

Council ordinary meeting  
dt. 22-8-2007

**ANNEXURE - F**

**The New Delhi Municipal Council  
(Filtered Water Supply) Bye-laws, 2007.**

In exercise of the powers conferred by sections 150, 158 and 169 read with para B of sub-section (1) of section 388 and section 391 of the New Delhi Municipal Council Act, 1994 (44 of 1994), the New Delhi Municipal Council, hereby makes, after previous publication and approval of the Government of the National Capital Territory of Delhi, the following bye-laws, namely:-

**"The New Delhi Municipal Council  
(Filtered Water Supply) Bye-laws, 2007."**

**1. Short title, commencement and applicability.--**

- (1) These bye-laws may be called "The New Delhi Municipal Council (Filtered Water Supply) Bye- Laws, 2007".
- (2) These bye-laws shall apply to New Delhi.
- (3) These bye-laws shall come into force from the date of their publication in the Official Gazette.

**2. Definitions.-- In these bye-laws, unless the context otherwise requires--**

- (1) "Act" means the New Delhi Municipal Council Act, 1994 (44 of 1994);
- (2) "Chairperson" means the Chairperson of the Council and includes a municipal officer or other municipal employee authorized by him by order under section 400;
- (3) "charges" includes any rates, tariff, duty, cess, deposits, rentals, surcharge, development charges or any other charges levied by the Council or payable to it;
- (4) "consumer" includes any person in whose name a water connection is registered in the office of the Council;

- (5) "departmental charges" means the charges fixed by the Chairperson for defraying its establishment and overhead costs in respect of any work;
- (6) "person" includes a company or an association or a body of individuals or persons, whether incorporated or not;
- (7) "plumber" means any person licensed under the Act or under the bye-laws made by the Council to work as licensed plumber;
- (8) "section" means a section of the Act; and
- (9) The words and expressions not defined in these bye-laws, but defined in the Act, shall unless the context otherwise requires, have the meanings assigned to them in the Act.

### 3. Application for grant of water connection.--

- (1) An owner, lessor or occupier of any premises, who desires to have a supply of water for his domestic or non-domestic purposes from the municipal water works, may apply to the Executive Engineer (Water Supply) New Delhi Municipal Council, on Form-I attached to these bye-laws, giving fourteen days' notice of his intention to lay the necessary supply pipe at his own expense:

Provided that he shall not himself break open the street or lay that part of the pipe.

#### (2) For permanent water connection

- (a) In the case of owner of premises,--
  - (i) Where the application is for a new premises, the applicant shall submit a certified copy of the completion plan and completion certificate showing the premises to which a water connection is required and the proposed size and alignment of the pipelines to be laid. Such plan shall show the position of stop valves, washing cisterns, sinks, taps, or

water boilers and all other fittings to which a supply of water is to be given, or from which water is to be taken.

- (ii) In the case of an old premises, the applicant shall submit a copy of the site plan, duly signed by a licensed plumber, showing meter position on plumbing works, water lines marked on site plan about existing and proposed water connections along with copies of the latest house tax receipt for the payment of house tax bill, the last receipt of the payment of the electricity/water bill, and such other particulars as are required in Form I. In case sanctioned completion plan is not available, he shall submit an Affidavit and Indemnity Bond as per Form-II and Form III respectively.

- (b) In case the applicant is not an owner but is only lessor or occupier of the premises, he shall submit a copy of the site plan showing existing and proposed water connections, latest rent receipt/no objection certificate from the owner or any other proof of occupancy such as copies of latest electricity bills/water bills duly paid and also an Affidavit and Indemnity Bond in Forms II and III respectively. Such water connections granted to the concerned lessor/occupier may continue till there is no change in occupancy. In case of a new lessor/occupier, he will have to apply afresh for a new water connection.

(3) For temporary water connection:

A temporary water connection may be granted for a specific period for religious/social functions, exhibitions, and also for providing drinking water to labourers of construction work or for other purposes, as the Chairperson may deem fit.

(4) A non-refundable inspection fee of Rs. 250/-(Rupees two hundred fifty only) for water connection and/or Rs. 250/-(Rupees two hundred fifty only) for sewer connection or such other amount, as may be determined by the Chairperson from time to time, by order in writing, shall be payable by an applicant, along with the application in Form-I, in the treasury of the Council.

4. **Power of entry and inspection.**--- Presentation of an application under bye-law 3 shall be deemed to authorize the Chairperson to enter the premises after reasonable notice and between sunrise and sunset to inspect, examine and test the applicant's pipes, taps, and receptacles with which the connection is proposed to be made, as well as the drains, water closets, receptacles and latrines into which water received is to be discharged. He may give such directions as to maintenance, repair, renewal and alteration of the existing system of water supply and sewerage disposal as he may think fit.

