System of Assisting Residents And Tourists through Helpline Information SARATHI (English)



Pimpri Chinchwad Municipal Corporation Pimpri - 411 018 Maharashtra

EAST SOUTH NORTH WEST

Pimpri Chinchwad Municipal Corporation - Ward wise Map



# **New Ways...**

Pimpri Chinchwad Municipal Corporation is committed to provide basic amenities and ensure the welfare of its citizens. The rapid growth of the city is a big challenge to meet this objective.

Many people are usually not aware of the functioning and activities of various departments

of the corporation as well as the procedures for submitting applications. The administration also has to spend a lot of time in answering queries and providing information.

SARATHI is an initiative which provides this information in the form of Frequently Asked Questions (FAQs) through multiple channels i.e. book, website, mobile app, e-book & pdf book. In addition an interactive platform in the form of a helpline has been started to answer the queries, aid grievance redressal and guide the citizens when needed.

SARATHI will enable the citizens of Pimpri Chinchwad to seek information easily which will save their precious time. I am sure SARATHI will play a key role in empowering the citizens for taking decisions and actions for their own welfare. I support this initiative wholeheartedly. I appreciate the efforts taken by the officers of PCMC to start this innovative channel of communication for the benefit of the society.

SARATHI was launched on 15<sup>th</sup> August 2013 on the occasion of Independence Day in Marathi language. I am very happy that PCMC is now launching the English version of SARATHI on the occasion of Republic Day! This would surely benefit the cosmopolitan population of the upcoming IT city of Pimpri Chinchwad.

My best wishes for this endeavor!

Mohini Lande

Mayor,

Pimpri Chinchwad Municipal Corporation

26th January 2014



**PROLOGUE** 



# P.C.M.C. in Nutshell

1	Establishment of Municipal Corporation	:	11 <sup>th</sup> October 1982	
2	Area	:	177 Sq. Km.	
3	Population (Census 2011)	:	17,27,629	
4	Population Density	:	9770 per Sq Km	
5	umber of Villages within Municipal Corporation : 30		30	
6	Rivers flowing through the City	:	Pavana, Indrayani, Mula	
7	Number of Wards	:	64	
8	Number of Corporators	:	Total Members 133 Elected Members 128 Nominated Members 5	
9	Municipal Corporation Officers and Employees	:	Total       7575         Class A       93         Class B       200         Class C       2980         Class D       4302	
10	Budget 2013 -14	:	Income Rs. 2024,13,94,400/- Expenditure Rs. 2021,75,67,100/-	





### TWO STEPS AHEAD...

Pimpri Chinchwad is the fastest growing city of Maharashtra state which itself is experiencing rapid urbanization. PCMC faces the challenge of providing the basic amenities to the citizens of this fast growing city.

It has been noted that people spend a lot of time when they visit government offices to seek information, submit applications, register

complaint etc. The administration too has to cope with the overload of demand for information and grievance redressal. It was realized that there is a need of a mechanism which would spare the precious time of the administration spent in answering queries and at the same time satisfy the information needs of the community.

With this background the necessary information of all the departments of PCMC was collected and presented in the form of FAQs which were published in the book — **SARATHI** (*System of Assisting Residents And Tourists through Helpline Information*). With the use of Information Technology SARATHI has also been made available on website, mobile app, e-book & pdf book. The citizens can also access the information and register their complaints through the helpline (8888006666). SARATHI was launched to provide the citizens with these multiple channels of communication which will connect the citizens with the city managers effectively.

I am very happy that PCMC launched this innovative step of SARATHI on 15th August 2013 and in a short span of 5 months, SARATHI has become immensely popular with a total of 78,241 citizens having benefitted from this initiative. It is a momentous occasion to launch the English version of SARATHI on the occasion of the Republic Day, 26th January 2014.

I am thankful to the Mayor and other office bearers of the Municipal Corporation for providing invaluable guidance and support for this initiative. I acknowledge the hard work which all the HODs have put in to provide complete and up to date information which is presented to the citizens through multiple channels of SARATHI.

