

**Delhi State Industrial & Infrastructure Development Corporation Limited**  
N/36, Bombay Life Building, Connaught Circus, New Delhi - 110001  
(O/o Executive Director, DSIIDC)

No. DSIIDC/ED/E-322100/2026/1156

Dated:- 08/05/2026

**Sub:- Advisory for Proper Monitoring of Industrial Areas- Reg**

Following advisory is being issued for ensuring proper monitoring of Industrial Areas so that properties under possession of DSIIDC whether vacant or built-up viz. Industrial Plots, Sheds, Commercial plots, Public Utility/Semi Public Utility plots, etc. shall remain free from any temporary or permanent encroachment.

- 1) Maintenance of list of properties by all land divisions viz. IEM, Relocation, REM, CWC, Housing, etc. which are under jurisdiction and possession of DSIIDC and are vacant due to non-allotment/cancellation.
- 2) The said list shall be updated on a continuous basis and shared with Estate Managers/Asst. Estate Managers atleast once every three months for ensuring strict vigil in respect of such properties on a continuous basis.
- 3) The Estate Managers/Asst. Estate Managers shall continue to be responsible for duties as circulated vide no. DSIIDC/IEM/EM/1018 dt. 10.01.2022. The focus shall be on identifying encroachments on DSIIDC properties and taking corrective actions in coordination with concerned land division.
- 4) For the purpose of compliance of 3 above, the Estate Manager may invoke clauses 18(1), 18(2) and 31 of DIDOM Act, 2010 which states as -

*"18. Penalty for construction or use of land and buildings contrary to terms of holding.*

*- (1) Any person who whether at his own instance or at the instance of any other person undertakes or carries out construction of or alterations to any building in an industrial estate or industrial area or flatted factories complex contrary to the terms under which he holds such building or land under this Act shall, on conviction, be punished with fine which may extend to ten thousand rupees, and in the case of a continuing contravention, with a further fine which may extend: to five hundred rupees for every day during which such offence continues after conviction for the first commission of the offence.*

*(2) Any person who uses any land or building in an industrial estate or industrial area or flatted factories complex contrary to the terms under which he holds such land or building under this Act or in contravention of the provisions of any regulations made in this behalf shall, on conviction, be punished with fine which may extend to five thousand rupees and in case of continuing contravention with a further fine which may extend to five hundred rupees for every day during which such offence continues after conviction for the first commission of the offence.*

31. Penalty for obstruction: *Any person who obstructs the entry of a person authorized under section 20 to enter into or upon any land or building or molests such person after such entry or who obstructs the lawful exercise by him of any power conferred by or under this Act shall, on conviction, be punished with imprisonment for a term which may extend to six months, or with fine which may extend to one thousand rupees, or with both*
- 5) If need arises, the Estate Managers shall first send a letter to concerned SHO for lodging FIR. Such FIR shall be lodged under the provisions of section 18(1), 18(2) and 31 of DIDOM Act, 2010 and sections 329, 316, 324 read with other provisions applicable under BNS Act, 2023 and with section 100 of Delhi Police Act, 1978. The draft proforma of request to Station House Officer (SHO) for lodging FIR is enclosed as Annex-I.
  - 6) In case no action will be taken by Police authorities within one month as per 5) above, the matter may be escalated to Deputy Commissioner of Police and reminder of said letter may be sent. The draft proforma of reminder to Dy. Commissioner of Police is enclosed as Annex-II
  - 7) In case no action will be taken within one month of sending a reminder as per 6) above, the matter shall be reported to the concerned land division with all supporting documents to initiate legal proceedings.
  - 8) Estate Managers may approach Deputy Commissioner MCD or District Magistrates (under District Level Task Force) or Sub-Divisional Magistrates (under Sub-Division Level Task Force) and local police for encroachment removal.
  - 9) The encroachment status of vacant properties shall be sent once every 03 months to the concerned land division for further apprising the management.

This issues with prior approval of MD DSIIDC for strict compliance of all concerned.

  
[Praveer Kumar Singh]  
ED DSIIDC

Copy to-

- 1) PS to MD DSIIDC
- 2) PS to CVO DSIIDC
- 3) All CEs
- 4) All SEs
- ✓ 5) All CMs
- 6) All DMs
- 7) Guard File

Delhi State Industrial and Infrastructure Development Corporation Ltd.

(O/o ESTATE MANAGER)

File No.

