



SIKKIM URBAN GARIB AWAS YOJANA



TARGET 11.1



SAFE AND AFFORDABLE HOUSING

TARGET 5 -A



EQUAL RIGHTS TO ECONOMIC RESOURCES, PROPERTY OWNERSHIP AND FINANCIAL SERVICES

GOAL 3



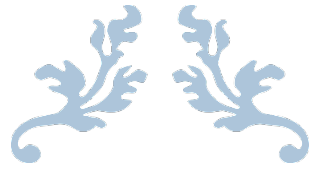
GOOD HEALTH AND WELL-BEING



OPERATIONAL GUIDELINES



URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM



SIKKIM URBAN GARIB AWAS YOJANA

OPERATIONAL GUIDELINES



MAY 2021

GOVERNMENT OF SIKKIM
URBAN DEVELOPMENT DEPARTMENT
NH10, GANGTOK-737101, EAST SIKKIM

SIKKIM

GOVERNMENT



GAZETTE

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**URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM**

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Dated: 01/06/2021

NOTIFICATION

In pursuance of the Cabinet approval accorded on the 18th May, 2021, the Government of Sikkim is pleased to notify the '**Operational Guidelines**' of the scheme **Sikkim Urban Garib Awas Yojana (SUGAY)** containing 6 sections and 10 annexures for implementation.

(Sarala Rai, IAS)

Secretary

Urban Development Department

Government of Sikkim

File. No. GoS/UD&HD/9(102)12-Part III



PREFACE

The Sikkim Urban Garib Awas Yojana is the first fully State sponsored urban housing scheme. The scheme will be aligned with the Sustainable Development Goals set forth by the United Nations namely Goal 11: Sustainable Cities and Communities by providing affordable and safe housing to the urban poor, Goal 5: Gender Equality by allotment of housing flats in the name of the female head of the household and Goal 3: Good Health and Well Being by providing well designed individual houses and group housing.

The scheme seeks:

- I. To supplement the Sikkim Garib Awas Yojana being implemented in the rural areas for collectively achieving the target of kutcha house free State.
- II. To enable the urban poor having ownership of land in the urban areas; access to adequate housing by means of construction of individual houses.
- III. To ensure inclusion of the Economically Weaker Section and Low-Income Group families for access to adequate social housing.
- IV. To ensure a dignified shelter for the urban houseless households.



ABBREVIATIONS

BPL	Below Poverty Line
COI	Certificate of Identification
EWS	Economically Weaker Section
GoI	Government of India
GoS	Government of Sikkim
IHC	Individual House Construction
LIG	Low Income Group
MC	Municipal Commissioner
MEO	Municipal Executive Officer
MoHUA	Ministry of Housing and Urban Affairs
PMAY-U	Pradhan Mantri Awas Yojana-Urban
RC	Residential Certificate
RWA	Resident Welfare Association
SDG	Sustainable Development Goals
SF	Standalone Flats
SGAY	Sikkim Garib Awas Yojana
SHF	Social Housing Flats
SHH	Shelter for Houseless Households
SUGAY	Sikkim Urban Garib Awas Yojana
SSC	Sikkim Subject Certificate
UDD	Urban Development Department



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1. Scope and Duration

- 1.1. The housing scheme will be called the “Sikkim Urban Garib Awas Yojana”.
- 1.2. The Urban Development Department, Government of Sikkim will be the implementing agency.
- 1.3. Phase-I of this scheme will be implemented during 2021-2025 for providing houses to all eligible families/beneficiaries by 2025, the year when Sikkim completes glorious 50 years of merger in the Union of India.
- 1.4. To supplement the Sikkim Garib Awas Yojana which is operational in the Rural areas; for collectively achieving the target of kutcha house free State.
- 1.5. To enable the urban poor having ownership of land in the urban areas; access to adequate housing by means of construction of individual houses.
- 1.6. To ensure inclusion of the Economically Weaker Section and Low-Income Group families for access to adequate social housing.
- 1.7. To ensure a dignified shelter for the urban houseless households.

2. Coverage

- 2.1. All the statutory towns as per Census 2011 and towns notified subsequently.
- 2.2. The houses constructed/acquired under this scheme should be in the name of the female head of the household or in the joint name of male head of the household and his wife, and only in cases when there is no adult female member in the family, the house can be in the name of male member of the household. The inclusion of name of female head of the household shall be ensured by valid registered title/ownership document(s).

3. Eligibility

- 3.1. A beneficiary family means father, mother and their minor children and includes major children living jointly with the parents as defined in The Sikkim Allotment of House Sites and Construction of Building (Regulation and Control) Act, 1985.
- 3.2. The beneficiary must be a SSC/COI/RC holder.
- 3.3. The beneficiary should not own a pucca house (an all-weather dwelling unit) either in her/his name in any part of India.
- 3.4. The beneficiary should not have availed benefits from any other Housing Schemes being implemented under Government of India/Government of Sikkim
- 3.5. The annual household income of the beneficiary should not exceed ₹. 6,00,000/- (rupees six lakh). [adopted from the upper ceiling limit of LIG under PMAY-U]
- 3.6. There shall be no Regular Government employee in the beneficiary family
- 3.7. The beneficiary is required to submit a self-declaration affidavit sworn before a licensed oath commissioner declaring her/his eligibility to avail benefits under the housing scheme. Any declaration in the affidavit if found to be untrue will attract penal provisions as prescribed by the law and cancellation of all such benefits availed under the housing scheme.

