



नवी मुंबई महानगरपालिका

Navi Mumbai Municipal Corporation

कार्यालय : नमूमफ मुख्यालय, भुखंड क्र. १,
किल्ले गांवठाण जवळ, पामबीच जंक्शन, सेक्टर - १५ए,
सी.बी.डी. बेलापूर, नवी मुंबई - ४०० ६१४.
दूरध्वनी : ०२२-२७५६ ७०७०/१/२/३/४/५
फॅक्स : ०२२-२७५७०७०

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No.COVID19/CONSTRUCTION PERMIT/NMMC/1327/2020
Dt.०५/०५/2020

CIRCULAR

- Sub** : **Permission for Construction activities in Urban Area only in situ construction.**
- Ref** : Order dated 2nd May, 2020 issued by Govt. of Maharashtra, Relief & Rehabilitation, Revenue & Forest Department, Disaster Management, Mantralaya, Mumbai-32.

To mitigate hardship to the public, the Govt. of Maharashtra vide its order dated 2nd May, 2020 have issued revised guidelines on the measures to be taken for containment of COVID-19 in the State of Maharashtra. As per said order, the entire Thane District is covered under Red Zone. The clause 2 (iii) (a) further contemplated all Municipal Corporations within the Thane District continued to be classified as Red Zone. The District Collector have been authorized to identify the Containment Zone as per the provision of clause 3 of said order. Accordingly, the Collector, Thane vide it's order dt.03/05/2020 have also declared 83 Containment Zone within NMMC limit. The collector, Thane in it's order dated 03/05/2020 further, Commissioner of NMMC to declare new area of Containment Zone in NMMC area, in case, new patients affected by COVID-19 are found in NMMC area.

Clause 7 (ii)(c) further allows construction activities in Urban areas which are covered under Red Zone but outside the Containment Zone subject to certain terms & conditions mentioned therein. **As per said clause, only in situ construction (where workers are available on site & no worker are required to be brought from outside) and construction of renewable energy projects are permitted.** The clause no. 7 (ii) (h) of said order further allows "All pre-monsoon related works including the protection of building, shuttering, water proofing, Flood protection, propping and structural repairs of buildings, demolitions of unsafe buildings etc. also the pre-monsoon works related to Metro Works and any other such works permitted by the Municipal Commissioner, Municipal Corporations within Mumbai Metropolitan Region (MMR)."

All these construction activities are permitted outside the Containment Zone of Red Zone with restrictions as mentioned in above referred Govt. order. As per these guidelines, these site of construction activities in Red Zone (**outside the Containment Zone**) will be operationalized by the concerned authorities based on the strict compliance to the existing guidelines on the lockdown measures.

Before operating these relaxation, the concerned authority is required to ensure that all precautionary measures with regards to social distancing as also other sectoral requirements are in place while the allowed activity is being carried out.



In view of the above guidelines from the Govt. of Maharashtra vide its order dated 2nd May, 2020, the following procedure is to be followed for obtaining permission of the Municipal Commissioner, NMMC for carrying out construction activities in NMMC area. However these consolidated guideline will not apply in Containment Zones to new area included in the category of a Containment Zone as identified & demarcated by the District Collector or any other officer authorized by him i.e. designated officer Dy. Commissioner, NMMC. The permission granted under this area which is subsequently declared as Containment Zone by the District Collector or any other officer authorized by him i.e. designated officer Dy. Commissioner, NMMC shall stand withdrawn from the date of declaration of Containment Zone of such area & works needs to be suspended immediately without awaiting direction from Municipal Commissioner, NMMC.

The guidelines for allowing construction activities as mentioned in clause no. 7(ii)(c) and 7(ii)(h) of Government's order dated 2nd May, 2020.

These guidelines within NMMC area will come into force w.e.f. 4th May, 2020 & will be amended by NMMC from time to time as may be directed by Govt. of Maharashtra from time to time.


The above referred construction activities as mentioned in clause no. 7(ii)(c) and 7(ii)(h) will be permitted by Municipal Commissioner, NMMC subject to strict compliances of following terms & conditions.

1. These construction activities are allowed only in situ construction where workers are available on site & no workers are required to be brought in from outside.
2. Wearing of face cover is compulsory in all work places and adequate stock of such face covers shall be made available.
3. All persons in charge of work places shall ensure social distancing as per the guidelines issued by Ministry of Health and Family Welfare, both within the work places and in company transport.
4. Social distancing at work places shall ensured through adequate gaps between shifts, staggering the lunch breaks of staff etc.
5. Provision for thermal scanning, hand wash and sanitizer preferably with touch free mechanism will be made at all entry and exit points and common areas. In addition, sufficient quantities of handwash and sanitizer shall be made available in the work places.
6. Frequent sanitization of entire workplace, common facilities and all points Which come into human contact e.g. door handles etc., shall be ensured, including between shifts.
7. Persons above 65 years of age, persons with co-morbidities, pregnant women and children below the age of 10 years shall at home, except for meeting essential requirements and for health purpose.
8. Use of Arogya Setu app shall be mandatory for all employees, both private and public. It shall be the responsibility of the Head of the

respective Organizations to ensure 100% coverage of this app among the employees.

