

**NEW DELHI MUNICIPAL COUNCIL**  
**(ENFORCEMENT BUILDING REGULATION DEPARTMENT)**

**Manual 4**

**Norms set for the discharge of functions**

[ Section 4(1)(b(iv) ]

Details of norms and standards set out can be given in respect of various activities.

<b>Sr.No.</b>	<b>Activity</b>	<b>Time frame/Norm</b>	<b>Remarks</b>
1	Detection of unauthorized construction	Regularly	-
2	Inspection of building plan file	2 to 5 days	-
3	Show cause notice	Immediately	After confirming from the building sanction/completion plan or detection of unauthorized construction
4	Personal Hearing	Within 10 working days.	Personal Hearing are being granted before punitive action under natural law of justice .
5	Sealing/Demolition orders	15 days after serving the show cause notice	As per the direction given in order sheet during personal hearing.
6.	supervise the work of Special technical cell.	As per NDMC Act	Monitor all the work going on / taken place with prior permission of NDMC.