

PROACTIVE DISCLOSURE

Under Section 4(b) of

Right to Information Act, 2005

(As on 30th June , 2022)

Gujarat Petroleum, Chemical & Petrochemical Special

Investment Regional Development Authority

Block No. 11/12, 3rd Floor, Udyog Bhavan, Sector - 11,

Gandhinagar, Gujarat (India)

www.gujaratpcpir.org

PREFACE

The Gujarat Petroleum, Chemical & Petrochemical Special Investment Regional Development Authority (GPCPSIRDA) has been constituted under the Gujarat Special Investment Region Act -2009 as per Government of Gujarat notification No: GHU/10/39/SIR/112009/101492/I Dated 18th September, 2010 for planning & development of the Gujarat Petroleum, Chemical & Petrochemical Special Investment Region (GPCPSIR) as a new industrial hub. The project is the first investment region to be designated under the proposed Delhi - Mumbai Industrial Corridor (DMIC) Project.

As a statutory authority, we have great pleasure in publishing information related to the authority to comply with the provisions of the '**Right to Information Act -2005**'. We have provided all the necessary information in a pro-active manner, and also in a manner which will be easy to understand and accessible to the public. However, we solicit suggestions and comments in order to improve this document and make it more useful to the public.

We hope that the readers will find this document useful.

(Pankaj Kumar,I.A.S)
Chairman
Gujarat Petroleum, Chemical & Petrochemical Special Investment Regional
Development Authority

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CHAPTER- 1**THE PARTICULARS OF ORGANIZATION, FUNCTIONS AND DUTIES – GPCPSIRDA****1.1. Creation of Authority:**

Gujarat Petroleum, Chemical and Petrochemical Special Investment Region (GPCPSIR) has been notified vide Government of Gujarat, Industries and Mines Department, Gandhinagar; Notification No: GHU-17/SIR/112009/101492/I; dated 9th June, 2009; comprising the area within boundaries for 44 revenue villages (33 Villages of Vagara Taluka and 11 village of Bharuch Taluka of Bharuch District) with the geographical area of the Special Investment Region, measuring 452.98 Sq. Kms. in total.

Gujarat Petroleum, Chemical and Petrochemical Special Investment Regional Development Authority (GPCPSIRDA) has been constituted vide Govt. of Gujarat, Industries & Mines Department; notification No: GHU/10/39/SIR/112009/101492/I; dated 18th September, 2010. The said Authority has its Head Quarter in Gandhinagar. The said Authority shall consist of the following members:

Sr.	Designation and Department	Designation for Authority
1)	Chief Secretary Ex - officio	Chairperson
2)	Principal Secretary, Industries & Mines Dept. Ex - officio	Member
3)	Chief Executive Officer, Gujarat Infrastructure Development Board	Member
4)	Vice Chairman and Managing Director, Gujarat Industrial Development Corporation	Member
5)	Collector, Bharuch	Member
6)	District Development Officer, Bharuch	Member
7)	Director, School of Planning, Center for Environmental Planning & Technology, Ahmedabad	Member
8)	Shri U S Mehta, (Retired Town Planner)	Member
9)	Chief Engineer, Gujarat Industrial Development Corporation	Member Secretary

1.2. Project Vision & Development Objectives:**Vision:**

The GPCPSIRDA has been envisioned to be amongst India's foremost sustainable Petroleum, Chemical and Petrochemical Special Investment Region.

Development Objectives:

To achieve the vision for GPCPSIRDA, following development objectives have been outlined.

- Land use compatibility - suitability with existing land use, compatibility with existing physical feat.
- Environmental Sustainability - waste minimization, natural conservation.
- Long term sustainability.
- In - situ development with existing rural habitations.
- Accessibly with major rail/road transportation.
- Costing of Hazardous Industries.
- Provision of World Class Infrastructure (water supply, power supply, gas supply, drainage, effluent and waste disposal).

1.3. Power and Function of Authority:

The objectives for constitution of this authority have been clearly spelt out and precisely defined in section 15 of the SIR Act, 2009. These are as follows:

- 1) The Regional Development Authority shall secure planned development of the Special Investment Region and shall take for its effective regulation and efficient management so as to bring and enhance general welfare, convenience, productivity and excellence.
- 2) Without prejudice to the generality of foregoing provision, the Regional Development Authority shall undertake the management and planning of land resources and infrastructure of the Special Investment Region.
- 3) The Regional Development Authority shall in particular exercise the following powers and perform the following functions namely:

- i. to classify and earmark the area of the Special Investment Region for various purpose and usages including economics activities, amenities and community services as it deems fit;
- ii. to prepare the development plan for whole or part of the area of the Special Investment Region;
- iii. to undertaken preparation and execution of town planning scheme for whole or part of the Special Investment Region;
- iv. to regulate the development of the periphery area of the Special Investment Region;
- v. to acquire, hold and manage moveable or immoveable property as it may deem necessary subject to general or specific directions of the State Government in this regard;
- vi. to acquire land in the Special Investment Region by sale, lease, grant, allocation, town planning scheme, consent agreement or through proceedings under the land Acquisition Act, 1894 for the purposes of this Act;
- vii. to sale, lease, transfer or dispose off any land or building belonging to it subject to the regulation made by the Apex Authority;
- viii. to carry out surveys in the Special Investment Region for the preparation of development plans and town planning schemes;
- ix. to prepare, issue and implement the directions, the standards and the norms for building structures, infrastructure development and other construction activities in the Special Investment Region;
- x. to enter in to contracts, agreements or concession agreement with any person, entity, developer or organization as it may deem necessary for performing its functions;
- xi. to execute, co-ordinate and supervise works in connection with infrastructure or provision of other services and amenities in the Special Investment Region;
- xii. to provide for disaster management and mitigation in the Special Investment Region;

- xiii. to levy and collect such fees, development charges or user charges as may be ascertained and fixed by the Apex Authority under clause (viii) of sub-section(2) of section6;
- xiv. to remove encroachments and construction not duly authorized or made in violation of the regulation, directions and norms laid down by the Regional Development Authority;
- xv. to make arrangement for observance and promotion of safety, order, health and environmental safeguards within the Special Investment Region;
- xvi. to guide, assist and co-ordinate with other authorities functioning in the Special Investment Region in matters pertaining to planning and use of land and development of the Special Investment Region;
- xvii. to control the development activities in accordance with the development plan and to bring aesthetics, efficiency and economy in the process of development;
- xviii. to ensure and make provision for sufficient civic amenities and services including hospitals and medical services, schools, fire services, public parks, markets and shopping places, play grounds, entertainment areas and disposal of waste and provision of drainage;
- xix. to make sustainable arrangement for providing and maintaining the highest standards in civic amenities and services particularly for cleanliness, aesthetics, health and hygiene;
- xx. To make enquiry, inspection, examination or measurement of any land and building in any part of the Special Investment Region;
- xxi. To exercise such other powers and discharge such other functions as may be prescribed by the rules or regulation.

