

MEGHALAYA REAL ESTATE REGULATORY AUTHORITY,

INTRODUCTION

The purpose of suo motu disclosures under Section 4 of the RTI Act, is to place adequate information in public domain on a proactive basis to make the functioning of the Public Authorities more transparent and also to reduce the need for filing individual RTI applications. Section 4(1)(b) of the RTI Act lays down the information which should be disclosed by Public Authorities on a suo motu basis.

RERA, Meghalaya has come up with its Suo motu disclosures under RTI Act, 2005 in this book, to enable the public to have access to the functioning of the Authority.

The information in the booklet is updated upto 26th November 2025

Section- 4 (1) (b) (i)**REAL ESTATE REGULATORY AUTHORITY, MEGHALAYA**

1. The Meghalaya Real Estate Regulatory Authority, has been constituted under the Real Estate (Regulation and Development) Act, 2016 for regulation and promotion of the real estate sector and to ensure sale of plot, apartment or building, as the case may be, or sale of real estate sector, in an efficient and transparent manner and to protect the interest of consumers in the real estate sector and to establish an adjudicating mechanism for speedy dispute redressal.

2. The particulars of the organization, functions and duties:-

The office of the Meghalaya, Real Estate Regulatory Authority is located at: the Unban Affairs Department Complex, at Dhankheti, Malki, Shillong -793001

The Office of Chairperson, Members and other officer/ sections and location of their offices are as under:

S.No.	Name	Designation	Location
1.	Shri. Bayar K. Lyngwa, IFS (Retd.)	Chairperson	Ground Floor
2.	Shri . E. Kharmalki IAS (Retd.)	Member	
3.	Smti. M. Kharkongor	Member	

The Facilitation Desk and Dak Section is in the reception area of the office. The temporary General Office Room is located in the Ground Floor.

3. Office timings:

10.00 AM to 5:00 PM on all working days. Winter season timings are from 10..AM to 4.30 PM.

Holidays, are as notified by the Government of Meghalaya.

4. Functions of Authority:

Under section 34 of The Real Estate (Regulation and Development) Act 2016, the functions of the Authority are :-

- a. To register and regulate real estate projects and real estate agents registered under this Act.
- b. To publish and maintain a website of records, for public viewing, of all real estate projects for which registration has been given, with such details as may be prescribed, including information provide in the application for which registration has been granted.
- c. To maintain a database, on its website, for public viewing, and enter the names and photographs of promoters as defaulters including the project details, registration for which has been revoked or have been penalized under the Real Estate (Regulation and Development) Act, 2016, with reasons therefore, for access to the general public.
- d. To maintain a database, on its website, for public viewing, and enter the names and photographs of real estate agents who have applied and registered under the Real Estate (Regulation and Development) Act, 2016, with such details as may be prescribed including those whose registration has been rejected or revoked.
- e. To fix through regulations for each area under its jurisdiction the standard fees to be levied on the allottees or the promoter or the real estate agent, as the case may be.
- f. To ensure compliance of the obligations cast upon the promoters, the allottees and the real estate agents under the Real Estate (Regulation and Development) Act, 2016 and the rules and regulations made there under.

- g. To ensure compliance of its regulations or orders or directions made in exercise of its power under the Real Estate (Regulation and Development) Act, 2016.
- h. To perform such other functions as may be entrusted to the Authority by the appropriate Government as may be necessary to carry out the provisions of the Real Estate (Regulation and Development) Act, 2016.

5. Powers of the Authority

Under section 35 of the Real Estate (Regulation and Development) Act 2016, the Authority has powers to call for information, conduct investigation.

- a. Where the Authority considers it expedient to do so, on a complaint or suo motu, relating to this Act or the rules of regulations made there under, it may, by order in writing and recording reasons there for call upon any promoter or allottee or real estate agent, as the case may be, at any time to furnish in writing such information or explanation relating to its affairs as the Authority may require and appoint one or more persons to make an inquiry in relation to the affairs of any promoter or allottee or the real estate agent, as the case may be.
- b. Notwithstanding anything contained in any other law for the time being in force, while exercising the powers under sub-section (1), the Authority shall have the powers as are vested in a civil court under the Code of Civil Procedure, 1908 while trying a suit, in 5 of 1908, respect of the following matters, namely:-
 - I. The discovery and production of books of account and other documents, at such place and at such time as may be specified by the Authority.
 - II. Summoning and enforcing the attendance of persons and examining them on oath.
 - III. Issuing commissions for the examination of witnesses or documents.