Dr. Shrikar Pardeshi Commissioner, Pimpri Chinchwad Municipal Corporation **PREFACE** 



### **GUIDANCE**



Hon. Mohinitai Lande Mayor



Hon. Sharad alias Raju Misal Dy. Mayor



Hon. Navnath Jagtap Chairman **Standing Committee** 



Hon. Vaishalitai Javalkar Chairman Law Committee



Hon. Shubhangitai Londhe Chairman, Women & Child Welfare Committee



Hon. Ashatai Supe Chairman, City Improvement Committee



Hon. Ramdas Bokad Chairman **Sports Committee** 



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018

### **GUIDANCE**



Hon. Mangalatai Kadam Leader of House & Party Leader NCP



**Hon. Vinod Nadhe** Leader of Opposition



Hon. Appa alias Shrirang Barne Group Leader Shivsena-RPI



Hon. Varshatai Madigeri Group Leader, BJP



Hon. Anant Korhale Group Leader MNS



Hon. Suresh Mhetre Group Leader, NCP promoted Independents' Alliance



**Hon. Fazal Shaikh** Chairman, School Board





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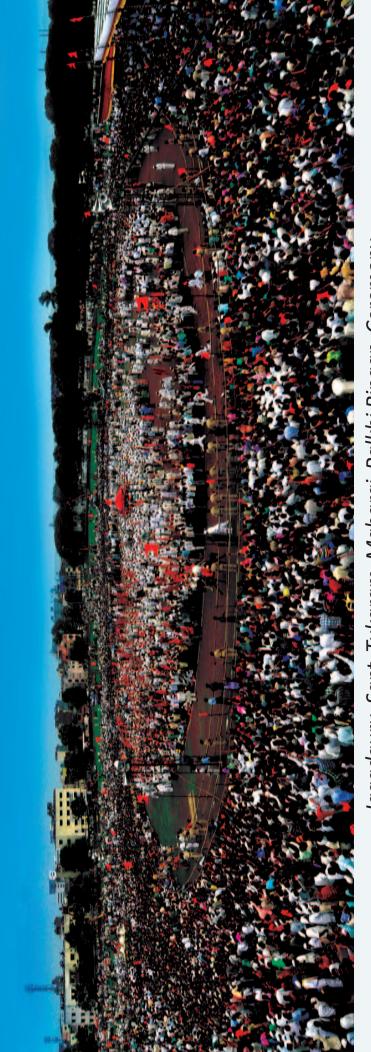


Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018

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Jagadguru Sant Tukaram Maharaj Palkhi Ringan Ceremony Tuesday, 12th June 2012 Hindustan Antibiotics Ground, Nehrunagar, Pimpri

Que.1. Who has to pay Property Tax? Which properties are accountable for Property Tax assessment?

Ans. Person / Institutes who own / possess land / building within limits of PCMC have to pay property tax. Property Tax is applicable to all properties and open lands within Municipal Corporation limits.

Que.2. Which space is considered for assessment of Properly Tax; carpet area or built - up area?

Ans. Property Tax is assessed on the basis of built - up area of the building/property.

### Que.3. How Property Tax is evaluated/ assessed?

Ans. Property Tax is calculated considering following factors:

- 1) Built up area of the property
- 2) Type of property residential / Non-residential / mixed/ miscellaneous/Industrial / open land
- 3) Per square foot annual ratable value of the property in the area where the property is situated
- 4) Type of construction RCC construction / Simple construction / Shed.

### Que.4. How can I get Property Tax Bill?

Ans.

Que.5.

Ans.

Ans.

 The employees of Municipal Corporation distribute the bills at the Property location.

2) Alternatively, you can get it from concerned Ward Office wherein your property is situated. You may also visit Municipal Corporation's website: www.pcmcindia.gov.in > e-services > Property tax & water tax bill link and download the bill.

What is the last date of payment of Property Tax?

A. First half year i.e. from 1<sup>st</sup>April to 30th September - last date of payment is 30<sup>th</sup> September.

B. Second half year i.e. from 1<sup>st</sup> October to 31<sup>st</sup> March - last date for payment is 31<sup>st</sup> December.

# Que.6. How much penalty or fine is payable in case of non-payment of Tax on due dates?

 In case of non-payment of property tax for first half year 2% fine per month is payable from 1st October. In case of second half year 2% fine (per month) is charged starting 1<sup>st</sup> January.