Dated: \_\_\_\_\_

To,

Station House Office  
Police Station

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Subject: Filing of FIR u/s (18(1), 18(2), 30 of DIDOM Act, 2010 and Sections 329, 316, 324 read with other provisions applicable under BNS Act, 2023 and section 100 of Delhi Police Act, 1978 for Encroachment/Trespassing -reg

Sir/Madam,

This is to bring to your kind notice that during the site survey by the undersigned in capacity of Estate Manager, DSIIDC following is noticed in r/o property \_\_\_\_\_;

- 1) Sh/Smt \_\_\_\_\_ S/o/D/o/W/o \_\_\_\_\_  
\_\_\_\_\_ Proprietor/ Partner/ Director of M/s  
\_\_\_\_\_ has encroached upon the DSIIDC  
property \_\_\_\_\_ measuring approximately \_\_\_\_\_
- 2) Sh/Smt \_\_\_\_\_ S/o/D/o/W/o \_\_\_\_\_  
\_\_\_\_\_ Proprietor/ Partner/ Director of M/s  
\_\_\_\_\_ has trespassed upon the DSIIDC  
property \_\_\_\_\_ measuring approximately \_\_\_\_\_
- 3) The allottee/occupant(s) of said property obstructed the entry of authorized person of DSIIDC in the premises and/or molests him after such entry in violation to power conferred under DIDOM Act, 2010.

[Strike of which is not applicable]

2

The undersigned hereby request you to file an FIR against above person(s) for violation of provisions u/s (18(1), 18(2), 30 of DIDOM Act, 2010 and Sections 329, 316, 324 read with other provisions applicable under BNS Act, 2023 and with section 100 of Delhi Police Act, 1978 and take appropriate action regarding removal of encroachment/trespasser under intimation to the undersigned.

In case of any further query, the undersigned may be contacted at Email: \_\_\_\_\_ Ph no. \_\_\_\_\_

Yours faithfully,

[Name]  
Designation with Official Seal

Copy for information to-

- 1) Deputy Commissioner MCD
- 2) Deputy Commissioner of Police
- 3) SDM concerned for taking up the matter with the Sub Division Level Task Force for removing of encroachment/vacating the premises.
- 4) Concerned CM/DM DSIIDC.
- 5) Guard File

[Name]  
Designation with Official Seal

12

Delhi State Industrial and Infrastructure Development Corporation Ltd.

(O/o ESTATE MANAGER)

File No.

Dated: \_\_\_\_\_

To,

Deputy Commissioner of Police

\_\_\_\_\_  
\_\_\_\_\_

Subject: Our letter No..... dt. \_\_\_\_\_ addressed to SHO \_\_\_\_\_ for filing of FIR u/s (18(1), 18(2), 30 of DIDOM Act, 2010 and Sections 329, 316, 324 read with other provisions applicable under BNS Act, 2023 and section 100 of Delhi Police Act, 1978 for Encroachment/Trespassing -reg

Sir/Madam,

Your kind attention is drawn on this office letter dt..... (Copy enclosed) addressed to SHO \_\_\_\_\_ for filing of FIR u/s (18(1), 18(2), 30 of DIDOM Act, 2010 and section 329, 316, 324 read with other provisions applicable under BNS Act, 2023 and section 100 of Delhi Police Act, 1978 wherein it was informed that some \_\_\_\_\_

\_\_\_\_\_ S/o/D/o/W/o \_\_\_\_\_ Proprietor/ Partner/ Director of M/s \_\_\_\_\_ has encroached/trespassed upon DSIIDC property \_\_\_\_\_.

It was requested vide aforesaid communication that an FIR against above person(s) may be filed for violation of provisions u/s (18(1), 18(2) of DIDOM Act, 2010 and sections 329, 316, 324 read with other provisions applicable under BNS Act, 2023 and with section 100 of Delhi Police Act, 1978 and appropriate action may be taken regarding removal of encroachment/trespasser under intimation to this office.

OR

It was requested that an FIR against above person(s) may be filed for violation of provisions u/s 30 of DIDOM Act, 2010 and sections 329, 316, 324 read with other provisions applicable under BNS Act, 2023 and with section 100 of Delhi Police Act, 1978 and appropriate action may be taken for obstructing the entry of authorized person of DSIIDC in the premises and/or molests him after such entry in violation to power conferred under DIDOM Act, 2010.

2

**[Strike of which is not applicable]**

However, even after completion of one month no action reading filing of FIR has been taken by concerned PS. It is requested to please look personally into the matter and direct concerned authorities to take needful action including filing FIR and further legal action under intimation to this office.

In case no action will be taken, DSIIDC shall be constrained to initiate subsequent legal proceedings.

Yours faithfully,

**[Name]**  
**Designation with Official Seal**

Copy for information to-

- 1) Commissioner of Police, Delhi
- 2) Deputy Commissioner MCD
- 3) SDM concerned for taking up the matter with the Sub Division Level Task Force for removing of encroachment/vacating the premises.
- 4) SHO PS \_\_\_\_\_
- 5) Concerned CM/DM DSIIDC.
- 6) Guard File

**[Name]**  
**Designation with Official Seal**

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