

OFFICE ORDER

The work distribution of Legal Department are as under;

A) Mr. Arvind S. Deshbhratar, Legal Consultant

1. All litigations in High Courts, Supreme Court and the Commissions/Tribunals.
2. Co-ordination between the Departments and the Advocates in respect of litigations in High Court, Supreme Court and the Commissions/Tribunals.
3. Any other legal work assigned by the VC&MD, Jt. MDs.
4. To obtain opinions from Hon. Advocate General, and/or Advocates of CIDCO and/or from Law Firms.
5. Mrs. Chetana Bhadange, Asst. Law Officer, will assist to Legal Consultant in respect of High Court matters.
6. Mrs. Poonam Shinge, Asst. Law Officer, will assist to Legal Consultant in respect of Supreme Court matters and matters of the Commissions/Tribunal in Delhi.
7. All assignments of Advocates in the above matters of High Court and Supreme Court shall be done by Joint Managing Director in consultation with Legal Consultant.
8. Mrs. Poonam Shinge, Asst. Law Officer will act as a PIO in the matters of High Courts, Supreme Court & The Commissions/Tribunals.

B) Mrs. Sarika Dhadam, Law Officer**Mrs. Poonam Shinge, Asst. Law Officer**

1. Co-ordinating between the department and the advocates in respect of Civil/Criminal litigations in District & Session Court, CJJD & CJSD etc. for the following Departments.

i	Personnel	ii	Accounts and Finance
iii	Planning	iv	Building Permission
v	Estate	vi	Marketing
vii	CLSO & CCUC (NAINA)	viii	Company Secretary
ix	CUC	x	NAINA
xi	Fire	xii	Security
xiii	Engineering	xiv	Environment
xv	Housing and Society	xvi	Nodal Offices of Estate/Engineering
xvii	Horticulture		

2. Payment of professional fees to Advocate General, and/or Advocates and/or from Law Firm in respect of above matters and also Payment of professional fees to advocates in respect of new filing of Supreme Court and the Commission/Tribunals in Delhi from this date of Order, High Court bench at Bombay/Aurangabad, Arbitration etc.
3. Overall co-ordination in regarding RTI Act, 2005.
4. Nodal Officer for Legal Tracking System in respect of above matters.
5. Assisting Legal Consultant.
6. Any other legal work assigned by the Competent authority.
7. Mrs. Dhadam will act as Senior Law Officer for Administrative control such as attendance & leave management of the department, attending meetings with Senior

Officers, payment/fees approvals, co-ordination between other departments to expedite matters.

C) Mrs. Sheela V. Tambe, Law Officer
Mrs. Chetana Bhadange, Asst. Law Officer

1. Co-ordination between the department and the advocates in respect of Civil/Criminal litigations in District & Session Court, CJJD & CJSD, State and District Consumer Forum, Labour and Industrial Court, PF/MPID/ESIC/Gratuity matters etc. for the following Departments.

i	Lands (12.5%)	ii	Lands (LA)
iii	Lands (LA-CC)	iv	Lands (NMIA)
v	Law	vi	New Town
vii	Rehabilitation	viii	Social Service
ix	Transport & Communication	x	SEZ
xi	Vasai-Virar	xii	Survey Section
xiii	Public Health		

2. Payment of professional fees to Advocate General, and/or Advocates and/or from Law Firm in respect of above matters.
3. Issues relating to Revenue matter i.e. LAR, Tenancy Right, proposals of ACLSO (LA-CC) for enhancement in compensation etc.
4. Nodal Officer for Legal Tracking System in respect of above matters.
5. Assisting Legal Consultant.
6. Any other legal work assigned by the Competent Authority.

All above concern officers shall ensure to appraise VC&MD about all important issues.


Vice Chairman & Managing Director

CC to;

1. Mr. Arvind S. Deshbhratar, Legal Consultant, CIDCO
2. Mrs. Sarika Dhadam, Law Officer, CIDCO
3. Mrs. Sheela V. Tambe, Law Officer, CIDCO
4. Mrs. Poonam Shinge, Asst. Law Officer, CIDCO
5. Mrs. Chetana Bhadange, Asst. Law Officer, CIDCO

Cc for information;

1. JMD-I, CIDCO
2. JMD-II, CIDCO
3. JMD-III, CIDCO
4. CA (NT), CIDCO
5. CVO, CIDCO
6. CAO, CIDCO
7. Manager (Personnel), CIDCO
8. All HoDs/HoSs, CIDCO