

ChE/DP/116/Gen(2020)
dt. 21/4/2020

MUNICIPAL CORPORATION OF GREATER MUMBAI

No. ChE/DP/ 00322/Gen. dated 21.04.2020

CIRCULAR

To mitigate hardship to the public, the Government of Maharashtra has issued consolidated revised guidelines vide GR bearing No. DMU/2020/CR.92/DisM-1, dated 17th April 2020 wherein selected additional activities is allowed with effect from 20th April, 2020. As per the said GR, these activities will be operationalized by the concerned authorities based on the strict compliance to the existing guidelines on lockdown measures. Before operating these relaxations, the concerned authority is required to ensure that all preparatory arrangements with regards to social distancing in offices, workplaces, factories & establishments, as also other sectoral requirements are in place while the allowed activity is being carried out.

Sr. No. 16 of the said Revised Guidelines has permitted to operate following activity:

1. All urgent pre-monsoon related works
2. Construction of works in construction projects, within the limits of municipal corporations and municipalities, where workers are available on site and no workers are required to be brought in from outside (in situ construction). However in MCGM and in PMC with the permission of Municipal Commissioner.

In view of the above guidelines from the Government of Maharashtra & considering the present situation in Greater Mumbai, the following procedure is to be followed for obtaining permission of the Municipal Commissioner for carrying out Construction Activity in MCGM area. **However these consolidated revised guidelines will not apply in containment zones, as demarcated & to new area included in the category of a containment zone by MCGM.** The permission

granted under this circular, in area, which is subsequently declared as containment zone, shall stand withdrawn from the date of declaration of containment zone of such new area & work needs to be suspended immediately without awaiting direction from the office of building proposal department.

No new construction activity to be started on site.

All urgent pre-monsoon related works:

For all precautionary works which are required to be carried out before monsoon for all under construction structures, incomplete construction of retaining walls or work of shore piling etc. to protect against landslides & to bring it to safe condition, completion/ backfilling of basement/foundation shall be permitted to carry out provided such works had been commenced prior to 14th March, 2020 and were required to be left as it is, due to commencement of lock down.

For aforesaid work, transport of all goods is allowed under clause 12 of the revised guidelines dated 17.04.2020 issued by Government of Maharashtra subject to compliance of various conditions therein.

Supervisory staff, machine operators shall also be permitted to travel and attend the site, from their place of residence every day. They will however not allowed to use public transport for this purpose. The Project Proponent needs to ensure the compliance of Annexure II of said government guidelines. The workers shall be available on site for carrying out above mentioned work. Project Proponent will have to engage dedicated transport for the workers.

Workers shall also be permitted to be brought to site from their place of residence/camp once, provided proper arrangement for their staying at site is made and they are not required to travel to place of work on every day basis. They should be provided individual toilets & individual rooms.

Site needs to be barricaded to ensure no probability of cross contamination. A board on prominent place with title “ **Urgent pre-monsoon work for**

safety purpose” is must on each work site where permission under reference is granted.

An application as per Annexure ‘A’ attached to this circular shall be made by the Project Proponent along with photographs of site showing the urgency of pre-monsoon work through Architect/LS online as per SOP attached. Necessary provision of supervision of work on site during this period shall have to be made by the Project Proponent & the Project Proponent will be responsible to arrange for expert manpower on site including Architect/LS, Structural Engineer, site supervisor etc. at his end as per the relevant provision in DCPR/MR&TP Act 1966. The said application shall be processed & completed by the concerned AE (BP) within 2 days with the approval of concerned EE(BP) (if required after inspection of site) and permission shall be issued on line in accordance with the attached Form. Dy.Ch.E.(BP) will monitor the permission by checking the sites randomly.

The Project Proponent shall ensure that all preparatory arrangements with regard to the Standard Operating Procedures (SOPs) for social distancing as also other sectoral requirements at site, site office and place of work are in place. It is the responsibility of the Project Proponent to adhere with the conditions as stipulated in the Annexures I & II of the said government guidelines failing which Project Proponent will be liable for penalties for violation of lockdown measures as reflected in Annexures III of the said government guidelines.

Following are some of the mandatory requirements:

1. Workers need to stay in situ Labour camps.
2. Thermal scanning of everyone entering the site any time of day be should be done. If anyone has reading more than predefined value, then he should not be allowed to enter the site.
3. As and when rapid test kit will be available, rapid test to be conducted on all workers and staff on site and only persons with positive anti bodies should be allowed to work.