- 2) Two percent penalty (per month) is charged on the outstanding amount.
- 3) In case of non-payment of government taxes like Education Cess, Employment Guarantee Tax on due dates, notice fee at 1% is charged.

### Que.7. Are there schemes that give rebate on Property Tax? If yes, what are those?



# Property Tax Department

Mr. Bhanudas Gaikawad

Asst. Commissioner,
Property Tax



### Ans.

On payment of entire Property Tax of current year by June 30, along with outstanding dues, following rebates can be claimed (only on Municipal Tax)

- 1) For Residential Properties owned and used by Freedom Fighter & Ex-Servicemen: 50% discount on Municipal Tax
- 2) For Residential Properties solely owned by women and used for residential purposes: 50% discount Municipal Tax
- 3) For Residential Properties specifically registered as residential building: 10% discount on Municipal Tax
- 4) For Non-residential / Industrial / land etc.: 5% discount on Municipal Tax Advantage of only one of the above schemes can be availed. You will get benefit of above schemes, if you pay tax in advance for the entire year by 30th June.

### Que.8. Ans.

### Is any rebate in property tax offered to Green Buildings?

The building having occupancy certificate along with final green building certificate, issued by building permission department are eligible for rebate in municipal tax as follows (Details of star rating is readily available on Corporation's website)

- 3 Star Rating 05% discount
- 4 Star Rating 08% discount
- 5 Star Rating 10% discount

### Que.9. Ans.

### Which documents are required for assessment of Property Tax?

- Documents establishing ownership like Sale deed / Index II / 7-12 extract/ City survey extract
- 2) Documents issued by Building Permission Department:
  - Building Permission Certificate
  - Building Completion Certificate
  - Approved Plan

### Properties in MIDC / Pradhikaran area require specific documents.

No fees are charged for assessment of property tax. However property owner must communicate the corporation within 15 days of completion of construction.

# Que.10. Which documents are required for assessment of property tax in MIDC or Pradhikaran?

Ans.

For properties in MIDC/ Pradhikaran jurisdiction, following documents are required:

- 1) Possession Letter and Registered Agreement
- Registered Bakshispatra (Gift Deed / Vatanipatra-division of property)
   No fees are charged for property tax assessment; however property owner must communicate to the Corporation within15 days of completion of construction.

### Que.11.

### How long does it take to complete Property Tax Assessment?

Ans.

In case no objection is raised it takes 21 days. If objection is received, it takes 45



days to complete the Property tax Assessment process.

# Que.12. Whom should the citizen approach for grievances regarding assessment of Property Tax or Bill of Tax?

Ans. Concerned Ward officer (in whose jurisdiction your property is situated) is the authority to lodge a complaint regarding property tax bill or assessment.

# Que.13. How does any addition to existing property assessed? Is additional area assessed at old rate?

Ans. No. Additional construction is assessed at prevalent rate for the current year.

# Que.14. How property tax assessed in case of change in usage from residential to Non-residential?

Ans. In case such permission is obtained, property is assessed at prevailing rate as non-residential property.

### Que.15. What documents are required for transfer of ownership of property?

Ans. Following documents are required for transfer of ownership of property:

- 1) Proof of ownership (Sale Deed / Index II)
  - 2) No objection certificate given by last/original owner or from Co-op Hsg. Society
  - 3) Property tax payment receipt for the whole financial year
  - 4) Transfer fee 1% of the taxable amount
  - 5) Abstract of property card issued by the Corporation

# Que.16. Which documents are required to prove of ownership of property rights by inheritance?

Ans. Following documents are required for transfer of ownership of property by inheritance:

- 1) Death Certificate of owner of property
- 2) Affidavit of heirship/Succession Certificate issued by the Court
- 3) Certified copy of Registered Will
- 4) Property tax payment receipt for entire financial year
- 5) Transfer fee 1% of the taxable (Ratable) value
- 6) Abstract of property card issued by the Corporation/ City Survey Dept.

# Que.17. How long does it take to complete the process of transfer of ownership of property?

Ans. In case no objections are raised, it takes 21 days. In case objections are received, it takes 45 days to complete the process of transfer of ownership.

