

Municipal Committee Uklana

ORDER

(No. 132/MCU Dated 18-01-2026)

In compliance of the provisions of Haryana Municipal Citizens' Participation Act, 2008, Municipal Committee Uklana has decided to constitute the Area Sabha for each ward to ensure the citizen participation in the development works as well as to facilitate the citizens for providing the benefits of various Government Schemes at the local level.

2. The duties and functions of the Area Sabha within their jurisdiction area has been mentioned in section 8 of the Haryana Municipal Citizens' Participation Act, 2008, which are reproduced as under:-

(a) to generate proposals and determine the priority of schemes and development programmes to be implemented in the area and forward the same to the ward committee, or in its absence, the municipality, for inclusion in the development plans of the ward committee or municipality, as the case may be;

(b) to verify the most eligible persons from the area for beneficiary-oriented schemes on the basis of criteria fixed by the Government and prepare a list of eligible beneficiaries in order of priority and forward the same for inclusion in the development plans of the ward or municipality;

(c) to suggest the location of streetlights, streets, community water taps, public wells, public sanitation units and such other civic amenity schemes within the area;

(d) to identify the deficiencies in the civic amenities in the area and suggest remedial measures;

(e) to assist the activities of public health centres in the area, especially in disease prevention and family welfare and create arrangements to report on the incidence of epidemics and natural calamities;

(f) to provide and mobilize voluntary labour and contributions in cash and kind for development programmes and to supervise such development works through volunteer teams;

(g) to undertake and support tax mapping and to remind people of the locality of their obligations to pay municipal taxes and user charges.

3. Accordingly, the Area Sabha for each ward of Municipal Committee Uklana is hereby constituted as follows:-

Regarding formation of Area Sabha

Name of Municipal Council/Committee: Uklana								
Sr. No.	Ward number	Population of the Ward	Area Sabha Number	Booth numbers included in the Area Sabha	Population of the Area Sabha	Number of voter of the booth	Member Secretary for Area Sabha, MC employee	Members of Area Sabha
(a)	(b)	(c)	(d)	(e)	(f)	(g)		
1	1	1010	1/1	48012 48014 48018 48019 48020 48021 48022 48023 48024	1158	5 1 40 108 208 144 41 86 15	Navdeep Nain, JE, Mob. 9729354532	All voters of Area Sabha

				48025		179		
2	2	1107	2/1	48012		2		
				48018		39		
				48019		68		
				48020		364		
				48021		284		
				48022		80		
				48023		46		
				48024		15		
				48025		28		
				48026		5		
				48027		6		
3	3	1181	3/1	48013		1		
				48018		2		
				48019		14		
				48020		665		
				48021		188		
				48022		36		
				48023		3		
				48024		18		
				48025		33		
				48026		42		
				48027		11		
4	4	1156	4/1	48012		5		
				48015		2		
				48018		269		
				48019		155		
				48020		143		
				48021		87		
				48022		204		
				48023		32		
				48024		35		
				48025		26		
				48026		14		
				48027		10		
5	5	954	5/1	48015		1		
				48018		271		
				48019		304		
				48020		13		
				48021		63		
				48022		19		
				48023		147		
				48024		1		
				48025		3		

Anil Kumar
Accountant
Mob
9350912059

-do-

6	6	1093	6/1	48013	1278	1	-do-	-do-
				48018		192		
				48019		21		
				48020		4		
				48021		42		
				48022		457		
				48023		102		
				48024		81		
				48025		13		
				48021	1564	487	-do-	-do-
7	7	1360	7/1	48022		234		
				48025		206		
				48027		190		
				48013	1319	1	-do-	-do-
8	8	1084	8/1	48020		10		
				48021		16		
				48023		4		
				48024		3		
				48025		3		
				48026		810		
				48027		95		
				48013	1557	32	Tanish, Clerk, Mob 9991947019	-do-
9	9	1286	9/1	48025		4		
				48026		322		
				48027		754		
				48014	1418	2	-do-	-do-
10	10	1265	10/1	48018		2		
				48019		2		
				48020		12		
				48021		2		
				48022		4		
				48023		458		
				48024		335		
				48025		109		
				48026		21		
				48027		66		
11	11	1312	11/1	48018	1415	1	-do-	-do-
				48020		3		
				48023		346		
				48024		261		
				48025		226		
				48026		53		
				48027		121		
12	12	1076	12/1	48012	1076	271	-do-	-do-
				48013		3		
				48014		24		

