final design and decision on reuse of a Waste Water Recycling System		Y4	Year 6	Committee has been constituted by Govt. of Haryana to prepare the draft bylaws on reuse of recycled	Committee has been constituted by Govt. of Haryana to prepare the draft bylaws on reuse of recycled water.
b.	Preparation of draft building byelaws to reflect the mandatory clauses of such a system		Y5	Year 6	-	-
c.	Amendment of the existing legislation to introduce the new Building Byelaws and procedures		Y6	Year 7	-	-
d.	Dissemination of the new Building Byelaws through a website		Y6	Year 7	-	-
e.	City level Workshops to address to the queries of general public		Y6	Year 7	-	-
f.	Start of Approval as per the new Byelaws		Y7	Year 7	-	-

O-8 ADMINISTRATIVE REFORMS

Sr. No.	Module	Steps to be undertaken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	Rationalisation in staff & Human Resource Management <ul style="list-style-type: none"> ▪ <i>Identification of loopholes in the existing staffing</i> ▪ <i>Draft Proposal for changes in staffing policy</i> ▪ <i>Draft Proposal for reforms in performance evaluation system</i> ▪ <i>Employee Consultation</i> ▪ <i>Discussion with various ULB Departments</i> ▪ <i>Cabinet Approval</i> ▪ <i>Preparation of Enabling Legislation</i> 		Year 3 Year 3 Year 3 Year 4 Year 4 Year 5 Year 5	Year 7		The State Govt. has already done rightsizing of all the departments and new recruitment is restricted. All additional requirement of staff is being met with through outsourcing mode
b.	Staff Training <ul style="list-style-type: none"> ▪ <i>Assessment of training needs</i> ▪ <i>Finalization of training curriculum</i> ▪ <i>Selection of Agencies to provide training</i> ▪ <i>Conduct of training</i> ▪ <i>Training programs identified</i> 		Year 3 Year 3 Year 3 Year 4 Year 4	Implemented		

c	Reduction in Establishment Expenditure <ul style="list-style-type: none"> ▪ <i>Outsourcing certain functions</i> ▪ <i>Higher capacity utilization</i> ▪ <i>Energy saving</i> ▪ <i>Cost control targets</i> 		Year 3 Year 4	Implemented Ongoing Ongoing Ongoing		Already in process Already in process
d	Continuity of tenure of key decision makers <ul style="list-style-type: none"> ▪ <i>Minimum average tenure of Municipal Commissioner</i> 		Y5	Not under consideration		-
e	Management review systems <ul style="list-style-type: none"> ▪ <i>Periodic review by Mayor & Municipal Commissioner</i> ▪ <i>Generation of Daily / Weekly / Monthly and Quarterly Performance reports on – Financial, Service delivery and Capital Projects</i> 		Year 3 Already done on monthly basis	Ongoing Implemented		Data base created
f	Please state by when the ULB shall evolve a detailed Training Plan for its staff. At what frequency such plan shall be reviewed.					
g	Please give the identified milestones for reduction in establishment expenditure against the mission year		Y6 50%	Ongoing		
h	Ensuring stability of tenure(minimum 2 years) for Municipal Commissioner /executive Officer and other municipal functionaries/staff(commitment to be given by state)					

O-9 STRUCTURAL REFORMS

Sr. No.	Module	Steps to be under taken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a.	List sets of initiatives planned within the ULB organization (for e.g. reallocation of functions within the ULB departments, alignment of sub-ULB level geographic jurisdictions of various departments with ward boundaries, decentralization of functions, etc.)		Y4			
i	Cadre based classification		Year 5	Year 7		
ii	Structural rationalization		Year 5	Year 7		
iii	Outsourcing of work			Year 7		
b.	List sets of initiatives planned for inter-agency coordination and accountability amongst city level agencies					
i	District Planning Committee (DPC) as per 74 th CAA		Year 5	Year 7	Draft for constitution of MPC prepared and submitted for approval	Constitution of Metropolitan Planning Committee (MPC) is under approval of the Government.
ii	Grievance redressal			Year 7		
iii	Inter-departmental coordination committee			Year 7		
c	List State level structural reforms to be undertaken for creation of cadre of municipal staff for different technical disciplines.					
i	HPSC Recruitment		Y5	Year 7		
ii	SSC Recruitment		Y5	Year 7		

O-10 ENCOURAGING PUBLIC PRIVATE PARTNERSHIP

Sr. No	Module	Steps to be under taken	Target year as per MoA	Revised time line	Progress during current quarter	Cumulative progress
a	List down the State level regulatory and policy initiatives planned for encouraging and deepening PPP in urban services					
i	PPP Laws & Legislation		Y5	Year 7		
ii	Sewerage & Drainage		Y4	Implemented		<p>MCF has already adopted PPP mode in :-</p> <p>a) Sanitation of Ballabgarh and Old Faridabad has been outsourced to Sulabh Interational</p> <p>b) O & M of 600 TPD SWM processing plant at Bandhwari outsourced to M/s A.K.C Developers Ltd for 30 years without any cost to MCF.</p> <p>c) O & M of 180 Nos. of tube wells have been outsourced to M/s Mohit Kumar for water supply</p> <p>d) Maintenance of street light of ward No. 19 have been outsourced to RWA</p> <p>e) Maintenance of 50 Nos. parks has been given to respective RWAs</p> <p>f) Gantries, Unipole & Hordings, Bus Q-Shelter and Kiosks have been allotted on BOT basis to M/s. Traffice Media Pvt. Ltd ,M/s. Singla Relaters and, M/s Pioneer Publicity Corporation.</p>
iii	Roads		Y4	Implemented		
iv	Parks		Y4	Implemented		
v	Bill distribution & collection		Y4 Y5	Implemented		
vi	Other areas will be identified					