4. Beneficiary Selection and Approval Process

- 4.1. A State Level Approval and Monitoring Committee comprising of the following members shall be notified by the Government to approve the list of beneficiaries recommended by the Municipal Level Screening Committee:
 1. Minister in Charge, Urban Development Department - **Chairperson**
 2. Respective Member of Legislative Assembly of Assembly Constituencies containing municipal wards - **Members**



3. Secretary,
Urban Development Department - **Member Secretary**

- 4.2. The terms of reference of the State Level Approval and Monitoring Committee should be clearly spelt out in the notification.
- 4.3. A Municipal Level Screening Committee comprising of the following members shall be notified by the Government to screen and select beneficiaries pertaining to this housing scheme:
 1. Mayor/ Chairman/ President - **Chairperson**
 2. Dy. Mayor/ Vice-Chairman/
Vice President - **Vice Chairperson**
 3. All Councillors of respective ULBs - **Members**
 4. Town Planner/ Assistant Town
Planner - **Members**
 5. Divisional Engineer/ Assistant
Engineer - **Members**
 6. Municipal Commissioner/
Municipal Executive Officer - **Member Secretary**

- 4.4. The terms of reference of the Municipal Level Committee should be clearly spelt out in the notification.
- 4.5. The Member Secretary may co-opt any officer from her/his office whose presence is required for the beneficiary selection process, as a member of the Municipal Level Committee.
- 4.6. The finalized list of identified beneficiaries should be channelized through the Special Secretary, UDD and Joint Secretary (S/W), UDD for approval of the State Level Approval and Monitoring Committee.
- 4.7. A District Level Monitoring Team comprising of the following members shall be notified by the Government to monitor and ensure that the work is being executed as per the prescribed guidelines:
 1. Additional Chief Engineer,
Urban Development Department - **Team Leader**

- | | | | |
|----|--|---|--------|
| 2. | Joint Secretary,
Urban Development Department | - | Member |
| 3. | Town Planner,
Urban Development Department | - | Member |

4.8. The terms of reference of the Municipal Level Committee should be clearly spelt out in the notification.

5. Implementation Methodology

The Housing Scheme will be implemented through four verticals namely:

- i. Individual House Construction (IHC)
- ii. Social Housing Flats (SHF)
- iii. Standalone Flats (SF)
- iv. Shelter for Houseless Households (SHH)

5.1. Individual House Construction (IHC)

- 5.1.1. The Government will construct an all-weather house for the selected beneficiary through its contractor selected after transparent bidding process.
- 5.1.2. The beneficiary should possess a private land in municipal area and should be free from all encumbrances suitable for construction of the house.
- 5.1.3. The title deed of the land should be in the name of the beneficiary recorded as the primary holder or as the secondary holder on long term lease in accordance with the existing laws.
- 5.1.4. The house will be constructed as per the approved house design and prescribed standards by the State Government incorporating post COVID-19 design parameters.
- 5.1.5. A pre-approved Blue Print Plan of the house will be handed over to the beneficiary while handing over the completed house.
- 5.1.6. The house cannot be rented out or sold to a third party by the beneficiary and can be only passed down to the legal heir.



- 5.1.7. Any vertical or horizontal addition to the house constructed as a measure of incremental housing should be done as per the structural design of the house after taking due permission of the Government.

5.2. Social Housing Flats (SHF)

- 5.2.1. The Government will construct group housing flats on Government land through its contractor selected after transparent bidding process.
- 5.2.2. The beneficiary in addition to SSC/COI/RC holder should also be the voter of the specific municipal area in which the group housing apartments will be constructed.
- 5.2.3. The apartments will be constructed as per the approved design and prescribed standards by the Government incorporating post COVID-19 design parameters.
- 5.2.4. The beneficiaries will not be allowed to alter or modify the design of the housing flats without the prior permission of the Government.
- 5.2.5. The flats will be allotted to the beneficiaries on long term lease as per the existing law and such fee prescribed by the Government.
- 5.2.6. The flat cannot be rented out or sold to a third party by the beneficiary and can be only passed down to the legal heir.
- 5.2.7. A Resident Welfare Association (RWA) will be formed for each group housing complexes as prescribed by the Rules framed by the State Government.
- 5.2.8. The RWA will be registered as a Co-operative Society with the Co-operation Department within 1 (one) year of occupation of the housing complex.
- 5.2.9. All revenues earned through rental of commercial spaces, rental of multipurpose hall, parking fee levied and other fee levied within the group housing complex will be deposited in a joint account operated by the Secretary, Urban Development, Government of Sikkim and the President of the Resident Welfare Association. This revenue will be utilized for the maintenance and repair of the group housing.

5.3. Standalone Flats (SF)

- 5.3.1. The Government will construct standalone housing flats on Government plots through its contractor selected after transparent bidding process.
- 5.3.2. The beneficiary in addition to SSC/COI/RC holder should also be the voter of the specific municipal area in which the standalone housing apartments will be constructed.
- 5.3.3. The apartments will be constructed as per the approved design and prescribed standards by the Government incorporating post COVID-19 design parameters.
- 5.3.4. The beneficiaries will not be allowed to alter or modify the design of the housing flats without the prior permission of the Government.
- 5.3.5. The flats will be allotted to the beneficiaries on long term lease as per the existing law and such fees prescribed by the Government.
- 5.3.6. The flat cannot be rented out or sold to a third party by the beneficiary and can be only passed down to the legal heir.

5.4. Shelter for Houseless Households (SHH)

- 5.4.1. The Government will construct standalone buildings which may or may not be a part of the group housing complex to be used as shelter for houseless households.
- 5.4.2. There will be no individual beneficiaries as this will serve as a shelter to accommodate all such individuals under the houseless household category.
- 5.4.3. The shelter will be designed to accommodate female and male members, dining facility and other such facilities prescribed by the State Government/Central Government.
- 5.4.4. The Government may involve Government supported agencies/registered NGOs already involved in such kind of work for operation of such facilities.



6. Convergence with other schemes

- 6.1. The implementing agency may explore convergence of the Housing Scheme with other social schemes of the State/Central Government that would benefit the beneficiaries in avenues other than housing.

