

ChE / DP / 118 / Gen

20 20 - 20 21

Dtd. 29/04/2020

**MUNICIPAL CORPORATION OF GREATER MUMBAI**

No. ChE / DP / 00322 / Gen. dated 23.04.2020

**CIRCULAR**

**Subject:** Permission for urgent pre-monsoon works, incomplete foundation works, basements etc which may cause danger to the adjoining building or cause flooding.

With respect to above subject and as per directions received, permission for following urgent pre-monsoon works is to be granted on line by obtaining applications in the prescribed format as per the procedure mentioned in the circular already issued under no. ChE/DP/00322/Gen. dtd. 20.04.2020.

As per the directions received from Govt. of Maharashtra vide G.R. bearing no. DMU/2020/CR.92/DisM-1, dated 17<sup>th</sup> April 2020, certain activities were allowed during the lockdown. However, the said guidelines were stayed by the Govt. of Maharashtra vide GR dated 21.04.2020 for Mumbai Metropolitan Region and Pune Metropolitan Region. However, due to fast approaching monsoon and to save the existing structures, adjoining structures/buildings, to prevent floods like situation, to avoid water logging & breeding place for mosquito which may resultantly cause loss of human life and property. Following construction activities in MCGM limit may be allowed in non containment zones.

**No new construction activity shall be started on site.**

**Construction activities to be permitted:**

- A) Completion of incomplete foundation/construction of basement, retaining wall, shore pilling work etc. to protect landslides and to bring the site to safe condition, completion/back filling of basement will be permitted to be carried out where it is likely to cause damages to the adjoining buildings/roads or due to this there can be fear of flooding or which can be breeding ground for mosquitoes.
- B) (i) Structural repair works in all buildings which are already commenced prior to lockdown which may cause danger to existing building.  
(ii) Waterproofing work to existing building which is already commenced on site.  
(iii) All tenantable repairs like external plaster, internal plaster, plumbing work and works specified under Section 342 of MMC Act classified as "Tenantable repairs" which are already commenced on site.

In view of the guidelines from the Government of Maharashtra & considering the present situation in Greater Mumbai, the following procedure is to be followed for obtaining permission from MCGM for carrying out Construction Activity in MCGM area. **However these 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.

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. **Project Proponent/ Authorised Signatory will have to engage dedicated transport for them.**

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/ Authorised Signatory 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. **They should be provided with individual toilets & individual rooms.**

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.

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.

**For Category A** as mentioned above an application as per Annexure ‘X’ 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 for Auto DCR proposal online as per SOP attached.

**For Category B** as mentioned above, physically or by obtaining application as per Annexure ‘X’ attached to this circular along with photographs of site showing the urgency of pre-monsoon work on mail to respective zonal Deputy Chief Engineer(BP). For Category “B” the application for permission may be accepted on letterhead from Secretary/ Chairman of the society, owner of the building,

registered tenant association or Authorised signatory of the authority responsible for maintenance of structure/building proposed for repairs as mentioned in Category "B". Email id's of zonal building proposal offices are as detailed below.

City (A to G Wards) :	<a href="mailto:dych01bpcity.dp@mcgm.gov.in">dych01bpcity.dp@mcgm.gov.in</a>
WS I ( H & K Wards) :	<a href="mailto:dce02ws.bp@mcgm.gov.in">dce02ws.bp@mcgm.gov.in</a>
WS II ( P & R Wards):	<a href="mailto:dych01ws2.bp@mcgm.gov.in">dych01ws2.bp@mcgm.gov.in</a>
ES(L,M,N,S &T Wards):	<a href="mailto:dych02bpes.dp@mcgm.gov.in">dych02bpes.dp@mcgm.gov.in</a>
Government, MCGM proposals:	<a href="mailto:bpsplcell2014@gmail.com">bpsplcell2014@gmail.com</a>

Necessary provision of supervision of work on site during this period shall have to be made by the Project Proponent/ Authorised Signatory & the Project Proponent/ Authorised Signatory 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/MMC Act 1888. 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/on email/physically in accordance with the attached Draft Permission Letter. Dy.Ch.E.(BP) will monitor the permission by checking the sites randomly.