				48015		425		
				48018		5		
				48023		2		
13	13	1211	13/1	48012	1347	10	Manjeet, Clerk Mob 9991652499	-do-
				48013		2		
				48014		260		
				48015		688		
				48020		1		
				48021		1		
14	14	1347	14/1	48012	1493	4	-do-	-do-
				48013		381		
				48014		581		
				48015		90		
				48019		9		
				48025		1		
15	15	1136	15/1	48012	1291	134	-do-	-do-
				48013		650		
				48014		77		
				48015		53		
				48020		6		
				48022		1		
16	16	986	16/1	48023	1179	1	-do-	-do-
				48012		711		
				48013		91		
				48014		18		
				48015		18		
				48021		1		
				48024		1		
				48026		2		
	Total	18564			21351	15211		

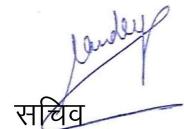

Secretary
Municipal Committee,
Ukiana

कार्यालय नगर पालिका, उकलाना ।

सार्वजनिक सूचना

सभी जनसाधारण को सूचित किया जाता है कि हरियाणा नगर पालिका नागरिक भागीदारी अधिनियम, 2008 के अंतर्गत नगर निकाय प्रशासन, सेवा वितरण में नागरिक भागीदारी को सुदृढ़ करने हेतु कार्यालय आदेश क्रमांक 132 दिनांक 18.01.2026 द्वारा नगर पालिका उकलाना में एरिया सभाओं का गठन किया गया है। इस आशय की सूचना वेबसाइट <https://ulbharyana.gov.in/Hisar/2169> व नोटिस बोर्ड नगर पालिका उकलाना पर सभी जनसाधारण के लिए अपलोड कर दी गई है।

2. अतः सभी जनसाधारण को यह भी सूचित किया जाता है कि एरिया सभा के गठन से संबंधित शक्तियाँ एवं उसके द्वारा किए जाने वाले कार्यों का विवरण हरियाणा नगर पालिका नागरिक भागीदारी अधिनियम, 2008 में वर्णित है। यह अधिनियम नगर पालिका उकलाना की उक्त वेबसाइट फेसबुक पेज व नोटिस बोर्ड पर उपलब्ध है।



नगर पालिका उकलाना

HARYANA GOVERNMENT
LAW AND LEGISLATIVE DEPARTMENT

Notification

The 10th October, 2008

No. Leg. 37/2008.—The following Act of the Legislature of the State of Haryana received the assent of the Governor of Haryana on the 25th September, 2008, and is hereby published for general information:—

HARYANA ACT NO. 35 OF 2008

THE HARYANA MUNICIPAL CITIZENS' PARTICIPATION ACT, 2008

AN

ACT

relating to the municipalities in the State of Haryana to institutionalize citizens' participation in municipal functions, by setting up of area sabha and to provide for matters connected therewith or incidental thereto.

Be it enacted by the Legislature of the State of Haryana in the Fifty-ninth Year of the Republic of India as follows:—

Short title and extent.

1. (1) This Act may be called the Haryana Municipal Citizens' Participation Act, 2008.

Definitions.

(2) It extends to all the municipalities in the State of Haryana.

2. In this Act, unless the context otherwise requires,—

(a) "area" means an area as determined under section 3;

(b) "area sabha" means in relation to an area, the body of all the persons registered in the electoral rolls pertaining to every polling booth in that area of the municipality;

(c) "budget year" means the period for which the Government lays down the annual financial statement;

(d) "chairperson" means the chairperson of the ward committee who shall be the councilor of each ward;

(e) "Government" means the Government of the State of Haryana;

(f) "member" means the area sabha representative of the ward committee nominated under this Act;

(g) "municipality" means an institution of self-government constituted under the Haryana Municipal Act, 1973 (Haryana Act No. 24 of 1973);

- (h) "prescribed" means prescribed by rules made under this Act;
- (i) "Schedule" means Schedule appended to this Act;
- (j) "ward committee" means a committee constituted under section 11;
- (k) "ward infrastructure index" means a composite index generated by taking into account the condition of all public infrastructure elements in that ward.

3. The territorial extent of area of each area sabha shall be coterminous with the geographical area of the ward of the municipality. However, in a municipality, where population of a ward is more than ten thousand, the ward shall be sub-divided into a number of areas with a population of ten thousand or a part thereof (less than 50% being ignored and more than 50% of the same being counted as one unit). Determination of area.

4. The area sabha representative nominated in the manner as provided under section 6 of this Act, shall be a member of the ward committee. Area sabha representative.

5. The general body meeting of an area sabha shall be held in the area, at a public place, at least twice a year, one during the period commencing from the 15th day of May and ending with the 15th day of June and the other during the period commencing from the 15th day of November and ending with the 15th day of December. At least ten percent of the registered voters of the area shall be present in such meetings. General body meeting.

6. Within a period of eight weeks from the date of announcement of constitution of the municipality, representatives for each area sabha shall be nominated in such manner, as may be prescribed. Nomination of area sabha representative.

7. An area sabha representative shall ordinarily hold office for a duration that is coterminous with that of the municipality concerned : Term of office.