4)

- a) Notwithstanding anything contained in the relevant State Acts, rules or any existing instructions of the State Government, the Regional Development Authority may frame its own General Development Regulations and the same shall prevail for developments in the Special Investment Region.

- b) Every person ,unit or developer or any other stakeholder in Special Investment Region shall be required to get the plans of the building approved by the Regional Development Authority before commencing any construction and shall obtain the approval of the Regional Development Authority necessary and incidental thereto, after completion and before the such premises.
- c) For the purpose of this section and with any other requirement for proper planning, management and development of the Special Investment Region, the Regional Development Authority may issue such direction or instruction as it may consider necessary to any person, unit, entity, developer or any other stakeholder in the Special Investment Region and the person, unit, entity, developer or as the case may be, the stakeholder shall be bound by such directions.

1.4. Organization's Constitution:

Sr. No.	Designation and Department	Designation for Authority
1)	Chief Secretary Ex - officio	Chairperson
2)	Principal Secretary, Industries & Mines Dept. Ex - officio	Member
3)	Chief Executive Officer, Gujarat Infrastructure Development Board	Member
4)	Vice Chairman and Managing Director, Gujarat Industrial Development Corporation	Member
5)	Collector, Bharuch	Member
6)	District Development Officer, Bharuch	Member
7)	Director, School of Planning, Center for Environmental Planning & Technology, Ahmedabad	Member
8)	Shri U S Mehta, (Retired Town Planner)	Member
9)	Chief Engineer, Gujarat Industrial Development Corporation	Member Secretary

1.5. Core Team:

Sr.	Designation
1)	Chief Town Planner
2)	Town Planner
3)	Deputy Collector
4)	Account Officer
5)	Assistant Manager, H.R.
6)	Junior Town Planner – 1
7)	Junior Town Planner – 2
8)	Junior Town Planner – 3
9)	Junior Town Planner – 4
10)	Assistant Architect - 1
11)	Assistant Architect -2
12)	Accountant

CHAPTER – 2**THE POWERS AND DUTIES OF OFFICERS AND EMPLOYEES****2. The Powers and Duties of Officers and Employees**

2.1. Delegation of Powers for administrative and financial matter has been defined by the Authority vide Resolution No. 1/3 of its 1st Meeting of GPCPSIRDA.

2.2. The powers under column no. 4 of the delegation of administrative and financial powers were delegated to VC & MD, GIDC vide Resolution No. 1/3 of the Authority's 1st meeting dated: 03/01/2011 .

Delegation of Administrative Powers as under:

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
1	Sanction of Casual Leave, Earned Leave, Half Pay Leave, Commuted Leave, Maternity / Paternity leave, compensatory leave etc. of Class I & II employees (except CEO)	Full Powers	-	-
2	" " for Class III & Class IV Employees	Full Powers	-	-
3	Grant of leave without pay & grant of study leave	Full Powers, subject to rules	-	-

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
4	Sanction of special disability leave	Powers with Prior consent of Concerned Branch Head upto 90 days	Full powers above 90 days	-
5	Sanction of regular annual increments to employees & officers	Full Powers	-	-
6	Maintenance of service book of employees / officers	Full Powers	-	-
7	To insure properties of the Authority	Full Powers	-	-
8	To select security agency , housekeeping agency / maintenance agency / marketing agency / printing agency	Full Powers with Prior Approval of the Chairman	-	-
9	Supervision of work of employees / officers issue instructions, memos and to ask for clarifications regarding duties they have been entrusted	Full Powers	-	-
10	To permit officers / employees to travel by higher class or by	-	Full powers	-

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
	air			
11	Sanction of special pay, charge allowance for holding additional charge of equivalent or higher posts	Full Powers	-	-
12	Acceptance of resignation / Suspension Dismissal of employees / officers	-	Full Powers as per GCSR & Disciplinary Rules	-
13	To depute officer employees to participate in seminars / exhibition / workshop/ training etc within the country.	Full Powers	-	
14	Power to enter into contract and sign agreements for works, except construction work, which are duly approved by Competent Authority	Full Powers (with the prior Approval of Chairman or such officer to whom Chairman may delegate)	-	-
15	Power to sanction new telephone connection mobile phones & internet connections for official purposes	Full Powers		-
16	Recruitment of staff as per the Selection Committee against	-	Full Powers with prior	

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
	Sanctioned posts.		approval of the Authority	
17	Appointment of part-time or full time contingent staff (daily basis driver, typist, clerk, attendant, water bearer, Computer Operator & AutoCAD Operator etc.) on contractual base	Full Powers with prior approval of Chairman or such officer to whom Chairman may delegate)	-	-
18	To appoint retired and fresh/experienced new office staff by outsourcing on contract base against sanctioned posts and also not against the sanctioned posts.	Full Powers with prior approval of Chairman or such officer to whom Chairman may delegate.		-
19	To order write off of articles such as tools, furniture , plants, dead stocks, books, waste papers, magazines, etc.	Full Powers	-	-
20	Power to dispose off unserviceable material including tyres, tubes, batteries and other spare parts by public auction and disposal of waste	Full Powers	-	-