5. **Consideration of application.**--- The Chairperson shall examine and consider an application submitted under bye-law 3 and shall either reject the same in accordance with bye-law 6 or accept it in accordance with bye-law 7:

Provided that before rejecting or accepting the application, the chairperson may seek such clarifications, as he may deem fit, from the applicant.

6. **Rejection of application.**---

(1) An application for grant of water connection is liable to be rejected if--

(i) save as otherwise provided in sub-bye-law (3) of bye-law 3, the premises which may be newly constructed or

- reconstructed is not complete and declared fit for occupation by a competent authority; or
- (ii) the inspection fee referred to in sub-bye-law(4) of bye-law 3 has not been paid.
  - (iii) there is no justification for the additional filtered water supply connection, keeping in view the number of units/flats/families/persons residing in the premises, etc.
- (2) The Chairperson may, after such examination of the premises and the system of piping, as he may deem fit, reject the application if the work has not been done according to the requirements of the bye-laws :

Provided that the applicant will be given an opportunity to being heard before his application is rejected.

- (3) If the application is rejected, such rejection, together with brief reasons thereof will be communicated to the applicant, in the case of supply of water for domestic purposes within fourteen days, and in the case of supply of water for non-domestic purposes, as soon as possible but not later than one month, from the date on which application in Form I was submitted by the applicant or the date on which clarifications sought under the proviso to bye-law 5 were received, whichever is later.

**7. Acceptance of application and charges to be deposited.—**

- (1) If the application is not rejected under bye-laws 6, it shall be deemed to have been accepted.
- (2) The Chairperson may grant a connection and intimate to the applicant the following charges which he is required to deposit:-

- (i) Water meter security charges
- (ii) Road Restoration Charges
- (iii) Any other charges, such as expenses in laying necessary communication pipe and any part of the water supply.

(3) The charges referred to in sub-by-law (2) shall be determined by the Council, from time to time.

(4) While intimating the acceptance of an application under sub-by-law (2), the exact amount, which an applicant is required to deposit under different heads, shall also be intimated to him.

**8. Consumer—substitution of name.---**

(1) As soon as a connection is made, the applicant shall be deemed to be a consumer in respect of the said premises for the purpose of supply of water and his name shall accordingly be entered into the records of the Council.

(2) The name of a consumer shall be substituted by a new name of consumer in the records of the Council---

(i) In the case of supply of water for domestic purposes, in favour of the new name recorded in the House Tax Department, on his submitting an application, in the form prescribed by the Chairperson, from time to time alongwith a fee of Rs.250/- (Rupees two hundred fifty only) and water meter security charges;

(ii) In the case of supply of water for non-domestic purposes or where there is a change in the use of premises from residential to non-residential purposes, in favour of the name recorded in the House Tax Department, on his applying afresh for supply of water for non domestic purposes.

Provided that wherever the existing water /service lines are not required to be re-laid, no separate charges for that purpose will be taken.

- (3) A consumer shall cease to be a consumer on permanent disconnection of his premises with the Council's mains, except for the recovery of the charges due from him for the period before his connection is permanently cut off,

**9. Quantity of water consumed—testing to meters.---**

- (1) Without prejudice to the provisions of section 163 of the Act, whenever water is supplied through a meter, it shall be presumed that the quantity of water supplied indicated by the meter has been consumed, until the contrary is proved.
- (2) The consumer may, however, challenge in writing, the accuracy of the reading of the meter by depositing a non-refundable fee of Rs. 100/- (Rupees one hundred only) or as decided by the Council, from time to time. After the meter has been tested, if it is found that the meter runs slow or fast by 5% or less, the difference in the quantity of consumption of water shall be ignored and the meter shall be got replaced by a new meter. If it is found that the meter runs slow or fast by more than 5%, the consumption of water of the past one year will be based on the average consumption of water of one year from the date a new or repaired meter is fixed and necessary amount recovered/adjusted in future bills, as the case may be. The meter shall also be got replaced by a new meter.
- (3) If it is not possible to provide a new meter for any reason whatsoever and the water meter is found to be out of order, the charges for water supply shall be worked out on the basis of average consumption during corresponding period of the previous year.

- (4) Wherever the Council does not provide water meter, for reason whatsoever, the consumer may procure his own water meter together with test report of any brand approved by the Chairperson, in which case meter rent shall not be charged from him.

