

MUNICIPAL CORPORATION OF GREATER MUMBAI

PERMIT

No. _____ dt. _____

M/s _____

Sub:- Trench on _____

Ref: - 1) Circular No. MDB / 4259 Dated 14 March 2005

2) Your application No. _____ dt. _____

3) Demand Note under No. _____

Sir,

With reference to your request the following trench is permitted :-

- 1) Starting Point : _____
- 2) End Point : _____
- 3) Length of Trench : _____
- 4) Date of Start : _____
- 5) Date of Completion : _____

Subject to the following conditions :-

1. On receipt of permission, you shall immediately start the excavation.
2. Above mentioned date of start and completion, length of Trench, start and end point of Trench shall not be changed under any circumstances.
3. Before starting the excavation, area shall be barricaded as per **Annexure-11**.
4. Utility shall display the board at the start and end of Trench and if the Trench is more than 100 Mtr. it shall also be displayed in between and at the junction. Board must display information such as (A) Name of agency. (B) Date of starting. (C) Date of completion. (D) Name of site engineer. (E) Contact no. (Mobile). (F) With a note that **"Inconvenience caused is regretted"**.
5. Sufficient security guards and traffic wardens should be provided.
6. Water entrances and chambers having opening shall be properly covered to avoid entry of excavated earth in it.
7. Your Site in-charge shall submit the daily report to M.C.G.M. engineer in a format as per **Annexure-12**.
8. Wherever required steel plate shall be provided on the Trench for crossing of vehicular and pedestrian traffic.
9. Reflector signs shall be provided all along the Trench.
10. If Trench is more than 100 Mtr. in length, you shall only undertake 100 Mtr. Trench at once, lay your services and clear the site for reinstatement and movement of traffic and then only further excavation shall be undertaken.
11. It is likely that in the same Trench, number of agencies / utilities may lay their services. Under such circumstances, you shall have absolute co-ordination and co-operation with each other.
12. All the excavated earth shall be transported at the same time to the identified sites approved by Ward Engineer.
13. In case of taking Trench across the carriageway at least 2 number of 300 mm. dia N.P. II Class Hume Pipe or equivalent with encasing of 1:2:4 concrete shall be laid for any future service. Also you shall lay your services through duct.

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14. Simultaneously, work order for reinstatement is issued to Ward Contractor and he will take up the work on the date of completion of your work mentioned in this permit or in phases as per clause No. 10 above.
 15. The Site Engineer shall be available at all the time during progress of work.
 16. On receipt of permit, you shall immediately contact all other utility intimating that you will be taking Trench along the particular stretch and also arrange all the resources required by you for expeditious completion of your work.
 17. You shall note that penalty of Rs. 5000/- per day for delay up to 2 days then Rs. 10,000/- per day for more than 2 days and up to 5 days thereafter for more than 5 days Rs. 15,000/- per day will be levied for carrying your work beyond permitted date of completion. Similarly Rs. 1000/- per meter will be levied for extending your work beyond the permitted length, and change in start and end point. The penalty will also be levied separately for violation of various other conditions mentioned in this permit.
 18. By virtue of any circumstances, you are unable to undertake excavation as per this permit; you shall immediately communicate to the undersign. Under the circumstances you shall note that same permit will not be granted in future.
 19. You shall not take Trench in Cement Concrete / Mastic finish surfaces.
 20. Wherever the existing finish is with Paver Block or laquered colour Paver Block you shall not break /damage these blocks while excavation & shall see that almost 100% of the blocks are removed intact & handed over to Municipal Engineer / Ward CWC.

Asst. Engineer (Maint)_____Ward.

Copy to 1 : Account officer _____Ward.

2 : H.C. (Exp.)_____Ward.

Asst. Engineer (Maint)_____Ward.