

# Circular

**Circular no - P160713**

**Date - 01/01/2025**

**Subject:** Amending the Powers Regarding Allotment, Transfer, Consolidation, Division, Sub-leasing, and Extension of Plots / Sheds / Units, etc.

**Reference:** 1. Circular No. M.Auwim / Land Department / D 14502 dated 26.09.2016.

2. Circular No. M.Auwim / Land Department / E03211 dated 06.12.2022.

3. Circular No. M.Auwim / Land Department / E09623 dated 20.06.2023.

4. Notification No. M.Auwim / Land Department / P34439 dated 21.06.2023.

5. Notification No. M.Auwim / Land Department / P88860 dated 26.09.2023.

6. Circular No. M.Auwim / Land Department / P55674 dated 01.12.2023.

7. Circular No. M.Auwim / Land Department / P143265 dated 14.10.2024.

8. Circular No. M.Auwim / Land Department / P145220 dated 24.10.2024.

9. Circular No. M.Auwim / Land Department / P153021 dated 03.12.2024.

The allotment of plotted land in the industrial areas developed by the Corporation is done in accordance with the provisions of the MIDC Disposal of Land Regulations, 1975, as well as the decisions taken by the Corporation's Board of Directors in their meetings through resolutions from time to time, and the guidelines published as per administrative decisions. According to the relevant circulars/notifications, decisions regarding the allotment, transfer, and other received proposals for plots/sheds/units are taken by the Land Allotment Committees at the levels of Regional Officer / Deputy Chief Executive Officer / Assistant Chief Executive Officer, authorized by the Chief Executive Officer.

As it is necessary to make changes in the powers, the referenced circular number of the Corporation is Amendments are being made to the powers of the Land Allotment Committee as mentioned in issue number 5 of point 1. Additionally, the circulars referenced from number 2 to 9 are being superseded/cancelled by this circular.

## **5. Powers of the Land Allotment Committee:**

Powers are being granted as follows for the approval of allotment, transfer, consolidation, division, sub-leasing, and extension of plots/sheds/units.

<b>Sr.no.</b>	<b>Subject of Work</b>	<b>Committee / Officer with delegated authority</b>
1	2	3
5.1	Allotment, transfer, consolidation, division, sub-leasing, and extension of plots/sheds/units. 1	

	1. Allotment and transfer of industrial plots (including MSME plots)   (excluding MMR, PMR & NMR (Nagpur) regions)	
	A. Up to an area of 8,000 square meters	Land Allotment Committee under the chairmanship of the Regional Officer
	B. From 8,001 square meters to 20,000 square meters	Land Allotment Committee under the chairmanship of the Deputy Chief Executive Officer
	C. 20,001 square meters and above	Land Allotment Committee under the chairmanship of the Assistant Chief Executive Officer.
2.	Allotment and transfer of industrial plots (including MSME plots) in the MMR, PMR & NMR (Nagpur) regions.	
	A. Up to an area of 4,000 square meters	Land Allotment Committee under the chairmanship of the Regional Officer
	B. From 4,001 square meters to 8,000 square meters	Land Allotment Committee under the chairmanship of the Deputy Chief Executive Officer
	C. From 8,001 square meters to 20,000 square meters.	Land Allotment Committee under the chairmanship of the Assistant Chief Executive Officer
	D. 20,001 square meters and more	Land Allotment Committee under the chairmanship of the Chief Executive Officer
3.	Consolidation, division, sub-leasing, and extension of industrial plots (including MSME plots)	
	A. Up to an area of 8,000 square meters.	Regional Officer
	B. From 8,001 square meters to 20,000 square meters	Deputy Chief Executive Officer
	C. . 20,001 square meters and above	Assistant Chief Executive Officer
4.	Transfer, consolidation, division, sub-leasing, and extension of all types of plots in the Information Technology and Biotechnology Parks / Industrial Areas	
	A. Up to 1,000 square meters	Regional Officer (Information and Technology)
	B. More than 1,001 square meters	Regional Officer (Information and Technology)
5.	Transfer, consolidation, division, sub-leasing, and extension of all types of plots in the Information Technology and Biotechnology Parks / Industrial Areas	
	A. Up to an area of 1,000 square meters	Regional Officer.
	B. From 1,001 square meters to 10,000 square meters.	Deputy Chief Executive Officer
	C. More than 10,001 square meters	Assistant Chief Executive Officer
6.	<b>Transfer and sub-leasing of built-up sheds / shops</b>	