Annexure-I**Application Form**

**SIKKIM URBAN GARIB AWAS
YOJANA**



**URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM**

Application Form No:

Date:

1. Name of the applicant

2. Sex [Male - 01, Female - 02, Others - 03]

3. Father's name

4. Marital Status

5. Husband's / Wife's Name

6. Age of the applicant

7. Mobile No.

8. Present Address

i. House / Flat / Door No.

ii. Name of the Street

iii. City / Town name

iv. District, State

9. Permanent Address

i. House / Flat / Door No.

ii. Name of the Street

iii. City / Town / Village name

iv. District, State



10. Ownership details of existing house
[Own - 01, Rent - 02, Otherwise - 03]

11. Sikkim Subject Certificate /
Certificate of Identification /
Residential Certificate no:

12. Voter ID card no

13. Aadhar Card no

14. Whether Person with Disability (Yes/No)

15. Name & Age of family members

Name	Relationship to the applicant	Gender	Age	Aadhaar / Voter ID / Sikkim Subject Holder / Certificate of Identification / Residential Certificate number.

16. Religion :

17. Category :
[SC-01, ST-02, BL-03, OBC State-03,
OBC Central-04, others (specify)-05]

18. Bank Details

- a. Bank Name & Branch
- b. Bank account number
- c. IFSC code

19. Whether the family owns any houses / residential land anywhere in India (Yes / No)

a. If yes, then location details (locality / City / State)

b. If yes, then extent of land in Sq. Mtrs.

20. Employment Status

[Self Employed - 01, Salaried - 02, Regular Wage - 03, Labour - 04, Other - 05]

21. Monthly income of Household (in Rs.)

22. House requirement of family

i. Individual house

ii. Flat

23. In case of individual housing, please specify the land details [location of the plot, plot size, ownership details etc.]

Applicant's
Photograph

Signature / Thumb Impression of the Applicant.

Annexure-II

Sample Affidavit



NON-JUDICIAL

SL. No.

BEFORE THE LD. OATH COMMISSIONER OF SIKKIM AT GANGTOK

AFFIDAVIT

I,, aged about Years, daughter/ son/ wife of resident of occupation, P.O. & P.S. do hereby solemnly affirm and declare on oath as follows:-

- (1) That I / my family members have not availed any benefits from any other Housing Schemes being implemented or implemented under the Government of India / Government of Sikkim.
- (2) That I / my family members have not been allotted any Government land till this date.
- (3) That my annual household income does not exceed ₹. 6,00,000/- (rupees six lakh).
- (4) That I / my family members do not possess a pucca house (an all-weather dwelling unit) in any part of India.
- (5) There is no any Regular Government employee in my family.
- (6) That there are no legal dispute pending in any Court, forum or authority in respect of the said land in question whatsoever.

DEPONENT

VERIFICATION

I, the deponent before named verify and state that the content of forgoing paragraphs 1 to 6 are true to my knowledge and nothing false is contained therein.

Sworn to at On this the, 20.....

DEPONENT

Identified by:

Proposal Order for Allotment of Individual House**SIKKIM URBAN GARIB AWAS
YOJANA****URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM****Ref. No:****Date:**

To,

Name of Beneficiary :
 Parentage :
 SSC/COI/RC number :
 Aadhar No. :
 Constituency :
 Ward :
 ULB :

Subject: Proposal for Allotment of Individual House under Sikkim Urban Garib Awas Yojana (SUGAY).

It is proposed to allot you an Individual House under Sikkim Urban Garib Awas Yojana on the following terms and conditions that:

1. You do not possess a pucca house (an all-weather dwelling unit) either in your / family's name in any part of India.
2. You must be a SSC/COI/RC holder.
3. You should possess a private land registered in your name in municipal area and should be free from all encumbrances suitable for construction of the house.
4. You should not have availed any benefits from any other Housing Schemes being implemented or implemented under the Government of India / Government of Sikkim.
5. You should not have received any land from the Government under site allotment.
6. Your annual household income does not exceed ₹ 6,00,000/- (rupees six lakh).
7. There shall be no regular Government employee in your family.
8. You and your family members shall provide all necessary support and assistance in completing the house and for implementing this project in your land.



9. Once the house is handed over to you, the house cannot be rented out or sold it out to any third party and it can be passed down to the legal heir only.
10. You are liable to forfeit the said benefit in case of violation of any of the guidelines of Sikkim Urban Garib Awas Yojana (SUGAY).
11. The signboard installed should not be defaced or removed.
12. You are required to submit a self-declaration affidavit sworn before a oath commissioner declaring your eligibility to avail benefits under the housing scheme. Any declaration in the affidavit if found to be untrue will attract penal provisions as prescribed by the law and cancellation of all such benefits availed under the housing scheme.

A formal allotment order will be issued in your favor after you have conveyed with the required documents, your acceptance of the above terms and conditions, failing which this allotment will stand automatically cancelled without any information to you.

Secretary
Urban Development Department
Government of Sikkim

Allotment Order for Allotment of Individual House

**SIKKIM URBAN GARIB AWAS
YOJANA**

**URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM**

Memo. No:

Date:

To,

Name of Beneficiary :
Parentage :
SSC/COI/RC number :
Aadhar No. :
Constituency :
Ward :
ULB :

Subject: Allotment of Individual House under Sikkim Urban Garib Awaz Yojana (SUGAY).

Reference your application no dated accepting the terms and conditions mentioned in the department's proposal for allotment letter no dated a house measuring is hereby allotted to you at on the following terms and conditions:

1. That you and your family members shall provide all necessary support and assistance in completing the house and for implementing this project in your land.
2. That once the house is handed over to you, the house cannot be rented out or sold it out to any third part and can be passed down to the legal heir only.
3. That you are liable to forfeit the said benefit in case of violation of any of the guidelines of Sikkim Urban Garib Awaz Yojana.
4. The signboard installed should not be defaced or removed.
5. That you will be handed a pre-approved Blue Print Plan of the house while handing over the completed house.
6. Any vertical or horizontal addition to the house constructed as a measure of incremental housing should be done as per the structural design of the house after taking due permission of the Government.

Secretary
Urban Development Department
Government of Sikkim

Annexure-V

Proposal Order for Allotment of Social Housing Flat



SIKKIM URBAN GARIB AWAS
YOJANA



URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM

Ref. No:

Date:

To,

Name of Beneficiary :
Parentage :
SSC/COI/RC number :
Aadhar No. :
Constituency :
Ward :
ULB :

Subject: Proposal for Allotment of Social Housing Flat under Sikkim Urban Garib Awaz Yojana (SUGAY).

