

CHAPTER- 1

INTRODUCTION

The Directorate of Housing was carved out of the erstwhile Housing Directorate of the Government of Assam in 1972. The role of the Housing Department is to implement the Housing schemes introduced by the Government of Meghalaya. The main objective of the department is to address the important issue of human habitation and sustainable development. The Department strives to achieve its objectives by implementing the schemes out of the State project allocation. It also formulates policies on matters relating to Housing Schemes, Draft Acts, Rules, Laws, Bye – Laws relating to Housing to evolve a suitable design and prepares details of the programmes with cost, specification etc. for implementation by the State, District and Local Agencies.

The objective of this book is to provide information to the Government and Public in general which is related to the Department.

This handbook will be useful to all information seekers under the provision of RTI Act Section 4.

Sd/-
(Smti Mary T. Sangma)
Director of Housing
Meghalaya Shillong

Chapter 2

Section 4(1)(b) (I)

Particulars of organisation/function & Duties of Directorate of Housing

Name	—	Directorate of Housing
Address	—	3 rd Secretariat Nokrek Building Room No. -401-415(A) 2 nd floor, Lower Lachumiere, Shillong 793001
Head of Office	—	Directorate of Housing
Missions	—	Provides schemes for Human Habitation
Vision	—	Shelter for everyone
Objectives	—	To Addresses the important issues for Human habitation.

Function :

Directorate Office: - The Department is headed by the Director of Housing and assisted by the Deputy Director of Housing.

The Housing Directorate comprises of the following branch: a) Technical Branch. b) Research Branch. c) Establishment Branch. d) Recovery Branch. The Directorate Office issues necessary instruction and guidelines etc. to the subordinate Office at the District with a view to streamline the activities of the Department.

Service Provided— Provides CMHAP for the Economical weaker Sections and to the Lower Income Group families of the State. Rental houses for the Government employees throughout the State.

Organisation — At Annexure 'A'

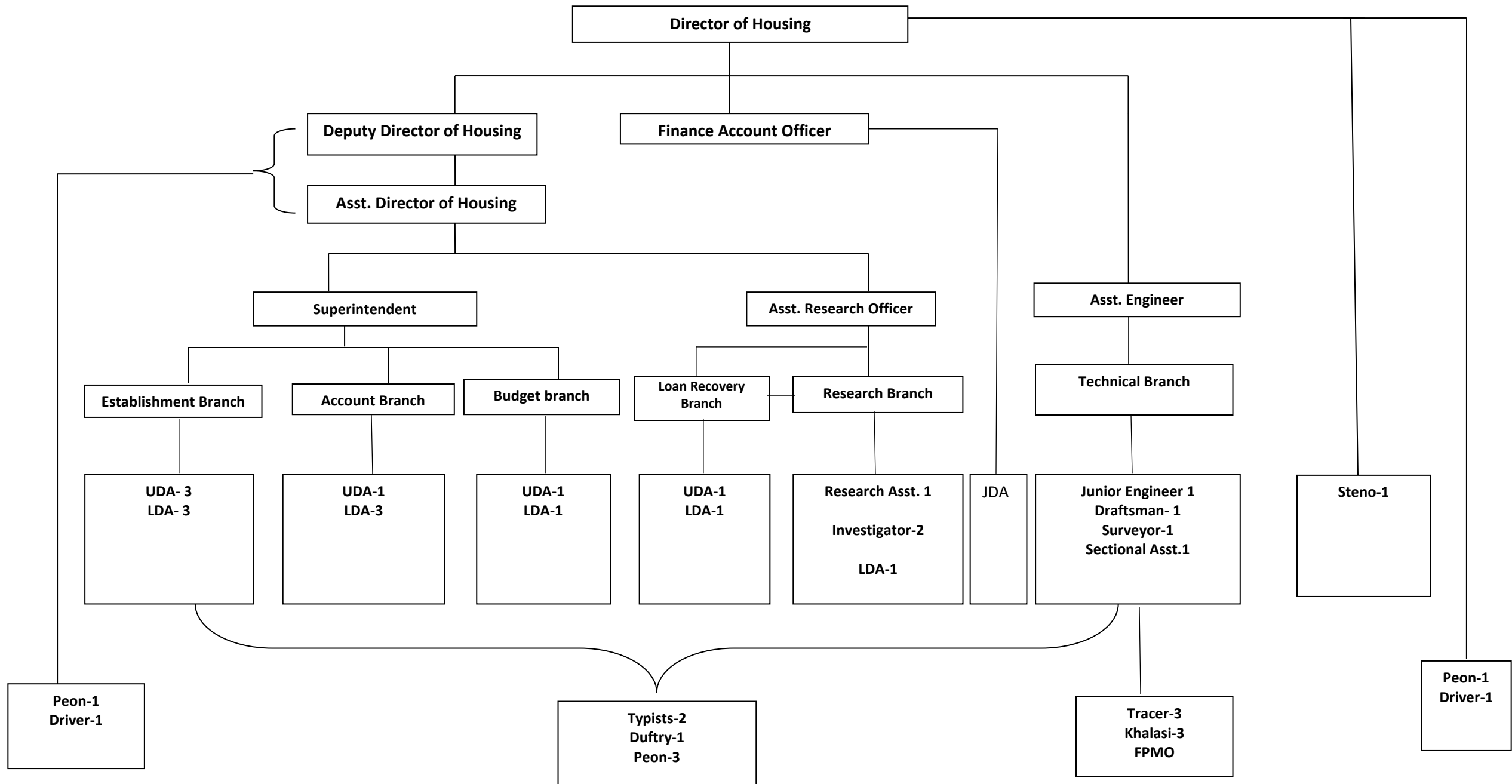
Office Timing — 10:00 AM (Summer) till 5:00 PM (Summer)
10:00 AM (Winter) till 4:30 PM (Winter)