#### 10. Charges payable by a consumer.----

The consumer shall be liable to pay the following charges, which may be prescribed by the Council, from time to time:-

- (1) Meter rent, if the meter is fixed for his connection by the Council.
- (2) Charges for supply of water calculated in accordance with bye-law 11.
- (3) Cost of damage, if any, and for loss of meter, stop-cock, surface box, or any other material installed by the Council on the connection to his premises..
- (4) Cost of fixing, maintaining and altering the connection pipe, meter and stop-cock according to the rate for the time being in force and as decided by the Chairperson.

#### 11. Charges for supply of water.---

- (1) A charge shall be levied for the water supplied to any land and building by measurement at such rate as shall, from time to time, be determined by the Council, in this behalf:  
Provided that the charges for water supplied by measurement in respect of different classes of lands and buildings may be determined by the Council at different rates.
- (2) The condition for use of water and the charges to be paid for water consumed while a meter is out of order or under repair shall be such as may be decided by the Council, from time to time.



- (3) In all other cases, the charge shall be levied for the water supplied at such flat rate as shall, from time to time, be determined by the Council in this behalf:

Provided that different flat rates may be determined for different sizes of ferrule.

- (4) The rates of charges and terms and conditions for supply of water for any purpose other than a domestic purpose shall be such as the Council may, from time to time, determine.
- (5) The Chairperson may place or allow to be placed the necessary pipes and water fittings of such dimensions and character as may be specified by the Chairperson, on case to case basis, and may arrange for the supply of water through such pipes and fittings:

Provided that the expenses incurred or likely to be incurred by the Chairperson in the execution of such work shall be payable by the Consumer and recovered, wherever necessary, as an arrear of tax under the Act.

## 12. Serving of Bills.---

- (1) The Chairperson shall cause to be presented upon the — consumer a bill for the charges due for the water connection and for water supplied.
- (2) Every such bill shall specify the particulars for the charges and the period for which the charge is made.

**13. Payment of Bills.---**

- (1) Within fifteen days from the presentation of the bill, the consumer shall pay the sum shown in the bill.
- (2) Where the amount shown in the bill is more than double of the amount shown in the bill of the last year for the corresponding period, the consumer may deposit at least 50% of the amount shown in the bill and file an appeal against the charges shown in the bill, with the Chairperson, which shall be decided the matter finally within a period of three months from the date the appeal is received.
- (3) Any sum payable by a consumer and not paid within the due period shall be recoverable as an arrear of tax under the Act.

**14. Water supply to be regulated.---** The Chairperson may from time to time regulate and limit the hours of water supply in any area or for any purpose or for any other reason, which he may deem fit.**15. Cutting or turning off water supply.---**

- (1) The Chairperson may cut off or turn off water supply from any municipal water works to any premises or part thereof without notice if the consumer:-
  - (a) requests that the connection may be disconnected; or
  - (b) has failed to pay his bill within the prescribed time; or
  - (c) is causing or suffering waste of water from his pipes or makes or suffers unauthorized use of it, such as using potable water for washing of roads/paths and for irrigation of lawns, etc. or
  - (d) is causing or suffering willful or negligent waste or unauthorized use of the Council's water; or

- (e) has not got extended the period of validity of temporary water connection:

Provided that the use of filtered water for white-washing and minor repairs shall not be deemed to be unauthorized for the purposes of items (c) and (d) above.

**Note.--** Minor repair shall mean renewal and repairs of plasters and flooring, white-washing, colour white-washing, distempering, etc and also repairs to terrace, replacement of windows and doors and chaukhats (where cement mortar may be added) and repairs to drains, etc., in the court yard.

- (2) The Chairperson may,--

(a) cut off any connection temporarily, without any notice, if water is needed for any pressing and important public purpose, or to make another connection or repairs;

(b) cut off water connection without any notice, if building has been demolished.

- (3) The expenses of cutting off or turning off water supply shall be paid by the consumer.--

**16. Application for disconnection/reconnection.---**

- (1) Applications for disconnection or reconnection shall be made in writing atleast 14 clear days in advance of the date on which it is required.
- (2) Fee for disconnection or reconnection may be such as may be determined by the Chairperson, from time to time.

**17. Alteration in position of connection.---**

- (1) No person shall, without the written permission of the Chairperson, alter the position of any service pipe.
- (2) The applicant will have to deposit necessary inspection fee, restoration charges of roads, lanes, road-berms, etc., departmental charge or any other charges as may be specified by order in writing, by the Chairperson, from time to time, before undertaking such work.

Note: A copy of the Schedule indicating the amount which an applicant is required to deposit under different heads, shall be given to him on demand, free of charge.

