



**PMDA**

**PANCHKULA METROPOLITAN DEVELOPMENT AUTHORITY, PANCHKULA**  
**NOTIFICATION**

**Dated: 27 June, 2024**

In exercise of the powers conferred by clause (b) of sub-section (2) of section 58 read with section 14 of the Panchkula Metropolitan Development Authority Act, 2021, the Panchkula Metropolitan Development Authority, hereby, makes the following regulations, namely:-

**1. Short title and commencement;** - (1) These Regulations may be called the Panchkula Metropolitan Development Authority (Declaration by the Chief Executive Officer, Officers of the Authority and members of the Resident Advisory Council) Regulations, 2022.

(2) They shall come into force on the date of their publication on the website of the Authority.

**2. Definitions;**- (1) In these Regulations unless the context otherwise requires; -

- (a) "Act" means the Panchkula Metropolitan Development Authority Act, 2021;
- (b) "Appendix" means the appendix to these Regulations;
- (c) "Competent Authority" means-
  - (i) in respect of the Chief Executive Officer, the Chairperson of the Authority;
  - (ii) in respect of other officers of the Authority, the Chief Executive Officer or such officer of the Authority as the Chief Executive Officer may authorize for the purpose;
  - (iii) in respect of the members of the Residents Advisory Council, the Chief Executive Officer;
- (d) "Declaration" means the declaration made under section 14 of the Act;
- (e) Family means a spouse, dependent sons or dependent daughters including step-children, adopted child and any other dependent person related to them or their spouse by blood or marriage.
- (f) "Form" means the forms for declaration as specified in the Appendices;
- (g) "Council" means the Resident Advisory Council constituted under section 11 of the Act;
- (h) "section" or "sub-section", as the case may be, refers to a section or sub section, respectively, of the Act.

(2) Words and expressions used herein and not defined in these Regulations but defined in the Act shall have the meanings respectively assigned to them in the Act.

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**3. Form and manner of submission of declaration on appointment.** (1) The Chief Executive Officer and other officers of the Authority, as the Authority may determine, shall within 30 days of appointment as such and on the 31<sup>st</sup> day of December every year, make a declaration to the Competent Authority, in the format specified in Appendix-I and Appendix- II.

(2) The Chief Executive Officer shall cause each such declaration made or received by him to be placed on the website of the Authority.

**4. Form and manner of submission of declaration by members of the Resident Advisory Council.** (1) A Member of the Council shall within 30 days of appointment, but before the meeting of the Council next after appointment, and on the 31st day of December every year, make a declaration to the Competent Authority, in the format specified in Appendix-III, along with the information required in Appendix-IV.

(2) The Chief Executive Officer shall cause each such declaration to be placed on the website of the Authority.

**5. Intimation of Interest by Chief Executive Officer or other officers of the Authority.**-(1) The Chief Executive Officer and such other officers of the Authority, shall as soon as he acquires, or becomes aware of the acquisition of any interest whether direct or indirect and whether pecuniary or otherwise of himself or HUF or any of family members in any business or in any moveable or immovable property in the notified area intimate in writing, such acquisition to the Competent Authority.

(2) The Chief Executive Officer and such other officers of the Authority shall, as soon as he acquires, or becomes aware of the acquisition of any interest whether direct or indirect and whether pecuniary or otherwise of himself or any of family (HUF) members in any share, bond, debenture unit or any other financial instrument of any company limited liability/partnership, firm, business or other organization having a presence in the notified area intimate in writing such acquisition to competent authority.

(3) The Chief Executive Officer and such other officers of the Authority shall, as soon as he becomes aware of any interest by a family member or member of HUF of an employment, whether full time or part time, in any company, firm, business or any other organization in the notified area, intimate, in writing, such acceptance to the Competent Authority.


**6. Intimation of Interest by members of the Residents Advisory Council.-(1)**

A Member of the Council, shall as soon as he acquires, or becomes aware of the acquisition by a family member or member of HUF, of any interest in any business or in any moveable or immoveable property in the notified area, intimate in writing, such acquisition to the Competent Authority.

(2) A Member of the Council shall, as soon as he acquires, or becomes aware of the acquisition by a family member or member of HUF, of any interest in any share, bond, debenture unit or any other financial instrument of any company limited liability/partnership, firm, business or other organization having a presence in the notified area intimate in writing such acquisition to the Competent Authority.

(3) A Member of the Council shall, as soon as he becomes aware of any interest by a family member or member of HUF of an employment, whether full time or part time, in any company limited liability/partnership, firm, business or any other organization in the notified area, intimate, in writing, such acceptance to the Competent Authority.