IV. Any other matter which may be prescribed.

Under Section 36 of the Act, the Authority has the power to issue interim orders.

Where during an inquiry, the Authority is satisfied that an act in contravention of this Act, or the rules and regulations made there under, has been committed and continues to be committed or that such act is about to be committed, the Authority may, by order, restrain any promoter, allottee or real estate agent from carrying on such act until the conclusion of such inquiry for until further orders, without giving notice to such party, where the Authority deems it necessary.

Under Section 37 of the Act, the Authority has power to issue directions.

The Authority may, for the purpose of discharging its functions under the provisions of this Act or rules or regulations made there under, issue such directions from time to time, to the promoters or allottees or real estate agents, as the case may be, as it may consider necessary and such directions shall be binding on all concerned.

Under Section 38, of the Act the Powers of Authority.

The Authority shall have powers to impose penalty or interest, in regard to any contravention of obligations cast upon the promoters, the allottees and the real estate agents, under the Real Estate (Regulation and Development) Act, 2016 or the rules and regulations made there under.

- a. The Authority shall be guided by the principles of natural justice and, subject to the other provisions of the Real Estate (Regulation and Development) Act, 2016 and rules made there under, the Authority shall have powers to regulate its own procedure. Where an issue is raised relating to agreement, action, omission, practice or procedure that:-

- I. Has an appreciable prevention, restriction or distortion of competition in connection with the development of a real estate project; or
- II. Has effect of market power of monopoly situation being abused for affecting interest of allottees adversely, then the Authority, may suo motu, make reference in respect of such issue to the Competition Commission of India.

Section-4 (1) (b) (ii)

Powers of Chairperson Under Section 25 of the Real Estate (Regulation and Development) Act 2016, read with Rule 19 of the Meghalaya Real Estate (Regulation and Development) (General) Rules, 2020

Section 25: The Chairperson shall have powers of general superintendence and directions in the conduct of the affairs of Authority and he shall, in addition to presiding over the meetings of the Authority, exercise and discharge such administrative powers and functions of the Authority as may be prescribed.

Rule 19: As per Rule 21 of the Meghalaya Real Estate (Regulation and Development) General Rules, 2025, the Chairperson shall exercise the following powers:

- a. All matters pertaining to staff strength, wages and salary structures, emoluments, perquisites and personnel policies.
- b. All matters pertaining to creation and abolition of posts.
- c. All matters pertaining to appointments, promotions and confirmation for all posts.
- d. Acceptance of resignations by any Member, officer or employee of the Authority.
- e. Officiating against sanctioned posts.
- f. Authorization of tours to be undertaken by any Member, officer or employee of the Authority within and outside India.
- g. All matters in relation to reimbursement of medical claims.
- h. All matters in relation to grant or rejection of leaves.
- i. Permission for hiring of vehicles for official use.

- j. Nominations for attending seminars, conferences and training courses in India or abroad.
- k. Permission for invitation of guests to carryout training course.
- l. All matters pertaining to staff welfare expenses.
- m. Sanction or scrapping or write-off of capital assets which due to normal wear and tear have become unserviceable or are considered beyond economical repairs.
- n. All matters relating to disciplinary action against any Member, officer or employee of the Authority.
- o. Any other powers that may be required for the efficient functioning of the Authority and enforcement of the provisions of the Act and these Rules.

Section – 4 (1) (b) (iii)**The procedure followed in the decision making process, including channels of supervision and accountability.**

1. Steps to file a complaint with the Authority and Adjudicating Officer are available on the website i.e. meghrera.org.in
2. Steps of register a project is available on the website i.e. meghrera.org.in
3. Administrative and Financial matters are dealt with as per provisions of the State Rules and Regulations.
4. Annual Report is prepared as per Section 78 of the Real Estate (Regulation and Development) Act, 2016.
5. Channel of Supervision & accountability, generally followed, is asunder:

S.No.	Type of Cases	Level of Final Disposal	Channel of Submission
1.	Complaint against builder/ Promoter	Chairperson and Members	Secretary of the Authority.
2.	Complaint against buyer	Chairman and Members	
3.	Adjudicating Cases	Adjudicating Officer	
4.	Suo-Moto Cases	Chairman and Members	
5.	RTI	SPIO	
6.	RTI First Appeal	First Appellate Authority	
7.	Parliament questions, Assurances	Chairman	
8.	All matters on Recruitment Rules	Chairman	
9.	Appointment of Officials	Chairman	
10.	All Administrative Purchases	Chairman	

Section - 4(1)(b)(iv)

**The Norms for discharge of its functions
Under Section 29 (4) of the Act**

The questions which come up before the Authority shall be dealt with as expeditiously as possible and the Authority shall dispose of the same within a period of sixty days from the date of receipt of the application.