It is proposed to allot you a Flat at under Sikkim Urban Garib Awaz Yojana on the following Terms and Conditions that:

1. You do not possess a pucca house (an all-weather dwelling unit) either in your/ family's name in any part of India.
2. You must be a SSC/COI/RC holder.
3. You do not possess a private land / Government allotted land.
4. You should not have availed any benefits from any other Housing Schemes being implemented or implemented under the Government of India / Government of Sikkim.
5. Your annual household income does not exceed ₹ 6,00,000/- (rupees six lakh).
6. There shall be no regular Government employee in your family.

7. Once the house is handed over to you, the house cannot be rented out or sold it out to any third party and can be passed down to the legal heir only.
8. You and your family members shall abide by the apartment rules and regulations.
9. You are liable to forfeit the said benefit in case of violation of any of the guidelines of Sikkim Urban Garib Awas Yojana.
10. The signboard installed should not be defaced or removed.
11. You are required to submit a self-declaration affidavit sworn before an oath commissioner declaring your eligibility to avail benefits under the housing scheme. Any declaration in the affidavit if found to be untrue will attract penal provisions as prescribed by the law and cancellation of all such benefits availed under the housing scheme.

A formal allotment order will be issued in your favor after you have conveyed with the required documents, your acceptance of the above Terms & Conditions, failing which this allotment will stand automatically cancelled without any information to you.

Secretary
Urban Development Department
Government of Sikkim

Annexure-VI

Allotment Order for Social Housing Flat



SIKKIM URBAN GARIB AWAS
YOJANA



URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM

Memo. No:

Date:

To,

Name of Beneficiary :
Parentage :
SSC/COI/RC number :
Aadhar No. :
Constituency :
Ward :
ULB :

Subject: Allotment of Social Housing Flat under Sikkim Urban Garib Awaz Yojana (SUGAY).

Reference your application no dated accepting the terms and conditions mentioned in the department's proposal for allotment letter no dated a flat numbered measuring is hereby allotted to you at on the following terms and conditions:

1. That you shall execute the lease deed with the Department.
2. That since the house is being transferred to you on lease basis, you shall sign the approval lease deed agreement containing the terms and conditions of the transfer within three months from the date of this order failing which the allotment shall be cancelled.
3. That the lease deed will have to be registered and you shall have to bear all expenses involved in the registration process including the cost of the forms to be supplied by this Department.
4. That you shall pay the annual premium amount as prescribed in the lease deed. That the annual premium amount shall be increased every years of the period of lease by 50%.
5. That this lease deed is to be renewed every years.

Secretary
Urban Development Department
Government of Sikkim

Deed of Lease

**SIKKIM URBAN GARIB AWAS
YOJANA**



**URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM**

Memo No:**Date:**

This deed of lease is made on this the _____ day of _____ 2021, at
Gangtok, East Sikkim

BETWEEN

Applicant's
Recent
Photograph

The Governor of Sikkim through the Secretary, Urban Development Department, Government of Sikkim, having its office at Gangtok. Hereinafter called the 'Lessor' (Which expression shall unless, it is repugnant to the context or meaning thereof be deemed to mean and include its successors and assigns) of the first part.

And

Mrs./ Ms./ Mr.....aged about..... years
son/ daughter/ wife of resident of
..... District (Hereinafter called the 'Lessee')
(which expression shall unless, it is repugnant to the context or meaning thereof be deemed to mean and include its successors and assigns) of the second part.

The Lessor and Lessee are hereinafter collectively referred to as **"the parties"**.

Whereas, the Lessor has constructed a housing unit at
and in pursuance of the application of the Lessee, the Lessor hereby grant the Lease hold right to the Lessee over the scheduled property on the terms and conditions mentioned in this deed of lease.



NOW THIS DEED WITNESSETH AND IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO as follows:

1. That in consideration of the total premium of ₹. (Rupees.....) paid by the Lessee to the Lessor, (the receipt of which is hereby acknowledged) and the rent hereinafter reserved and the covenants of the part of the lessee hereinafter contained the Lessor doth hereby demise with effect from the day of the month of..... (the date of allotment) unto the lessee a housing unit admeasuring..... Sq. ft. only.
2. That in pursuance of the aforesaid and in consideration of the rent hereby reserved and the covenants and conditions hereinafter contained on the part of the lessee to be paid performed and observed, the first party doth hereby demise unto the second party, in addition to rights to use the demised premises.
3. That the possession of the leased property has been delivered to the Lessee to hold the same for the term of..... years commencing from to with the renewal for more period.
4. That the possession of the leased property has been delivered to the lessee to hold the same for the term of years commencing fromto..... with renewal for more period of years each, the rent being enhanced at each renewal to of the rent payable during the periods immediately preceding the revision, the Lessee rendering therefore (for the leased premise) during the said term the monthly rent of..... (Rupees) only the rent being payable by monthly payment within the 10th day of every succeeding month.
5. That the lessee shall regularly pay the monthly rent within tenth day of every succeeding month of English calendar, incase of failure to pay the rent for four consecutive months, he shall be liable for eviction. Rent payment to be made through State Bank of Sikkim under the head and Bank receipt be deposited in the Office of the, Urban Development and Housing Department, Government of Sikkim.

6. The Lessee shall not, sub-let the leased property whether by way of sub-lease or otherwise and if at any time it is found that the lessee has sublet the leased property or is using the leased property for other purposes other than the purpose for which it has been allotted then in such instances the lessee is liable for eviction and the lease so entered by the parties shall be terminated prior to the term specified in this agreement by the Lessor.

IT IS HEREBY FURTHER AGREED BY AND BETWEEN THE PARTIES HERETO that the lessee shall not sublet, permit the use and/or otherwise transfer their rights hereunder or any portion or portions of the leased premises along with the rights granted unto the lessee, to any person or financial institutions, otherwise, the lessee shall be liable to vacate the demised premises and hand over the vacant and peaceful possession of the said leased premises to the Lessor without any demur and he shall also be entirely liable to compensate for any losses caused by his act to any individuals, banking institutions, body corporate and the Lessor.