9. Large physical meetings to be avoided.
10. Hospital / clinics in the nearby areas, which are authorized to treat COVID-19 patients, should be identified and list should be available at work place all the times. Employees showing any symptoms of COVID-19 should be immediately sent for check up to such facilities. Quarantine areas should be earmarked for isolating employees showing symptoms till they are safely moved to the medical facilities.
11. Arrangement's for transport facilities shall be ensured with social distancing, wherever personal / public transport is not feasible.
12. Intensive communication and training on good hygiene practices shall be taken up.
13. The Govt. of Maharashtra's order dated 2nd May, 2020 and any other orders issued by it from time to time shall be binding on Builders / Developers / Owners / Architects / Contractors / Suppliers / Directors of Companies & its Supervisory Staff and if there is any breach of conditions / terms laid down by NMMC and / or Govt. of Maharashtra, the concerned person will be prosecuted under section 51 to 60 of the Disaster Management Act, 2005 and Section 188 in the Indian Penal code, 1860.

The concerned person shall make an application for grant of construction activities as mentioned in clause 7(ii)(c) & 7 (ii)(h) (whichever is applicable) in the prescribed format attached herewith.



(Annasaheb Misal)
Commissioner

Navi Mumbai Municipal Corporation

Copy Submitted for Information :-

1. Principal Secretary, Relief & Rehabilitation, Revenue & Forest Department, Disaster Management, Mantralaya, Mumbai.
2. The Collector, Thane District, Thane.

Copy For information and necessary Action to:-

1. Additional Municipal Commissioner (I & II).
2. City Engineer.
3. Assistant Director of Town Planning.
4. Dy. Municipal Commissioner (Zone I & II)
5. All Ward Officers.

“Application Form”

From

Date :- ___/___/2020

To,
Hon. Commissioner,
Navi Mumbai Municipal Corporation.

Sub : Application for Permission to undertake Construction activities as permitted under clause no. 7(ii)(c) or 7(ii)(h) of Government's order dated 2nd May, 2020.

Ref : 1. Govt. order dated 02/05/2020.
2. Navi Mumbai Municipal Corporation's Circular dated 4th May, 2020.
3. Collector, Navi Mumbai order dated 03/05/2020.
4. Our office File no. _____.

Sir,

With reference to the Circular issued by NMMC on 4th May, 2020, we M/s. _____ (Owner / Developer / Architect) hereby apply for grant permission for constructions activities as permitted under Clause No. 7(ii)(c) / 7(ii)(h) of said Govt. order dated 02/05/2020. We need to undertake & complete following urgent works i.e. pre-monsoon works as permitted under clause no. 7(ii)(h) of said Govt. order.

Details of Plan, Plot No. _____, Sector No. _____, Node _____, Navi Mumbai NMMC's approval No. _____ dated ___/___/20__ and plinth checking approval dated ___/___/20___. (Detailed description of work to be taken up _____)

(I enclosing Photographs of the site showing urgency of work are attached along with)

I/ We fully understand that the Navi Mumbai Municipal Corporation shall grant the permission on certain terms and conditions which are deemed fit and I/We undertake to abide by the same. I/We also understand that the Navi Mumbai Municipal

Corporation shall issue the permission if they deem it fit and permissible as per the circular under reference.

I/ We enclose along with the details of workmen already staying at site (Annexure-A) and the Details of machine operators/ supervisors/ Engineers and other personnel with their roles (Annexure-B), who will be required to travel at site. The details of machinery that will be required to be transported at site are as per Annexure-C. the details of materials that will be required to be transported at site as per Annexure-D.

I/ We have annexed the Adhar cards / Photo Identity of the above mentioned staff / Personnel which will be required to travel to the site and need travel passes. It is requested to issue one time travel passes for them. I/ We hereby undertake that we shall make in-situ arrangements for residence and food of the personnel on the site.

We undertake to comply all the measures for Containment of spread of COVID-19 as declared by the State Government vide it's circular dated 02/05/2020 & any other circular / orders issued by Central Government / NMMC and any other orders issued from time to time. I undertake to comply the terms & condition of order issued by Central / State Government and NMMC. We hereby indemnify the NMMC that our plot is situated outside the Containment Zone of Red Zone as identify by Collector, Navi Mumbai / NMMC & we further indemnify NMMC that proposed construction activities are in this construction where workers are available on site & no workers are required to be brought from outside as permitted under clause no. 7(ii)(c). We further indemnify the NMMC that the proposed construction activities as permitted under clause no. 7(ii)(h) will be carried out on our plots where we have all necessary building approval vide C.C. no. _____ dated _____ & Plinth completion certificate No. _____ dated _____.