Provided that where any such application could not be disposed of within the said period of sixty days, the Authority shall record its reasons in writing for not disposing of the application within that period.

Section – 4 (1) (b) (v)

The rules/regulation/instruction/manuals & records, held by RERA, Meghalaya or under its control or used by its employees for discharging its functions:-

Acts rules and regulations are available on the website of the Authority.

Details of Acts available on the website are:

Real Estate (Regulation and Development) Act 2016,

Details of Rules available on the website are:

Meghalaya Real Estate(Regulation and Development) (General)Rules,2020.

Section – 4 (1) (b) (vi)

A statement of the categories of documents that are held by it or under its control

S.No.	Subject	Type of Document/File
1.	Complaints	Physical files
2.	Orders	
3.	Projects	
4.	Registration of Projects and Agents	

Section – 4 (1) (b) (vii)

The arrangement for consultation with or representation by the members of the Public in relation to the formulation of policy or implementation thereof:

S.No.	Training programmes conducted on	Venue	Purpose
1.	To be conducted		

Section – 4 (1) (b) (viii)

A statement of the Boards, Councils, Committees & other bodies consisting of two or more persons constituted as its part or for the purpose of its advice & as to whether meetings of those Boards, Councils, Committees & other bodies are open to the public or the minutes of such meetings are accessible for Public:-

The Project registration and other aspects are to be considered on weekly basis. Orders passed by the Authority upon hearing will ordinarily be recorded or communicated within three days, and the same shall be communicated to both the parties on their Registered Mobile Number. Final judgment delivered by the Authority shall be posted on the website of the Authority and will become a part of its data base accessible to the public. A copy of Judgment downloaded from the website of the Authority will serve as a certified copy of the judgment for all intents and purposes.

Section – 4 (1) (b) (ix)**TELEPHONE DIRECTORY****Enquiry / Facilitation Desk-**

S.No	Name	Designation	Contact No.
1.	Shri B.K.Lyngwa IFS (Retd)	Chairman	0364-3586841
2.	Shri. E.Kharmalki IAS (Retd)	Member/Secy	0364-3586841
3.	Smti. M. Kharkongor	Member	0364-3586841

Email : contact@meghrera.org.in

Section – 4 (1) (b) (x)

The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations:-

The monthly remuneration of the Chairman and Members is as prescribed in the Act, the State Rules and terms of appointment notified by the State government.

Remuneration of contractual staff is shown below:-

S.No.	Designation of the Posts	Pay(Rs.)
1	Chairman (Retired Govt. Official)	Rs. 2,43,725/-
2	Member	Rs. 1,93,125/-
3	Member	Rs.2,00,000/-

Terms of appointment of the Chairperson and Members of the Authority under Section 23 of the Act

1. The Chairman and Members shall hold office for a term not exceeding five years from the date on which they enter upon their office, or until they attain the age of sixty-five years, whichever is earlier and shall not be eligible for re-appointment.
2. Before appointing any person as a Chairperson or Member, the appropriate Government shall satisfy itself that the person does not have any such financial or other interest as is likely to affect prejudicially his functions as such Member.

Salary and allowances payable to the Chairperson and Members under section 24 of the Act

1. The salary and allowance payable to, and the other terms and conditions of service of, the Chairman and other Members shall be such as may be prescribed and shall not be varied to their disadvantage during their tenure.

Terms of appointment and Salary and allowance of Officers and other employees of the Authority under Section 28 of the Act.

1. The appropriate Government may, in consultation with the Authority appoint such officers and employees as it considers necessary for the efficient discharge of their functions under this Act who would discharge their functions under this Act who would discharge their functions under the general superintendence of the Chairman.
2. The salary and allowances payable to, and the other terms and conditions of service of, the officers and of the employees of the Authority appointed under sub-section(1) shall be such as may be prescribed.