Weekly Holiday — 'Nil' only on Saturday and Sunday

Specific Service Timing— 10:00 AM till 5:00 PM

Annexure 'A'

ORGANISATION SET-UP OF THE DIRECTORATE OF HOUSING.



Chapter 3

Powers and Duties of Officers and Employees office of Directorate of Housing.

3.1 Please provide details of the powers and duties of officers and employees of the organization

Designation	Director of Housing	
Powers	Administrative	The Director of Housing is the controlling authority.
	Financial	1. As per delegation of Financial Power Rules of the Government
	others	
Duties	Exercise overall Control of the Directorate and supervises and offer guidance in all administrative and financial works and implementation of Schemes of the Directorate at the District	

Designation	DEPUTY DIRECTOR OF HOUSING	
Powers	Administrative	To assist the Director.
	Financial	To assist the Director, Drawing and Disbursing of Pay and Salaries of non - Gazetted Staff and also Drawing and Disbursing Officer of Contingency Bills etc.
	others	Supervision and guidance to the Junior Officers and Staff.
Duties	To assist the Director in all the administrative and financial works of the Office and to assist in the co - ordination of the works of the Directorate.	

Designation	FINANCE & ACCOUNTS OFFICER	
Powers	Administrative	To assist the Director
	Financial	NIL
	others	NIL
Duties	He renders advice to the Director on all matters relating to accounts, establishment of the staff, financial rules and procedures. And to check Financial Statement of the department .	

Designation	ASSISTANT DIRECTOR OF HOUSING	
Powers	Administrative	NIL
	Financial	NIL
	others	NIL
Duties	To assist the Director in all the administrative and financial works of the Office and to assist in the co - ordination of the works of the Directorate	

Designation	ASSISTANT RESEARCH OFFICER	
Powers	Administrative	NIL
	Financial	NIL
	others	NIL
Duties	Overall supervision of Research Branch and any other matters to be assigned by the Director from time to time.	

Designation	RESEARCH ASSISTANT	
Powers	Administrative	NIL
	Financial	NIL
	others	NIL
Duties	To Assist Assistant Research Officer in matter relating to Research Branch and any other matters to be assigned by the Director from time to time.	

Designation	JUNIOR DIVISIONAL ACCOUNTANT	
Powers	Administrative	NIL
	Financial	NIL
	others	NIL

Duties	To Assist Finance & Account Officers; Receipts, Payment and Accounting of Government transactions
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Designation	SUPERINTENDENT	
Powers	Administrative	To assist the Director.
	Financial	NIL
	others	Day-to-day supervision of the works of the Assistants.
Duties	To supervises the office works . To scrutinize the notes and drafts of Assistants for correctness and put forward his / her own suggestion where necessary before submitting the case to the higher authority.	