	<b>A.</b> Built-up sheds / shops in the Information Technology / Biotechnology parks (excluding MMR region) as well as built-up sheds / shops in industrial areas.	Regional Officer
	<b>B.</b> Built-up sheds / shops in the Information Technology / Biotechnology parks / industrial areas (IT/BT) in the MMR region	
	<b>(C)</b> Up to 1000 square cm	Prof. A. (Humanities and Technology)
	<b>(D)</b> More than 1001 square cm	As per the duties assigned to the Deputy Chief Executive Officer through Prof. A. (Humanities and Technology)
<b>7.</b>	Distribution of plots at concessional rates as per the facilities and the circulars dated 09.02.2010, 15.03.2024, and 13.08.2024	Deputy Chief Executive Officer
<b>8.</b>	Distribution of land under the category of project-affected / disabled	
	<b>(A)</b> Distribution of land with an area up to 100 sq. m. under the category of project-affected / disabled, and allocation of land with a 15% return to project-affected individuals (excluding industrial areas in MMR and PMR)	Regional Officer
	<b>(B)</b> Distribution of land with an area up to 100 sq. m. under the category of project-affected / disabled in industrial areas of MMR and PMR, as well as allocation of land with a 15% return to project-affected individuals	Deputy Chief Executive Office
	<b>(C)</b> Distribution of land to the JVC/Partnership Firm established by the group of project-affected individuals.	Deputy Chief Executive Office
<b>9.</b>	Distribution of all types of land under the priority category.	Land Distribution Committee under the chairmanship of the Chief Executive Officer
<b>10.</b>	Distribution of land / sheds / units through e-tendering (Industrial, Residential (excluding the demand of Corporation employees), Commercial, Built-up units in Information Technology / Biotechnology Parks, Plug & Play units, etc.)	
	<b>(A)</b> Distribution of land through online direct method	The Regional Officer, through the concerned Deputy Chief Executive Officer (DCEO), should invite online applications with the approval of the Chief Executive Officer (CEO). After the technical scrutiny of the received

		applications, the proposal regarding disqualified applications should be approved by the Deputy Chief Executive Officer (DCEO). Furthermore, after the technical scrutiny, the financial envelope of eligible applicants should be opened. Once the applicant with the highest bid (H1) is determined, the proposal along with the details of the received rates should be submitted to the Deputy Chief Executive Officer for approval. Based on the approval, further action regarding the distribution should be carried out.
	<b>(B)</b> Distribution of land through e-tendering method	With the approval of the Chief Executive Officer (CEO), e-tenders should be invited through the concerned Deputy Chief Executive Officer (DCEO). After the technical scrutiny of the received e-tenders, the proposal regarding disqualified tenders should be approved by the Deputy Chief Executive Officer (DCEO). Furthermore, after the technical scrutiny, the financial envelope of the qualified tenderers should be opened. Once the tenderer with the highest bid (H1) is determined, the proposal along with the details of the received rates should be submitted to the Deputy Chief Executive Officer (DCEO) for approval. Based on the approval, further action regarding the distribution should be carried out
<b>11.</b>	Providing space for the purposes of tree plantation / garden / decoration	
	<b>(A)</b> Up to an area of 8,000 sq. m. (excluding industrial areas in MMR and PMR)	Regional Officer
	<b>(B)</b> From 8,001 sq. m. to 20,000 sq. m. in area (excluding industrial areas in MMR and PMR).	Deputy Chief Executive Officer
	<b>(C)</b> Land with an area of up to 20,000 sq. m. in industrial areas of MMR and PMR, as well as land with an area of 20,001 sq. m. and above in other industrial areas	Deputy Chief Executive Officer
	<b>(D)</b> Land with an area of 20,001 sq. m. and above in industrial areas of MMR and PMR	Chief Executive Officer
<b>12.</b>	Approval of the proposal for the transfer of land / shed / unit with a change in production. Excluding components in Information Technology / Biotechnology	