Section – 4 (1 (b)(xi)

The budgets allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursement made

Details of funds procured Exceeding Rs.1,00,000/- (Rupees One crore) only In value during 2024 - 2025 -

(Rs. In Lakhs)

S.No.	Description of item	Cost
1.	Salary component	78,00,000/-
2.	Non salary component	22,00,000/-

Section-4(1)(b)(xii)

The manner of execution of subsidy programmes, including the amount allocation and the details of beneficiaries of such programmes.

.....NIL.....

Section- 4(1) (b) (xiii)

Particulars of recipients of concessions, permits or authorizations granted by it:

.....NIL.....

Section – 4 (1) (b) (xiv)

Details of Information available in electronic form in RERA, Meghalaya

S.No.	Type of Document	In Which Electronic format is kept	Mode of retrieval
1.	Acts	On Website	Internet
2.	Rules	-do-	-do-
3.	Regulations	-do-	-do-
4.	Complaints Cause list	-do-	-do-
7.	Payment	-do-	-do-
6.	Status of Payment	-do-	-do-
7.	Complaint Status	-do-	-do-
8.	Registration of Complaints	-do-	-do-
9.	Suo-Motu Status	-do-	-do-
10.	Projects	-do-	-do-
11.	Registered Agents List	-do-	-do-
12.	What's New	-do-	-do-
13.	Important Orders	-do-	-do-
14.	News/Public notices	-do-	-do-

Applicants can register the project and file a complaint online, (when the facility becomes operational) and check the status on the website i.e. meghrera.org.in

Section – 4 (1) (b) (xv)

The Particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room if maintained for public use:-

Public queries and information in matters relating to filing of Complaints, Registration of Project as well as registration of agents can be obtained from the office, in the website or via email to . contact@meghrera.org.in

Submission of Applications: Either online or by hand

Section – 4 (1) (b) (xvi)

The Name & Designation of the PIO/First Appellate Authority

Name of the SPIO and First Appellate Authority of RERA, Meghalaya is available on the website:

S.No.	Name of Officer	Designation
1.	Smti. M. Kharkongor,	Member
2.	Shri B.K. Lyngwa, IFS (Retd)	Chairman

Section - 4(1) (b) (xvii)

Other Information

Occupancy of the Officers in the RERA, Meghalaya

Post held and Name of the Officer	Tenure of the Officer	
	From	To
Chairman		
Shri. Bayar K. Lyngwa, I.F.S (Retd.)	02.01.2025	Still serving
Member		
Shri . E. Kharmalki I.A.S(Retd.)	08.07.2024	Still serving
Member		
Smti. M. Kharkongor	01.7.2024	Still serving

Functions of Authority for promotion of real estate sector (Section 32 of the Act)

The Authority shall in order to facilitate the growth and promotion of a healthy, transparent, efficient and competitive real estate sector make recommendations to the appropriate Government or the competent authority, as the case may be, on,-