7. That the lessee doth hereby covenant with the Lessor that he shall during the term hereby shall pay all payable charges, tax/revenue for sanitation, electricity, water charges etc. of the leased-out property mentioned in the schedule below to the concerned departments of Government of Sikkim and other authorities.
8. That the Lessee hereby agrees with the Lessor that during the term hereby granted, he shall not make any alterations, additions, modifications in the leased property, without the previous consent in writing from the Lessor. The Lessee shall at all times during the lease term keep and maintain the said premise clean and watertight in all seasons and further in good, substantial, habitable conditions and to that effect, if need be, affect necessary repair or renovation at his own cost after prior notice to the Lessor and after obtaining permission in writing of the Lessor.
9. The Lessee shall not do or permit to be done in the said premise anything, which may be a nuisance or annoyance to the other occupants of the Lessor and others inhabitants residing in the adjoining premises. The Lessee shall also take care and shall keep safety from inflammable or combustible or dangerous goods or merchandise therein in proper condition, care and custody so as not to cause damage to the property of the Lessor.
10. If the Lessee infringes or violates any of the terms and condition of this lease deed then, in that event, the Lessor shall be entitled to terminate this lease deed before the expiry of the lease term and, in that event, the Lessor shall have right to repossess the same.



11. That the lessee shall form a committee with other people inhabiting the housing unit/ other allottees, and shall undertake social works such as imparting awareness among people about sustainable development, ecological aspects, health, education and other social works etc., for the benefit of the society. That the Committee so formed shall look after the maintenance of the property and infrastructure therein viz; residential buildings, multipurpose hall and building and surrounding area with the fenced housing complex.
12. That if the Lessee is found enter into any agreement and transfers the leased premise to any person individual or body corporate or any financial institute the lessee shall peacefully vacate the scheduled property within seven days from the receipt of notice from the Lessor Department.
13. The object of leasing the scheduled Property is to render shelter to the families therefore the Scheduled Premise shall not be “mortgaged” or “Sold” by the Lessee.
14. That the lease holds interest in the capacity of “lessee” over scheduled property shall be limited only to the legal heirs, subject to prior approval of the Lessor Department.
15. That the “Lessor” reserves his right to take over the possession of the scheduled premise and terminate this agreement in circumstances wherein the Lessee has left/ leave no legal heirs. The term “Legal Heirs” in this agreement denotes the legal heir of the Lessee only and no one else.
16. That the Lessee also agrees that in case of damage caused due to Force Majure or by natural Calamities, to the scheduled/said premise, in such instance the Lessee shall vacate the said premise peacefully and the Lessor shall not be liable for any accidents caused by the natural calamities and if any accident caused by Lessee’s recklessness, in the leased premise. The lessee shall be solely responsible for the restoration of the said premise.
17. The lessee shall permit the Lessor or any authorized person or persons deputed by the lessor during the term of the lease hereunder at all reasonable hours if the lessor desires to enter upon the demised premises for inspecting thereof, and if any defect or want of repair on such inspection be found and discovered, the lessor shall give a notice in writing to make good and restore the same and that the lessee shall within fifteen days, next after such notice will and

sufficiently make good and restore the same accordingly on failure to comply with the aforesaid notice the Lessor shall take any measures as he may deem fit in regard to scheduled/ allotted property.

18. That during the continuance of the term of the lease hereby granted, the lessee shall not carry out any structural changes or changes in the external elevation of the scheduled property fully described in the schedule below without the prior written permission of the Lessor; In case of any structural changes or additional alteration is made by the lessee then the same shall be demolished/dismantled by the lessee at his own expense.
19. The lessee shall peaceably hold and enjoy the leased / scheduled premises for the said term hereby granted, provided he abides by the clauses mentioned in this indenture of Lease and does not act in contrary to this agreement as agreed by both the parties.
20. The parties hereto confirm and declare that this deed of lease constitutes the entire Agreement between them, and supersedes all earlier understandings and writings arrived at by and between them, whether oral and written, concerning the subject matter hereof, and no additions, alterations or modifications hereto shall be valid or binding, unless the same are reduced to writing and are signed by the parties hereto.
21. The Lessor and the Lessee hereby irrevocably agree and undertake to perform the irrespective covenants herein above contained.

22. **Interpretation:** -

Demised premise / said premise / allotted premise / leased premise refer to the Scheduled property.

23. In the event of any dispute or difference that may be arises between the parties created by this covenant during the subsistence of this lease agreement as to the meaning and definition either party can file the case before the appropriate court of law for their redressal and remedies within the jurisdiction of State of Sikkim only.



SCHEDULE :-

All that portion / flat/ landed property measuring an area _____ X _____ situated at _____, Sikkim which are butted and bounded as under:-

East (Name of the boundary holder)

West (Name of the boundary holder)

North (Name of the boundary holder)

South (Name of the boundary holder)

In the witness thereof, the parties have signed this lease agreement on this the _____ day of _____ 2021 at _____, Sikkim.

WITNESSES

1. LESSOR

2. LESSEE



State Level Approval and Monitoring Committee (SLAMC)

COMPOSITION

1	Minister, Urban Development Department	Chairperson
2	Respective Member of Legislative Assembly of Assembly Constituencies containing municipal wards	Member
3	Secretary, Urban Development Department	Member Secretary

Note: The Chairperson of the SLAMC will have the authority to co-opt any other member or invite special invitees to the meeting of the SLAMC as and when the need arises.

TERMS OF REFERENCE:

- i. Overall monitoring of the scheme
- ii. Approval of the beneficiaries for different verticals of the scheme
- iii. Right to order for re- scrutiny of the beneficiaries recommended by the Municipal Screening Committee
- iv. Any other important issues required for implementation of the Scheme

SIKKIM

GOVERNMENT



GAZETTE

**EXTRAORDINARY
PUBLISHED BY AUTHORITY**

Gangtok

Tuesday 22nd June, 2021

No.136

**URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM**

No. : 20/UDD/2021

Dated:01/06/2021

NOTIFICATION

In pursuance of the 'Operational Guidelines' for the **Scheme Sikkim Urban Garib Awas Yojana (SUGAY)**, the State Government of Sikkim is hereby pleased to constitute a "**State Level Approval and Monitoring Committee (SLAMC)**" comprising of the following members.