**18. Obligations of a consumer.--- A consumer shall,---**

- (1) maintain his system of piping and sewer in thorough working order from the Municipal water/sewer man to his premises and report to the Chairperson as soon as possible any defect arising therein;
- (2) not alter or add to the system of his piping or sewer without written sanction of the Chairperson nor suffer the same to be done.
- ✓(3) not permit any person other than a plumber licensed in this behalf to lay, relay, repair or in any way alter or add to his system of piping, in connection with premises connected with the water pipes of the Council;
- (4) not interfere with the meter or stop cock connected with his supply pipe;
- (5) not use or suffer or permit to be used a Council's connection in such a way as to cause waste, misused or unauthorized use of the Council's water;

- (6) not use or permit to be used any contrivance having the effect, at any time, of joining the Council's system of piping with any other source of water or of joining the Council's filtered water system with the unfiltered water system;
- (7) not to allow any other person to use Council's water regularly or to sell Council's water.
- (8) not to allow any water fitting which he is liable to maintain to be or remain out of order or in need of repair or so constructed or adapted or to be so used that the water supplied by the Council is or is likely to be wasted, misused or unduly consumed, or contaminated before use, or that foul air or any impure matter is likely to return into any pipe belonging to, or connected with a pipe belonging to the Council.

19. Service of notices, etc.--- All bills and notices required by the Act, or by these bye-laws to be served on a consumer shall be served in accordance with sections 353 and 354.

20. Public hydrants.---

- (1) No person shall without the written permission of the Chairperson draw from or use water from a public hydrant for other than domestic purposes.
- (2) No person shall bath or wash clothes or other articles at, or tamper or damage, or draw or attempt to draw water from, or willfully or negligibly waste or suffer to run to waste water from a public hydrant or other conveniences erected under sub-section (1) of section 154.
- (3) Any person wishing to draw wholesome water from a public hydrant for a work in a private premises, or for drinking purposes of labourers of construction work, he shall do so only after obtaining a written permission of the Chairperson. He shall also

be liable to pay for the water used according to the reading of the meter at commercial rates.

21. **Water supply for construction purposes.**--- Any person permitted to draw water for construction purposes shall make a security deposit of such amount as may be determined by the Council from time to time for due payment of bills.
22. **Delegation of authority.**--- Where under these bye-laws any act is required or authorized to be done or where any permission is to be given by or on behalf of the Council or the Chairperson, the same may be done or given by any municipal officer or other municipal employee authorized in this behalf.
23. **Penalty.**--- Any person who contravenes any provision of these bye-laws is liable to be punished in accordance with the provisions of section 390 of the Act.."

NEW DELHI MUNICIPAL COUNCIL

APPLICATION FOR DOMESTIC/COMMERCIAL FILTERED WATER/SEWER CONNECTION  
IN THE JURISDICTION OF NDMC AREA

[To be submitted (in duplicate) to Executive Engineer (W/S), NDMC]

- 1 Full Name of Applicant (in block letters)
- 2 Full address of premises where water connection is required
- 3 a) Present address and telephone number on which applicant is available and correspondence is to be made  
b) Whether the applicant is an owner/lessor/occupier.
  - (1) Name and address of owner of premises/property
  - (2) (i) Particulars of No. of existing filtered water connection in the premises  
(ii) Existing source/arrangement of water for the applicant.
  - (3) brief description of premises.
- 4 Quantity of water required for the new connection
- 5 Justification with particulars of units/flats/families/number of persons etc. for proposed new filtered water connection.
- 6 Site plans and sketches, in duplicate, clearly and indelibly made on a durable material and drawn to a scale of not less than 1 cm. to 1 m. showing the building or premises to which a water connection is required and proposed sizes and alignments of pipe lines to be put in. It will also show position of stop valves, cisterns, flushing cisterns, sinks, taps, hot water boilers and all other fittings to which a supply of water is to be given or from which water is to be taken. It shall also indicate meter position on plumbing works, water lines marked on sketch about existing mainline and proposed connection, requirement of road cutting, length or connection line from main line to meter point.
- 7 No objection from owner/lessor (if applicant is not an owner of property) or copy of rent receipt/any other proof of tenancy like electric bill, ration card, etc.
- 8 Mode of distribution of water in the premises viz. stating position of overhead tank, under ground tank etc.
- 9 Arrangement of sewerage/water disposal.
- 10 Particulars for proposed new connection viz size of connection, etc.
- 11 In case water connection is required for new building block:-
  - (i) Drawing showing arrangement of water and sewer line.
  - (ii) Reference of building sanctioned plan.
  - (iii) Approved 'C' form, occupation certificate of building.
- 12 Purpose of using the water (domestic or for office or shops/commercial or labour camp of construction).
- 13 In case of commercial establishment, shop etc. particulars of business and whether the same has valid licence/registration in the name of the above applicant.
- 14 Name of the licensed plumber by whom the work is to be executed (not applicable in case of Govt. Deptt./Organisation like CPWD/PWD, etc).

