

PUBLIC WORKS DEPARTMENT DIVISION-III
DADRA AND NAGAR HAVELI,
CITIZENS' CHARTER.

1) ACTIVITIES OF DIVISION

PWD Civil Division No. III (Irri) of Union territory of Dadra and Nagar Haveli UT administration is placed at the disposal to the District Panchayat Dadra and Nagar Haveli from August 2001. Department is entrusted with the responsibility of providing minor irrigation facilities, Construction and maintenance of primary school buildings, village roads and providing drinking water supply to the rural areas. Department is equipped with the various construction machineries like Trucks, Road Rollers, Tempos, inspection Vehicles etc. for functioning of this division. A division level set up is established for undertaking such activities smoothly.

The drinking water supply is being managed through establishing G. I. pipe lining net work and construction of elevated storage reservoirs of required capacity for rural habitations. Minor Irrigation facilities are also being provided by construction of various civil structures i.e. the development of sources and pipe line laying it to the fields. Irrigation facilities are being managed from the Ground water, to improve the water table. In the lean months, water is being supplied through water tanker as per requirement.

2) COMMITMENT OF DIVISION

Ensuring drinking water supply facilities to the isolated rural habitations and effective organization and maintenance of schemes properly.

Awarding of various works are being done with full transparency Engines maintenance of all assets and operation, and maintenance of structures such as water supply and Irrigation net work, Village Roads, Primary school buildings, Irrigation and water supply wells, Bore wells, check dams etc. are being done judiciously complaints of urgent nature are being done expeditious by and remaining repairs are being done with in a month according to availability of fund, man and machineries.

Provide round the clock emergency essential maintenance services for the public of rural/isolated villages during the monsoon season.

3)

EXPECTATION FROM USERS

To extend all assistance and co-operation to the maintenance and staff in carrying out their duties without interference.

Not to tamper with the equipment and electrical installation Ensure that electrical installations are not damaged on account of over load of unauthorized connection.

Not allow to garbage in the wells, check dams etc. that leads to the contamination of the water and blockage of the flow of water. Not allow per the water supply and irrigation pipe lines and its accessories etc. Ensuring action against the theft accessories.

Grievances can be taken up with Deputy Engineers and Executive Engineer.

Feel free in writing to the department for any suggestion, or complaint for the improvement of development activities.

4) Existing Asset & Recovery Charges

(I) Pipe Water Supply Schemes:

Number of Pipe Water Supply Schemes	185.00 Nos.
Number of Stand post.	3269.00 Nos.
Population Covered.	1.64 Lacs.

Recovery Charges per connection

	<u>For Domestic</u>	<u>For Other</u>
a) 12mm dia connection. month	Rs.20.00 per month.	Rs.150/per month
b) 20mm dia connection. month	Rs.35.00 per month.	Rs.280/per month
c) 25mm dia connection. month.	Rs.55.00 per month.	Rs.430/per month.

(II) Irrigation Schemes.

Surface Irrigation.	74.00 Nos.
Lift Irrigation.	68.00 Nos.

Total Command Area. 2042.00 Hect.

Recovery Charges.

a) For Kharif season.	Rs. 75.00 per Hect.
b) Rabi season.	Rs.100.00 per Hect.
c) Hot season.	Rs. 275.00 per Hect.

(III) Primary Schools.

Existing Primary Schools.	244 Nos.
Construction work of Primary School in progress	02 Nos.

(IV) Village Roads.

a) Earthen road.	8.150 Kms.
b) W.B.M. Surface.	66.245 Kms.
c) Black Top Surface.	358.627 Kms.

5. TIME SCHEDULE FOR VARIOUS ACTIVITIES OF THE DEPARTMENT.

Sr.No.	Work/Activity/Scheme	Authority	Time Limit for disposal.	Authority & Designation to whom an appeal is to be made in case application is not disposed with in the time limit.
1	2	3	4	5
1	Refund of earnest money of unsuccessful tenderes (after decision on the tenders).	Executive Engineer	7 days	Superintending Engineer.
2	Decision on tenders			
	a) For works costing less then Rs.10 lakhs.	Executive Engineer	90 days	Superintending Engineer.
	b) For works Estimated to cost More than 10 lakhs but less than 70 lakhs	Superintending Engineer	90 days	Secretary P.W.D.
		TOTAL	90 DAYS	
3	Payment to contractors after completion of the work			
	a) If the tendered value of the work is upto Rs. 5 lac.	Executive Engineer	3 months after submission of final bill.	Superintending Engineer.
	b) If the tendered value of the work exceeds Rs. 5 lac.		6 months after submission of final bill	

All civil projects are being executed with the specific times. Award of project carries the time limits and being completed within the stipulated period. In any case, if executing agency fails in stipulated time schedule, necessary financial penalties are being imposed confirming to CPWD agreement.

6). COTACT PERSONS/OFFICERS.

**EXECUTIVE ENGINEER,
PWD CIVIL DIVISION NO.III (IRRI.)
DADRA AND NAGAR HAVELI
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