State Level Approval and Monitoring Committee (SLAMC) under Sikkim Urban Garib Awas Yojana (SUGAY)		
1.	Hon'ble Minister Urban Development Department	Chairperson
2.	Respective Members of Legislative Assembly of Assembly Constituencies containing ULBs	Member
3.	Secretary Urban Development Department	Member Secretary

Note: The Chairperson of the SLAMC will have the authority to co-opt any other member or invite special invitees to the meeting of the SLAMC as and when the need arises.

Terms of Reference:-

1. Overall monitoring of the scheme
2. Approval of the beneficiaries for different verticals of the scheme
3. Right to order for re-scrutiny of the beneficiaries recommended by the Municipal Screening Committee
4. Any other important issues required for implementation of the Scheme

(Sarala Rai, IAS)

Secretary

Urban Development Department

Government of Sikkim

File. No. GoS/UD&HD/9(102)12-Part III

S.G.P.G. 136/Com.2/Gazette/100 Nos./Dt:22.06.2021



Municipal Screening Committee (MSC)

COMPOSITION

1	Mayor/Chairman/President	Chairperson
2	Dy. Mayor/Vice-Chairman/Vice President	Vice- Chairperson
3	All Councilors of respective ULBs	Member
4	Town Planner/ Asstt. Town Planner	Member
5	Divisional Engineer/ Asstt. Engineer	Member
6	Municipal Commissioner/Municipal E.O.	Member Secretary

Note: The Chairperson of the MSC will have the authority to co-opt any other member or invite special invitees to the meeting of the MSC as and when the need arises.

TERMS OF REFERENCE:

- i. Issue of applications forms
- ii. Screening of all the applications
- iii. Verification of the land status and suitability
- iv. Selection of beneficiaries based on the prescribed criteria
- v. Any other important issues required for implementation of the Scheme

**SIKKIM****GOVERNMENT****GAZETTE****EXTRAORDINARY
PUBLISHED BY AUTHORITY****Gangtok****Tuesday 22nd June, 2021****No.137****URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM****No. : 21/UDD/2021****Dated: 01 /06/2021****NOTIFICATION**

In pursuance of the 'Operational Guidelines' for the **Scheme Sikkim Urban Garib Awaz Yojana (SUGAY)**, the State Government of Sikkim is hereby pleased to constitute a "**Municipal Screening Committee (MSC)**" for Gangtok Municipal Corporation, comprising of the following members.

Municipal Screening Committee (MSC) for Gangtok Municipal Corporation under Sikkim Urban Garib Awaz Yojana (SUGAY)		
1.	Mayor - Gangtok Municipal Corporation	Chairperson
2.	Deputy Mayor - Gangtok Municipal Corporation	Member
3.	All Councillors of Gangtok Municipal Corporation	Member
4.	Town Planner - Gangtok Municipal Corporation	Member
5.	Divisional Engineer - Gangtok Municipal Corporation	Member
6.	Municipal Commissioner - Gangtok Municipal Corporation	Member Secretary

Note: The Chairperson of the MSC will have the authority to co-opt any other member or invite special invitees to the meeting of the MSC as and when the need arises.

Terms of Reference:-

1. Issue of application forms
2. Screening of all applicants
3. Verification of the land status and suitability
4. Selection of beneficiaries based on the prescribed criteria
5. Any other important issues required for implementation of the Scheme

(Sarala Rai, IAS)**Secretary****Urban Development Department****Government of Sikkim****File. No. GoS/UD&HD/9(102)12-Part III****S.G.P.G. 137/Com.2/Gazette/100 Nos./Dt:22.06.2021**



SIKKIM

GOVERNMENT



GAZETTE

EXTRAORDINARY PUBLISHED BY AUTHORITY

Gangtok

Tuesday 22nd June, 2021

No.138

URBAN DEVELOPMENT DEPARTMENT GOVERNMENT OF SIKKIM

No. : 22/UDD/2021

Dated: 01/06/2021

NOTIFICATION

In pursuance of the 'Operational Guidelines' for the **Scheme Sikkim Urban Garib Awas Yojana (SUGAY)**, the State Government of Sikkim is hereby pleased to constitute a "**Municipal Screening Committee (MSC)**" for Rangpo Nagar Panchayat, comprising of the following members.

Municipal Screening Committee (MSC) for Rangpo Nagar Panchayat under Sikkim Urban Garib Awas Yojana (SUGAY)		
1.	President – Rangpo Nagar Panchayat	Chairperson
2.	Vice President - Rangpo Nagar Panchayat	Member
3.	All Councillors of Rangpo Nagar Panchayat	Member
4.	Assistant Town Planner (Rangpo) Urban Development Department	Member
5.	Assistant Engineer (East) Urban Development Department	Member
6.	Municipal Executive Officer Rangpo Nagar Panchayat	Member Secretary

Note: The Chairperson of the MSC will have the authority to co-opt any other member or invite special invitees to the meeting of the MSC as and when the need arises.

Terms of Reference:-

1. Issue of application forms
2. Screening of all applicants
3. Verification of the land status and suitability
4. Selection of beneficiaries based on the prescribed criteria
5. Any other important issues required for implementation of the Scheme

(Sarala Rai, IAS)

Secretary

Urban Development Department
Government of Sikkim

File. No. GoS/UD&HD/9(102)12-Part III

S.G.P.G. 138/Com.2/Gazette/100 Nos./Dt:22.06.2021

SIKKIM

GOVERNMENT



GAZETTE

**EXTRAORDINARY
PUBLISHED BY AUTHORITY**

Gangtok

Tuesday 22nd June, 2021

No.139

**URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM**

No. : 23/UDD/2021

Dated: 01 /06/2021

NOTIFICATION

In pursuance of the 'Operational Guidelines' for the **Scheme Sikkim Urban Garib Awas Yojana (SUGAY)**, the State Government of Sikkim is hereby pleased to constitute a "**Municipal Screening Committee (MSC)**" for Singtam Nagar Panchayat, comprising of the following members.