- 15 If the applicant is an owner, bonafide proof of ownership of the building i.e. NOC from L&DO, last paid bill from House Tax Deptt. Is to be attached.
- 16 Whether inspection fee has been deposited, if so, attach a copy of the receipt. If not, reasons thereof.

I will abide by the NDMC (Filtered Water Supply) Bye-laws, 2007 as amended from time to time.

1. The applicant must attach a photostet copy of Ration Card or bonafide proof of occupancy of the building in which the connection is required.
2. If necessary separate sheet may be attached for furnishing the details of relevant above mentioned items.
3. The applicant, if he is an occupier/lessee, is required to submit an Indemnity Bond to be executed on Rs. 10/- Non Judicial Stamp Paper alongwith application for water connection as per enclosed proforma (Form III)..

List of Encl.:

- 1). NOC from owner/Rent receipt in case of occupier/lessee.
- 2). Copy of last paid electric/water bill.
- 3). Copy of last paid House Tax bill, in case of owner.
- 4). Copy of completion certificate/completion plan in case of owner.
- 5). Affidavit in Form III

Name and signature of the applicant  
Date:.....

\*Plumber signature  
Name and address

NOTE:

\* The maximum fee chargeable by a licensed plumber for preparation of site Plan (sketch) referred to in item No.6 above and signing of this form will not exceed Rs. 250/- or such other amount as the Chairperson may, from time to time, by order, specify.



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(Rs. 10/- Non-Judicial Stamp Paper)  
[to be attested by Notary Public]

Form II  
[Bye-law 3(2), ]

AFFIDAVIT

I/We \_\_\_\_\_ son of Sh. \_\_\_\_\_ Resident  
of \_\_\_\_\_ do hereby solemnly affirm and  
declare as under:-

1. That I/We am/are owner/lessor/occupier of premises  
No. \_\_\_\_\_  
\_\_\_\_\_ for which New/Additional water connection has been required on the  
basis of the documents submitted.
2. That no unauthorised construction has been made in the premises  
subsequent to its original construction and there is no violation of  
Municipal Bye-laws and I/We undertake to indemnify (as per Form III)  
NDMC for any damages on this account at subsequent stage. Further in  
default NDMC as a licensee may disconnect the water connection on this  
account.
3. That in case the said water connection is found to be used for purpose  
other than for which it has been sanctioned, NDMC shall be at liberty to  
take necessary action as per the provisions of NDMC Act, 1994.
4. The water connection shall not confer any legal right of regularization of  
my/our premises including its land use. Further, NDMC shall be at liberty  
to disconnect the water supply without notice.
5. I/We shall regularly pay the bills. In case of failure NDMC may  
disconnect the water and may take all possible action as per law for  
recovery of dues including disconnection of water of my/ours other  
premises.
6. In case water is to be used after connecting water supply for a licensable  
trade, I/we shall obtain N.O.C./ Licence from the competent authority and  
also pay water / sewa charges, as applicable.

DEPONENT

VERIFICATION

I/W \_\_\_\_\_ son of \_\_\_\_\_ resident  
of \_\_\_\_\_ do hereby confirm that the contents of above  
Affidavit are true to the best of my knowledge and belief.

WITNESSES

1.

2.

DEPONENT

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FORM III

(Proforma of Indemnity Bond to be executed on Rs. 10/- Non-Judicial Stamp Paper)  
Notarial stamp worth Rs.3/- to be affixed.

**INDEMNITY BOND**

[Bye-law 3(2)]

Whereas, I .....s/o ..... is the  
lawful owner/lessor/occupier of ..... New  
Delhi.

Whereas, the said premises is to be installed with a new water  
connection whose bills of consumption are to be issued in my name and are to  
be paid by me.

Whereas, I confirm that no addition/alteration has been made in the  
building subsequent to its original construction and the covered area is as it is  
and there is no violation of Municipal bye-laws and in default, the Council may  
disconnect the said connection without any notice or warning.

Whereas, I am desirous of having new/additional water connection in  
my name for which I am applying separately.

I, THE ABOVE NAMED ..... undertake  
to indemnify the New Delhi Municipal Council to reimburse and compensate  
for any loss/damage or compensation claimed at any time by the owner of the  
building or by any one else in relation to the sanction of this new water  
connection.

EXECUTANT

(Signature)

Name in block letters

Witness:

(Name and full address)

1. ....

2. ....

