



**OFFICE OF THE COLLECTOR, SOUTH GOA DISTRICT, MARGAO-GOA**  
 Civil Administration Branch, Collectorate Bldg., Margao - Goa.

E-mail: cab-cols.goa@nic.in

File No.52/09/2007/CAB/vol-III/1655

DATE: 26/03/2025.

To,  
 The Under Secretary (Revenue-I),  
 Secretariat, Porvorim-Goa.

Sub:-Proposal for Recruitment/Deployment of staff from GHRDC.

Ref No. 1. 52/09/2007/CAB/VOL-III/632 dated 19/07/2024

2. 52/09/2007/CAB/VOL-III/1206 dated 18/12/2024

Sir/Madam

In continuation to this office letters dated 19/07/2024 and 18/12/2024 on the above cited subject it is submitted that this office is in receipt of letter No. ACSZ/97/EST/2024-2025/711 dated 17/01/2025 from the office of the Administrator of Comunidade regarding Recruitment / Deployment of staff. The Administrator has informed that there is shortage of staff in the office of the Administrator of Comunidade, South Zone and further it is stated that the office of Administrator is being managed by only 19 clerical staff and 3 peons which is insufficient to handle the work load, and that present staffs are managing multiple responsibilities leading to delay in work and public services.

The details of the staff of the Office of the Administrator of Comunidades of South Zone is as follows:-

| Sr. No | Name of Employee and Designation      | Present Posting                                                                                                                    | Remarks                                         |
|--------|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| 1      | Shri. Vivek V. N. Dessai, UDC         | Head Office                                                                                                                        | Due for retirement on superannuation 31/12/2025 |
| 2      | Shri. Sagar A. Dessai, UDC            | Requisitioned by Dy. Collector Quepem                                                                                              | -                                               |
| 3      | Smt. Ubaldina Rodrigues Escrivao, LDC | Comunidade of Davorlim Dicarpale, Betalbatim and additional charge in Administrator office as 3 <sup>rd</sup> key holder / Cashier | -                                               |
| 4      | Shri. Shivdas H. Borkar, Escrivao/LDC | Comunidade of Cortalim, Quelossim, Sancoale and additional charge of Chicalim, Chicolna, Vaddem, Dabolim                           | Due for retirement on superannuation 31/10/2025 |
| 5      | Smt. Epifania Rodrigues,              | Comunidade of Varca, Carmona Orlim, Cavelossim, additional                                                                         | -                                               |

|    |                                            |                                                                                                                                                                                          |                                                                                                                         |
|----|--------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
|    | Escrivao, LDC                              | charge in Head Office as Dealing Clerk of Margao, Aquem, Taulim, Nagoa Verna, Loutolim Comunidade and APIO                                                                               |                                                                                                                         |
| 6  | Smt. Mamta M. Kambli, LDC                  | Requisitioned by Civil Administrator Branch, Office of the Collector South Goa, Margao                                                                                                   | Dealing clerk of all Comunidade matter of South Zone, i.e. LAQ, RTI, Court matter, Staff Matter and all correspondence. |
| 7  | Shri. Pramod V. Gaunkar, Escrivao/LDC      | Comunidade of Ambaulim, Adnem, Balli, Cusmora, Cayrem, Fatorpa, Naqueri, Provincia de Balli, Pirla Quepem, Quitol, Quedem, Sirvoi                                                        | Retired on superannuation 28/02/2025                                                                                    |
| 8  | Shri. Uday Dessai, Escrivao /LDC           | Comunidade of Conacona, Cola, Gaundongrem Loliem-Polem Nagorcem-Palolem, Poinguinim                                                                                                      |                                                                                                                         |
| 9  | Shri. Amaro Afonso, Escrivao/LDC           | Comunidade of Margao, Aquem, Taulim, Verna                                                                                                                                               |                                                                                                                         |
| 10 | Shri. Amar V. Prabhu Dessai Escrivao/LDC   | Comunidade of Ambelim, Assolna, Chinchinim, Velim of Salcete Taluka, Assilda, Avedem, Chaifi, Xic-Xelvona, Cotombi, Curchorem, Cacora, Molcornem, Odar, xelvona, Xeldem of Quepem Taluka | Retired on superannuation 31/01/2025                                                                                    |
| 11 | Shri. Nilesh N. Dessai, Escrivao/LDC       | Comunidade of Benaullim, Cana, Colva, Duncolim, Gandaulim, Sernabatim, Seraulim, Vanelim                                                                                                 |                                                                                                                         |
| 12 | Shri. Dayanand S. Fal Dessai, escrivao/LDC | Comunidade of Calata, Gonsu, Majorda, Nagoa, Raia Utorda                                                                                                                                 | Retired on superannuation 31/01/2025                                                                                    |
| 13 | Miss. Virginia N. C. Pereira, Escrivao/LDC | Comunidade of, Deussua, Dramapur, Sarzora, Sirlim and additional charge in Head office as dealing Clerk of Comunidades of Mormugao Taluka                                                |                                                                                                                         |
| 14 | Shri. Naresh G. Dessai, LDC                | Head Office, Encroachment matters, Court Clerk                                                                                                                                           |                                                                                                                         |
| 15 | Smt. Utkarsha U. Velip, LDC                | Head Office Outward Clerk and dealing Clerk of Comunidades of Salcete Taluka                                                                                                             |                                                                                                                         |
| 16 | Smt. Manisha Luis, Escrivao/LDC            | Comunidade of Cavorim, Chandor, Curtorim, Guirdolim, Macazana                                                                                                                            |                                                                                                                         |
| 17 | Smt. Sulaksha P. N., Gauncar, Escrivao/LDC | Comunidade of Astragar, Colomba, Curdi, Netorlim, Rivona, Jaqui-Nundem                                                                                                                   |                                                                                                                         |