Municipal Screening Committee (MSC) for Singtam Nagar Panchayat under Sikkim Urban Garib Awas Yojana (SUGAY)		
1.	President – Singtam Nagar Panchayat	Chairperson
2.	Vice President - Singtam Nagar Panchayat	Member
3.	All Councillors of Singtam Nagar Panchayat	Member
4.	Assistant Town Planner (Singtam) Urban Development Department	Member
5.	Assistant Engineer (East) Urban Development Department	Member
6.	Municipal Executive Officer Singtam Nagar Panchayat	Member Secretary

Note: The Chairperson of the MSC will have the authority to co-opt any other member or invite special invitees to the meeting of the MSC as and when the need arises.

Terms of Reference:-

1. Issue of application forms
2. Screening of all applicants
3. Verification of the land status and suitability
4. Selection of beneficiaries based on the prescribed criteria
5. Any other important issues required for implementation of the Scheme

(Sarala Rai, IAS)

Secretary

**Urban Development Department
Government of Sikkim**

File. No. GoS/UD&HD/9(102)12-Part III

S.G.P.G. 139/Com.2/Gazette/100 Nos./Dt:22.06.2021



SIKKIM

GOVERNMENT



GAZETTE

EXTRAORDINARY PUBLISHED BY AUTHORITY

Gangtok

Tuesday 22nd June, 2021

No. 140

URBAN DEVELOPMENT DEPARTMENT GOVERNMENT OF SIKKIM

No. : 24/UDD/2021

Dated: 01 /06/2021

NOTIFICATION

In pursuance of the 'Operational Guidelines' for the **Scheme Sikkim Urban Garib Awas Yojana (SUGAY)**, the State Government of Sikkim is hereby pleased to constitute a "**Municipal Screening Committee (MSC)**" for Mangan Nagar Panchayat, comprising of the following members.

Municipal Screening Committee (MSC) for Mangan Nagar Panchayat under Sikkim Urban Garib Awas Yojana (SUGAY)		
1.	President – Mangan Nagar Panchayat	Chairperson
2.	Vice President - Mangan Nagar Panchayat	Member
3.	All Councillors of Mangan Nagar Panchayat	Member
4.	Assistant Town Planner (Mangan) Urban Development Department	Member
5.	Assistant Engineer (North) Urban Development Department	Member
6.	Municipal Executive Officer Mangan Nagar Panchayat	Member Secretary

Note: The Chairperson of the MSC will have the authority to co-opt any other member or invite special invitees to the meeting of the MSC as and when the need arises.

Terms of Reference:-

1. Issue of application forms
2. Screening of all applicants
3. Verification of the land status and suitability
4. Selection of beneficiaries based on the prescribed criteria
5. Any other important issues required for implementation of the Scheme
- 6.

(Sarala Rai, IAS)

Secretary

Urban Development Department
Government of Sikkim

File. No. GoS/UD&HD/9(102)12-Part III

S.G.P.G. 140/Com.2/Gazette/100 Nos./Dt:22.06.2021

SIKKIM

GOVERNMENT



GAZETTE

**EXTRAORDINARY
PUBLISHED BY AUTHORITY**

Gangtok

Tuesday 22nd June, 2021

No.141

**URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM**

No. : 25/UDD/2021

Dated: 01/06/2021

NOTIFICATION

In pursuance of the 'Operational Guidelines' for the **Scheme Sikkim Urban Garib Awaz Yojana (SUGAY)**, the State Government of Sikkim is hereby pleased to constitute a "**Municipal Screening Committee (MSC)**" for Namchi Municipal Council, comprising of the following members.

Municipal Screening Committee (MSC) for Namchi Municipal Council under Sikkim Urban Garib Awaz Yojana (SUGAY)		
1.	Chairman - Namchi Municipal Council	Chairperson
2.	Vice Chairman - Namchi Municipal Council	Member
3.	All Councillors of Namchi Municipal Council	Member
4.	Assistant Town Planner (South) Urban Development Department	Member
5.	Assistant Engineer (South) Urban Development Department	Member
6.	Municipal Executive Officer - Namchi Municipal Council	Member Secretary

Note: The Chairperson of the MSC will have the authority to co-opt any other member or invite special invitees to the meeting of the MSC as and when the need arises.

Terms of Reference:-

1. Issue of application forms
2. Screening of all applicants
3. Verification of the land status and suitability
4. Selection of beneficiaries based on the prescribed criteria
5. Any other important issues required for implementation of the Scheme

(Sarala Rai, IAS)

Secretary

**Urban Development Department
Government of Sikkim**

File. No. GoS/UD&HD/9(102)12-Part III

S.G.P.G. 141/Com.2/Gazette/100 Nos./Dt:22.06.2021

SIKKIM**GOVERNMENT****GAZETTE****EXTRAORDINARY
PUBLISHED BY AUTHORITY****Gangtok****Tuesday 22nd June, 2021****No.142****URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM****No. : 26/UDD/2021****Dated: 01/06/2021****NOTIFICATION**

In pursuance of the 'Operational Guidelines' for the **Scheme Sikkim Urban Garib Awas Yojana (SUGAY)**, the State Government of Sikkim is hereby pleased to constitute a "**Municipal Screening Committee (MSC)**" for Nayabazar - Jorethang Nagar Panchayat, comprising of the following members.

Municipal Screening Committee (MSC) for Nayabazar - Jorethang Nagar Panchayat under Sikkim Urban Garib Awas Yojana (SUGAY)		
1.	President – Nayabazar Jorethang Nagar Panchayat	Chairperson
2.	Vice President - Nayabazar Jorethang Nagar Panchayat	Member
3.	All Councillors of Nayabazar Jorethang Nagar Panchayat	Member
4.	Town Planner (S/W) – Urban Development Department	Member
5.	Divisional Engineer (S) – Urban Development Department	Member
6.	Municipal Executive Officer Nayabazar Jorethang Nagar Panchayat	Member Secretary

Note: The Chairperson of the MSC will have the authority to co-opt any other member or invite special invitees to the meeting of the MSC as and when the need arises.