Designation	ASSISTANCE ENGINEER	
Powers	Administrative	To assist the Director in all Technical related
	Financial	NIL
	others	NIL
Duties	Checking of estimates and Drawings, including Design, tenders, Planning, Policy other technical matters and correspondence	

Designation	DRAFTSMAN	
Powers	ADMINISTRATIVE	NIL
	Financial	NIL
	others	NIL
Duties	To Assist Assistance Junior Engineer in all technical	

Designation	UPPER DIVISION ASSISTANTS	
Powers	Administrative	NIL
	Financial	NIL
	others	NIL
Duties	To process paper under consider ation in the files relating tothe subjects allotted to them.	

Designation	LOWER DIVISION ASSISTANTS	
Powers	Administrative	NIL
	Financial	NIL
	others	NIL
Duties	To process paper under consideration in the files relating to the subjects allotted to them.	

Designation	INVESTIGATOR	
Powers	Administrative	NIL
	Financial	NIL
	others	NIL
Duties	To assist Research Assistance in Research branch and To process paper under consideration in the files relating to the subjects allotted to them	

Designation	SURVEYOR	
Powers	Administrative	NIL
	Financial	NIL
	others	NIL
Duties	To estimates property boundaries and measures land features for construction projects, mapmaking, mining, and legal purposes.	

Designation	SECTIONAL ASSISTANT	
Powers	Administrative	Nil
	Financial	NIL
	others	NIL
Duties		

Designation	TYPIST	
Powers	Administrative	Nil
	Financial	NIL
	others	NIL

Duties	Typing of letters and other documents, copying and other works given by the Superintendent and dealing assistance.
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Designation	GRADE – IV	
Powers	Administrative	Nil
	Financial	NIL
	others	NIL
Duties	To carry out the orders that maybe assigned to them by the Branch Officers, Superintendent and Officers of the Office including Dispatch of DAKS, Files etc.	

Chapter - 4

Rules, Regulations, Instructions, Manual and Records, for Discharging Functions

4.1 Please provide list of rules, regulations, instructions, manual and records, held by public authority or under its control or used by its employees for discharging functions as per the following format. This format must be filled with each type of document.

Name/title of Meghalaya State Type of the document: "*Meghalaya Housing Service Rules 2017*"

(Rules)

Brief Write-up on the Document Rules: To regulate the appointment and the conditions of Services of persons appointed to the posts under the Meghalaya Housing Service Rules 2017.

From where one can get a copy of rules, regulations, instructions,
manual and records Address –

Directorate of Housing
3rd Secretariat Nokrek Building
Room No. 401- 415
Meghalaya, Shillong.

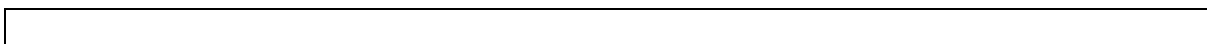
Telephone No:

Fax:

Email: dir.housing-meg@gov.in

Others:

Free charged by the department for a copy of rules



Name/title of Meghalaya State Type of the document: *"Meghalaya Housing Engineering &*

Technical Service Rules 2017"

(Rules,)

Brief Write-up on the Document Rules: To regulate the appointment and the conditions of Services of persons appointed to the posts under the Meghalaya Housing Engineering & Technical Service Rules 2017.

From where one can get a copy of rules, regulations, instructions,
manual and records Address –

Directorate of Housing
3rd Secretariat Nokrek Building
Room No. 401- 415
Meghalaya, Shillong.

Telephone No:

Fax:

Email: dir.housing-meg@gov.in

Others:

Free charged by the department for a copy of rules

Name/title of Meghalaya State Type of the document: *"Meghalaya Housing Statistical Service Rules 2021"*

Choose one of the types given below.
(Rules)

Brief Write-up on the Document Rules: To regulate the appointment and the conditions of Services of persons appointed to the posts under the Statistical Service Rules 2021

From where one can get a copy of rules, regulations, instructions, manual and records Address –

Directorate of Housing
3rd Secretariat Nokrek Building Room
No. 401- 415
Meghalaya, Shillong.