|    |                                             |                                                                                                |                      |
|----|---------------------------------------------|------------------------------------------------------------------------------------------------|----------------------|
| 8  | Smt. Rekha Kadam, LCD                       | Head Office                                                                                    |                      |
| 19 | Shri. Keshav B. Naik, Escrivao/LDC          | Comunidade of Lourenim, Camorlim, Marmugao, Arossim, Cansaulim, Cuelim, Issorcim, Pale, Velsao |                      |
| 20 | Shri. Jayanti alias Kamini K. Udpikar, Peon | Head Office                                                                                    | Duty of Inward Clerk |
| 21 | Shri. Denzyl Vaz, Peon                      | Head Office                                                                                    | Assist Inward Clerk  |
| 14 | Shri. Swapnil M. Dessai, Peon               | Head Office                                                                                    |                      |

In light of the above circumstances, the proposal of the Administrator of Comunidades of South Zone, Margao for recruitment/deployment of staff from GHRDC is being submitted with request to consider the same and to convey approval of the Government.

Yours faithfully,

*Egna Cleetus*  
25/3/22  
(Egna Cleetus, IAS)  
Collector  
South Goa District  
Margao Goa

Encl: As above.

Copy to:- 1 The Administrator of Comunidades of South Zone, Margao-Goa.  
2. P.A. to Collector of South Goa  
3. Guard file

# OFFICE OF THE ADMINISTRATOR OF COMUNIDADES SOUTH ZONE

A- Wing, Old Collectorate Building, Margao-Goa.  
No. ACSZ/97/EST/2024-2025/ 711

Dated: 17/01/2025

To,  
The Collector of South Goa District,  
Civil Administration Branch,  
Margao-Goa.

|                           |               |
|---------------------------|---------------|
| Collectorate of South Goa |               |
| Margao                    | Date: 20/1/25 |
| Inward No.: 1635          | Section: CAB  |

Sub: Recruitment/Deployment of staff

Madam,

I am submitting that the office of the Administrator of Comunidade of South Zone, Margao, and Village level offices of the Comunidade is being managed by 19 clerical and 3 Peons staff as follows:

| Sr. No. | Name of Employee & Designation        | Present Posting                                                                                                                                                         | Remarks                                         |
|---------|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| 1       | 2                                     | 3                                                                                                                                                                       | 4                                               |
| 1       | Shri. Vivek V. N. Dessai, UDC         | Head Office                                                                                                                                                             | Due for retirement on superannuation 31/12/2025 |
| 2       | Shri. Sagar A. Dessai, UDC            | Requisitioned by Disaster Management & Control Cell of the office of the Collector North Goa Panaji                                                                     |                                                 |
| 3       | Smt. Ubaldina Rodrigues, Escrivao/LDC | Comunidade of Davorlim Dicarpale, Betalbatim and additional charge in Administration office as 3 <sup>rd</sup> key holder /Cashier                                      |                                                 |
| 4       | Shri. Shivdas H. Borkar, Escrivao/LDC | Comunidade of Cortalim, Quelossim, Sancoale and additional charge of Chicalim, Chicolna, Vaddem, Dabolim                                                                | Due for retirement on superannuation 31/10/2025 |
| 5       | Smt. Epifania Rodrigues, Escrivao/LDC | Comunidade of Varca, Carmona Orlim, Cavelossim, Additional charge in Head office as Dealing Clerk of Margao, Aquem, Telaulim, Nagoa Verna, Loutolim Comunidade and APIO |                                                 |
| 6       | Smt. Mamta M. Kambli, LDC             | Requisitioned by Civil Administration Branch, office of the Collector South Goa, Margao                                                                                 |                                                 |
| 7       | Shri. Pramod V. Gaunkar, Escrivao/LDC | Comunidade of Ambaulim, Adnem, Balli, Cusmona, Caurem, Fatorpa, Naqueri, Provincia de Balli, Pirla                                                                      | Due for retirement on superannuation 28/02/2025 |

