

**Government of NCT of Delhi**  
**Department of Urban Development**  
**10<sup>th</sup> Level C-Wing, Delhi Sachivalaya**  
**I.P. Estate, New Delhi - 110002**

F.No.18B(326)/UD/MLALADS/2020-21/287-297

Dated:- 01/08/2022

**CIRCULAR**

Vide order dated 05/09/2018, a Resoulution was adopted by Delhi Legislative Assembly on 10<sup>th</sup> April, 2018 which is reproduced as under:-

***“The request for estimate of any work should not take more than 21 working days for any executing agency to provide estimate of work to the respective MLA and if there is any other proposal for the same work by other entities, the MLA must be informed in 7 days. The request and process of allocation/release of funds for the complete/eligible permissible work in all respect to an executing agency should not take more than 14 working days”***

Accordingly, the following timeline has been prepared for each step for disposal of proposal received in MLALAD Branch:-

<b>Branch</b>	<b>Days allotted for put up/disposal</b>
DAK (Receiving of proposal/estimate)	01
Proposal to be put up in MLALAD Branch	03
Proposal to be examined in Accounts Branch	03
Proposal to be put up for approval in MLALAD Branch	02 (Subject to availability of main file)
Approval Time (through JD,AS,SS & Secretary)	02
Issue of Sanction after approval	01 (Same day or next day)
Accounts for preparation of bill	02
<b>TOTAL</b>	<b>14</b>

This issues with the prior approval of the Competent Authority.



**(G.S. RAWAT)**  
**JOINT DIRECTOR (Plg.)**

Copy forwarded to the following for information and further necessary action please:-

1. Controller of Accounts (UD), Urban Development Department, GNCT of Delhi.
2. PS to Secretary (UD), Urban Development Department, GNCT of Delhi.
3. PS to Addl. Secretary (UD), Urban Development Department, GNCT of Delhi.
4. PS to Special Secretary (UD), Urban Development Department, GNCT of Delhi.
5. PS to Joint Secretary (UD), Urban Development Department, GNCT of Delhi.
6. Dy. Secretary (Admn.), Urban Development Department, GNCT of Delhi.
7. Section Officer (MLALAD) (AC-01 to 35), Urban Development Department, GNCT of Delhi.
8. Section Officer (MLALAD) (AC-36 to 70), Urban Development Department, GNCT of Delhi.

Copy for information to:

1. OSD to Hon'ble Minister (UD), Urban Development Department, GNCTD, 7<sup>th</sup> Level, Delhi Secretariat, I.P. Estate, New Delhi - 110002.
2. Dy. Secretary (LA), Legislative Assembly Secretariat, NCT of Delhi, Old Secretariat, Delhi - 110054.
3. Asstt. Programmer, Urban Development Department, GNCTD, 9<sup>th</sup> Level, Delhi Secretariat, I.P. Estate, New Delhi with the request to upload on the departmental website.



**JOINT DIRECTOR (Pig.)**