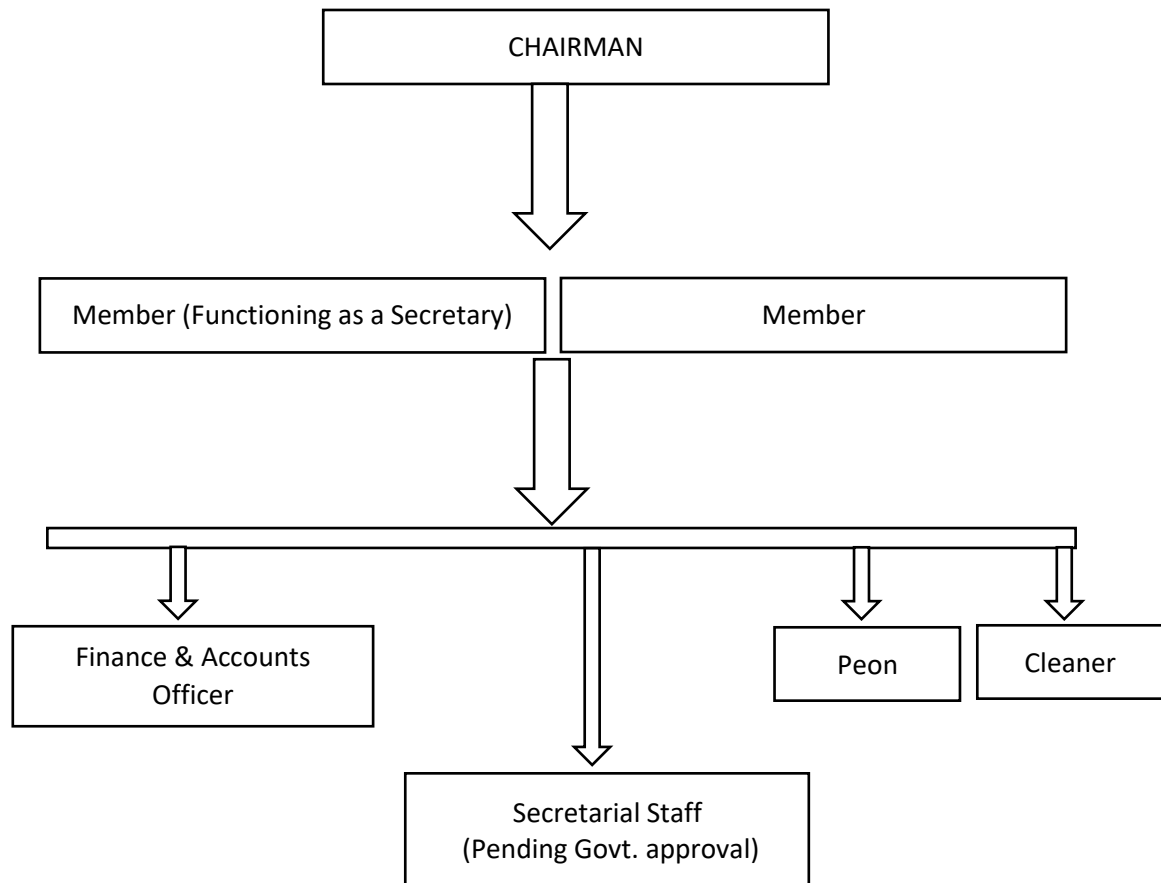
- a. Protection of interest of the allottees, promoter and real estate agent.
- b. Creation of a single window system for ensuring time bound project approvals clearances for timely completion of the project.
- c. Creation of transparent and robust grievance redressal mechanism against acts of omission and commission of competent authorities and their officials.
- d. Measures to encourage construction of environmentally sustainable and affordable housing, promoting standardization and use of appropriate construction materials, fixtures, fittings and construction techniques.
- e. Measures to encourage grading of projects on various parameters of development including grading of promoters.
- f. Measures to facilitate amicable conciliation of disputes between the Promoters and the allottees through dispute settlement forums setup by the consumer or promoter associations.
- g. Measures to facilitate digitization of land records and system towards conclusive property titles with title guarantee.
- h. To render advice to the appropriate Government in matters relating to the development of real estate sector.

- i. Any other issue that the Authority may think necessary for the promotion of the real estate sector.

Filling of complaints with the Authority or the Adjudicating Officer (underSection31)

1. Any aggrieved person may file a complaint with the Authority or the Adjudicating Officer, as the case may be, for any violation or contravention of the provisions of this Act or the rules and regulations made there under against any promoter allottee or real estate agent, as the case maybe.
2. The form manner and fees for filling complaint under sub-section (1) shall be such as may be prescribed.

Organizational structure of the Authority



RTI Application Blank Format

Form

Form of application for seeking information under the Right to Information Act, 2005

I.D No. _____
(For Office use)

To
The Public Information Officer,
Authority Name
City

- 1. **Full Name of the Applicant** _____
- 2. **Father's/Spouse's name** _____
- 3. **Permanent Address** _____

- 4. **Correspondence Address** _____
- 5. **Particulars of information required**
 - a. **Subject matter of information** _____
 - b. **The period to which the information relates** _____
 - c. **Specify details of information required** _____
 - d. **Whether information is required by post or in person** _____

 - e. **Incase by post(Ordinary, Registered or Speed post)** _____
- 6. **Is this information not made available by the Public Authority under voluntary disclosure?**

-
- 7. **Do you agree to pay the required fee?** _____
 - 8. **Have you deposited application fee?(If yes, details of such deposit)**

9. Whether belongs to Below Poverty Line category ? If yes, have you furnished the proof same with application?

Place:

Date:

Full Signature of the applicant and
Address Email Address, if any_____

Contact No. _____

Note:

(i) Reasonable assistance can be provided by the competent authority in filling up the form.

(ii) Please ensure that the Form is complete in all respect and there is no ambiguity in providing the details of information required.