Margao  
24/01

|    |                                                    |                                                                                                                                                                                                         |                                                              |
|----|----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|
|    |                                                    | <b>Quepem, Quitol, Quedem, Sirvoi</b>                                                                                                                                                                   |                                                              |
| 8  | Shri. Uday Dessai, Escrivao/LDC                    | Comunidade of Canacona, Cola, Gaundongrem Loliem-Polem Nagorcem-Palolem, Poinguinim                                                                                                                     |                                                              |
| 9  | Shri. Amaro Afonso, Escrivao/LDC                   | Comunidade of Margao, Aquem, Telaulim, Verna                                                                                                                                                            |                                                              |
| 10 | Shri. Amar V. Prabhu Dessai, Escrivao/LDC          | Comunidade of Ambelim, Assolna, Chinchinim, Velim of <b>Salcete Taluka</b> , Assolda, Avedem, Chaifi, Xic-Xelvona, Cotombi, Curchorem, Cacora, Molcornem, Odar, Xelvona, Xeldem of <b>Quepem Taluka</b> | <b>Due for retirement on superannuation 30/06/2026</b>       |
| 11 | Shri. Nilesh N. Dessai, Escrivao/LDC               | Comunidade of Benaullim, Cana, Colva, Duncolim, Gandaulim, Sernabatim, Seraulim, Vanelim                                                                                                                |                                                              |
| 12 | <b>Shri. Dayanand S. Fal Dessai, Escrivao/LDC</b>  | <b>Comunidade of Calata, Gonsua, Majorda, Nagoa, Raia Utorda</b>                                                                                                                                        | <b>Due for retirement on superannuation 31/01/2025</b>       |
| 13 | Miss. Virginia N.C. Pereira, Escrivao/LDC          | Comunidade of, Deussua, Dramapur, Sarzora, Sirlim and <b>Additional charge in Head office as Dealing Clerk of Comunidades of Mormugao Taluka</b>                                                        | <b>Admitted to Goa Medical Collage due to cardiac arrest</b> |
| 14 | Shri. Naresh G. Dessai, LDC                        | Head Office, Encroachment matters, Court Clerk                                                                                                                                                          |                                                              |
| 15 | Smt. Utkarsha U. Velip, LDC                        | Head Office Outward Clerk and dealing Clerk of Comunidades of Salcete Taluka except Comunidades at Sr. <b>No.5</b>                                                                                      |                                                              |
| 16 | Smt. Manisha Luis, Escrivao/LDC                    | Comunidade of Cavorim, Chandor, Curtorim, Guirdolim, Macazana                                                                                                                                           |                                                              |
| 17 | Smt. Sulaksha P. N. Gauncar, Escrivao/LDC          | Comunidade of Astragrar, Colomba, Curdi, Netorlim, Rivona, Jaqui- Nundem                                                                                                                                |                                                              |
| 18 | Smt. Rekha Kadam, LDC                              | Head Office                                                                                                                                                                                             |                                                              |
| 19 | Shri. Keshav B. Naik, Escrivao/LDC                 | Comuidade of Loutolim, Camorlim, Mormugao, Arossim, Cansaulim, Cuelim, Issorcim, Pale, Velsao                                                                                                           |                                                              |
| 20 | <b>Shri. Jayanti alias Kamini K. Udpikar, Peon</b> | Head Office                                                                                                                                                                                             | <b>Duty of Inward Clerk</b>                                  |
| 21 | <b>Shri. Denzyl Vaz, Peon</b>                      | Head Office                                                                                                                                                                                             | <b>Assist Inward Clerk</b>                                   |

Shri. Swapnil  
M. Dessai,  
Peon

Head Office

The following staff retired and since then no new staff is employed. Shri. Rajendra Kavlekar, UDC(Expired), Smt. Remedía Rebello, Head Clerk, Shri. Micheal Luis, UDC, Shri. Tukaram H. Gaude, UDC, Shri. Govind B. Raut Dessai, UDC, Shri. Expectacao J.H.R. Fernandes, LDC (VRS)

Shri. Dayanand S. Fal Dessai, and Shri. Pramod V. Gaunkar, Escrivao/LDC is due for retirement on **31/01/2025 and 28/02/2025** respectively.

Shri. Shivdas H. Borkar, Escrivao/LDC, Shri. Vivek V. N. Dessai, UDC and Shri. Amar V. Prabhu Dessai, Escrivao/LDC is due for retirement on **31/10/2025, 31/12/2025, 30/06/2026** respectively.

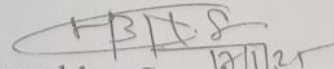
Shri. Sagar A. Dessai, UDC and Smt. Mamta M. Kambli, LDC of this office are requisitioned by Disaster Management & Control Cell of the office of the Collector North Goa Panaji and Civil Administration Branch, office of the Collector South Goa, Margao respectively.

**The duty of Inward Clerk is entrusted to Smt. Jayanti alias Kamini K. Udpikar, Peon/MTS and Shri. Denzyl Vaz, Peon/MTS, is entrusted duty to assist the Inward Clerk**

The employees posted in Comunidades are given additional charges of village Comunidades and in Head Office.

In view of above, it is requested to recruit /deploy 15 number of staff on urgent basis from your office for smooth functioning of the office of the Administrator of South Zone, Margao and Village Comunidade offices.

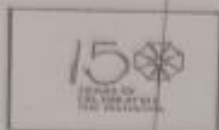
Yours faithfully,



(Mangaldas Gaonkar)  
Administrator of Comunidades of  
South Zone, Margao Goa

Copy to:

The Under Secretary (Revenue-I), Revenue Department, Secretariat  
Porvorim Goa



**OFFICE OF THE COLLECTOR, SOUTH GOA DISTRICT, MARGAO-GOA**  
Civil Administration Branch, Collectorate Bldg., Margao - Goa.

E-mail: cab-cols.goa@nic.in

Phone No:0832-2794321/23

Fax No:0832-2794402

File No.52/09/2007/CAB/VOL-III/632

DATE:19/07/2024

To,  
The Under Secretary (Rev-I),  
Secretariat, Porvorim-Goa.

Sub:- Appointment/Recruitment of staff in the Administration of  
Comunidades of South Zone,Margao.

Ref: No.ACSZ/EST/97/2024-2025/169 dated 28/6/2024.