4. Congestion at any location, especially at entry and exit place should be avoided. Suitable arrangement shall be made, for maintaining segregating distance between workers.
5. All workers should wash their hand at the point of entry, before entering the place of work, before eating etc. Suitable arrangement for the same should be made at the site.
6. All workers must cover their mouth and nose with cloth or a mask.
7. All Common area such as Labour camp, canteens, toilets, entry/exit gate, should be cleaned on daily basis, and disinfectant should be sprayed twice a week.
8. A doctor should visit the site at least twice a week and examine each worker and render medical assistance if required.
9. No one shake hands with anyone.
10. Separate arrangement for sick worker (isolation) should be kept ready.
11. Sites to have barricade to ensure no access from outside.
12. Weekly progress report in the form of photographs/video clips shall be uploaded in Auto DCR.
13. Project Proponent shall submit copies of travel passes issued to local police station as per the government guidelines

Sd/20.04.2020

(Vinod Chithore)
**Chief Engineer (DP) &
Director (ES&P)**

sd/ 20.04.2020

(Praveen Paradeshi)
Municipal Commissioner

Annexure A
Application to be made by the Project Proponent on his letter head for permission for urgent pre-monsoon related works for safety reason

AE (BP)

Date :

Sub: Essential urgent pre-monsoon related construction activity for safety reason

Ref: File No. CHE/_____/BP_____/_____/_____

: Details of proposal _____

: Address of Site _____

Dear Sir,

We are writing to you with regards to urgent pre monsoon related work which we need to carry out, at the above mentioned subject site as permissible under revised guideline published vide GR bearing No: DMU/2020/CR.92/DisM-1, dated 17th April 2020 & as allowed by MCGM.

We have to complete the following works before the onset of monsoon for safety reason (attach photographs of site showing the urgency of pre-monsoon work):

(site specific situation to be described in 150 words).

Our work was already underway prior to lockdown and this work must be completed on priority to avoid problems during monsoon & to bring the work at safe stage.

In view of the above we therefore request you to permit us to carry on with the pre-monsoon work as per your circular which will enable us to get the work going on from date of permission.

The details of staff, manpower, workers required is as per Table I attached to this letter. :

(Attachment)

Along with this application we have annexed the Aadhaar cards/photo identity of the above mentioned staff/personnel which will require the passes.

We also request to provide the travel passes.

We undertake to comply and follow all preparatory/precautionary arrangements with regard to the Standard Operating Procedures (SOPs) for social distancing as also other sectoral requirements at site, site office and place of work and shall also follow all mandatory requirements as per the circular dated 21.04.2020 & revised guideline published vide GR bearing No: DMU/2020/CR.92/DisM-1, dated 17th April 2020.

We request your grant of permission and necessary travel passes at the earliest please.

Thanking you,

Yours faithfully,

(Project Proponent)

Form

MUNICIPAL CORPORATION OF GREATER MUMBAI

No

Grant of permission under clause 16 of consolidated revised guidelines issued by Government of Maharashtra vide GR bearing No. DMU/2020/CR.92/DisM-1, dated 17th April 2020 read with circular dated 21.04.2020.

To,

Date:

Ref: 1. Your application dated _____

2. File No. -----

Sir/s

With reference to your aforesaid application, you are hereby permitted to carry out **essential urgent pre-monsoon related works for safety on site as per the CC granted by this office** provided you comply with and follow all preparatory arrangements with regard to the Standard Operating Procedures (SOPs) for social distancing as also other sectoral requirements at site, site office and place of work and shall also follow all mandatory requirements as per the circular dated 21.04.2020 & revised guideline published vide GR bearing No: DMU/2020/CR.92/DisM-1, dated 17th April 2020.

It is the responsibility of the Project Proponent to adhere with the conditions as stipulated in the Annexures I & II of the said government guidelines failing

which Project Proponent will be liable for actions, penalties for violation of lockdown measures as reflected in Annexures III of the said government guidelines

This permission stands to be revoked from the date of declaration of area of work as containment zone at any time here after & work needs to be suspended immediately without awaiting direction from this office.

Yours truly,

EE (BP) ---- Ward

TRAVEL PASS

Municipal Corporation
of Greater Mumbai

Permission No.

.....

