

**GOVERNMENT OF TELANGANA
MUNICIPAL ADMINISTRATION DEPARTMENT**

From

Dr. B. Janardhan Reddy, I.A.S.,
Commissioner & Director of
Municipal Administration
Telangana, Hyderabad.

To

The Regional Director-cum-
Appellate Commissioners of
Municipal Administration,
Warangal & Hyderabad.

Lr.Roc.No. 3039/2014/M3, dt. 07.03.2015

Sir,

Sub:- LEASES – Latest status report on no. of Shop Rooms & Municipal Lands existing in the Urban Local Bodies in the State except GHMC, details of lease period and amount collected from them in two prescribed proformae – called for – Regarding.

Ref:- This office Circular Roc.No. 1145/14/M3, dt. 21.11.14 addressed to the Municipal Commissioners of all ULBs in the State except GHMC, DTCP, RDMA's & RDDTCPs

I invite your attention to the reference cited wherein instructions were issued to the Commissioners of all Urban Local Bodies in the State except GHMC not to extend the lease period of Shop Rooms and Municipal Lands beyond 25 years in violation of rules and to go for public auction of Shops and Lands whose lease period exceeded 25 years and also to maintain proper registers and records, failing which stringent disciplinary action will be initiated against them including all the officials concerned without prior intimation as per rules for causing financial loss to the Municipality/ Municipal Corporation.

2. In light of the above instructions, you are requested to obtain latest status report on the no. of Shop Rooms & Municipal Lands existing in the Urban Local Bodies of your regions, details of lease period and amount collected from them in two prescribed proformae enclosed and furnish a consolidated report to this office immediately for taking further necessary action. You are also requested to ensure that the ULBs feed the data in 'Online Proforma Entry' in CDMA website without fail.

**Yours faithfully,
Sd/- P. Anuradha
for Commissioner & Director**

Encl:- (2) Proformae

//f.b.o.//


SUPERINTENDENT