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
	poppers, magazines etc.			
21	Hiring of vehicle in special circumstances	Full Powers	-	-
22	Power to write off loss of account of buildings or structure owing to natural calamities and causes	Full Powers with prior approval of the Chairman or such officer to whom Chairman may delegate	-	-
23	To sanction transfer of immovable properties including land & plots of land	-	Full Powers with the approval of the Authority	-
24	Power to sanction electrification, addition, alteration, repairing or any kind of improvement in the building owned by the Authority	Full Powers	-	-

Delegation of Financial Powers as under:

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
1	Sanction of Leave Travel Concession and Home Town Travel Concession to Class-I to IV staff including advances to employees / Officers	Full Powers Subject to Rules as well as Govt. Policy from time to time	-	-
2	Expenditure for the fuel of authority's vehicles payment of hired vehicles as per govt. resolution (Contract cased vehicles & vehicles hired by out sourcing)	Full Powers	-	-
3	Power to hold imprest i.e. permanent advance	Powers up to Rs.25000/-	-	-
4	Power to function as drawing and disbursing officer and to sign and countersign pay bills including supplementary playbills of Class I & II Officers and Class III & IV employees	Full Powers	-	-
5	Power to maintain & sign Accounts Book, Cash of Book of Authority and Safe Deposit	Full Powers	-	-

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
	Vault of Bank.			
6	Power to pass bills inclusive of payment orders and the sanctioned expenditure	-	-	-
a)	Contingency bills including advances for contingencies	Full Powers	-	-
b)	Tour Advance	Full Powers	-	-
c)	Reimbursement of actual expenses on account of Taxi / Rickshaws, Bus etc. on out station tour	Full Powers	-	-
d)	Medical reimbursement bills (Including Surgical & Indoor treatment cases)	Full Powers	-	-
e)	Conveyance Allowances / Expenditure	Full Powers	-	-
f)	Purchase of postal / revenue stamps and recurring expenditure on telegrams, telephones, Bank Commission charges, insurance of Govt. vehicles and buildings,	Full Powers	-	-

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
	demurrage charges and vehicle allowances.			
g)	Power to pass the bills for payment of recurring expenditure on , electricity and fuel charges, vehicles taxes, municipal taxes insurance premium, courier charges Charges of AMC etc.	Full Powers	-	-
h)	Countersignig of T.A. Bills	Full Powers	-	-
7	To Sign, Cheque	Full Powers jointly with AO	-	-
8	Powers to refund deposits and earnest money	Full Powers	-	-
9	Power to grant temporary advance to subordinate staff and contractors as per rules	Full Powers	-	-
10	Power to grant Festival and Food Grain advance (as per Govt. G.R.)	Full Powers	-	-

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
11	Power to grant Dearness, House Rent, Compensatory, Medical, Washing, Conveyance etc. Allowances to the all employees as per Govt. rules (GCSR)	Full Powers	-	-
12	Power to grant of HBA, Motor cycle, moped cycle, fan etc. Advances to all the employees as per Govt. Fin. Rules	Full Powers	-	-
13	Refund of over collection of different charges recovered under the SIR Act.	-	Full Powers	-
14	The amount to be deposited to Semi-Govt. organisation like G.E.B or any other Govt. Deptt.	Full Powers	-	-
15	Power to pay leave salary and pension contribution	Full Powers	-	-
16	To purchase game equipment for staff club to sanction expenditure for staff welfare	Full Powers		
17	Sanction of payment of professional fees to media agencies, experts,	Powers Up to Rs.one lac	Full Powers	-

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
	professionals, survey agencies, solicitor firms etc.			
18	Powers to execute contracts including (annual maintenance contract) on behalf of the Authority	Powers Up to Rs.One lac	Full Powers	-
19	Accommodation for consultants, experts, professionals and government officials	Power Up to Rs.50,000/- per instance	Full Powers	-
20	To Pass the bills of Security agency, housekeeping staff on contractual base appointed by out sourcing	Powers Up to Rs.One lac	Full Powers	-
21	To Purchase of daily newspapers, Books, Magazine, Periodicals & Printing materials for Office.	Full Powers	-	-
22	Approval of incidental Expenditure	Powers Up to Rs.20,000/- at a time	Full Powers	-
23	Purchase of stationery	Powers Up to 25,000/- at a time	Full Powers	-

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
24	Payment of expenditure of refreshments, entertainment, lunch to board members & expenditure on meetings of sub-committee and for entertainment of other officials, visitors and guests, VIPs, Journalists etc.	Powers Up to Rs.50,000/-at a time	Full Powers	-
25	Power to hire buildings/premises & office repairs, additions and alterations or extension of the existing office premises, and to sanction rent of the building	-	Full Powers	-
26	To incur expenditure for repairs of Govt. vehicles and purchase of spare parts and accessories there for, to hire vehicles with drivers as per govt. resolution.	Full Powers	-	-

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
27	To incur expenditure for purchase and repairs of office A.C plants, machinery, amonia printing machines, Computers, Printers, Plotter, U.P.S. with Attachment and hiring the same, water coolers and air-conditioning machines , lamination machine, Xerox machine, installation of intercom services & Computer Systems etc.	Full Powers for Repairs	Full Powers for Purchase	
28	To Purchase new office premises & new furniture, office equipment special kind of equipments and other accessories and also hiring of new furniture	-	Full Powers with prior Approval of the Authority	-
29	To incur expenditure on printing and binding	Powers Up to Rs.50,000/- Per instance	Full Powers	-
30	Purchase of drawing materials, technical instruments, mathematical instruments,	Full Powers with prior approval of Chairman or such	-	-

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
	calculators , computer hardware, software etc.	officer to whom Chairman may delegate		
31	To incur expenses on advertisement and publicity (Including tender notices, recruitment / outsourcing advertisement)	Powers Up to Rs.50,000/- at a time	Full Powers	-
32	To sanction expenditure on dresses, umbrellas, sandals, etc. to class IV including driver employees (As per Govt. G.R.)	Full Powers	-	-
33	Fees to pleaders/Advocates, Architects, Engineers, Interior Decorators, Chartered Accountants and other Special Consultants.	Powers Up to Rs. One lac	Full Powers	-
34	Sanctioning of expenditure for exhibitions, seminar including transport charges, traveling allowances of temporary staff and other contingency	Powers Up to Rs. One lac	Full Powers	-