NAME OF ENGINEER/ SUPERVISOR /OPERATOR:	PHOTO
PAN Card / AADHAR Card / Driving License Card number	
Name and office address of Project Proponent	
Name of work and Address of Work place	
Valid till withdrawal of lock down or as may be decided	

(Signature)

EE(BP)

(to be issued in duplicate)

Copy to Local police station (to be submitted by the Project Proponent)

Softtech Engineer's Ltd.

MCGM Requirement Document "Construction permission under lockdown period "

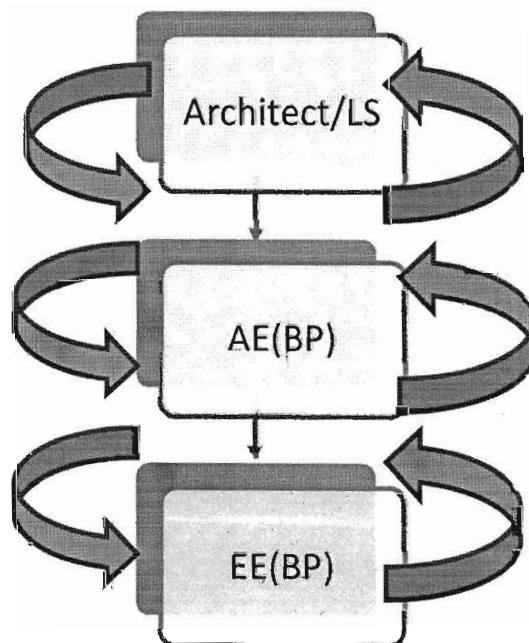
1. Introduction

To mitigate hardship to the public, the Government of Maharashtra has issued consolidated revised guidelines vide GR bearing No. DMU/2020/CR.92/DisM-1, dated 17th April 2020 wherein selected additional activities is allowed with effect from 20th April, 2020. As per the said GR, these activities will be operationalised by the concerned authorities based on the strict compliance to the existing guidelines on lockdown measures. Before operating these relaxations, the concerned authority is required to ensure that all preparatory arrangements with regards to social distancing in offices, workplaces, factories & establishments, as also other sectoral requirements are in place while the allowed activity is being carried out.

Sr. No. 16 of the said Revised Guidelines has permitted to operate following activity:

- 1) All urgent pre-monsoon related works

2. Application workflow :-



Softtech Engineer's Ltd.

MCGM Requirement Document "Construction permission under lockdown period "

3. Fees :-

Fees For	Fees type	Amount In Rs.
NA	NA	NA

4. Document Checklist :-

- Application form (Urgent pre-monsoon related works under lockdown period) as per format.
- Site Photos
- Travel passes as per sample.

5. Steps for file processing –

- In 337 type of application, System will allow to submit the proposal project proponent through Architect/LS to Apply for " **Construction permission under lockdown period** " in those Files/Project where CC is issued.
- Create Application ->
Planning Authority for the project -> MCGM(BP)
Select Department -> Building Permission
Permission Type -> Commencement
Proposal Submission for->
Other -> (Add One Application in Drop Down) i.e " **Construction permission under lockdown period** "
- After selection of above option System will create draft file in Architect/LS console.
- In Draft file , Architect/LS will be able to attached document checklist ,Additional-Documents if any.
(Refer screenshot & display left menu highlighted below)

Softtech Engineer's Ltd.

MCGM Requirement Document "Construction permission under lockdown period "

Commencement Other Application 'Construction permission under lockdown period'

CHE/CTY/5181/D/342/Other/1/New

Submit Application

Application Summary	✓
Common Application Form	✓
Document CheckList	✓
Additional Document	✓
Building Details	✓

Your application is in Draft

Started on
22-11-2019

Proposal Summary

Demand Note

Application Details

Proposal Submission For :

Major Use Of Plot
13

Application Progress

5. Once documents are attached by architect/LS , He will submit Application to Asst.Engineer(BP).
6. Asst.Engineer (BP) will verify the documents attached in Document Checklist /Additional Document, Then will Create Notesheet & attach draft report or Permission letter in PDF in note sheet.
7. In case of Shortfall, Asst.Engineer (BP) will reject the Application,& later Architect/LS will able to Resubmit the application from console.
8. Asst Engineer (BP) will sign his notesheet & forward to EE(BP) for further approval.
9. EE(BP) will verify the notesheet prepared by AE (BP) & Give final approval along with Permission letter in pdf or Digitally signed System generated Certificate from his console.
10. Once it is approved it will available for downloading in Architect/LS/Project proponents console as well as on citizen search.

End of the Document