Telephone No:

Fax:

Email: dir.housing-meg@gov.in

Others:

Free charged by the department for a copy of rules

Name/title of Meghalaya State Type of the document: *“Rules for Allotment of Rental Houses/Flats/Quarters under Rental Housing Scheme of Housing Department ,2024”*

(Rules,)

Brief Write-up on Document Rules: To regulate the Allotment of Rental Houses /Flats

/Quarter, conformity , proper selection, rent fixation , rent recovery and penealization for non-payment of rent by the allottees

From where one can get a copy of rules, regulations, instructions,
manual and records Address –

Directorate of Housing
3rd Secretariat Nokrek Building
Room No. 401- 415
Meghalaya, Shillong.

Telephone No:

Fax:

Email: dir.housing-meg@gov.in

Others:

Free charged by the department for a copy of rules

CHAPTER 5 (MANUAL 4)

PARTICULARS OF ANY ARRANGEMENT THAT EXIST FOR CONSULTATION WITH, OR REPRESENTATION BY, THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF ITS POLICY OR IMPLEMENTATION THEREOF Formulation of Policy

5.1 Whether there is any provision to seek consultation/participation of public or its representatives for formulation of policies? If there is, please provide details of such policy in following format

Sl.No.	Subject/Topic	Is it mandatory to ensure public participation (Yes/No)	Arrangement for seeking public participation
	Nil		

5.2 Whether there is any provision to seek consultation/participation of public or its representatives for implementation of policies? If there is, please provide details of provisions in the following format.

Sl.No.	Subject/Topic	Is it mandatory to ensure public participation (Yes/No)	Arrangement for seeking public participation
	Nil		

Chapter6(Manual-5)

A statement of the categories of documents that are held by it or under its control

6.1. Use the format given below to give the information about the official documents. Also mention the place where the documents are available for e.g. at secretariat level, directorate level, others (Please mention the level in place of writing Others)

Sr. No.	Category of The document	Name of the document and its introduction in one line	Procedure to obtain the document	Held by /under control of
1	Meghalaya Housing Service Rules 2017	To regulate the appointment and the conditions of Services of people appointed to the posts under the Meghalaya Housing Service Rules 2017.	Through an application to the Public Information Officer & Deputy/Asst. Director of Housing, Shillong Meghalaya	Directorate of Housing Department
2	Meghalaya Housing Engineering & Technical Service Rules 2017	To regulate the appointment and the conditions of Services of persons appointed to the posts under the Meghalaya Housing Engineering & Technical Service Rules 2017.		
3	Meghalaya Housing Statistical Service Rules 2021	To regulate the appointment and the conditions of Services of people appointed to the posts under the Statistical Service Rules 2021		
4.	CMHAP	Guidelines for implementing CMHAP Scheme.		
5.	Rules for Allotment of Rental Houses/Flats/Quarters under Rental Housing Scheme of Housing Department ,2024"	Guidelines for allotment and fixation of rent		

Chapter 7 (Manual 6)

A statement of boards, council, committees and other bodies constituted as its part

7.1. Please provide information on Boards, Councils, Committees and Other Bodies related to the public authority in the following format:

I. Name and address of the Affiliated Body – *District Housing Committees
Housing Department.*

Type of Affiliated Body (Board, Council, Committees, Other Bodies) – Committees

Objectives/Main activities – (a) To select/recommend the name of Villages in the District where Housing Schemes for the Low Income Group and Economically Weaker Section of people will be taken up.

(b) To select/recommend the eligible persons in the Village

(c) To watch and monitor the progress of the construction of houses for the eligible persons so selected.

Role of the Affiliated Body (Advisory / Managing / Executive / Others)

Structure and Member Composition

The Committees consist of the following Members.

1. Deputy Commissioner, East Khasi Hills/West Khasi Hills/Ri-Bhoi/Jowai/Tura/Williamnagar/Baghmara - Chairman
2. C.E.M. KHADC/JHADC/GHADC - Member
3. Dy. C.E.M. KHADC/JHADC/GHADC - Member
4. D.H.O./Inspector of Housing. - Member Secretary
5. Non-Official Members appointed by the Govt.

Head of the Body - Chairman

Address of main office and its Branches– D.C. Office of different District.

Frequency of Meetings – From time to time as and when required.

Can public participate in the meetings? No

Are minutes of the meetings prepared? Yes

II. Name and address of the Affiliated Body –*Departmental Screening committee.
for Assured Career Progression Scheme/MACPS*
2012

Nokrek Building, Shillong 793001

Type of Affiliated Body (Board, Council, Committees, Other Bodies) – Committees

Objectives/Main activities – To regulate for Assured Career Progression Scheme/MACPS of the Staff

Structure and Member Composition

The Committees consist of the following Members.