	Parks, if there is a change in the industrial sector's production to a product under the Maharashtra Pollution Control Board's Red (Red) category or a change within the Red category, the proposal should be approved with prior consent from the Deputy Chief Executive Officer (Environment) and approval from the Deputy Chief Executive Officer.	
	<b>( C )</b> Approval of the proposal for the transfer of land, shed, or unit with a change in production in areas other than MMR, PMR, and NMR (Nagpur) regions.	
	<b>(A)</b> Up to an area of 8,000 sq. m.	Land Distribution Committee under the chairmanship of the Regional Officer
	<b>(B)</b> From 8,001 sq. m. to 20,000 sq. m	Land Distribution Committee under the chairmanship of the Deputy Chief Executive Officer
	<b>(D)</b> 20,001 sq. m. and above	Land Distribution Committee under the chairmanship of the Deputy Chief Executive Officer
<b>5.2</b>	Other proposals to be received	
	<b>1.</b> Recording the change in the name of the company established under the Companies Act (after obtaining feedback from local panel lawyers, if necessary)	
	<b>(A)</b> Up to an area of 8,000 sq. m	Regional Officer
	<b>( B )</b> From 8,001 sq. m. to 20,000 sq. m	Deputy Chief Executive Officer
	<b>( C )</b> 20,001 sq. m. and above	Deputy Chief Executive Officer
	<b>2.</b> Recording the change in the name of partnership firms, private organizations, etc. (after obtaining feedback from local panel lawyers, if necessary)	
	<b>(A)</b> Up to an area of 8,000 sq. m	Regional Officer
	<b>( B )</b> From 8,001 sq. m. to 20,000 sq. m	Deputy Chief Executive Officer
	<b>( C )</b> 20,001 sq. m. and above	Deputy Chief Executive Officer
	<b>3.</b> Regarding the transfer of all types of land, sheds, and units through competent courts, DRT, banks/financial institutions, etc. (In such cases, the Regional Officers should promptly contact the concerned authority with the assistance of local panel lawyers to ensure the recovery of all dues payable to the Corporation and take appropriate action accordingly)	
	<b>(A)</b> Up to an area of 8,000 sq. m	Regional Officer
	<b>( B )</b> From 8,001 sq. m. to 20,000 sq. m	Deputy Chief Executive Officer
	<b>( C )</b> 20,001 sq. m. and above	Deputy Chief Executive Officer

As per the above-mentioned powers in various industrial areas of the Corporation, the Regional Officer and Deputy Chief Executive Officer should submit a report regarding the final decisions on the distribution, transfer, amalgamation, extension, and other proposals related to land, sheds, and units at their respective levels to the concerned Deputy Chief Executive Officer by the end of each month. Similarly, the Deputy Chief

Executive Officer should submit the report to the concerned Assistant Chief Executive Officer.

The Deputy Chief Executive Officer should review at least 10% of the total proposals finalized at the level of the Regional Officer. Similarly, the Assistant Chief Executive Officer should review at least 5% of the total proposals finalized at the level of the Deputy Chief Executive Officer. If any irregularities are found during the final decision process, responsibility should be assigned to the concerned individuals.

Except for the changes in Item No. 5 as mentioned above, no changes or amendments have been made to the reference circular No. 1. All concerned parties should take note of the revised policy, work division, changes in authority, etc., and take immediate action accordingly.

**Copy:**

- All Department Heads, MIDC, Headquarters, Mumbai
- Chief Engineer (Pune/Chhatrapati Sambhajinagar/Nagpur)
- General Manager (Land/Legal/Land Acquisition/MAVTN/PR/MBVI/DMIC/Production)
- All Superintending Engineers, MIDC
- All Regional Officers, MIDC
- All Executive Engineers, MIDC
- Assistant/Deputy Chief Accounts Officer, MIDC, Mumbai/Pune/Chhatrapati Sambhajinagar/Nagpur
- All General Managers, District Industrial Centres
- All Industrial Associations
- Chief Central Circular Desk/Chief Executive Officer, MIDC, Marol Office, Mumbai/World Trade Centre, Mumbai.