

HARYANA STATE AGRICULTURE MARKETING BOARD, C-6, SECTOR-6,
PANCHKULA

e-mail -nodalofficerhepc.hsamb@gmail.com

To

All the Executive Engineers' (Civil/ Electrical),
HSAM Board in the State.

Memo No. 13568-88

Dated :-31.12.2021

Subject :- **Implementation of Haryana Enterprises Promotion Centre (HEPC).**

The State Government has launched a single portal for facilitating the grant of NOC/ permission by the departments to various enterprises/ companies for promotion of their business. All the State Government Departments are integrated with this portal. As on 30.12.2021, total 14 applications marked to the HSAMB by the DLCC through HEPC portal for obtaining permission/ NOCs for lying of OFC (overhead/ underground).

In this regard, a review meeting held under chairmanship of the Chief Secretary to Govt. Haryana on 31.12.2021 and it has been pointed out that the applications received through the HEPC portal are not being dealt seriously by the concerned officer and the status are also not being clearly updated on the portal. To streamline the processing of such applications received through HEPC Portal, the following directions are issued :-

- 1 The Executive Engineers shall see the HEPC portal personally on daily basis.
- 2 The response to the application received through HEPC portal shall be given within seven working days.
- 3 The complete process of dealing the applications be completed online and no offline communication be made with the applicant. If any such communication made with any authority in respect of applications, the same be uploaded online on the same day and the comments be also updated simultaneously.
- 4 The comments on the HEPC portal shall clearly reflects the type of permission shout, location of the permission i.e name of building or road and stage of the application.
- 5 In case any application is rejected by the department, the valid reason for the same be clearly mentioned online so that the same can be reviewed by the authority at any level.
- 6 While issuing the BT bill to the applicant, the detail regarding the bank account of the division office be also conveyed to facilitate the online deposition of amount/ cost by the applicant. It shall be mentioned that the responsibility of the safety of human life/ adjoining or existing structures while executing the work lies with the applicant.

Receipt No.

XEN (E) - 2022/8

DATE 12-1-2022

upload on board
website.

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- 7 The Executive Engineer shall personally ensure that the area damaged by the service provider/ applicant for installation of any service for which the NOC/ permission granted shall be restored to its original condition complete in all respect. The measures taken by the applicant during execution of the work be also monitored to ensure safety of human life/ adjoining or existing structures. The performance bank guarantee shall be refunded only after ensuring the restoration of area in good condition and satisfactory compliance of all other related factors.
- 8 As per the provision of the portal, deemed approval is considered if the office does not respond to the application received through HEPC portal within 45 days of receiving. In such case, if any deemed approval granted then the concerned Executive Engineer will be held personally responsible for the same and all kind of loss to the department on this account shall be deducted from the salary of the employee.
- 9 The login ID for HEPC portal has been created for 09 divisions and the same is yet to be created for balance 11 divisions (list attached). So, for creating the login IDs, the Executive Engineer shall submit the details duly filled in the attached proforma to the e-mail ID managerit.hepc@gmail.com or contact no. 9518167351. The copy of such requests be also sent to the head office at e-mail ID nodalofficerhepc.hsamb@gmail.com for information.

It is therefore, requested to follow the above instructions meticulously in true letter and spirit. Any laxity in this regard will be viewed seriously and may invite action as per service rules. The progress of the applications received through this portal will be reviewed by the Chief Administrator on weekly basis.

DA-as above.



31.12.2021
Executive Engineer (V&QC),
for Chief Administrator,

Endst. No. 13589-95

Dated :-31.12.2021

A copy of above is forwarded to the following for information:-

1. The CMEO, HSAM Board, Panchkula.
2. The CE-I & II, HSAM Board, Panchkula.
3. PS to W/CA, HSAM Board for information of the officer.
4. PS to EIC, HSAM Board, for information of the officer.
5. Sub-Divisional Engineer (I.T.), HSAMB, Panchkula with the request to upload the same on HSAMB website.


31.12.2021
Executive Engineer (V&QC),
for Chief Administrator,