**Annexure A**

**Application to be made by the Project Proponent/Society/Owner of Building on on their letter head for permission for urgent pre-monsoon related works for as mentioned in circular dated 23/04/2020 for safety reason**

**AE (BP) Date :**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Sub: Structural Repairs/Tenantable repairs including water proofing &/or essential urgent pre-monsoon related works for safety on site for which the CC has already been granted**

**Ref: File No- CHE/\_\_\_\_\_\_\_/BP\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_**

**: Details of proposal -\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**: Address of Site -\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Dear Sir,

I/We are writing to you with regards to urgent pre monsoon related work which we need to carry out, at the above mentioned subject site as allowed vide circular issued no. ChE/DP/00322/Gen Dated 23/04/2020.

I/We have to complete the following works before the onset of monsoon for safety reason (attach photographs of site showing the urgency of pre-monsoon work):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(site specific situation to be described in 150 words).

Our work was already underway prior to lockdown and this work must be completed on priority to avoid problems during monsoon& to bring the work at safe stage.

In view of the above I/we therefore request you to permit me/us to carry on with the pre-monsoon work as per your circular which will enable us to get the work going on from date of permission & I/We undertake to take all safety precautions on site.

The details of staff, manpower, workers required is as per Table I attached to this letter. :

(Attachment)

Along with this application I/We have annexed the Aadhaar cards/photo identity of the above mentioned staff/personnel which will require the passes.

I/We also request to provide the travel passes.

I/We undertake to comply and follow all preparatory/precautionary arrangements with regard to the Standard Operating Procedures (SOPs) for social distancing as also other sectoral requirements at site, site office and place of work and shall also follow all mandatory requirements as per the circular issued under no. ChE/DP/00322/Gen dated 23/04/2020 & guidelines published vide GR bearing No: DMU/2020/CR.92/DisM-1, dated 17th April 2020.

We request your grant of permission and necessary travel passes at the earliest please.

Thanking you,

Yours faithfully,

(Project Proponent/ Authorized Signatory)