### Que.18. In which kind the property tax is accepted? Where?

Ans. 1) Property Tax is accepted in cash / cheque / online

2) Property Tax is accepted at 15 Zonal Offices of Property Tax Department. Civic facilitation centers run by the Corporation also accepted tax payment in cash/cheque.



Ans.

Ans.

3) Online payment facility is available on Municipal Corporation's website: www.pcmcindia.gov.in> e services> Property & Water Tax link

#### Que.19. In whose favour cheque or pay order will be drawn?

Cheque or pay order needs to be drawn in favour of Commissioner, Pimpri Ans. Chinchwad Municipal Corporation, Pimpri.

#### Que.20. Which properties are eligible for exemption from property tax?

Properties which are used for worship, public or religious purposes and registered Ans. with Charity Commissioner as charitable institute/trust can avail exemption from property tax.

#### Que.21. How can one avail online property tax payment facility?

1) Visit Corporation's website www.pcmcindia.gov.in> e-services > Click on Property tax & water tax link

- 2) Please click on the link > Property bill
- Enter the property number and click SHOW button
- Check the details of your property then click on MAKE PAYMENT.

#### Que.22. Where can I get my property record?

11. Catholic Syrian Bank

12. Central Bank of India

13. City Union Bank

15. Douche Bank

16. DCB Bank

14. Corporation Bank

By making payment of Rs. 10 at Zonal Office wherein your property is situated, you can get extract of your property record. You can get Assessment Certificate from your Zonal Office, wherein your property is situated, on payment of Rs. 10.

#### Where can I get No Dues Certificate in respect of property tax? Que.23.

Ans. On payment of Rs. 5 as certificate fee and full amount of property tax at Zonal office wherein your property is situated, you will get No Dues Certificate.

Following Banks Credit, Debits cards are accepted in the Online Payment gateway:

1.	Allahabad Bank	29.	Jammu & Kashmir Bank
2.	Andhra Bank	30.	Karnataka Bank
3.	Axis Bank	31.	KarurVyas Bank
	D I CD I 1 O 1/2 1/2	22	1/ 1 L D L

- 4. Bank of Baharin & Kuwait 32. Kotak Bank Bank of Baroda(Corporate) Laxmi Vilas Bank (Corporate) 33.
- 6. Bank of Baroda(Retail) 34. Laxmi Vilas Bank(Retail)
- 7. Bank of India 35. Oriental Bank of Commerce
- 8. Bank of Maharashtra Punjab & Sindh Bank 36.
- 9. BNP Paribas 37. Punjab National Bank(Corporate) 10. Canara Bank
  - 38. Punjab National Bank(Retail)
  - 39. Ratnakar Bank
  - 40. Sarswat Bank
  - 41. Standard Chartered Bank
  - 42. ShamraoVittal Co-Bank Ltd
  - 43. Saindian Bank Ltd.
  - 44. State Bank Bikaner & Jaipur



17.	Dena Bank	45.	State Bank of Hyderabad
18.	Dhanlaxmi Bank	46.	State Bank of India
19.	Federal Bank	47.	State Bank Mysore
20.	HDFC Bank	48.	State Bank of Patiala
21.	ICICI Bank	49.	State Bank of Travancore
22.	IDBI Bank	50.	Syndicate Bank
23.	Indian Overseas Bank	51.	Tamilnadu Mercantile Bank
24.	Indian Bank	52.	TNSC Bank
25.	Indus land Bank	53.	UCO Bank
26.	ING Vyas Bank	54.	United Bank of India
27.	Union Bank of India	55.	Vijaya Bank
28.	Yes Bank		

### **List of Credit cards**

- 1. Easy Click-by American Express 2. Visa
- 3. Master Card 4. American Express Card
- 5. Diners Club Card

For any additional information about this department or for any suggestion, kindly contact us at ptax@pcmcindia.gov.in





#### Que.1. Where does one get an application form for new water connection or reconnection?

The application forms are available with all Ward Offices and Civic Facilitation Ans. Center at Main office. Additionally, it is also accessible on Corporation's website: www.pcmcindia.gov.in > Downloads > forms and attachments.

#### Que.2. Whitch documents are required for a new water connection?

- Duly filled in application form for new water connection
- 2) Receipt of payment of property tax or date of application
- 3) Location map of the property
- Copy of commencement / building completion certificate/or application for building completion certificate
- Affidavit in prescribed format.