(To be got attested from Notary Public)

copy of Res. No. 17 (A-29)  
Council ordinary meeting  
dt. 22-8-2007

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Licensing and control of Plumbers Bye-laws  
08.08.2007

## ANNEXURE - III

### **The New Delhi Municipal Council (Licensing and Control of Plumbers) Bye-laws, 2007**

In exercise of the powers conferred by sub-sections (4), (7) and (8) of section 193 and sub-section (1) of section 388 of the New Delhi Municipal Council Act, 1994 (44 of 1994), the New Delhi Municipal Council (hereinafter called "the Council") hereby makes, after previous publication and approval by the Government of the National Capital Territory of Delhi, the following Bye-laws, namely:-

### **"The New Delhi Municipal Council (Licensing and Control of Plumbers) Bye-laws, 2007.**

#### **1. Short title, extent and commencement.--**

- (1) These Bye-laws may be called "The New Delhi Municipal Council (Licensing and Control of Plumbers) Bye-Laws, 2007".
- (2) These bye-laws shall apply to all licensed plumbers executing works in New Delhi.
- (3) These bye-laws shall come into force on and from the date of their publication in the Official Gazette.

#### **2. Definitions.--** (1) In these bye-laws, unless the context otherwise requires--

- (a) "Act" means the New Delhi Municipal Council Act, 1994 (44 of 1994);
- (b) "Chairperson" means the Chairperson of the Council and includes any municipal officer or other municipal employee duly authorized by him by a general or special order;
- (c) "competent authority" means any municipal officer or other municipal employee specified, by order, by the Chairperson, who is charged with the responsibility of implementation of these bye-laws.

- (d) "license" means a license granted by the competent authority to a plumber for sanitary and filtered water supply.
- (e) "plumber" means a firm or individual who can undertake execution of sanitary and filtered water supply works; and
- (f) "section" means a section of the Act.

(2) Words and expressions used in the Act and not defined herein shall, unless the context otherwise requires, have the meanings assigned to them in the Act.

**3. Plumbing to be done by licensed plumbers.---**

- (1) Every plumber, shall obtain a license from the competent authority before carrying out works connected with drainage and the filtered water supply of any premises.
- (2) Notwithstanding anything contained in sub-byelaw (1), if the work relates to plumbing in respect of any Central or State or Government or Council building or premises and the same is being executed under the direct supervision of a Civil engineer or Public Health Engineer who holds a diploma or degree from a recognized institution and is employed as such by that Government or Council, as the case may be, the necessity of a license may not be insisted upon.

**4. Application form.---** An application for the grant of a license shall be submitted in the prescribed form, attached to these bye-laws, addressed to the competent authority.

**5. Qualifications.---** A candidate must ---

- (i) (a) be a qualified ITI plumber, or be a Diploma/Degree holder in Civil Engineering from a recognized Institution; or
- (b) have passed 12<sup>th</sup> class of a recognized Board and have a minimum three years experience of execution of

sanitation or water plumbing works in any Government department/local body/licensed Architect/Engineer; and

- (ii) have smoke testing machine/hydraulic machine in proper working order.

6. **Scrutiny of applications and holding of Tests.**--- The competent authority shall arrange scrutiny of all applications received and may, if it considers it necessary, for reasons to be recorded in writing, conduct written and oral tests for judging the suitability for grant of a license, only of those applicants whose applications are found to be in order, in accordance with bye-law 5. Such a test may be held as and when considered necessary by the competent authority.
7. **Approval of competent authority.**--- After the application of an applicant for the grant of a license has been approved by the competent authority, he shall be informed in writing that his application has been approved and that he should deposit license fee and security deposit as prescribed in bye-law 8.
8. **Security deposit and license fee.**-- (1). The applicant shall make the security deposit and pay the fee at such rates which shall not be less than the following, as may be determined, from time to time, by the Council :-
- |   |             |
|---|-------------|
| (a) Security Deposit                      | Rs. 5000/-  |
| (b) License fee ( for the duration of the | Rs. 2,000/- |
| license)                                  |             |
- (2) The fee shall be payable in the shape of demand Draft in favour of "The New Delhi Municipal Council".
- (3) If the applicant fails to deposit the prescribed security deposit or pay the prescribed fee within one month from the date on which intimation was sent to him that his application had been approved, his application shall be deemed to have been rejected.
9. **License.**--- On receipt of the security deposit and license fee, and not otherwise, a license in the prescribed proforma as at Schedule 'A'

to these bye-laws shall be issued by the competent authority. A copy of these bye-laws shall be attached to every license granted to a plumber.

**10. Rejection of an application.**--- When an application for a license is rejected, the reasons for such rejection shall be communicated to the applicant.

**11. List of licensed plumbers.**--- (1) List of licensed plumbers giving name, address, phone numbers and date upto which the license is valid, shall be displayed on the Notice Board of the office of the Executive Engineer(Water Supply).