Sr. No.	Details of Subjects	Chief Executive Officer	Chairman (or an officer to whom Chairman may delegate)	Remarks
1	2	3	4	5
35	To open Bank account in a nationalised bank and invest money in the nationalised banks as per Govt. directions	Full Powers	-	-

DELEGATION OF TECHNICAL POWERSUNDER SECTION 15 (4) (b) of GUJARAT SIR ACT, 2009UNDER SECTION 26, 27, 29 & 34 of G.T.P. & U.D. ACT, 1976GUJARAT PETROLEUM, CHEMICAL AND PETROCHEMICAL SPECIAL INVESTMENT
REGIONAL DEVELOPMENT AUTHORITY (GPCPSIRDA)

Sr.No	Nature of power, duty or a function	Section of the GTPUD Act,1976	Designation of the Officers to whom the power, duties or functions conferred, imposed upon and vested
			RDA
1.	2.	3.	4.
1.	To acquire land by agreement or under provisions of Act and the Authority.	Section 20	Chairman
2.	To carry out surveys as may be required for the development of Authority.	Section 23(I) (III)	C.T.P
3.	TO guide, direct and assist local authorities and other statutory authorities as may be required for the development of Authority.	Section 23(I) (iv)	Member Secretary with the approval of the Vice Chairman & Managing Director (VC & MD) of GIDC.
4.	To control Development Activities	Section 23(1) (v)	TP

5.	To Execute works	Section 23(1) (vi)	C.E.A Executive Engineer C.T.P
6.	To acquire, manage and dispose of property	23(i)(vii)	M.S./CEA with prior approval of Chairman
7.	To carry out contracts, agreements etc.	23(i) (viii)	M.S./CEA
8.	To carry out developments works assigned by State Government	23(i)(ix)	M.S./CEA
9.	Power and duties to furnish written acknowledgement of the receipt or the duplication made by the person for permission under section 27 or 28 of the Act.	Section 29(1) except sub-section (i),(ii),(iii)	A.T.P/Planning Asst.
10.	Power to grant or refuse the permission in case when any person apply for permission to carry on any development work as provided in section 27 or 29 of the Act	Sub section (i), (ii) and (iii) of section 29(1)	C.T.P. Area above 50 acres by CTP with the previous approval of VC & MD, GIDC.
11.	Power to communicate permission granted with conditions or refusal of permission under sub section (3) of section 29	Section-29	C.T.P
12.	Power to direct the person who does the unauthorized construction or violate the condition of permission issue or under section-29 by a notice in writing to stop the work or to take any measure to	Section-29 (5) read with rule made under the Act	A.T.P

	stop such work or to pull it down		
13.	Power to recover the expenses incurred under Sub Section 5 of Section 29 from the person in default of the owner of the land.	Section 29(6)	A.T.P.
14.	To acquire interest of owners.	Section 31	M.S./CEA
15.	Power to revoke and modify permission granted under section 29 after giving him an under Section 33 of the Act in case of variation made in the final development plan.	Section 33 (1)	M.S./CEA with prior approval of VC & MD, GIDC.
16.	Power to determine compensation for the expenditure incurred in case of revocation or modification in permission granted under Section 29 after giving reasonable opportunity of being heard	Section 33 (2)	C.T.P.
17.	Power to refer the matter as provided in Sub-Section 3 of Section 33 to the Principal Judge of City Civil Court.	Section 33 (3)	T.P/A.T.P.
18.	Power to sanction sub division or making layout plan or to refuse to grant sanction	Section 34(1)&(2)	C.T.P
19.	Power to direct the person who does any work in contravention of sub-section 1 and 2 or in contravention or modification and condition of the Sanction granted under Sub-section-2 of or despite refusal or sanction under the said Sub-section 2 by a notice in written to stop any work in progress and power and duty to remove or to pull down any work or restore the land to its original condition after making an inquiry as prescribed	Section 34 Sub-section (4)	T.P/A.T.P

	under the rules under the Act.		
20.	Power to recover the expenses in the circumstances mentioned in Sub-section 4 of Section 34.	Section 34 Sub-Sec.(5)	T.P/A.T.P
21.	To authorize prosecution for unauthorized development.	Section 35	A.T.P
22.	Power to issue show cause notice for the works described in Sec. 36 and to take steps as specified in the notice after considering the representation of the notice.	Section 36	A.T.P
23.	Power to remove unauthorized temporary development summarily as described in Section 37 after due procedure mentioned in the Section with the help of Commissioner of Police.	Section 37	A.T.P
24.	Power to recover expenses in the circumstances mentioned in Section 37 of the Act.	Section 38	A.T.P
25.	To appear before and TPO on behalf of Authority.	Section 75	T.P/A.T.P
26.	Power to communication the reply in case of development undertaken on behalf of the Government as described in Section 39	Section 39	M.S./CEA
27.	Powers and duty to furnish a written acknowledgement on receipt made by person for permission to carry out the work in clause A Sub-section 1 of Section-49	Section 49 Sub-section (1) Clause (b)	A.T.P
28.	Power to grant or to refuse commencement certificate to the person who has applied for permission to carry out work as mentioned in clause 'a" sub-section 1 of Section 49. Power to grant the same subject to conditions if any, which Town Planning Officer thinks fit to impose as contemplated in Clause 'b'	Sub-Clause (b) of Sub-sec.1 Sec. 49	C.T.P.
29.	Power to direct the person who contravenes the provisions contained in Clause 'a' or \Clause 'b' by notice in writing to stop any	Clause-(d) of Sub-section 1 of Sec. 49	A.T.P. subject to Approval of Town Planner