Sir,

With reference to your above letter , I am directed to forward herewith letter ACSZ/EST/97/2024-2025/169 dated 28/6/2024.alongwith the detailed report received from the Office of the Administrator of Comunidades of South Zone, Margao-Goa, for further necessary action.

This is issued with the approval of the Collector(S).

Yours faithfully,

(Sharmilá Gaunkar)  
Dy. Collector (L.A.)  
South Goa

Encl: As above.

**OFFICE OF THE ADMINISTRATOR OF COMUNIDADES  
SOUTH ZONE**

A-Wing, first floor, Old Collectorate Building, Margao-403601

No.ACSZ/EST/97 /2024/2025/169

Dated. 28/06/2024

To,  
The Collector of South Goa,  
Civil Administration Branch,  
Margao Goa.

|                           |
|---------------------------|
| Collectorate of South Goa |
| Margao                    |
| Date: 28/7/24             |
| File No.: 14394           |
| Section: C.A.B.           |

Sub: Appointment/Recruitment of staff in the Administration of  
Comunidades of South Zone, Margao

Sir,

In continuation to this office letter of even number dated 08/02/2024, this office has submitted proposal to appoint to recruit the staff from Goa Human Resources Development Corporation and post them to village level Comunidades and Head office, being head of the department and thereafter permanent recruitment may be followed.

In view above the Comunidade of Margao has conveyed the extraordinary general body meeting on 23/06/2024 to discuss and decide on proposal for enhancing clerical services by procuring qualified personnel from Goa Human Resources Development Corporation. Due to lack of quorum the general body meeting couldn't take place as such the managing committee of Comunidade of Margao in terms of Art.38 resolved to proceed with procuring a qualified and skill clerk (Personnel assistant/steno secretary from the corporation through the Collector of South Goa. The copies of the same is enclosed herewith.

In view of above it is requested to recruit the staff from Goa Human Resources Development Corporation and post them to village level Comunidades and Head office being head of the department and thereafter permanent recruitment may be followed.

Encl. as above.

Yours Faithfully,

(Pradeep S. Naik)

Administrator of Comunidades of  
South Zone, Margao.

10/5/24

752/c

**OFFICE OF THE ADMINISTRATOR OF COMUNIDADES  
SOUTH ZONE**

A-Wing, first floor, Old Collectorate Building, Margao-403601

No.ACSZ/EST/97/2024-2025/ 824

Dated. 08/02/2024

To,  
The Collector of South Goa,  
Civil Administration Branch,  
Margao Goa.

Sub: Appointment/Recruitment of staff in the Administration of  
Comunidades of South Zone, Margao

Sir,

The office of the Administrator of Comunidades of South Zone, Margao have the jurisdiction of 90 Comunidades covering the Taluka of Salcete, Mormugao, Quepem, Sanguem and Canacona and its head office at Margao which control the above 90 Comunidades.

The above 90 Comunidades are presently managed with 14 LDC/Escrivao. The sanction strength to manage the above 90 Comunidades is 21 UDC's & 21 LDC.s as per the Code of Comunidades. In addition, there are One UDC, three LDC.s and three MTS are managing the affairs of office of the Administrator of Comunidades of South Zone, Margao. The sanction strength to manage the office of the Administrator of Comunidades of South Zone, Margao is One Head Clerk, 12 UDC's, One LDC & 08 MTS.

The total breakup of present strength, sanction strength and Vacant posts is as below.

**Present strength of staff under the jurisdiction of South  
Zone, Margao**

| Sr.<br>no. | Designation                                                  | No of<br>posts. |
|------------|--------------------------------------------------------------|-----------------|
| 1.         | Head Clerk Cum Secretary, (Duty assigned to UDC)             | 01              |
| 2.         | UDC, presently posted in Collector of South Goa, Margao      | 01              |
| 3.         | LDC, presently posted in Collector of South Goa, Margao      | 01              |
| 4.         | LDC,s in Office of Administrator of South Zone, Margao       | 03              |
| 5.         | LDC,s posted in Village level as Escrivao of Comunidades.    | 14              |
| 6.         | MTS, posted in Office of Administrator of South Zone, Margao | 03              |
|            | Total staff                                                  | 23              |

250/E

**Sanction strength of staff under the jurisdiction of South Zone, Margao, as per Art.127 of code of Comunidades.**

| Sr. no. | Designation                                             | No of posts. |
|---------|---------------------------------------------------------|--------------|
| 1.      | Head Clerk Cum Secretary                                | 1            |
| 2.      | UDC,s, in Office of Administrator of South Zone, Margao | 12           |
| 3.      | LDC,s, in Office of Administrator of South Zone, Margao | 01           |
| 4.      | UDC,s in Village level as Escrivao of Comunidades.      | 21           |
| 5.      | LDC,s in Village level as Escrivao of Comunidades.      | 22           |
| 6.      | MTS, in Office of Administrator of South Zone, Margao   | 08           |
|         | <b>Total staff</b>                                      | <b>65</b>    |