Provided that no person shall continue to hold office as an area sabha representative, if, at any time, during his tenure, he incurs any of the disqualifications specified by or under any law for the time being in force for the purpose of elections to the municipality concerned:

Provided further that no person shall be entitled or continue to be entitled to hold office as area sabha representative of an area in which he is not an ordinarily resident.

8. An area sabha may, having regard to its managerial, technical, financial and organizational capacity and the actual conditions prevailing in the municipal area, perform and discharge the following functions and duties, namely:— Functions and duties of area sabha.

- (a) to generate proposals and determine the priority of schemes and development programmes to be implemented in the area and

forward the same to the ward committee, or in its absence, the municipality, for inclusion in the development plans of the ward committee or municipality, as the case may be;

- (b) to verify the most eligible persons from the area for beneficiary oriented schemes on the basis of criteria fixed by the Government and prepare a list of eligible beneficiaries in order of priority and forward the same for inclusion in the development plans of the ward or municipality;
- (c) to suggest the location of streetlights, streets, community water taps, public wells, public sanitation units and such other civic amenity schemes within the area;
- (d) to identify the deficiencies in the civic amenities in the area and suggest remedial measures;
- (e) to assist the activities of public health centres in the area, especially in disease prevention and family welfare and create arrangements to report on the incidence of epidemics and natural calamities;
- (f) to provide and mobilize voluntary labour and contributions in cash and kind for development programmes and to supervise such development works through volunteer teams;
- (g) to undertake and support tax mapping and to remind people of the locality of their obligations to pay municipal taxes and user charges.

Rights and powers of area sabha.

9. An area sabha may, subject to the procedures that may be prescribed in this regard, exercise the following rights and powers, namely:—

- (i) to get information from the officials concerned as to the services to be rendered and the works proposed to be done in the succeeding period of three months after the meeting;
- (ii) to be informed by the ward committee about every decision concerning the area and the rationale of such decisions made by the ward committee or the Government;
- (iii) to be informed by the ward committee of the follow up action taken on the decisions concerning the area;
- (iv) to impart awareness on matters of public interest such as cleanliness, preservation of environment and prevention of pollution;
- (v) to promote harmony and unity and arrange cultural festivals and sports meets to give expression to the talents of the people of the

(vi) to co-operate with the ward committee in the provisions of sanitation arrangements in the area.

10. The area sabha representative of an area shall be an ex-officio member of the ward committee constituted for the ward within which area is situated.

Area sabha
representative to
be ex-officio
member of ward
committee.
Ward committee.

11. (1) There shall be a ward committee for each ward in a municipality to be constituted within six months of the constitution of the municipality.

(2) Each ward committee shall consist of –

- the member of the municipality representing the ward, who shall be the chairperson of the ward committee;
- not less than three and not more than ten persons representing the civic society as area sabha representatives, from the ward, to be nominated by the municipality :

Provided that if the population of the ward is not more than ten thousand, the number of nominated members shall be four, and thereafter, there shall be one additional member for every four thousand population or part thereof:

Provided further that in reckoning the number of additional members of the ward committee exceeding four, any part of less than two thousand population may be ignored :

Provided further that at least one-third of the members shall be women and the number of members representing Scheduled Caste and Backward Class shall be in proportion to their population in that ward.

Explanation.— For the purposes of this section, 'civic society' means any non-government organization or association of persons established, constituted or registered under any law for the time being in force and working for social welfare and includes any community-based organization, professional institution and civic, health, educational, social or cultural body or any trade or industrial organization and such other association or body as the municipality may decide.

(3) A person shall be disqualified for being nominated as a member of the ward committee under clause (b) of sub-section (2) or to continue as such member, if under the provisions of any law for the time being in force, he is disqualified for being elected as a member of a municipality.

(4) The Commissioner, Executive Officer or Secretary of the municipality, as the case may be, or his representative shall be entitled to take part in the meetings and deliberations of the ward committee. The chairperson of the ward committee may request the representatives of concerned departments to be special invitees to participate in the meetings whenever problems pertaining to their departments are to be discussed.

(5) The Sanitary Inspector or any other official, as may be nominated by the municipality, shall be the Secretary of the ward committee. All minutes of the proceedings of the meeting of the ward committee shall be recorded by the Secretary and a copy of minutes of the proceedings of each meeting shall be forwarded by him to the municipality.

(6) The meeting of the ward committee shall be held at least once in each quarter of the year and at least two-third members shall be present in each meeting.

(7) The following procedure shall be adhered to while conducting meetings of the ward committee:—

- (a) reasonable notice of meeting shall be given at least one week in advance and placed on the notice board of the offices of the ward committee;
- (b) minutes of the meeting shall be maintained and kept at its office and shall be made available to the general public for perusal;
- (c) the action taken report on the minutes shall be presented at the next meeting and this information shall be made use of by the appropriate sub-committees in their functions.