	work in progress and to remove, pull down or alter any building or other work or to restore the land in respect of which such contravention is made to its original conditions after making the inquiry.		
30.	Power to recover the expenses incurred for taking action under clause 'c'.	Clause (c) of Sub-section 1 Sec. 49	A.T.P. subject to Approval of T.P.
31.	Power to remove, pull down or alter any building or other work in the area included in the Scheme which is such as to contravene the scheme or in the erection or carrying out of which any provision of the scheme has not been complied with as provided in Clause 'a' sub-sec,1 of Section 69 and power to execute any work which it is the duty of any person to execute under the scheme in any case where it appears to the officer that delay in execution of work would prejudice the efficient operation of the scheme as provided under Clause 'B' of Sub-Sec.1 of Sec.69 after giving notice to the person in the prescribed manner and after following the due procedure.	Sec. 69 (1) (a)(b)	A.T.P. subject to approval of T.P. Programme of demolition shall be brought to the notice of VC & MD, GIDC in advance.
32. (i)	Power to recover the expenses incurred of carrying out the provisions of clause 'a' and 'b' of sub-sec.1 of Sec. 69 from the person in default or from the owner of the plot in the manner provided under sub-sec.2 of the Sec.69.	Sec.69 (2)	A.T.P.
(ii)	Or and duty to refer to the State Government any officer authorized by the State Government this behalf if any question as contemplated sub-sec. 3 of Sec.69 arises	Sec.69 (3)	A.T.P.

33.	Propose variation of TPS on ground of error eqularity or informality	Sec. 70 (with Rule 35)	M.S./CEA with prior approval of VC & MD, GIDC
34.	Make agreement on behalf of Authority	Sec.88	M.S./CEA
35.	Recover sums due to Authority	Sec.89	A.T.P
36.	To operate Authorities funds	91(1) & 91 (3)	A.O
37.	To invest surplus funds subject to Rules Regulations and Government orders in force	Section-92	M.S./CEA
38.	Execute documents relating to borrowing of money	Sec.94,95 & 96	A.O
39.	Prepare budget, to main accounts and to prepare annual accounts and reports.	Sec.35 (1) & (2), 36 (5) & (6) And Sec. 96	Planning Assistants.
40.	Or to file complaints described in Section (1) and (2), 36(5) and (6) and Section 9.	Sec. 98 (Rule 51)	Planning Assistants.
41.	Or to withdraw any complaint under sec. 98 or obtaining the written approval of Asst. Town Planner or Deputy Town Planner (Jr) as the case may be.	Sec. 101 (with Rule 51)	Planning Assistants.
42.	Assess and recover development charges	Sec. 111	Planning Assistants.
43.	Enter in to upon any land with or without keen for specific purposes	Rule 25	Planning Assistants.
44.	Tender assistance to T.P. Officers	Rule-32	A.T.P
	Forward copies of preliminary and final to Supdt. Of Land Records..	-	-
45.	Or to waive requirements of any of the regulations	-	VC & MD, GIDC

46.	Sues related to all technical matters under --- rules including technical works and ts.	-	C.T.P. subject to Control of VC & MD, GIDC
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List of Abbreviations

M.S – Member Secretary

CEA – Chief Executive Authority

C.T.P- Chief Town Planner

TP – Town Planner

A.T.P – Assistant Town Planner

VC & MD – Vice Chairman & Managing Director

CHAPTER – 3
THE PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS INCLUDING
CHANNELS OF SUPERVISION AND ACCOUNTABILITY

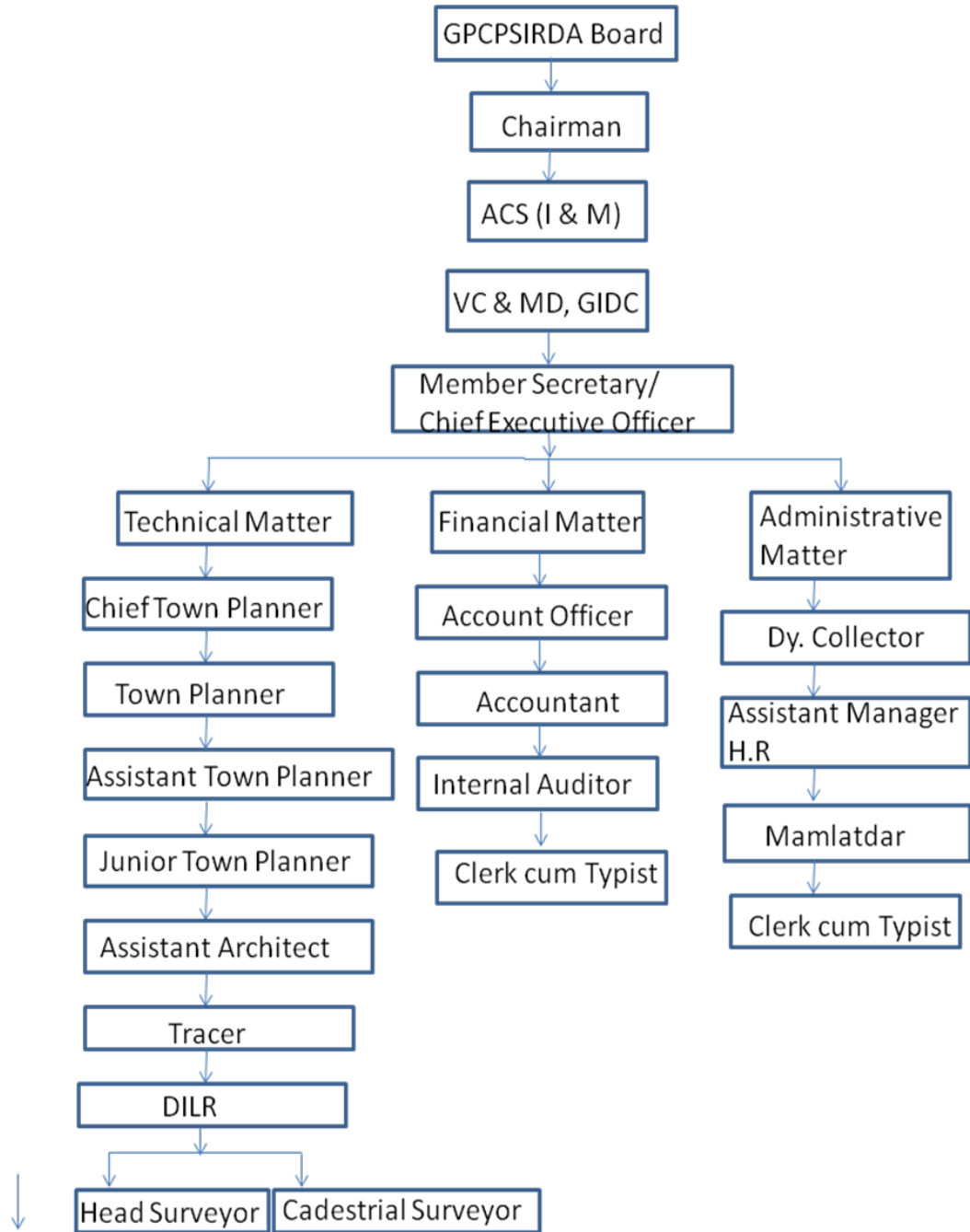
- 3.1 According to provisions of the Gujarat Special Investment Region Act-2009 all policy matters, administrative and financial decisions are being taken by the Gujarat Petroleum, Chemical and Petrochemical Special Investment Regional Development Authority. While day to day administrative affairs are to be decided by the Chief Executive Officer of Gujarat Petroleum, Chemical and Petrochemical Special Investment Regional Development Authority as provided in delegation of Administrative powers and the financial decisions are to be taken by the Authority or by an officer to whom the powers are delegated by the Authority.