**TOTAL VACANT POST**

| Sr. no. | Designation                                                                                                                                                                             | No of posts. |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| 1.      | Head Clerk Cum Secretary ( presently one UDC is being directed to hold the charge of Acting Head Clerk/Secretary)                                                                       | 01           |
| 2.      | UDC,s, in Office of Administrator of South Zone, Margao (Out of Two UDC one is holding the Charge of Acting Head Clerk/Secretary and One UDC is posted in the Collector office, Margao) | 10           |
| 3.      | LDC,s, in Office of Administrator of South Zone, Margao                                                                                                                                 | Nil          |
| 4.      | UDC,s in Village level as Escrivao of Comunidades.                                                                                                                                      | 21           |
| 5.      | LDC,s in Village level as Escrivao of Comunidades. (Two LDC are posted in the Head office and One LDC is posted in the Collector Office.)                                               | 05           |
| 6.      | MTS, in Office of Administrator of South Zone, Margao                                                                                                                                   | 05           |
|         | <b>Total Vacant post</b>                                                                                                                                                                | <b>42</b>    |

As per the recruitment rules and service conditions the Collector of South Goa is the head of the department for Recruitment and appointment of staff in the office of the Administrator of Comunidades of South Zone, Margao.

The Financial burden for payment of salaries to the staff of this office is being made by Revenue department from the budget head demand NO.33, 2070 for Administrative Services, 800-other Expenditure, 04-Salary Grants to Weaker Comunidade, 35-Grant-in-Aid (salaries).

In view of above it is requested to recruit the staff from Goa Human Resources Development Corporation and post them to village level Comunidades and Head office being head of the department and thereafter permanent recruitment may be followed.

The copies of sanction strength & Notification of Recruitment Rules are enclosed herewith for ready reference

Encl. as above.

Yours Faithfully,

  
(Pradeep S. Naik)  
Administrator of Comunidades of  
South Zone, Margao.

2. Vincent H. Gracias
3. MACKENZIE DA COSTA
4. Benjamin C. Rebelo
5. Antonio F. Costa Pinto
6. Sante Gracias
7. Alvaro Faliro

*[Signatures]*  
 H. Gracias  
 Faliro  
 Faliro  
 Faliro  
 Faliro  
 Faliro

At the scheduled time and even after waiting till 11.15 am. No quorum was formed and as such the President directed the Escrivao to write the proceeding of No quorum

The above proceeding is read, confirmed and signed below.

1. SAO JOAQUIM FILIPE CORREIA
2. Winston Bernardo do Carmo Colaco
3. CELESTINO NORONHA
4. NOEL MENEZES
5. Vincent Gracias
6. K. GRACIAS
7. Antonio F Costa Pinto
8. Sante Gracias
9. Alvaro Faliro

*[Signatures]*  
 Faliro  
 Faliro  
 Faliro  
 Faliro  
 Faliro  
 Faliro  
 Faliro  
 Faliro  
 Faliro

Amaro Afonso. ~~Monst~~ Escrivao.

Proceeding of Ordinary Meeting of the Managing Committee of Mangao Comumidade under article 38 of the Code of Comumidade

On this 23rd day of June, 2024 at 12.00pm in the meeting hall at Old Market, Mangao were present shri. Sante Joaquim-filipe Correia, the President, shri. Winston Bernard Colaco, the

## Proceeding of the Extra-Ordinary Meeting of the Mangao Comunidade

On this 23<sup>rd</sup> day of June of the year Two thousand twenty four at 10.30am in Comunidade hall of Mangao Comunidade at Old Market, Mangao were present Shri Saulo Joaquin Filipe Correia, the President, Shri. Winston Bernardo do Carmo Colalo, the Treasurer, Shri. Celestino Arthur Barreto e Noronha, the Attorney of this Comunidade and myself Shri. Amaro Afonso, Escrivao, as directed by the Administrator of Comunidade as per the Office Order No. ACSZ/97/EST/2024-2025/137 dated 20/6/2024.

The Convening of today's meeting was notified in Official Gazette in series III No 10 dated 6/6/2024 and in Daily Newspaper "The GOAN" dated 6/6/2024, In addition to other modes prescribed under the Code to discuss and deliberate in the following items:

- ① Proposal for enhancing Clerical Services by procuring qualified personnel from Goa Human Resources Development Corporation Ltd.
- ② To decide on request of Executive Engineer, Div VI, PWD, Fatorda for NOC vide letter No. PWD/WD VI/F.69/2023-2024/11227 dated 9/11/2023.
- ③ Approval for Institution of legal proceedings in appropriate Courts/Tribunals as per list.

At the schedule time, the following members were present for the meeting

Mania Kildinha Gracia.

788/C

Savio Joaquim f-Correia - Winston B.  
Colaco - Celestino Noronha - Amaro Afonso

Vamkai

Noronha

Colaco

Afonso

Proceeding of Ordinary Meeting of Managing  
Committee of Mangao Comunidade.

