

**DELHI DEVELOPMENT AUTHORITY**  
**EM's OFFICE**

No. EM. 1(10)2005/ Cir. (Play Field)/DDA/ 1423

dt: 18/11/06


**CIRCULAR No: 579**

No Officer is authorized to undertake any work without Administrative Approval and Expenditure Sanction of the Competent Authority. Instances have come to notice that some works of earth filling in low lying area have been taken up in anticipation of AA & ES without the approval of Competent Authority by deviating some of the contracts.

Vice Chairman has expressed great displeasure on such issue and has directed as far as possible the filling should be got done in the manner detailed below:-

- I. Filling in low lying areas be got done by disposal of building rubbish/malba/garbage, surplus earth from other sites. In this regard, if required MCD/DMRC should be informed and other units of DDA be contacted.
- II. In low lying areas / big ditches, where the filling is urgent and can not be delayed and action under (I) can not be taken/executed, then these low lying areas/big ditches be filled with fly-ash.
- III. EE incharge may contact his counter part of DMRC, for supply of surplus earth available with them and are ready to supply the same within a specified radius, free of cost.
- IV. If the supply is not available free of cost, efforts should be made to get the same from other departments like Flood Control Department, MCD, NDMC etc. at nominal charges, if feasible.
- V. In case, all above is not feasible and filling of earth is absolutely essential the tenders for the earth filling shall be called only after prior approval of CE concerned and only after A/A&E/S of Competent Authority.

Non compliance of instructions shall be viewed seriously. This issue with the approval of Engineer Member, DDA.


  
(A.P. SINGH)  
C.E. (H.Q.) 13/11/06

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**(V.K.Chopra)**  
EO III to EM