CHAPTER - 4

THE NORMS SET BY GPCPSIRDA FOR THE DISCHARGE OF ITS FUNCTIONS

4.1 Organization

Structure:



CHAPTER - 5**THE RULES, REGULATIONS, MANUALS AND RECORDS HOLD BY GPCPSIRDA OR UNDER ITS CONTROL OR USED BY EMPLOYEES FOR DISCHARGING ITS FUNCTIONS**

- a. At present the following documents are being used and hold by GPCPSIRDA.
 - i. The Gujarat Infrastructure Development Act, 1999
 - ii. The Gujarat Special Investment Region Act, 2009
 - iii. Gujarat Town Planning & Urban Development Act, 1976
 - iv. Gujarat Town Planning & Urban Development Rules, 1979
 - v. Government of Gujarat, Industries and Mines Department, Gandhinagar; Notification No: GHU/17/SIR/112009/101492/I Dated 9th June, 2009;
 - vi. Notification - Government of Gujarat notification No: GHU/10/39/SIR/112009/101492/I Dated 18th September, 2010.
 - vii. The procedure with regard to transaction of Business at meetings of Gujarat Petroleum, Chemical and Petrochemical Special Investment Regional Development Authority.
 - viii. Delegation of Administrative & Financial Powers.
 - ix. Delegation of Technical Powers
 - x. Draft Development Plan published on 11.04.2011 under section 13 of the Gujarat Town Planning & Urban Development Act, 1976
 - xi. Draft General Development Control Regulation published on 11.04.2011 under section 13 of the Gujarat Town Planning & Urban Development Act, 1976
 - xii. Draft Development Plan published on 06.08.2011 under section 15 of the G. T. P. & U. D Act,1976
 - xiii. Draft Development Plan was submitted to Apex Authority / GIDB for sanction on 03/04/2012 under section 15 & 17 of GSIR Act, 2009 and under section 16 (1) of G.T. P. & U.D. Act,1976
 - xiv. Draft Development Plan was sanctioned by the Apex Authority / GIDB on 15/09/2012 under section 6 (2) (iv), section 17 (2) of GSIR Act, 2009 and section 17 (1) (i) (a) of G.T.P & U.D Act, 1976

- xv. Intention for preparation of Draft Town Planning Scheme No. 1 & 2 under section 41(1) of G. T. P. & U. D. Act, 1976 was declared on 15.02.2012
- xvi. Owners meeting for Draft Town Planning Scheme No. 1 & 2 under rule 17 of G. T. P. & U. D. Rules, 1979 was held in July / August – 2012
- xvii. Draft Town Planning Schemes 1 & 2 was published on 29.09.2012 under section 42(1) of the G. T. P. & U. D Act,1976
- xviii. Draft Town Planning Schemes 1 & 2 was submitted to Apex Authority / GIDB for sanction on 24/12/2012 under section 15 (3) (iii) & 17 of G.S.I.R Act, 2009 and under section 48 (1) of the G. T. P. & U. D Act,1976
- xix. Draft Town Planning Scheme 1 & 2 was sanctioned by Apex Authority / GIDB on 24/10/2013 under section 6 (2) (iv) , 17 (2) GSIR Act, 2009 and under section 48 (2) of G.T. P. & U. D. Act, 1976.
- xx. Intention for preparation of Draft Town Planning Scheme No. 3, 4+11, 5, 13 & 14 under section 41(1) was declared on 28.05.2013
- xxi. Owners meeting for Draft Town Planning Scheme No. 5 & 14 under rule 17 of G. T. P. & U. D. Rules, 1979 was held in January 2014
- xxii. Draft Town Planning Schemes 5 & 14 is published by the Appointed Officer on 23/02/2015 under section 42(2) of the G. T. P. & U. D Act,1976
- xxiii. Draft Town Planning Schemes 5 & 14 is submitted to Apex Authority / GIDB for sanction on 20/05/2015 under section 15 (3) (iii) & 17 of G.S.I.R Act, 2009 and under section 48 (1) of the G. T. P. & U. D Act,1976
- xxiv. Environmental and CRZ Clearance issued by MoEF & CC on 14/09/2017
- xxv. Intention for preparation of Draft Town Planning Scheme No. 6/2 under section 41(1) was declared on 03/07/2018
- xxvi. Draft Town Planning Scheme 5 & 14 was sanctioned by Apex Authority / GIDB on 19/07/2018 under section 6 (2) (iv) , 17 (2) GSIR Act, 2009 and under section 48 (2) of G.T. P. & U. D. Act, 1976.
- xxvii. Variation of the Development Plan and GDCR has been sanctioned by the Apex Authority / GIDC on 27/07/2018 under section 17 (1) & (2) of GSIR Act, 2009 and under sanction 19 of G.T.P. & U.D. Act,1976
- xxviii. Draft Town Planning Schemes 6/2 is published on 01/07/2019 under section 42(1) of the G. T. P. & U. D Act,1976

It may be noted here that in absence of any clear orders, instructions or guidelines given in the above documents on any matter related to GPCPSIRDA, the decision of competent authority of GPCPSIRDA/the prevalent government norms will be followed in the decision making process.

