

NO.EM.1(10)83/2844

Dated: 30.5.83

CIRCULAR NO. 20

Sub: Preparation of completion plans/services plans.

It has been brought to my notice that in some cases, completion plans of various services provided by DDA are not readily available, resulting in numerous difficulties during maintenance etc. It has been decided that for every colony or housing pocket, developed or built by DDA, completion plans of various services, should be prepared immediately and one set of such plans must be available in the Divisional Office, which one set is to be exhibited in the concerned site office. These plans should clearly show the sizes of pipes, sections of drains, position of control valves, fire hydrants, location and capacity of pumping installations underground and overhead tanks, etc. Similarly services plans should also be prepared for works in progress, which should be exhibited in the site offices.

2. CE/All ACEs, SEs and EEs are requested to please ensure that these plans are prepared and exhibited in the site offices within two weeks positively.

Sd/-  
(K.D. BALI)  
ENGINEER MEMBER