## Water Supply Department

Ans.

Mr. Pravin Ladkat

#### Que.3. What is the cost of getting new connection? Ans.

It depends on diameter of tap and type of road. Details available at all Ward Offices and also on Corporation's Website: www.pcmcindia.gov.in> general info> water charges.

#### Que.4. Where do I submit application for the new water connection or reconnection?

Ans. Application can be submitted at Ward Office, or at nearest Citizen Facilitation Center.

#### Que.5. Where do we get the new water meter? Ans.

Water Meters of approved companies are avaible in the market, diameter wise

are available in the market. Names of companies recognized by European Economic Commission (EEC) are as below:

- **ITRON** B) ZENER
- C) ARAD D) **BELAN**

#### Que.6. Where do we register grievance regarding availability and distribution of water, contamination of water and water bills?

Water leakage complaints regarding availability and distribution of water can be registered on SARATHI Helpline no 8888006666.

Complaints pertaining to water supply bill can be registered with respective Ward Office or Executive Engineer, Water Treatment Plant.

#### Que.7. Where can one record feedback regarding Water Supply?

Ans. Feedback can be registered on Corporation's Website: www.pcmcindia.gov.in> General info> SLB

#### Que.8. Where can one register complaint about water leakages?

Complaints can be registered with SARATHI Helpline on 8888006666 or with Ans.



Ans.

concerned Executive Engineer at respective Ward Office.

### Que.9.

### How long does it take to resolve water supply related complaints?

Ans.

- New water connection approval takes 7 days from submission of duly filled in application form
- 2) Water leakages related complaints are resolved as below
  - A) Distribution lines leakages Within 24 hours.
  - B) Main Water Line Leakages depends on the nature of leakage: usually within 3 days.

### Que.10. What are the rates of water tax?

Ans.

Water Tax is based on water consumption. For the year 2013, rates are as follows: Domestic usage rate - Rs. 2.50/per thousand liter (consumption more than this attracts higher rate). Non-domestic usage package - Rs. 35 / per thousand liter

# Que.11. Where should one register requirement of water tanker? What are the rates? Ans. Information is available at www.pcmcindia.gov.in> general info> water tankers

### Que.12. Has Corporation recognized licensed plumbers?

Ans.

Corporation has recognized licensed plumbers. List is available with Water Supply Department at Ward Offices. List of such plumbers is obtainable from Corporation's website: www.pcmcindia.gov.in general info> plumbers, List and Contact Details of all Executive Engineers, Deputy-Engineers, Junior Engineers of Water Supply Department, is available on Corporation's website: www.pcmcindia.gov.in>Quick Links>Engg. Staff

For any additional information about this department or for any suggestion, kindly contact us at water@pcmcindia.gov.in







Such complaints shall be made to Dy. Engineer, Sewage Department at respective Ward (Zonal) Offices.

Que.2. Where and how should I submit application to get drainage NOC for building permission?

Application can be submitted at Citizen Facilitation Centers, in the Main office of the Corporation or Ward (Zonal) Office through Licensed Architect. Application can be submitted online through licensed Architect.

Que.3. How many days it takes to issue drainage NOC for building permission?

NOC will be issued online, within 5 days of receipt of application.

# Sewerage Department

3

Ans.

Ans.

Mr. Ambadas Chavan

Jt. City Engineer

Que.4.

Which documents are required along with application to get NOC from Drainage Department for building construction permission?

Ans.

- Location Plan of the area where building is proposed to be constructed, ascertaining whether Corporation's drainage line exists at the location or not.
- Proposed drainage plan/arrangement shall be shown on the map presented to Building Permission Department.

How shall one apply for a drainage connection permission?

Que.5.

/ What papers are required for drainage connection?

Ans. One has to submit the application through Corporation's

One has to submit the application through Corporation's licensed plumber, at Civic facilitation Center at Ward (Zonal) Office.

Following documents should be attached to application:

- 1. Copy of the plumber's license
- 2. Copy of property tax assessment payment recepit which is paid before March 2012 or Copy of building construction permission
- 3. Location plan with lineout of proposed drainage line must be submitted.

Que.6. How do I get drainage connection permission?