1. Director of Housing – Chairman
2. Deputy Director of Housing- Member Secretary
3. Finance Accounts Officer- Member.

Address of main office:

Directorate of Housing
3rd Secretariat Nokrek Building
Room No. 401- 415
Meghalaya, Shillong.

Can public participate in the meetings ? No
Are minutes of the meetings prepared ? Yes

III. Name and address of the Affiliated Body –*Departmental Pormotion committee.*
Main Office Housing Department, Raitong
Building.Shillong 793001

Type of Affiliated Body (Board, Council, Committees, Other Bodies) – Committee

Objectives/Main activities – To regulate the departmental Pormotion of Staff of
Directorate of Housing

Structure and Member Composition

The Committees consist of the following Members.

1. Principal/Commisioner Secretary Housing Department - **Chairman**
2. Finance Department - **Member**
3. Personnel & A R(B) Department - **Member**
4. Director of Housing - **Member Secretary**

Address of main office: *Main Office Housing Department, Raitong*
Building.Shillong 793001

Can public participate in the meetings ? No
Are minutes of the meetings prepared ? Yes

IV. Name and address of the Affiliated Body –*Directorate Level Housing Committee*
Nokrek Building, Shillong 793001

Type of Affiliated Body (Board, Council, Committees, Other Bodies) – Committee

Objectives/Main activities – to regulate rent revision of rental Houses of East Khasi Hills

Structure and Member Composition

The Committees consist of the following Members.

- | | |
|--|-------------------|
| 1. Director of Housing | – Chairman |
| 2. Deputy/Under Secretary to the Govt. of Meghalaya Housing Department | - Member |
| 3. Deputy Director of Housing/Asst. Director of Housing | - Convenor |
| 4. Financial Adviser to the Govt. of Meghalaya Housing Department | - Member |
| 5. Finance Accounts Officer | - Member |
| 6. Asst. Engineer/Junior Engineer, Directorate of Housing | - Member |
| 7. Asst. Research Officer/Research Asst | - Member |

Address of main office:

Directorate of Housing
3rd Secretariat Nokrek Building
Room No. 401- 415
Meghalaya, Shillong.

Can public participate in the meetings ? No

Are minutes of the meetings prepared ? Yes

V. Name and address of the Affiliated Body – *Complaint Committee for Prevention of Sexual Harassment of women at workplace 2013*
Nokrek Building, Shillong 793001

Type of Affiliated Body (Board, Council, Committees, Other Bodies) – Committees

Objectives/Main activities – To Prevention of Sexual Harassment of women at work place

Structure and Member Composition

The Committees consist of the following Members.

- | | |
|---|----------------------|
| 1. Senior Officer, ARO Directorate of Housing | - Chairperson |
| 2. Research Assistant Directorate of Housing | - Secretary |
| 3. Senior Staff of Directorate of Housing | - Member |
| 4. Assistant Engineer of Directorate of Housing | - Member |
| 5. President /representative North East Network, Shillong | - Member |

Address of main office:

Directorate of Housing
3rd Secretariat Nokrek Building
Room No. 401- 415
Meghalaya, Shillong.

Can public participate in the meetings ? No

Are minutes of the meetings prepared ? Yes

VI. Name and address of the Affiliated Body –*District Level Committee*

D.C. Office of different District.

Type of Affiliated Body (Board, Council, Committees, Other Bodies) – Committee

Objectives/Main activities – to regulate rent revision of rental Houses of Different district

Structure and Member Composition

The Committees consist of the following Members.

- | | |
|--|----------------------|
| 1. Director Commissioner | – Chairperson |
| 2. Additional Deputy Commissioner (Rev)/EAC(REV) | - Member |
| 3. District Planning Officer | - Member |
| 4. Executive Engineer/SDO PWD(B) | – Member |
| 5. District Housing officer/Inspector of Housing | - Convenor |
| 6. Junior Engineer. | – Member |

Address of main office:

D.C. Office of different District.