On this 24th day of June, 2024 at 10.30am  
in the meeting hall at old Market, Mangao  
were present Shri. Savio Joaquim f-Correia  
Correia, the President, Shri. Winston Bernard  
Colaco, the Treasurer, Shri. Celestino Arthur  
Barreto e Noronha, the Attorney of this  
Comunidade and myself Shri. Amaro Afonso  
Bicrivao of the Comunidade in order to  
discuss and resolve the following

first:

Sub:- Illegal filling of low lying  
paddy field of the Comunidade  
at Navelim under Survey No.  
217/142 (part)

The Attorney informed the Managing  
Committee that during routine inspection  
along with the President on He  
noticed that the low lying paddy field of  
belonging to the Comunidade surveyed under  
217/142 part alongside the national High  
way 66 at Navelim was filled with mud  
and bounded with temporary fence by  
Unknown person. Some plants were grown  
in the said land. He was of the opinion  
that urgent steps are required to be taken  
to demolish the said illegal development

|     |                            |                                      |                                                                                                                  |
|-----|----------------------------|--------------------------------------|------------------------------------------------------------------------------------------------------------------|
| 11. | 14,<br>15, 34<br>and<br>35 | Jose Emilio<br>Noronha               | Two shops Sublet to<br>third party without<br>consent and two<br>shops not occupied<br>for more than 4<br>months |
| 12. | 16                         | Datta Atchut Poi<br>Buddhudo         | Sublet to third party<br>without consent                                                                         |
| 13. | 17                         | Guiri Shridhar<br>Naik               | Non occupation for<br>more than 4 months                                                                         |
| 14. | 18<br>and<br>32            | Jane Fernandes                       | Sublet to third party<br>without consent                                                                         |
| 15. | 19                         | Motilal Laxman<br>Vernekar           | Increase in rent                                                                                                 |
| 16. | 20                         | Indumati Raikar                      | Increase in rent                                                                                                 |
| 17. | 21                         | Rajendra Arsekar                     | Increase in rent                                                                                                 |
| 18. | 22                         | Nilabai Shanu<br>Arsekar             | Increase in rent                                                                                                 |
| 19. | 24                         | Joao Joaquim<br>D'Souza              | Sublet to third party<br>without consent                                                                         |
| 20. | 25                         | Surendra S.<br>Arsekar               | Increase in rent                                                                                                 |
| 21. | 26<br>and<br>31            | Boaventura<br>Camilo F.<br>Fernandes | Increase in rent and<br>Non occupation for<br>more than 4 months                                                 |
| 22. | 27                         | Benjamin Rebello                     | Structural changes                                                                                               |
| 23. | 28                         | Joaquim<br>Fernandes (Jakris)        | Increase in rent                                                                                                 |
| 24. | 29                         | Belmira<br>Fernandes                 | Sublet to third party<br>without consent                                                                         |
| 25. | 30                         | Maria Bianca<br>Flora Fernandes      | Non occupation for<br>more than 4 months                                                                         |
| 26. | 33                         | Shrikant Rama<br>Naik                | Increase in rent                                                                                                 |
| 27. | 36                         | Pascoal Josinho<br>Vaz               | Sublet to third party<br>without consent                                                                         |

The above proceedings are read and signed below

740/10

After perusal of the list and lengthy discussions, the General Body felt that filing of the cases was necessary and in the interest of the Comundade, and approved the proposal to file the suits as legal proceedings in the 27 cases as below, while calling upon the Administrator to grant sanction under Article 9 of the Code in view of the urgency of the matter and delay in filing would be detrimental to the interest of the Comundade.

| Sr.no. | Shop no. | Name of defaulting tenant            | Reason for filing                                                               |
|--------|----------|--------------------------------------|---------------------------------------------------------------------------------|
| 1.     | 1        | Sebastiao Rebello                    | Increase in rent                                                                |
| 2.     | 2 and 23 | Miguel Rosario Da Costa              | Non occupation for more than 4 months                                           |
| 3.     | 3        | Margao Consumer Co-operative Society | Non occupation for more than 4 months                                           |
| 4.     | 4 and 5  | Joaquim Francisco Fernandes          | Increase in rent                                                                |
| 5.     | 6        | Joanita Dias                         | Non occupation for more than 4 months                                           |
| 6.     | 7 and 8  | Alex Manuel Francisco R. D'Silva     | Non occupation for more than 4 months                                           |
| 7.     | 9 and 10 | Alfredo Menezes                      | Non occupation for more than 4 months and sublet to third party without consent |
| 8.     | 11       | Sebastiao Jose Joanes                | Non occupation for more than 4 months                                           |
| 9.     | 12       | Miguel Antonio Chagas Dias           | Increase in rent                                                                |
| 10.    | 13       | Sadanand N. Caro                     | Sublet to third party without consent                                           |

*João*

*Delays*

*[Signature]*

*[Signature]*

9/c.  
Goa. The person selected by the Managing Committee would have to be imparted necessary training prior to deployment in the Comunidade.

2. The Managing Committee was asked to explore the possibility of collaborating with other willing Comunidades to proportionately share the expenses and to extend the benefits of this arrangement to financially weaker Comunidades in the vicinity if required.

3. This arrangement shall be implemented as a pilot project for a period of one year. The continuation of this arrangement beyond the trial period shall be contingent upon the acquired experience and its overall efficacy.

4. The Managing Committee shall take all necessary steps to implement this resolution.

5. However, it was emphasized that the arrangement would be subject to the exemption of the Comunidade of Mangao from derrama contribution towards the salary payments of the employees, and that this should be made clear to the Administrator, the Collector and the Government.

Second: To decide on request of Executive Engineer, Div VI, PWD, Fatorda for NOC vide letter No. PWD/IND VI/F.69/2023-2024/1227 dated 09/11/2023.

The letter received from the Executive Engineer Division VI PWD Fatorda was

placed before the General Body. The Attorney explained the details of the request from the PWD for grant of NOC by the Comunnidade. The <sup>managing committee in default</sup> of the General Body felt that construction of a road parallel to St Joaquim Road at Borda Margao was necessary in view of the exponential rise in traffic and keeping future requirements in mind, and hence was in public interest.