On submission of application through Corporation's licensed plumber, approval is given by Dy. Engineer of Drainage Department at Ward (Zonal) Offices.

Que.7. Where should I submit the application for drainage connection permission?

Ans. Application can be submitted at Citizen Facilitation Centers in the Corporation's Main building and at Ward (Zonal) Offices.

Que.8. What charges I need to pay for drainage connection?



Ans.

Ans. Charges for drainage connection are as follows:

- 1. Drainage connection fee Rs 150
- 2. Road excavation charges (Tar road, Concrete road, Paved road) Rs 100 per meter
- 3. Road excavation charges (Metal/Khadi, Murum road) Rs 50 per meter
- 4. Road excavation charges (soil) Rs 21/- per meter

### Que.9. Where do I pay drainage connection charges?

Ans. Payment can be made at Civic Facilitation Center at Corporation Main building, or/at concerned Ward ( Zonal) Offices.

# Que.10. Where do I get list of licensed plumbers to obtain new drainage connection? Ans. List is available with Drainage Department, Ward (Zonal) Offices and also on

Corporation's website: www.pcmcindia.gov.in >General info > plumbers

### Que.11. How long it takes to get approval for drainage connection?

Ans. It takes 5 days to get drainage connection approval from the date of receipt of application.

# Que.12. Is it necessary to get completion certificate on completion of drainage connection?

Ans. Yes.

Ans.

# Que.13. What documents are required to be attached along with application for obtaining NOC from drainage department for building completion certificate?

Ans. 1) Copy of NOC given for building permission by drainage dept.

2) Drainage connection completion certificate given by Dy Engineer shall be attached to obtain NOC for building completion certificate.

### Que.14. Where do i apply to get new plumbing license?

Ans. Application for plumbing license shall be submitted to Joint City Engineer, Sewerage Department, at main building of the Corporation.

### Que.15. What documents are necessary for new plumbing license?

Ans. Following documents should be submitted with the application:

- 1. Two colour photographs
- 2. Proof of residence (ration card, driving license, light bill, telephone bill)- any one
- Work experience letters/Certificate,
- 4. ITI passing Certificate,
- 5. School Leaving Certificate etc.

### Que.16. After how many years the plumbing license is renewed?

Ans. Plumbing license is renewed after every 5 years.

### Que.17. Where should I submit application for plumbing license renewal?

Application should be submitted at Citizen Facilitation Centers in Corporation's main building.



### System of Assisting Residents And Tourists through Helpline Information

### Que.18. What documents should I submit for renewal of plumbing license?

Ans.

Following documents should be submitted along with application for renewal of Plumbing license.

- 1. Application of license holder
- 2. Original copy of expired license
- 3. Two color photographs
- 4. Proof of residence (ration card, driving license, light bill, telephone bill)-any one
- 5. List of completed works in last five years
- 6. Receipt of License fee of Rs. 1500/-

### Que.19. Where should I pay the plumbing license renewal fee?

Ans.

Plumbing license renewal fee can be paid at CFC at Main Office of the Corporation.

### Que.20. How much fee I must pay for renewal of plumbing license?

Ans.

Renewal fee for plumbing license is RS 1500/-

### Que.21. How long does it take to renew plumbing license after submission of

application?

Ans.

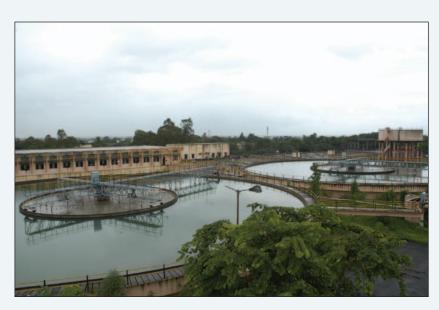
It takes 15 days to issue renewed license.

List and Contact Details of all Executive Engineers, Dy-Engineers, Junior Engineers of Sewerage Department, is available on Corporations' website:

www.pcmcindia.gov.in>Quick Links>Engg. staff

For any additional information about this department or for any suggestion, kindly contact us at sewerage@pcmcindia.gov.in







### Que.1. Which documents are required to obtain building permission?

Ans.