(2) The list shall be up-dated every quarter, i.e. before the end of the first week of January, April, July and October every year.

**12. Duration of license and issue of duplicate in case of loss.**--- (1) Every licence granted under these bye-laws shall be valid for a period of five years from the date of its issue.

(2) After the expiry of the duration of the license, an application for grant of a fresh licence may be submitted in the prescribed form, as per procedure outlined above, or an application for renewal of the existing license may be submitted:

Provided that no fresh security Deposit shall be necessary in the case of an application for the renewal of the existing license:

Provided further that if the licensee applies for renewal of existing license within a period of less than thirty days before its expiry, no written or oral test, referred to in bye-law 6 shall ordinarily be conducted in his case.

(3) If the license has been lost, the licensee shall make a report of the same to Police authorities and the Chairperson may, whenever satisfied and after holding such enquires as he may think fit, issue a duplicate copy of the license after charging such fees as are specified by him, from time to time, by order.

- 13. Charges for plumbing work, etc.---** (1) No licensed plumber shall, for any work done by him under or for any of the purpose under the Act or rules or bye-laws made thereunder demand or receive more than the charges prescribed, from time to time, by the Council.

(2) A copy of the list of charges referred to in sub-bye-law (1) above shall be available free of charge in the office of the Executive Engineer (Water Supply) or the Executive Engineer (Sewerage), as the case may be.

- 14. Inspection and control over plumbers.--** (1) The Chairperson may at any time without notice inspect any work done by a licensed plumber or his place of business.

(2) Adequate control shall be exercised by the competent authority on all licensed plumbers.

- 15. Work to be done diligently and in workman like manner.--** Every licensed plumber shall proceed with any work undertaken diligently and in a proper workman-like-manner and shall not cause any delay in the execution thereof without sufficient cause. He shall not contravene any bye-laws made in this behalf.

- 16. Pipes and fittings to be approved.---** In execution of any work no pipes, fittings, appliances or material shall be used unless the same are of specified standard duly approved by the Chairperson.

- 17. No work to be done without permission.---** No licensed plumber shall make any water connection or any addition or alteration in fittings and appliances or carry out any other work in or with reference to

public streets, pipes, sewers, drain without verification of the sanction issued by the Chairperson.

**18. Licensed plumbers' obligation.--**

- (1) Every licensed plumber shall report to the Chairperson any defect noticed by him in any premises or building in regard to any water pipe, fitting or other appliance causing wastage of water or in connection with any drain, water closet, privy, urinal or any fitting, appliance connected therewith rendering such drain, privy or urinal insufficient or otherwise objectionable for sanitary reasons.
- (2) A licensed plumber, in all matters in which he may be employed, shall afford every assistance in his power to the Chairperson in carrying out and enforcing the bye-laws and orders for the time being in force.
- (3) A licensed plumber shall, in every work in which he may be employed, comply with the bye-laws in force and such orders as may be issued by the Chairperson and are applicable to the circumstances of the case.

**19. Licence not transferable.---** The licence is not transferable and no licensed plumber shall allow his name to be used by another person either for the purpose of obtaining permit or for doing business under his licence.

**20. Suspension and cancellation of licence.---** The licence issued under these bye-laws may at any time be suspended or cancelled by the competent authority if it is satisfied that it has been secured through mis-representation or fraud, or the licensee has indulged in breach of any condition of the licence or any provision of these bye-laws or if it is satisfied that the licensed plumber has executed



carelessly or negligently any work or has made use of bad materials, appliances or fittings. In the event of cancellation, such plumber shall not be entitled to the refund of security or any portion of the licence fee. The person whose licence has been cancelled shall not be permitted to apply for a licence again within two years from the date of such cancellation:

Provided that----

- (a) before making any order of suspension or cancellation reasonable opportunity shall be accorded to the licensee; and
- (b) every such order shall contain a brief statement of reasons for the suspension or cancellation.

21. **Surrender of licence.**---- If any licensed plumber desires to surrender his licence due to any reason he shall surrender his licence for cancellation to the competent authority and he will have to clear all the dues. No refund in respect of license fee shall be allowed, but the security amount, after adjustment, if any, is liable to be refunded.
22. **Hearing and disposal of complaints.**---- All complaints made by the owner or occupier of premises and received in the office of the Council with regard to the quality of work done, material used, delay in execution of work or the charges made, by a licensed plumber shall be heard and decided by the competent authority, after observing, as far as possible, the rules of natural justice.
23. **Penalty.**---- Whoever contravenes any provision of these bye-laws shall be liable for punishment in accordance with the provisions of section 390 and / or liable for cancellation of his licence."