In exercise of its powers under para 4(j) of Article 30 of the Code <sup>the managing committee in default</sup> of the General Body unanimously resolved as follows:

1. To authorise the Attorney to issue a NOC on behalf of the Comunnidade as requested by the PWD, subject to (a) Prompt initiation of land acquisition formalities and payment of compensation to the Comunnidade, and (b) The P.W.D undertaking the responsibility of obtaining consent of the cultivators if any.
- Third: Approval for institution of legal proceedings in appropriate Courts/Tribunals as per law.

The Attorney placed a list of cases proposed to be filed by the Comunnidade against tenants of premises in the Comunnidade building and Old Market building under the Rent Control Act for eviction and enhancement of rent. He informed that the advocate had prepared drafts of the various plaints and the technical experts report had been obtained. He recommended initiation of the legal proceedings to recover the Commercial Premises of the tenants as

2. Vincent M. Gracias

3. MACKENZIE DA COSTA

4. Benjamin C. Rebello

5. Antonio F. Costa Pinto

6. Sanku Gracias

7. Alvaro Faliño

At the scheduled time and even after waiting till 11:15 am. No quorum was formed and as such the President directed the Escrivao to write the proceeding of No quorum

The above proceeding is read, confirmed and signed below.

1. SAO JOAQUIM FILIPE CORREIA

2. Winston Bernardo do Carmo Colaco

3. CELESTINA NORONHA

4. NOEL MENESES

5. Vincent Gracias

6. K. GRACIAS

7. Antonio F Costa Pinto

8. Sanku Gracias

9. Alvaro Faliño

Amaro Afonso. ~~Major~~: Escrivao.

Proceeding of Ordinary Meeting of the Managing Committee of Margao Comumidade under article 38 of the Code of Comumidade

On this 23rd day of June, 2024 at 12:00pm in the meeting hall at Old Market, Margao were present Shri. Sanku Joaquim Filipe Correia, the President, Shri. Winston Bernard Colaco, the

Treasurer, Shri. Celestino Arthur Barreto e Noronha, the Attorney of this Comunidade and myself, Shri. Amaro Afonso, Escrivao of the Comunidade in order to discuss and resolve on the items listed before the Extra-Ordinary Meeting Convened today ie 23/06/2024 in exercise of its powers of Art 38 of the Code in default of the General Body, which did not meet due to lack of quorum.

first. Proposal for enhancing Clerical Services of the Comunidade of Margao by procuring qualified personnel from GHRDC Ltd.

The President initiated the discussion and informed the members that the current standard of Clerical Services was inadequate impeding the efficient functioning of the Comunidade in light of its dynamic nature and increasing workload. That frequent Utilization of the clerk by the Administrator and Collector for other Government work hampered the Comunidade's operations and inconvenience shareholders. He also informed that a substantial number of employees in the Office of Administrator of Comunidades-South Zone are due to retire within the next five years, potentially creating a void in the day-to-day functioning of Comunidades in the South Zone.

After lengthy discussions, <sup>the managing committee in</sup> detail General Body unanimously resolved as follows:

1. That the Comunidade must proceed with procuring a qualified and skilled clerk (Personal Assistant/Steno Secretary) from the Goa Human Resource Development Corporation Ltd.

784K

**Comunidade of Margao**  
Old Market, Margao Goa 403601.

**NOTICE**

The Comunidade is convened for an extra-ordinary meeting in its meeting hall at Old Market Margao Goa on 23<sup>rd</sup> June 2024 at 10.30 a.m., to discuss and deliberate on the following items:

1. Proposal for enhancing clerical services by procuring qualified personnel from Goa Human Resources Development Corporation Ltd.
2. Request of Executive Engineer Div VI PWD Fatorda for NOC vide letter No. PWD/WDVI/F.69/2023-24/1227 dated 09/11/2023.
3. Approval for institution of legal proceedings in appropriate courts / tribunals as per list.

All members are hereby requested to remain present at the above place, date and time.

Margao, 10 June 2024.



The Escrivao

A handwritten signature in black ink, appearing to read "Keshav B. Naik".

(Keshav B. Naik)  
Comunidade of Margao

To,  
The President  
Shree Samsthan Gokarn Partagali Jeevottam Math  
Partgali, Goa

with kind request to affix on the notice board.

For  
A handwritten signature in black ink, appearing to read "For [Signature]".



- श्री रामचंद्र उर्फ रघुनाथ संस्थान  
दिल्ली-पित्तम्बर, दिल्ली

Comunidade of Margao 88

Dated: 18/12/2023

|                                                                       |                |
|-----------------------------------------------------------------------|----------------|
| OFFICE OF THE ADMINISTRATOR OF COMUNIDADES OF SOUTH ZONE, MARGAO-GOIA |                |
| Entry No.: 2721                                                       | Page No.: 300  |
| Book No.: 396                                                         | Date: 22/12/23 |

To,

The Administrator

Comunidades - South zone  
margao

Sir,

I am submitting herewith a copy of resolution of the Managing Committee of Margao Comunidade dated 8<sup>th</sup> December 2023 under Item No 2 regarding proposal for enhancing clerical services of the Comandante of Margao by procuring qualified personnel from GHRDC Ltd

This is for your information & approval

Yours faithfully

*[Signature]*

(Keshav Nair)

Secretary

Enclosure: 113 copies

4. - received approval of  
Planning Committee dated 8/12/23  
regarding proposal for enhancing  
fire services of Comunidade  
de Manique by procuring qualified  
personnel from GHRDC Ltd. The  
same may be sent to the Government

fina  
L.O.C  
5/01/24

H/C  
Deoai  
05/01/24

Actm.