Following documents are required to get a building permission

- 1) 7/12 extract of land or abstract of property card (Latest within 6 months)
- 2) Land measurement map of the plot (Latest within 6 months)
- 3) Development Plan remarks
- 4) Undertaking on stamp paper of Rs 200
- 5) Affidavit and bond on stamp paper Rs 200
- 6) Letter from R.C. C. Designer in prescribed form
- 7) Letter from Architect in prescribed form
- 8) NOC (No Objection Certificate) from Garden Department,
- 9) NOC from Fire Brigade Department (as required)
- 10) Title & search report
- 11) Maps of Construction,
  - Application must be submitted online
  - NOC from Water Supply Department and Sewage Department at the time of checking of plinth
  - NOC from NHAI and Irrigation Department in case flood line marking (if applicable.)



In gaonthan area/densely populated area, at least 20 Sq.m (215 Sq. Feet) plot area is required.

In non-gaonthan area / scarcely populated area, at least 50 Sq. m (538 Sq. Feet) plot area is required.

### Que.3. How do I get Manual of Building Permission?

Ans.

Ans.

Building Permission manual can be obtained from Building Permission Department on payment of Rs.375 to the Corporation.

# Building Permission Department

Mr. Ayyubkhan Pathan

Dy. City Engineer (Building Permission Dept.)

# Que.4. What process is prescribed for issue of new building permission?

Ans.

Building permission proposal shall be sent to Citizen Facilitation Center and also uploaded on Corporation's website, through licensed Architect / Surveyor. After this Junior Engineer makes site visit and submits his/her report online. After verifying map, the proposal is approved either at Dy. Engineer's or Dy. City Engineer's level, depending upon area of construction. Building permission certificate is issued after necessary approval and payment of development charges and fire extinguishing charges to the Corporation.

# Que.5. How does one understand as to whether any building has received either building permission or completion certificate?

Ans.

This information is available on the Corporation's website: www.pcmcindia.gov.in > Popular links> Authorized Constructions> Constructions approved by PCMC since 1982



### Que.6. How much

Ans.

How much FSI (floor space index) is admissible within PCMC Limits?

FSI is approved as per Development Control Rules for plots in approved layout under Corporation's jurisdiction. A plot measuring 2000 Sq. meter is allowed 0.85 FSI. Plots in densely populated area are allowed FSI of 1.5 for residential purpose and 0.5 FSI for commercial use, totaling 2 FSI.

# Que.7. What is the amount of development charge that one is required to be paid to get building permission?

Ans. Development charges are recovered at the rate of 0.5 per square meter of the Ready Reckoner rates for particular plot. As far as residential type of construction is concerned, 2% per square meter of the ready reckoner rate of particular plot is charged as development charge. It is twice the amount (of residential) for commercial type of construction.

# Que.8. What is the maximum height of a building for which one can get building permission within jurisdiction of PCMC?

Ans. A building with maximum height of 70 meters can be erected in PCMC area depending upon area of plot and width of the road.

Sr. No.	Width of the road in front incl. footpath	Minimum Plot Size (Sq. Meter)	Max. Height of Building in Meter	Number of Floors
1	6.0 m	20 to125	10	Ground Floor +
2	6.0 m	Up to 250	10	1 or Parking +2 Ground Floor + 1 or Parking +2
3	6.0 m	250 to 500	12	Ground Floor +
4	6.0 m	500	18	3 or Parking +4 Ground Floor + 5 or Parking +6
5	9.0 m	1000	24	Ground Floor +
6	12.0 m	1000	30.6	7 or Parking +8 Parking +10
7	12.0 m	2000	40	Parking +12
8	15.0 m	4000	50	Parking +15
9	18.0 m	6000	70	Parking +22

# Que.9. Can TDR (Transfer of Development Rights) be utilized on a Plot? Yes. T.D.R. up to the maximum limit of 40% of Net Plot Area can be

Yes. T.D.R. up to the maximum limit of 40% of Net Plot Area can be utilized on a plot. It is processed by Town Planning Department. Accordingly process of approval to the plan / map of the building is carried out by Building Permission Department of the Corporation.

Que.10. Can one get building permission for a plot in Green Zone?



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018 Ans.