Can public participate in the meetings ? No

Are minutes of the meetings prepared? Yes

Chapter 8 (Manual 7)

The names, designations, and other particulars of the Public Information Officers

8.1. Please provide contact information about the Public Information Officers, Assistant Public Information

Officers and Departmental Appellate Authority of the Public authority in the following format

Name of the Public Authority: Directorate of Housing

Department Appellate Authority:

Sl.No.	NAME	DESIGNATION	CONTACT NO/ EMAIL ID	ADDRESS
1	Smti Mary T.Sangma	Director of Housing First Appellate Authority	8729945790/mary.sangma@gov.in	Directorate of Housing 3 rd Secretariat Nokrek Building

Public Information Officers:

Sl.No.	NAME	DESIGNATION	CONTACT NO/ EMAIL ID	ADDRESS
1	Shri Marcel Thabah	Asst. Director of Housing Public Information Officer	9436100669/ marc.thabah@meghalaya.gov.in	Directorate of Housing 3 rd Secretariat Nokrek Building

Assistant Public Information Officers:

Sl.No.	NAME	DESIGNATION	CONTACT NO/ EMAIL ID	ADDRESS
1	Shri Matthew Kharmalki	Assistant Engineer Asst. Public Information Officer	9436101390/ matews.kharmalki@meghalaya.gov.in	Directorate of Housing 3 rd Secretariat Nokrek Building

Chapter 10 (Manual 9)
Directory of Officers and Employee
10.1 Please provide information in following format.

Sl. No.	Title	Employee Full Name	Designation of employee	Gov.in Email
1.	Smti	Mary T Sangma	Director	mary.sangma@gov.in
2.	Shri.	Shri Marcel Thabah	Asst. Director of Housing	marc.thabah@meghalaya.gov.in
3.	Shri.	Surajit Hajong	Finance & Account Officer	surajit.hajong@gov.in
4.	Smti.	Bernadine Susngi	Assistant Research Officer	bernadine.susngi@meghalaya.gov.in
5.	Shri.	Mathew S. Kharmalki	Assistant Engineer.	matews.kharmalki@meghalaya.gov.in
6.	Shri.	Seiborlang Kurbah	Draftsman.	seiborlang.kurbah@gov.in
7.	Shri.	David Singh Dkhar	Superintendent.	david.dkhar@meghalaya.gov.in
8.	Smti.	Jennifer B. Khyriem	Research Assistant.	Jennifer.khyriem@meghalaya.gov.in
9	Smti	Lashaihun War Thangkhiew.	JDA	lahshaith.2009@meghalaya.gov.in
10	Smti.	Iondamen Diamai.	UDA	iondamen.diamai@meghalaya.gov.in
11.	Smti.	Waiamonlang Pala	UDA	waiamon.pala@meghalaya.gov.in
12.	Smti.	Merryland Kharmalki.	UDA	Merry.kharmalki@meghalaya.gov.in
13.	Shri.	Jim Sar Mawlong.	UDA	jim.mawlong@gov.in
14.	Shri.	Teddy Douglas Manda Sangma.	LDA	teddydouglas.sangma@meghalaya.gov.in
15.	Smti.	Runisa Kyndiah.	LDA	runisa.kyndiah@meghalaya.gov.in

Sd/-
Director of Housing
Meghalaya, Shillong

Chapter 12(Manual 11)

The Budget Allocated to each Agency (Particulars of all plans, proposed expenditures and reports on disbursement made) for Public Authorities responsible for developmental, construction, technical works.

12.1. Please provide information about the details of the budget for different activities under different schemes in the given format

Year: 2024-2025

Rs.in Lakhs

Sl. No.	Name of the scheme/Head	Activity	Starting date of the activity	Planned end date of the activity	Amount Proposed	Amount Sanctioned	Amount released/ Disbursed (no. installments)	Actual expenditure for the last year	Responsible officer for the quality and the complete execution of the work
1	Chief Minister's Housing Assistance Programme		2024-2025		₹ 7,000.00	₹ 7,000.00			
2	Direction & Administration		2024-2025		₹ 100.00	₹ 28.00			
3	District Offices		2024-2025		₹ 31.00	₹ 31.00	₹ 16.94		
4	Departmental Residential & Non-Residential building		2024-2025		₹ 100.00	₹ 100.00			
5	Rental Housing Scheme		2024-2025		₹ 200.00	₹ 200.00			
6	Land Acquisition & Development scheme		2024-2025		₹ 100.00	₹ 100.00			

