

**15th Manual: Particulars of facilities available to citizens for obtaining information**

**Name & location of the facility:** Greater Mohali Area Development Authority (GMADA)  
PUDA Bhawan, Sector-62, S.A.S. Nagar.(PIO, Sixth Floor, Estate Office, GMADA.)

**Details of information made available:**

- a) Reception counter operating at zonal level.
- b) Introduced Single Window System (Proformas enclosed)
- c) Introduced own Web site.
- d) Network such as telephone facility, inter-com system and fax etc.
- e) Installation of Notice Boards.
- f) Created public grievances cell.
- g) Through Newspapers/ Advertisements and Press Notes.
- h) Printed Brochures and Hand Bills.
- i) Publication of Annual Administration reports.

**Working hours of the facility:** In this connection it is submitted that though we have our own library but the facility is only extended to PUDA/GMADA staff and there is no such facility to use the library by the General public.

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