

**OFFICE OF THE PROJECT DIRECTOR (RURAL DEVELOPMENT)
DEVELOPMENT DEPARTMENT
GOVERNMENT OF NCT OF DELHI
GROUND LEVEL, KASHMERE GATE ISBT, DELHI**

No.4(63)PDRD/Admn/2017/ 151-200

Dated: 10/01/18

OFFICE MEMORANDUM

In supersession of all previous orders/OMs and consequent upon constitution the Delhi Village Development Board(DVDB)in place of erstwhile Delhi Rural Development Board(DRDB), the Competent Authority is pleased to notify the following Standard Operating Procedure(SOP) for dealing with project proposals related to the rural and urban villages to be dealt by the Rural Development unit of Development Department, which are recommended by Hon'ble MLAs/ Hon'ble MPs:-

1. The area MLA/MP shall give a request for the proposed work/ scheme, alongwith the estimate of the said scheme by the Executing Agency, to the Rural Development:

(A) WORKS TO BE UNDERTAKEN BY THE RD UNIT:

The following nature of works may be recommended by the Hon'ble MPs/MLAs in the rural and urban villages of NCT of Delhi in Lal Dera areas, size roads and public utilities on Govt. land, except in unauthorized colonies of any status and resettlement colonies and JJ bastis falling under the jurisdiction of DUSB:-

- (i) Construction of approach roads/ link roads/ village roads.
- (ii) Development of Ponds/ Water Bodies.
- (iii) Development of cremation grounds, parks, playgrounds, vyamshalas, village libraries.
- (iv) Construction of drainage facilities.
- (v) Construction/repair/ maintenance of chaupals, barughars, community centres.
- (vi) Other need based works, like drinking water facility, street lights etc.

The works will be executed by the land/asset owning agency as far as possible. Works will be carried out by the Executing Agency which had done it earlier or by any other agency only after obtaining the NOC from land/asset owning agency/ previous Executing Agency, as the case may be.

(B) WORKS NOT TO BE UNDERTAKEN BY THE RURAL DEVELOPMENT:

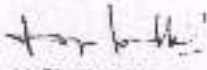
- (i) Constructions/repairs/maintenance works of schools falling in the domain of Directorate of Education/MCD;
- (ii) Constructions/repairs/maintenance works of dispensaries/primary health centres/hospital, falling in the domain of Health Department/MCD;
- (iii) Constructions/repairs/maintenance works of Anganwadis, etc, falling in the domain of Social Welfare Department, &
- (iv) Constructions/repairs/maintenance works of Election Department/State Election Commission

2. The Rural Development unit shall acknowledge the receipt of only those project proposals of Hon'ble MPs/MLAs, which are accompanied by detailed estimates prepared by the Executing Agency. It is made clear here that project proposals which are not accompanied by detailed estimate shall not be accepted by the Rural Development unit.
3. The project proposals alongwith detailed estimates prepared by the concerned Executing Agency will be forwarded by the Rural Development unit to the concerned DM within 10 days of its receipt for seeking land status/encroachment report/litigation report, on the time point proforma given in (4) below:
4. After receipt of the case file from the Rural Development unit, the Revenue Dept. shall give a clear report and recommendation on the noting portion covering following points:-

- (i) Revenue records of the land for the proposed work(specific to size/non-size status);
- (ii) Total area of the land;
- (iii) Ownership of the land;
- (iv) Status of the land;
- (v) Whether the land has been fenced/ walled earlier?If so, details thereof;
- (vi) Litigation position of the land, if any, with details thereof;
- (vii) Status of encroachment(s), if any, with details thereof;
- (viii) Whether the village is Rural or Urban, Unauthorized Colony of any status, Resettlement Colony, JJ Basti, and
- (ix) Whether the work is required in public interest and specific recommendations of the DM thereof.

5. This report should be forwarded by the DM to the Rural Development unit within a period of 30 days of receipt of proposal.
6. After receipt of requisite land status report from the DM Office, the Rural Development unit will send the file to the concerned Executing Agency within 10 days for preparing the final proposal, as per financial guidelines, along with the following necessary information:-
 - (i) Whether it is a new work or renovation/ repair work?
 - (ii) Total length of the road (length & width) & whether there is any variation in the width of the road at any point (in case of a road scheme)?
 - (iii) Whether the entire stretch of the road is to be repaired / re-laid/partly re-laid or any portion in good condition is to be left out?
 - (iv) When was the work last executed and what was the cost thereof alongwith details of the funding department? If the proposed work was done by any other Executing Agency, then its NOC would be mandatory.
 - (v) 2-3 photographs of the proposed site from different positions;
 - (vi) Certificate that there is no duplication /splitting of work by the Executive Engineer of the concerned Executing Agency;
 - (vii) Certificate that the estimate have been prepared on the basis of field inspection / survey, &
 - (viii) Whether the road has outlived its life?
7. If the land belongs to DfB/Delhi Waqf Board/Haryana/UP Irrigation Department/Railways or any other land owning department/agency, then NOC of the concerned department/agency is mandatorily required to be submitted by the concerned Executing Agency alongwith the proposal.
8. The Executing Agency will send the complete proposal to the office of PD(RD) within 15 days of receipt of the proposal.
9. After receipt of file from the concerned Executing Agency with complete proposal and necessary information envisaged at 6 above, the Rural Development unit will examine and put-up all the project proposals, complete in all respect, for consideration in the meeting of DVDB for taking appropriate decision.
10. The project proposals approved by DVDB will be put-up by the Rural Development unit to the competent authority within 21 days for obtaining AA & ES.

This issues with the prior approval of Hon'ble Minister of Development, GNCT of Delhi.


(A.K. GAMBHIR)
DY. DIRECTOR(RD)

To

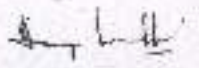
The Chairman, Vice Chairmen and all members of DVDB

No.4/(61)PD(RD)/Admn/2017/ 151-200

Dated: 10/10/18

Copy for information & necessary action to:

1. Secretary to Hon'ble Minister of Development, GNCT of Delhi, Delhi Secretariat.
2. PS to Secretary-cum-Development Commissioner, 5/9, Under Hill Road, Delhi-54
3. PA to Project Director(RD)/SDC, 5/9, Under Hill Road, Delhi-54.


(A.K. GAMBHIR)
DY. DIRECTOR(RD)