Chapter – 13

The Manner of Execution of Subsidy Programmes

13.1. Please provide the information as per the following format:

- Name of Programme/scheme – **Chief Minister Housing Assistance Programme**
- Duration of the Programme /scheme - **1 (one) Financial Year**
- Objective of the Programme - **To provide Aluminum roofing sheets**
- Physical and financial targets of the Programme (for the last year)- Financial Target-
- Eligibility of Beneficiary - Annual family income does not exceed -
- Pre-requisites for the benefit-
- Procedure to avail the benefits of the Programme - **Application form**
- Criteria for deciding eligibility - **As per term and conditions**
- Detail of the benefits given in the Programme (also mention the amount of subsidy or other help given) – **3 (Three) Bundles Aluminum roofing sheets**

Procedure for the distribution of the subsidy – **Application form distributed by the BDO**

Where to apply or whom to contact in the office for applying - **BDO**

Application Fee (where applicable) not applicable-

Other Fees (where applicable)- NIL

Application format: Application Form Available

List of attachments (certificates/ documents)-

Format of Attachments-

Where to contact in case of process related complaints –BDO, DHO, Director of Housing

Details of the available fund (At various levels like District Level, Block Level etc.)

List of beneficiaries:

Chapter -14 (Manual -13)

Particulars of Recipients of Concessions, permits or authorization granted by it

14.1. Please provide the information as per the following format:

- Name of Program 'NIL'

Chapter 15 (Manual - 14)

Norms set by it for the discharge of its functions

15.1 Please provide the details of the Norms/ Standards set by the department for execution of various activities/ Programmes.

Generally, the Department follows the norms in the provisions of the Rules of Executive Business Govt. of Meghalaya, 1972. It also follows the procedures prescribed in the office Manual of the Meghalaya Secretariat and other rules prescribed by the Meghalaya Secretariat and other rules prescribed by Govt. from time to time.

Chapter -16 (Manual -15)

Information available in an electronic form

16.1 Please provide the details of the information related to the various schemes which are available in the electronic format.

-NIL

Chapter -17 (Manual -16)

Particulars of the facilities available to citizens for obtaining information

17.1. Means, methods or facilitation available to the public which are adopted by the department for dissemination of information. Like

- | | | |
|---|---|---|
| <ul style="list-style-type: none">• Office Library -• Drama and Shows –• Exhibition –• Through Newspaper- Yes• Notice Board - Yes• Inspection of Records in the Office –Yes | } | At present this Department does not have these facilities for the general public or other persons or non governmental organization. |
|---|---|---|

When applicant make a request in writing who will be intimated if Records are available for inspection

- If Public authority decide to issue the documents so requested, the applicant will be intimated by the Public Information Officer and the fee, if any, is to be paid by applicant.

- Printed Manual Available - **yes**
- Website of the Public Authority- ***meghousing.gov.in***
- Others means of advertising –**Notice Board and through newspapers**

CHAPTER -18
OTHER USEFUL INFORMATION (MANUAL -17)

18.1 FREQUENTLY ASKED QUESTIONS AND THEIR ANSWERS BY PUBLIC

-Nil

18.2 RELATED TO SEEKING INFORMATION

- Application form along with Fee to be paid.

-Right of the Citizen in case of denial of information and procedure to appeal.

-Can appeal to the Appellate Authority and to the State Information Commission.

18.3 WITH RELATION TO TRAINING IMPARTED TO PUBLIC-BY-PUBLIC AUTHORITY

-No training was/is imparted to public by Directorate of Housing.

18.4 WITH RELATION TO TRAINING IMPARTED TO PUBLIC-BY-PUBLIC AUTHORITY

-No training was/is imparted by the Housing Department.

18.5 WITH RELATION TO REGISTRATION PROCESS

-Does not arise at Directorate of Housing.

18.6 WITH RELATION TO COLLECTION OF TAX BY PUBLIC AUTHORITY ((MUNICIPAL CORPORATION, TRADE TAX, ENTERTAINMENT TAX ETC)

-Does not arise Directorate of Housing.

**18.7 WITH RELATION TO ISSUING NEW CONNECTION ELECTRICITY / WATER SUPPLY, TEMPORARY AND PERMANENT DISCONNECTION ETC.
(THIS WILL BE APPLICABLE TO LOCAL BODIES LIKE MUNICIPAL CORPORATION/
MUNICIPALITIES / UPCL)**

-Does not arise at Directorate of Housing Department.

18.8 Details of any other public services provided by the Public Authority.

-Issuance of Non-receipt of Housing Loan Certificate.