

## **Manual 1**

### **Particulars of Organization, functions and duties**

#### **Section 4(1) (b) (i)**

#### **ENFORCEMENT DEPARTMENT**

##### **Organization**

1. The Enforcement Department was created almost the same time when NDMC came in to existence. The department has been provided necessary staff for deployment in the field to remove all kind of encroachments on NDMC land and the staff for Indoor section to deal with the unit files of tehbazari, Tharas, Taxi Booth, PCO Booth and parking lots, Advertisement etc. The working hours of the Deptt. is 9.00 A.M to 5.30 P.M.
2. The department has a list of identified parking lots, which are allotted by call of tenders. Generally regular allotments of parking lots are made for a period of one or two years. However in some cases when the parking lots are surrendered by the contractor or cancelled by the NDMC, allotments are made through short term quotations through NDMC Notice Board and NDMC website on the basis of policy of NDMC prevalent at the relevant point of time.
3. The departments have 84 taxi booths in NDMC area, out of which 32 are wooden allotted on tehbazari, 02 are at open space and remaining 50 masonry booths are on license basis.
4. The department is equipped with cranes for impounding unauthorisedly parked vehicles on road berms. The cycle rickshaws found plying are also impounded and are not released. The impounded cycle rickshaws scrapped so that they do not reappear on NDMC roads. The impounded vehicles found parked unauthorisedly on road berms and the goods of unauthorized squatters are being released only after depositing removal charges after the same is verified by the Area Inspectors.
5. The field staff has been provided with adequate number of Chowkidars and Beldar to assist the Area Inspectors in removal of posters, banners, cleaning of walls and for removal of all kind of encroachments. The Area Inspectors are responsible to conduct the raids to detect and remove the unauthorized squatters and encroachers on NDMC land. Cases are also filed with the Special Task Force to launch prosecution against the encroachers.
6. The department has given tehbazari rights to the two categories of squatters known as old teh Bazari holder and the second category as those verified by Thareja Judicial Committee. NDMC has not granted new tehbazari rights to any one since 1989, except on purely temporary/seasonal basis for a short period mainly during festival seasons.
7. Prior to 1999 NDMC had allotted PCO booths to the physically handicapped persons who were found eligible by MTNL. 17 new PCO booths were constructed by the NDMC to educated physically handicapped persons with more than 40% disability residing in NDMC area for which applications were invited through press. The final allotments were made on license basis by draw of lots.

##### **MISSION**

The mission of the Enforcement Department is to bring the NDMC area free from all kinds of encroachments, and to comply with the directions of the Hon'ble Apex Court to provide free passage to the pedestrian traffic, removal of all hoardings, which are hazardous to vehicular traffic, and to regulate the old and Thareja Verified Tehbazari holders etc.

##### **VISION**

To bring more transparency within the organization and also accountability level of staff rendering services in the department.