In addition, we undertake to comply following additional conditions:

1. We will make the arrangements for residence, food and other essential commodities of the employed personnel within the premises
2. We will undertake Thermal scanning of each and every person (Worker/ Supervisory Staff etc), entering the work site at every time through trained personnel. If any person is found to be having body temperature more than prescribed value, then we will not allow such worker to enter the site. We further undertake to maintain a register for the same. The record shall be communicated to NNMC online as well as such register shall be made

available for inspection by NMMC Staff

3. We will arrange medical check-up of the workers through a qualified and registered medical practitioner at least twice a week and record the findings in a register with signature and stamp of the medical practitioner. The record shall be communicated to NMMC online as well as such register shall be made available for inspection by NMMC Staff
4. We will employ only the workers, who are physically fit and no sick workers shall be allowed to work on site.
5. We have made arrangements for adequate and separate quarantine facility (At least for 5% of the total number of workers) at the site and away from main labour camp.
6. We undertake to take measures to avoid congestion at any location on the site, especially at entry and exit place.
7. We undertake to make suitable arrangements for maintaining social distancing between workers at work site.
8. We undertake to educate the workers regarding measures to be undertaken to prevent the spread of COVID-19 mentioned in Govt. circular dated 02.05.2020, NMMC circular dated 04.05.2020 & Circular of Collector dated 03.04.2020 & 03.05.2020 and shall also encourage the workers to follow them strictly.
9. We will ensure that each and every worker covers his/ her mouth and nose with cloth or a mask.
10. We undertake to provide adequate arrangements for workers to wash hands with soap and water. Such arrangements shall be particularly done at point of entry of work site, Canteen (Before eating) as well as on the site for periodical hand wash. We shall also provide Hand Sanitizers for the use of workers at site
11. We will clean and disinfect the Common area such as Labour camp, canteens, toilets, entry/exit gate on daily basis with a solution of 1% Sodium Hypochlorite at regular interval.
12. We have made adequate arrangements for food and supplies of the workers
13. We undertake and declare that we have taken insurance for each and every worker proposed to be employed on site under the Employees' State Insurance Act, 1948
14. We will abide by all the statutory and safety provisions required to be followed during execution of work

I/We undertake that if the Navi Mumbai Municipal Corporation issues us permission to undertake the above emergency work, I/ We will submit the copy of the said permission to the local Police Station.

I/ We undertake to erect a board stating "Construction activities permitted under clause no. 7(II)(c) / 7 (ii)(h) of Govt. order dated 02/05/2020 and subsequently permitted by NMMC vide letter no. _____ dated __/__/20__" at construction site.

I/ We further understand that the permission issued by Navi Mumbai Municipal Corporation shall be valid only until the work site does not come under "Containment Zone" declared by Navi Mumbai Municipal Corporation. If the site comes under containment zone declare by NMMC / Collector, Thane, the permission shall lapse immediately and I/ We shall stop the work with immediate effect.

I/ We understand the Navi Mumbai Municipal Corporation shall be permitting me/us to resume the work based on my/ our above declaration/s and I/ we taking full responsibility for taking all necessary measures for prevention of spread of COVID-19 on work site.

I/ We further understand that, in case of any eventuality of spread of COVID-19 at our worksite due to any negligence, I/ We shall be liable to be prosecuted under the provisions Section 51 to 60 of disaster management Act, 2005 & section 188 of Indian penal court, 1860.

Thanking you,

Yours faithfully,

Sign:
Name: -
Contact No. Tel: Mobile:
Designation: - Authorized Signatory/ PoA
Holder Company:

Architect :-

Sign:
Name: -
Contact No. Tel: Mobile:
Designation: - Authorized Signatory/ PoA
Holder Company:

Annexure A
Details of Labor's residing at site

Sr. No.	Name of Worker	Age	Gender	ADHAAR No.	Last date of Medical check-up and status regarding any symptoms of COVID-19

Annexure-B

Details of Site In-charge/ Other personnel to be deployed

Sr. No.	Name	Designation	Contact No.	Role and responsibilities assigned	Residing at (Required to travel to work site from)

Note: Adhar cards / Photo Identity of the above mentioned staff / Personnel to be annexed along with application

Annexure-C

Details of Machinery to be brought on site

Sr. No.	Type of machinery	Make/ Registration no.	Current Location	Mode of Transport

Annexure-D

Details of materials to be brought on site

Sr. No.	Type of material	Location	Mode of Transport