Place : Panchkula

  
K. Makarand Pandurang, IAS,  
Chief Executive Officer





**APPENDIX-I***(See regulation 3 of these Regulations)***Declaration under section 14 within 30 days on appointment or as on 31st December, 20.....\***

1. Name of the Officer: \_\_\_\_\_

2. Residential Address: \_\_\_\_\_

3. Designation: \_\_\_\_\_

**Declaration:**

I hereby, declare, that the information provided in the enclosed forms is complete, true and correct to the best of my knowledge and belief, in respect of information required to be furnished by me under the provisions of section 14 of the Panchkula Metropolitan Development Authority Act, 2021. I understand that I am obliged to provide all information details in relation to the Panchkula Metropolitan Area that is likely to cause a conflict of interest in the performance of my duties in the Panchkula Metropolitan Development Authority.

**Date:** .....**Signature:** .....

**Note 1.** This return shall contain particulars of all properties or interest whether direct or indirect and whether pecuniary or otherwise, in any property, business or employment of any dependent family member in the notified area as required under section 14 of the Panchkula Metropolitan Development Authority Act, 2021. In case the officer is of the opinion that additional information that is not contained in these Appendices is required to be provided in respect of any conflict of interest, such additional information may be provided separately along with this declaration

**Note 2.** If CEO or officer of the authority is a member of Hindu Undivided Family, with co-parcenary rights in the properties of the family either as a "Karta" or as a member, he should indicate in the declaration, the value of his share in such moveable or immoveable property and where it is not possible to indicate the exact value of such share, its approximate value. Suitable explanatory notes may be added wherever necessary.

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## APPENDIX-II

(See regulation 3 of these Regulations)

## FORM No. I

Details of officer, his/her spouse and dependent family members

Sr. No.		Name	Relationship
1.	Self		
2.	Spouse		
3.	Dependent Family Member-1		
4.	Dependent Family Member-2		
5.	Dependent Family Member-3		
6.	Dependent Family Member-4		
7.	Dependent Family Member-5		

Date:.....

Signature: .....



**FORM No. II**

**Details of investment in bonds, debentures, shares and units in Companies/Limited Liability Partnerships/Partnerships and others Institutions having a presence in the Panchkula Metropolitan Area**

Sr. No.		Name of Company/ LLP/ Partnership	Amount in Rs. (No of shares)	Name of Company/ LLP/ Partnership	Amount in Rs. (No of shares)
1.	Self				
2.	Spouse				
3.	Dependent Family Member-1				
4.	Dependent Family Member-2				
5.	Dependent Family Member-3				
6.	Dependent Family Member-4				
7.	Dependent Family Member-5				

**Note 1:** Value of bonds/debentures/shares as per current market value in Bombay Stock Exchange (BSE) in respect of listed companies and book value in case of unlisted firms. In case the property is not listed in BSE, then the value as per current market value in the National Stock Exchange (NSE) or thereafter, at the stock exchange where it is listed be provided.

**Note 2:** Details including amount to be given separately in respect of each investment.

Date: -----

Signature: -----



**FORM No. III**

Details of lease amount/rents received from a property located in the Panchkula Metropolitan Area.

Sr. No.		Location/ Address of property	Name of lessee. (Amount in Rs. per month)	Location/ Address of property	Name of lessee (Amount in Rs. per month)	Revenue earned from other sources like license fee, salary etc
1.	Self					
2.	Spouse					
3.	Dependent Family Member-1					
4.	Dependent Family Member-2					
5.	Dependent Family Member-3					
6.	Dependent Family Member-4					
7.	Dependent Family Member-5					

**Note 1:** Assets in joint name indicating the extent of joint ownership will also have to be given.

**Date:** -----

**Signature:** -----



**FORM No. IV**

Information regarding employment of any family member (whether dependent or otherwise) in the Panchkula Metropolitan Area.

Sr. No.	Name of Family Member	Relationship with the Officer	Name of Organisation where Employed
1.			
2.			
3.			
4.			

I understand that I am obliged to provide all information / details in relation to the Panchkula Metropolitan Area that is likely to cause a conflict of interest in the performance of my duties in the Panchkula Metropolitan Development Authority. The above information has been provided to the best of my knowledge and belief.

Date: -----

Signature: -----

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FORM No. V

**Immoveable property in the ownership of officer or dependent family member in the Panchkula Area**

Sr. No.	Location /Address	Area	Ownership details	Extent of interest	Date of acquisition	Present value of the property	Total annual income from the property
1.							
2.							
3.							
4.							

**Note 1.** If exact present value of the property is not known, then approximate value and the basis for approximation be mentioned.

**Note 2.** The total annual income from the property shall be that gross income derived in a calendar year from 1st January to 31st December.