(8) The term of office of the ward committee shall be coterminous with the term of office of the municipality.

12. The ward committee shall discharge the following functions, namely:—

- (a) to provide assistance in solid waste management and conduct supervision of sanitation work in the ward;
- (b) to provide assistance for the preparation, implementation and monitoring of the development scheme for the ward and encourage local level alternatives, initiatives or public-private partnership for its implementation;
- (c) to encourage harmony and unity among various groups of people in the ward;
- (d) to mobilize voluntary labour and donation by way of goods or money for social welfare programs and ensure people's participation in the voluntary activities necessary for successful implementation of the developmental activities of the municipality;
- (e) to provide assistance for identification of beneficiaries for the implementation of development and welfare schemes;
- (f) to encourage art and cultural activities and sports and games;

-
- (g) to assist in the timely collection of taxes, fees and other sums due to the municipality and ensure optimal collection of all revenue sources;
 - (h) to ensure maintenance of parks, play grounds, streets and street lights;
 - (i) to assist the activities of public health centres in the area, especially in disease prevention and family welfare and create arrangements to report on the incidence of epidemics and natural calamities;
 - (j) to assist in preparation of the ward plans in a manner consistent with the district plans and complete the exercise within the time specified by the Government;
 - (k) to assist in preparation of the ward budget in accordance with the ward plans and complete the exercise within the time specified by the Government;
 - (l) to map the ward infrastructure index for that ward;
 - (m) to make periodical reports to the municipality in respect of the administration of the Act;
 - (n) to perform such other functions as may be assigned to it by the municipality.

13. The ward committee shall have the right to –

- (a) obtain information about the district and municipal plans;
- (b) obtain the municipal budget within reasonable time to verify, seek clarifications and suggest changes that need to be incorporated;
- (c) obtain information about provision of basic services to urban poor including security of tenure at affordable prices, improved housing, water supply, sanitation, education, health and social security;
- (d) be consulted in the development of land and change of land use and zoning regulations;
- (e) obtain details on all revenue matters including taxes and budgetary allocations to be presented in a simplified and manageable manner;
- (f) seek information from the Commissioner, Executive Officer or Secretary of the municipality, as the case may be, regarding any matter relating to the ward.

- (g) to assist in the timely collection of taxes, fees and other sums due to the municipality and ensure optimal collection of all revenue sources;
- (h) to ensure maintenance of parks, play grounds, streets and street lights;
- (i) to assist the activities of public health centres in the area, especially in disease prevention and family welfare and create arrangements to report on the incidence of epidemics and natural calamities;
- (j) to assist in preparation of the ward plans in a manner consistent with the district plans and complete the exercise within the time specified by the Government;
- (k) to assist in preparation of the ward budget in accordance with the ward plans and complete the exercise within the time specified by the Government;
- (l) to map the ward infrastructure index for that ward;
- (m) to make periodical reports to the municipality in respect of the administration of the Act;
- (n) to perform such other functions as may be assigned to it by the municipality.

13. The ward committee shall have the right to –

- (a) obtain information about the district and municipal plans;
- (b) obtain the municipal budget within reasonable time to verify, seek clarifications and suggest changes that need to be incorporated;
- (c) obtain information about provision of basic services to urban poor including security of tenure at affordable prices, improved housing, water supply, sanitation, education, health and social security;
- (d) be consulted in the development of land and change of land use and zoning regulations;
- (e) obtain details on all revenue matters including taxes and budgetary allocations to be presented in a simplified and manageable manner;
- (f) seek information from the Commissioner, Executive Officer or Secretary of the municipality, as the case may be, regarding any matter relating to the ward.

- (b) information relating to land use including the changes in patterns of land use, data relating to public spaces and civic amenity sites, traffic patterns and public transportation hubs and preservation and restoration of environment, natural resources and heritage sites;
- (c) infrastructure index including the extent of infrastructural development, current and pending projects and the infrastructural requirements of the ward.

19. (1) The State Government may, by notification in the Official Gazette, **Power to make rules** for carrying out the purposes of this Act.

(2) Every rule made under this Act shall be laid, as soon as may be, after it is made, before the House of State Legislature, while it is in session.

ANNUAL BUDGET CALENDAR

[Sections 2 (i) and 15 (2)]

Month	Primary Activity	Secondary Activity	
		1	2
APRIL	area plan		
MAY	ward plan		
JUNE	ward plan		
JULY	area budget		
AUGUST	area budget		
SEPTEMBER	ward budget		
OCTOBER	ward budget		
NOVEMBER	municipality's budget		
DECEMBER	municipality's budget		
JANUARY	works review		
FEBRUARY	works review		
MARCH	works review		

M. S. SULLAR,
 Secretary to Government, Haryana,
 Law and Legislative Department.