The Project Proponent/ Authorised Signatory 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/ Authorised Signatory 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/ Authorised Signatory shall submit copies of travel passes issued to local police station as per the government guidelines

- Acc: 1. Annexure X  
 2. Draft permission letter  
 3. Travel Pass  
 4. Table I

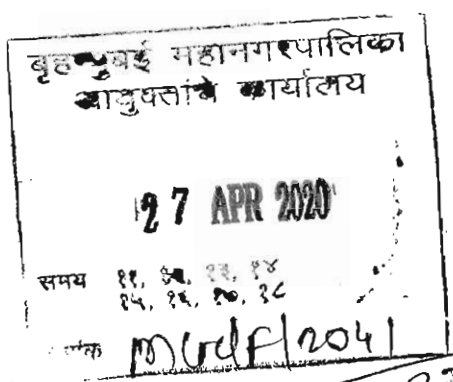
Vinod  
 Prabhudas  
 Chithore

Digitally signed by Vinod  
 Prabhudas Chithore  
 Date: 2020.04.23 14:55:32  
 +05'30'

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



(Praveen Paradeshi)  
 Municipal Commissioner



MB) 27/04/2020 CHE(DP)

**Annexure X**

**Application to be made by the Project Proponent/Society/Owner of building on their letter head for permission for urgent pre-monsoon related works as mentioned in circular dated 23.04.2020 for safety reason**

**AE (BP)**

**Date :**

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

**Sub: Structural repairs/tenantable repairs including water proofing &/or essential urgent pre-monsoon related works for safety on site for which the CC has already been granted.**

**Ref: File No. CHE/\_\_\_\_\_/BP\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_**

**: Details of proposal \_\_\_\_\_**

**: Address of Site \_\_\_\_\_**

Dear Sir,

I/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 allowed vide circular issued under no. ChE/DP/00322/Gen dated 23.04.2020.

I/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 I/we therefore request you to permit me/us to carry on with the pre-monsoon work as per your circular which will enable me/us to get the work going on from date of permission & I/we undertake to take all safety precautions on site.

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

(Attachment)

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

I/We also request to provide the travel passes.

I/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 issued under no. ChE/DP/00322/Gen dated 23.04.2020 & guidelines published vide GR bearing No: DMU/2020/CR.92/DisM-1, dated 17th April 2020.

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

Thanking you,

Yours faithfully,

(ProjectProponent/Authorised Signatory)

7.

**Draft Permission Letter**

**MUNICIPAL CORPORATION OF GREATER MUMBAI**

No

**Grant of permission for essential urgent pre-monsoon related construction activity for safety reason as per circular dated 23.04.2020 & as per guidelines issued by Government of Maharashtra vide GR bearing No. DMU/2020/CR.92/DisM-1, dated 17<sup>th</sup> April 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 already started **structural repairs/tenantable repairs including water proofing &/or essential urgent pre-monsoon related works for safety on site for which the CC has already been 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 23.04.2020 & guideline published vide GR bearing No: DMU/2020/CR.92/DisM-1, dated 17th April 2020.

It is the responsibility of the Project Proponent/ Authorised Signatory / Society/Owner of building to adhere with the conditions as stipulated in the Annexures I & II of the said government guidelines dated 17.04.2020 failing which

Project Proponent/ Authorised Signatory / Society/Owner will be liable for actions, penalties for violation of lockdown measures as reflected in Annexures III of the said government guidelines dated 17.04.2020.

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.

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NAME OF ENGINEER/ SUPERVISOR /OPERATOR: -----	PHOTO
PAN Card / AADHAR Card / Driving License Card number	
Name and office address of Project Proponent/Authorized Signatory	
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/Authorized Signatory)**

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