**Date:** -----

**Signature:** -----

**Name:** .....



**APPENDIX-III***(See regulation 4 of these Regulations)***Declaration by a member of the Residents Advisory Council under section 14 on appointment or as on 31st December, 20.....\***

1. Name of the Member: \_\_\_\_\_
2. Residential Address: \_\_\_\_\_
3. Occupation with details: \_\_\_\_\_

**Declaration:**

I hereby declare that the information provided in the enclosed forms is complete, true and correct to the best of my knowledge and belief, in respect of information required to be furnished by me under the provisions of section 14 of the Panchkula Metropolitan Development Authority Act, 2021, I understand that I am obliged to provide all information details in relation to the Panchkula Metropolitan Area that is likely to cause a conflict of interest in the discharge of my obligations as a member of the Residents Advisory Council in the Panchkula Metropolitan Development Authority.

**Date:** .....**Signature:** .....

**Note 1.** This return shall contain particulars of all properties or interest whether direct or indirect and whether pecuniary or otherwise, in any property, business or employment of any dependent family member in the notified area as required under section 14 of the Panchkula Metropolitan Development Authority Act, 2021. In case the officer is of the opinion that additional information that is not contained in these Appendices is required to be provided in respect of any conflict of interest, such additional information may be provided separately along with this declaration.

**Note 2.** If CEO or officer of the authority is a member of Hindu Undivided Family, with co-parcenary rights in the properties of the family either as a "Karta" or as a member, he should indicate in the declaration, the value of his share in such property and where it is not possible to indicate the exact value of such share, its approximate value. Suitable explanatory notes may be added wherever necessary.



**APPENDIX-IV***(see regulation 4 of these Regulations)***FORM No. I**

Details of member of the Residents Advisory Council, his/her spouse and dependent family members

Sr. No.		Name	Relationship
1.	Self		
2.	Spouse		
3.	Dependent Family Member-1		
4.	Dependent Family Member-2		
5.	Dependent Family Member-3		
6.	Dependent Family Member-4		
7.	Dependent Family Member-5		

Date: -----

Signature: -----



**FORM No. II**

**Details of investment in bonds, debentures, shares and units in Companies/Limited Liability Partnerships/Partnerships and others Institutions having a presence in the Panchkula Metropolitan Area**

Sr. No.		Name of Company/LLP / Partnership	Amount in Rs. (No of shares)	Name of Company/LLP / Partnership	Amount in Rs. (No of shares)
1.	Self				
2.	Spouse				
3.	Dependent Family Member-1				
4.	Dependent Family Member-2				
5.	Dependent Family Member-3				
6.	Dependent Family Member-4				
7.	Dependent Family Member-5				

**Note 1:** Value of bonds/debentures/shares as per current market value in Bombay Stock Exchange (BSE) in respect of listed companies and book value in case of unlisted firms. In case the property is not listed in BSE, then the value as per current market value in the National Stock Exchange (NSE) or thereafter, at the stock exchange where it is listed be provided.

**Note 2:** Details including amount to be given separately in respect of each investment.

**Date:** -----

**Signature:** -----

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**FORM No. III**

Details of lease amount/rents received from a property located in the Panchkula Metropolitan Area.

Sr. No.		Location/ Address of property	Name of lessee (Amount in Rs. Per month)	Location/ Address of property	Name of lessee (Amount in Rs. Per month)
1.	Self				
2.	Spouse				
3.	Dependent Family Member-1				
4.	Dependent Family Member-2				
5.	Dependent Family Member-3				
6.	Dependent Family Member-4				
7.	Dependent Family Member-5				

**Note 1:** Assets in joint name indicating the extent of joint ownership will also have to be given.

Date:-----

Signature:-----

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**FORM No. IV**

Information regarding employment of any family member (whether dependent or otherwise) in the Panchkula Metropolitan Area.

Sr. No.	Name of Family Member	Relationship with the Officer	Name of Organisation where Employed
1.			
2.			
3.			
4.			

I understand that I am obliged to provide all information / details in relation to the Panchkula Metropolitan Area that is likely to cause a conflict of interest in the performance of my duties in the Panchkula Metropolitan Development Authority. The above information has been provided to the best of my knowledge and belief.

Date: -----

Signature: -----

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**FORM No. V**

**Immoveable property in the ownership of member of Residents Advisory Council or dependent family member in the Panchkula Metropolitan Area**

Sr. No.	Location/ Address	Area	Ownership details	Extend of interest	Date of acquisition	Present value of the property	Total annual income from the property	Remarks
1.								
2.								
3.								
4.								

**Note 1.** If exact present value of the property is not known, then approximate value and the basis for approximation be mentioned.

**Note 2.** The total annual income from the property shall be that gross income derived in a calendar year from 1st January to 31st December.

**Date:** -----

**Signature:** -----

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**FORM No. VI**

**Business in the ownership of member of Residents Advisory Council or dependent family member in the Panchkula Metropolitan Area.**

Sr. No.	Location/ Address	Nature of Business	Ownership establishment	Date of establishment	Is Income Tax return for business filed	Total annual income from business	Remarks
1.							
2.							

**Date: -----**

**Signature: -----**

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