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OFFICE OF THE EXECUTIVE ENGINEER (WS)  
NEW DELHI MUNICIPAL COUNCIL

[See bye-law 4]

To

The Competent Authority,  
New Delhi Municipal Council,  
Palika Kendra,  
New Delhi-110001.

[ Attention : Executive Engineer (Water Supply)]

**Sub.: Application for grant of plumbing licence**

Dear Sir,

I hereby apply for grant of licence as a plumber in New Delhi Municipal Council area for a period of five years from \_\_\_\_\_.

2. I have read the New Delhi Municipal Council(Licensing and Control of Plumbers) Bye-laws 2006, and am fully conversant with its provisions and the provisions relating to water supply, drainage and sewerage collection contained in the NDMC Act, 1994.

3. I hereby accept all the terms and conditions applicable for the grant of licence as laid down in the said bye-laws and the Act and shall abide by them.

4. I hereby undertake to carry out and obey at all times all the instructions given to me by the competent authority for the discharge of my obligations and responsibilities under this licence.

5. I hereby agree to pay to the NDMC any sum of money that may become due to the Council on any account.

6. I undertake to remit Rs. \_\_\_\_\_ in payment of,---

(a)	Licence fee	Rs. _____
(b)	Security deposit	Rs. _____

within one month of the date of intimation that my application for the grant of licence to me has been approved.

7. I give below particulars as required:

1. Name in full :
2. Father's Name :
3. Qualifications :
4. Experience :
5. Address\* :

Yours faithfully,

(Signature of applicant)

Place :  
Date :

---

\* Whenever there is a change in address it may be intimated to the competent authority as soon as possible, but not later than seven days of the change.

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**NEW DELHI MUNICIPAL COUNCIL**

**SCHEDULE 'A'**  
**[BYE-LAW 9]**

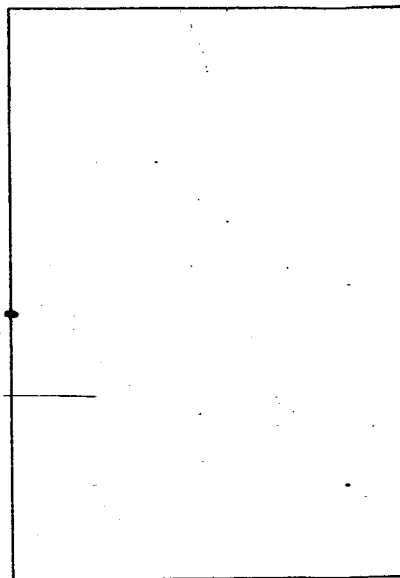
**PLUMBING LICENCE**

Name of Plumber.....

Licence No.:.....

**NOTE:**

A copy of the NDMC (Licensing and Control of Plumbers) Bye-laws, 2007 is attached.



[Photo of plumber]

(Signature of plumber)

27 75- 32  
Plumbing Licence No. \_\_\_\_\_ has  
been issued to Sh. \_\_\_\_\_ s/o  
Sh. \_\_\_\_\_  
Address \_\_\_\_\_

\_\_\_\_\_ on \_\_\_\_\_ for a period of five years  
upto \_\_\_\_\_.

Security Amounting to Rs. \_\_\_\_\_ has been  
deposited vide Demand draft No. \_\_\_\_\_  
dated \_\_\_\_\_ on (Bank with Branch  
name) \_\_\_\_\_

Plumbing Licence Fee amounting to Rs. \_\_\_\_\_  
has been deposited vide Demand Draft No. \_\_\_\_\_  
dated \_\_\_\_\_ on (Bank with Branch name)  
\_\_\_\_\_  
\_\_\_\_\_

Competent Authority  
New Delhi Municipal Council

Dated: \_\_\_\_\_



Plumbing Licence No. \_\_\_\_\_ is hereby renewed  
for a further period of five years upto \_\_\_\_\_.

Plumbing license fee amounting to  
Rs. \_\_\_\_\_ has been deposited vide Demand Draft  
No. \_\_\_\_\_ dated \_\_\_\_\_ on (Bank with  
Branch name)  
\_\_\_\_\_  
\_\_\_\_\_

Competent Authority  
New Delhi Municipal Council

Dated: \_\_\_\_\_

Plumbing Licence No. \_\_\_\_\_ is hereby renewed  
for a further period of five years upto \_\_\_\_\_.

Plumbing license fee amounting to  
Rs. \_\_\_\_\_ has been deposited vide Demand Draft  
No. \_\_\_\_\_ dated \_\_\_\_\_ on (Bank with  
Branch name)  
\_\_\_\_\_  
\_\_\_\_\_

Competent Authority  
New Delhi Municipal Council

Dated: \_\_\_\_\_