4. - Received resolution of the  
Planning Committee dated 8/12/23  
regarding proposal for enhancing  
fire services of Comunidade de  
Manique by procuring qualified  
personnel from GHRDC Ltd, may  
be placed before the General  
body meeting for its opinion.

fina  
L.O.C  
5/1/24

H/C

Deoai  
05/01/24

Proceeding of ordinary meeting of Managing Committee  
of Margao Comunidade

On this 8<sup>th</sup> day of December 2023 at 10.30 am in  
the meeting hall at old market margao, were present  
Shri S. S. Silva Joaquim Filipe Correira the president  
Shri Winston Bernand Cabral the treasurer, Shri Cele-  
stin Arthur Barreto P. Vitoria the attorney of this Com-  
midade in order to discuss and resolve the follow-  
ing:-

First:- Regarding letter from Executive Engineer Div.  
VI PWD dated 09/11/2023 no. P.W.D (WDVI) F-69/2023  
-24/1227

The President informed the Managing Committee that  
The Administrator of Comunidades of South-zone has  
forwarded a letter dated 09/11/2023 no. P.W.D (WDVI)  
F-69/2023-24/1227 received from the Executive  
Engineer Div VI PWD Fatorda Margao requesting for  
AOC for construction of ODP Road from Savindra Bhawan  
to Gregal Junction in Fatorda Constituency. The Attorney  
informed that upon receipt of the letter he had inspec-  
ted the site jointly with the clerk of the Comunidade  
and the Technical Assistance Assistant (TA) of PWD  
on 1<sup>st</sup> December 2023. He opined that AOC could be  
issued by the Comunidade subject to compliance  
of statutory formalities and consent of the concerned  
cultivators.

After deliberation, the Managing Committee  
noted that prima facie the proposal is in the public  
interest and resolved that the matter may be  
processed under Art 20(4)(1) of P.M. Code of  
Comunidades, and to convene an extraordinary  
meeting of the Comunidade.

Second:- Proposed for entering clerical services  
of the Comunidade of Margao by procuring  
qualified personnel from BRKDC Ltd.

## Comunidade of Margão

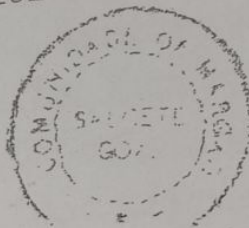
Old Market, Margao Goa 403601.

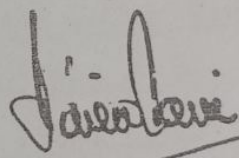
The Comunidade is convened for an extra-ordinary meeting in its meeting hall at Old Market Margao Goa on 23<sup>rd</sup> June 2024 at 10.30am, to discuss and deliberate on the following items:

1. Proposal for enhancing clerical services by procuring qualified personnel from Goa Human Resources Development Corporation Ltd.
2. Request of Executive Engineer Div VI PWD Fatorda for NOC vide letter no. PWD/WDVI/F.59/2023-24/1227 dated 09.11.2023.
3. Approval for institution of legal proceedings in appropriate courts/tribunals as per list.

All members are hereby requested to remain present at the above place, date, and time.

Margao, 10 June 2024.



  
Sávio Joaquim Filipe Correia  
President

To,  
The Rev Parish Priest,  
Holy Spirit Church,  
Margao Goa.

... with kind request to affix on the notice board.

*Received on 15/6/24  
Am and...*

The Managing Committee noted that it had earlier taken a resolution on the said subject matter that has since been approved by the Administrator. However, it was felt that opinion of the Comandante (General Body) may also be taken on the proposed

Third in filing of writ petition in High Court with respect to encroachment by Salvador fernandes in Comandante land at mungul, margues

The Attorney placed the file regarding encroachment by one Salvador fernandes in Comandante land at mungul, margues known as "Oneriches Addo" located at mungul margues, bearing Survey No. 422 of Cedula lote alumber 300 surveyed under chelita alumber 182 of pt sheet no 183 and chelita Number 1 of pt sheet no 184 of margues City Survey. He also informed that as per the RTI reply received by him, the illegal construction was the work of zone missionary from the Administration Office.

Upon perusal of the file and, in particular, the latest correspondence that has ensued, the Managing Committee concluded that the Administrator of Comandantes was tacitly assisting and supporting the encroacher to continue squatting on the Comandante land and was not interested in implementing his own demolition order. On the other hand, the usurpation was continuing unabated and large scale commercial activity was being undertaken on the Comandante land.

After lengthy deliberation, the Managing Committee resolved to file a writ petition in the Hon'ble the Court inter alia for directing the Administrator to

Administrative South, to execute and implement  
his demolition order, dated 15/11/2017 in case no.  
ACS2/1/26/marged/11- Enc 1 2017. The Managing  
Committee further resolved to sanction an  
amount of Rs 50,000/- to the Agency as an advance  
for the purpose.

The above proceeding are read, confirmed  
and signed below

Santa Correla - Winston Colaco - Celestina  
Moronha - Keshav Nark.