CHAPTER – 6**STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT IS HELD IN GPCPSIRDA ON ITS CONTROL**

6.1 The details of different categories of the documents held in GPCPSIRDA are given below:

Sr.	Document	Held by/ under control of
1.	The Gujarat Infrastructure Development Act, 1999	Chief Town Planner / Assistant Manger (H.R)
2.	The Gujarat Special Investment Region Act, 2009	Chief Town Planner / Assistant Manger (H.R)
3.	Gujarat Town Planning & Urban Development Act, 1976	Chief Town Planner / Assistant Manger (H.R)
4.	The Gujarat Town Planning & Urban Development Rule, 1979	Chief Town Planner / Assistant Manger (H.R)
5.	The procedure with regard to Transaction of Business at meetings of GPCPSIRDA	Assistant Manger (H.R)
6.	Sanctioned Final Development Plan under section 6 (2) (iv), section 17 (2) of GSIR Act, 2009 and section 17 (1) (i) (a) of G.T.P & U.D Act, 1976	Chief Town Planner
7.	Sanctioned General Development Control Regulation under section 6 (2) (iv), section 17 (2) of GSIR Act, 2009 and section 17 (1) (i) (a) of G.T.P & U.D Act, 1976	Chief Town Planner
8.	Sanctioned Draft T. P. Scheme No. 1 & 2 under section 6 (2) (iv) , 17 (2) GSIR Act, 2009 and under section 48 (2) of G.T. P. & U. D. Act, 1976.	Chief Town Planner

9.	Sanctioned Draft T. P. Scheme No. 5 & 14 under section 6 (2) (iv) , 17 (2) GSIR Act, 2009 and under section 48 (2) of G.T. P. & U. D. Act, 1976.	Chief Town Planner
10.	Delegation of Administrative and Financial Powers	Accounts Officer & Assistant Manager (H.R)
11.	Environmental and CRZ Clearance	Chief Town Planner

CHAPTER - 7**THE PARTICULARS OF THE ARRANGEMENTS THAT EXIST FOR CONSULTATION WITH OR REPRESENTATION BY THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF GPCPSIRDA'S POLICY OR ITS IMPLEMENTATION THEREOF**

In any policy decision which concerns public/any participant stakeholders approach is used in the form of constitution of committees where representation is provided or in the form of workshops/discussions/Group meetings at village level there view is elicited both through formal and informal suggestions are made.

CHAPTER 8**STATEMENT OF THE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES OF
GPCPSIRDA**

8.1 The above details are given in following statement: Constitution of Gujarat Petroleum, Chemical and Petrochemical Special Investment Regional Development Authority:

Sr. No.	Designation and Department	Designation for Authority
1)	Chief Secretary Ex - officio	Chairperson
2)	Principal Secretary, Industries & Mines Dept. Ex - officio	Member
3)	Chief Executive Officer, Gujarat Infrastructure Development Board	Member
4)	Vice Chairman and Managing Director, Gujarat Industrial Development Corporation	Member
5)	Collector, Bharuch	Member
6)	District Development Officer, Bharuch	Member
7)	Director, School of Planning, Center for Environmental Planning & Technology, Ahmedabad	Member
8)	Shri U S Mehta, (Retired Town Planner)	Member
9)	Chief Engineer, Gujarat Industrial Development Corporation	Member Secretary

CHAPTER - 9**DIRECTORY OF THE OFFICERS AND EMPLOYEES OF THE GPCPSIRDA**

Shri Pankaj Kumar

Chairman

23250301

Sr.	Name	Designation	Phone No. (Office)	Mobile
1.	Mr. B. C Warli	Member Secretary	23250590	9879110101
2.	Mr. Mukund Trivedi	Chief Town Planner	23241019	9427703028
3.	Ms. Yashmin Shekh	Deputy Collector	02646-221351	9033180849
4.	Mr. Rohan Jain	Town Planner	23241018	9925204764
5.	Mr. B. M. Jadav	Accounts Officer	23250636	9904821552
6.	Ms. Rujuta Parikh	Assistant Manager (H.R)	23241018	9825444802
7.	Ms. Archita Patel	Junior Town Planner	23241018	9374318887
8.	Ms. Mirat Shah	Junior Town Planner	23241018	9904999491
9.	Mr. Vijay Odedra	Junior Town Planner	23241018	972220088
10.	Mr. Sanjay Bhadani	Junior Town Planner	7573020176	9913004954
11.	Ms. Hetal Patel	Assistant Architect	23241018	9558038887
12.	Ms. Dhara Patel	Assistant Architect	23241018	8140628864
13.	Ms. Amita Prajapati	Accountant	23241018	7359239518
14.	Ms. Drashti Gandhi	Tracer	23241018	9714150077
15.	Ms. Khyati Christian	Clerk cum Typist	23241018	9377709833
16.	Mr. Yogesh Parmar	Clerk cum Typist	7573020176	9924799062
17.	Mr. Dipak Vasava	Clerk cum Typist	7573020176	80008116585
18.	Mr. Karansingh Darbar	Clerk cum Driver	23241018	9979882415