Terms of Reference:-

1. Issue of application forms
2. Screening of all applicants
3. Verification of the land status and suitability
4. Selection of beneficiaries based on the prescribed criteria
5. Any other important issues required for implementation of the Scheme

(Sarala Rai, IAS)**Secretary****Urban Development Department
Government of Sikkim****File. No. GoS/UD&HD/9(102)12-Part III****S.G.P.G. 142/Com.2/Gazette/100 Nos./Dt:22.06.2021**

SIKKIM

GOVERNMENT



GAZETTE

**EXTRAORDINARY
PUBLISHED BY AUTHORITY**

Gangtok

Tuesday 22nd June, 2021

No.143

**URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM**

No. : 27/UDD/2021

Dated: 01/06/2021

NOTIFICATION

In pursuance of the 'Operational Guidelines' for the **Scheme Sikkim Urban Garib Awaz Yojana (SUGAY)**, the State Government of Sikkim is hereby pleased to constitute a "**Municipal Screening Committee (MSC)**" for Gyalshing Nagar Panchayat, comprising of the following members.

Municipal Screening Committee (MSC) for Gyalshing Nagar Panchayat under Sikkim Urban Garib Awaz Yojana (SUGAY)		
1.	President – Gyalshing Nagar Panchayat	Chairperson
2.	Vice President - Gyalshing Nagar Panchayat	Member
3.	All Councillors of Gyalshing Nagar Panchayat	Member
4.	Assistant Town Planner (West) Urban Development Department	Member
5.	Assistant Engineer (West) Urban Development Department	Member
6.	Municipal Executive Officer Gyalshing Nagar Panchayat	Member Secretary

Note: The Chairperson of the MSC will have the authority to co-opt any other member or invite special invitees to the meeting of the MSC as and when the need arises.

Terms of Reference:-

1. Issue of application forms
2. Screening of all applicants
3. Verification of the land status and suitability
4. Selection of beneficiaries based on the prescribed criteria
5. Any other important issues required for implementation of the Scheme

(Sarala Rai, IAS)

Secretary

Urban Development Department

Government of Sikkim

File. No. GoS/UD&HD/9(102)12-Part III

S.G.P.G. 143/Com.2/Gazette/100 Nos./Dt:22.06.2021

District Level Monitoring Team (DLMT)

COMPOSITION

1	Additional Chief Engineer, UDD	Team Leader
2	Joint Secretary, UDD	Member
3	Town Planner, UDD	Member

TERMS OF REFERENCE:

- i. To ensure that the execution is as per the prescribed drawings
- ii. To ensure that the beneficiary is as per the approval accorded by the State Level Approval and Monitoring Committee
- iii. To report any discrepancies on execution to the Member Secretary, State Level Approval and Monitoring Committee
- iv. Any other important issues required for implementation of the Scheme

SIKKIM

GOVERNMENT



GAZETTE

EXTRAORDINARY PUBLISHED BY AUTHORITY

Gangtok

Tuesday 22nd June, 2021

No.144

URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM

No. : 28/UDD/2021

Dated: 01/06/2021

NOTIFICATION

In pursuance of the 'Operational Guidelines' for the **Scheme Sikkim Urban Garib Awaz Yojana (SUGAY)**, the State Government of Sikkim is hereby pleased to constitute a "**District Level Monitoring Team (DLMT)**" for North /East, comprising of the following members.

District Level Monitoring Team (DLMT) for North /East under Sikkim Urban Garib Awaz Yojana (SUGAY)		
1.	Additional Chief Engineer (North /East) Urban Development Department	Team Leader
2.	Joint Secretary (North /East) Urban Development Department	Member
3.	Town Planner (North /East) Urban Development Department	Member

Terms of Reference:-

1. To ensure that the execution is as per the prescribed drawing
2. To ensure that the beneficiary is as per the approval accorded by the State Level Approval and Monitoring Committee
3. To report any discrepancies on execution to the Member Secretary, State Level Approval and monitoring Committee
4. Any other important issues required for implementation of the scheme

(Sarala Rai, IAS)

Secretary

Urban Development Department

Government of Sikkim

File. No. GoS/UD&HD/9(102)12-Part III

S.G.P.G. 144/Com.2/Gazette/100 Nos./Dt:22.06.2021

SIKKIM**GOVERNMENT****GAZETTE****EXTRAORDINARY
PUBLISHED BY AUTHORITY****Gangtok****Tuesday 22nd June, 2021****No.145****URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM****No. : 29/UDD/2021****Dated: 01/06/2021****NOTIFICATION**

In pursuance of the 'Operational Guidelines' for the Scheme Sikkim Urban Garib Awas Yojana (SUGAY), the State Government of Sikkim is hereby pleased to constitute a "District Level Monitoring Team (DLMT)" for South /West, comprising of the following members.

District Level Monitoring Team (DLMT) for South / West under Sikkim Urban Garib Awas Yojana (SUGAY)		
1.	Additional Chief Engineer (South /West) Urban Development Department	Team Leader
2.	Joint Secretary (South /West) Urban Development Department	Member
3.	Town Planner (South /West) Urban Development Department	Member

Terms of Reference:-

5. To ensure that the execution is as per the prescribed drawing
6. To ensure that the beneficiary is as per the approval accorded by the State Level Approval and Monitoring Committee
7. To report any discrepancies on execution to the Member Secretary, State Level Approval and monitoring Committee
8. Any other important issues required for implementation of the scheme

**(Sarala Rai, IAS)
Secretary**

**Urban Development Department
Government of Sikkim**

File. No. GoS/UD&HD/9(102)12-Part III

S.G.P.G. 145/Com.2/Gazette/100 Nos./Dt:22.06.2021



NOTES



**URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM
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