CHAPTER - 10**MONTHLY REMUNERATION RECEIVED BY THE OFFICER AND EMPLOYEES OF THE
GPCPSIRDA**

Sr.	Name	Designation	Emolument (Rs.)	System of Compensation as provided in its regulation
1.	Shri Pankaj Kumar , IAS	Chairperson	Emoluments drawn from Govt. of Gujarat	As per Government Rules and Regulation
2.	Shri B. C Warli	Member Secretary	Emoluments drawn from GIDC	As above
3.	Shri Yashmin Shekh	Deputy Collector	Emoluments drawn from GIDC	As above
4.	Shri. B. M. Jadav	Accounts Officer	Emoluments drawn from Govt. of Gujarat	As above
5.	Shri Rohan Jain	Town Planner	Emoluments drawn from GPCPSIRDA	As per GPCPSIRDA's Rules and Regulation
6.	Ms. Rujuta Parikh	Assistant Manager (HR)	Emoluments drawn from GPCPSIRDA	As per GPCPSIRDA's Rules and Regulation
7.	Ms. Drashti Gandhi	Tracer	Emoluments drawn from GPCPSIRDA	As per GPCPSIRDA's Rules and Regulation
8.	Mr. Dipak Vasava	Clerk cum Typist	Emoluments drawn from GPCPSIRDA	As per GPCPSIRDA's Rules and Regulation
9.	Mr. Karansingh Darbar	Clerk cum Driver	Emoluments drawn from GPCPSIRDA	As per GPCPSIRDA's Rules and Regulation

Other appointees are on contract basis/Third Party. Monthly professional fees of them are as under:

Sr. No.	Name	Designation	Current Pay (Per Month)
1.	Mr. Mukund Trivedi	Chief Town Planner	Rs. 75,000.00

2.	Ms. Archita Patel	Junior Town Planner	Rs. 68,093.00
3.	Ms. Mirat Shah	Junior Town Planner	Rs. 36,300.00
4.	Mr. Vijay Odedra	Junior Town Planner	Rs.36,3000.00
5.	Mr. Sanjay Bhadani	Junior Town Planner	Rs. 36,300.00
6.	Ms. Hetal Patel	Assistant Architect	Rs. 37,412.00
7.	Ms. Dhara Patel	Assistant Architect	Rs. 22,000.00
8.	Ms. Amita Prajapati	Accountant	Rs. 11,000.00
9.	Ms. Khyati Christian	Clerk cum Typist	Rs. 13,628.00
10.	Mr. Yogesh Parmar	Clerk cum Typist	Rs.11,000.00

CHAPTER - 11**THE BUDGET ALLOCATED, INCLUDING THE PARTICULARS OF ALL PROPOSED
EXPENDITURES AND REPORTS ON DISBURSEMENTS MADE.**

Budget Detail:

Sr.	Year	Receipts Rs. (in Crores)	Expenditures Rs. (in Crores)	Difference (Rs.) (in Crores)
1	2016- 2017	3.14	2.16	0.98
2	2017- 2018	3.30	1.41	1.89
3	2018 - 2019	4.69	0.99	3.7
4	2019-2020	1.01	1.56	(0.55)
5	2020-2021 (Budget sanctioned by GoG)	10.00	3.00	7.00
6	2021-2022	In the Budget Publication No. 13 of GoG, on Page No. 93; Demand No. 49, Major Head: 4875, Sub Major Head: 60, Minor Head: 190, Sub Head: 03 – Expenditure for development of TP Scheme at GPCPSIRDA, provisions of Rs. 10 crore has been made for FY 2021-22.		
7	2022-23			

CHAPTER - 12**THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES INCLUDING THE AMOUNTS
ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH PROGRAMMES**

This Authority is not executing any subsidy programs.

CHAPTER - 13**PARTICULAR OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATIONS GRANTED**

No concessions permits or authorizations are being granted by this authority.

CHAPTER - 14**DETAILS IN RESPECT OF THE INFORMATION AVAILABLE TO OR HELD BY GPCPSIRDA,
REDUCED IN AN ELECTRONIC FORMAT**

- Draft Development Plan sanctioned by the Apex Authority / GIDB under section 6 (2) (iv), section 17 (2) of GSIR Act, 2009 and section 17 (1) (i) (a) of G.T.P & U.D Act, 1976 on 15/09/2012
- Draft General Development Control Regulation sanctioned by the Apex Authority / GIDB section 6 (2) (iv), section 17 (2) of GSIR Act, 2009 and section 17 (1) (i) (a) of G.T.P & U.D Act, 1976 on 15/02/2012
- Existing Land use Plan
- Draft Town Planning Schemes 1 & 2 sanctioned by the Apex Authority / GIDB under section 6 (2) (iv) , 17 (2) GSIR Act, 2009 and under section 48 (2) of G.T. P. & U. D. Act, 1976
- Draft Town Planning Schemes 5 & 14 sanctioned by the Apex Authority / GIDB under section 6 (2) (iv) , 17 (2) GSIR Act, 2009 and under section 48 (2) of G.T. P. & U. D. Act, 1976

Above mention documents are available free on website in PDF format.

CHAPTER - 15**THE PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION,
INCLUDING THE WORKING HOURS OF A LIBRARY OR READING ROOM, IF MAINTAINED
FOR PUBLIC USE**

Most of the information regarding the working of GPCPSIRDA and the activities undertaken by it are published on the website:

GPCPSIRDA's website: www.gujaratpcpir.org

- Information can be obtained from public information officer of GPCPSIRDA by applying under the provisions of RTI Act, 2005 and Rules made there under by the State Government of Gujarat by enclosing relevant fee.
- Proactive disclosure by GPCPSIRDA on its website and copies of the same are made available for inspection on the notice board of GPCPSIRDA.

CHAPTER - 16**THE NAMES, DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICER IN THE GPCPSIRDA****Public Information Officer:**

Sr.	Details	Public Information Officer All Technical & other related matters
1	Name	Ms. Archita Patel
2	Designation	Junior Town Planner
3	Office Phone	079 – 23241018
4	Fax	079 – 23241019
5	Email	gpcpsi.rda11@gmail.com

Sr.	Details	Public Information Officer All Administrative & other related matters
1	Name	Ms. Rujuta Parikh
2	Designation	Assistant Manager (H.R)
3	Office Phone	079 – 23241018
4	Fax	079 – 23241019
5	Email	gpcpsi.rda11@gmail.com

Applets Authority:

Sr.	Details	Applets Authority
1	Name	Shri Rohan B. Jain
2	Designation	Town Planner
3	Office Phone	079 – 23241019
4	Fax	079 – 23241019
5	Email	gpcpsi.rda11@gmail.com

CHAPTER - 17
OTHER INFORMATION

All the information covered in Chapter 1 to 16.