Yes. As per the provision in Municipal Development Control Regulations, 4% construction is permissible on a plot in Green Zone. This construction should be for golf club, nurseries, fertilizers godown, electrical substation, water and suwerage project, residential quarters for staff of Water and suwerage project, sports and games, health club, tennis courts, service restaurants, farm houses etc.

#### Que.11. What documents are required to get building completion certificate?

Ans.

Following documents are required for completion certificate:

- NOC from Water Supply, Sewage and Garden Department
- 2) Structural stability certificate from R.C.C designers
- Application from Architect in prescribed format 3)
- Maps of construction site (Record Drawing) 4)
- 5) Map showing measurement and boundary
- NOC from Fire Brigade Department (if necessary) 6)
- Elevator License (if necessary) Compliance of conditions mentioned in Building permission is mandatory.

#### Que.12. What documents are required to get a plinth (jote) checking Certificate?

Ans.

Following documents are required to get a plinth (jote) checking Certificate:

- N.A. (non-agriculture usage) Certificate 1)
- 2) No Objection Certificate (NOC) from Property Tax Collection Department
- 3) Record Plan
- Strata verification certificate issued by R.C.C. designer
- 5) Application from Architect in prescribed format,
- Set back checking certificate (if required)

#### Que.13. Is it appropriate if a developer is charging extra for parking area?

Ans.

No. As per decision by Hon. High Court Appeal Number: 2182/2007, developer must offer parking area free of charge. The decision is being implemented in Corporation area since 11/06/2009.

#### Que.14. I have property tax bill and the receipt of payment. Does it imply that the construction is authorized?

Ans.

Property tax bill and the receipt of payment do not imply that the construction has received building permission and it is authorized.

#### Que.15. In case, developer has not complied with obligations mentioned in the agreement, where should I lodge a complaint?

Ans.

If a developer does not comply with the obligations mentioned in the agreement, complaint can be lodged with Consumer Court or with Civil Court. In case of complaints pertaining to building plan or permissions, complaint shall be lodged with Building Permission Department of PCMC.

How long does it take to get building permission after submission of proposal?

Que.16. On furnishing all the necessary documents and plans in accordance with Municipal Ans.



Development Control Regulations, building permission is granted within 60 days.

Que.17. Ans. When is the 'Environment Clearance' required for getting building permission? Project with construction area more than 20,000 sq. meters require Environment Clearance Certificate.

List and Contact Details of all Executive Engineers, Deputy-Engineers, Junior Engineers of Building Permission Departments, is available on Corporations' website: www.pcmcindia.gov.in>Quick Links>Engg. Staff

For any additional information about this department or for any suggestion, kindly contact us at : bldp@pcmcindia.gov.in.







What is a Development Plan? Que.1.

Ans. It is a blue print of next 20 years plan for development of the city.

What is the duration of a Development Plan? Que.2.

Ans. 20 years.

Ans.

Ans.

Que.3. When was the Development Plan of Pimpri-Chinchwad City was approved? (Greater Pimpri Chinchwad area)

Development plan of Pimpri-Chinchwad City's old Limit (12 Villages) was approved on 18 / 9 / 1995.

Development plan of Pimpri-Chinchwad New Town Development Authority was sanctioned on 28 / 11 / 1995.

3) Development plan of extended (17 Villages) city limit that took place in 1997, was approved in three stages i.e. on 9 / 07 / 2008, 18 / 8 / 2009 and on 18 / 8 / 2010 but partially.

Development plan for Tathwade is yet to be approved.

#### Que.4. When was Pimpri-Chinchwad Municipal Corporation (PCMC) established?

Ans. The Pimpri-Chinchwad Municipal Corporation was established as per the Government Notification no. PCC 1082 / 210 (i) UD- 20, dated 5 / 10 / 1982 and it is functioning from 11 / 10 / 1982.

#### Que.5. Elaborate on various stages of expansion of city limit of PCMC.

PCMC's limit was extended from time to time as follows:

- As per Government Notification dated 11 / 9 / 1997, following areas were added-Talawade, Chikhali (the remaining part), Moshi (the remaining part), Dudulgaon, Wadamukhwadi, Dighi (the remaining part), Dapodi, Bhosari (the remaining part, Sangvi (the remaining part), Pimpale Nilakh (the remaining part - Rakshak Society, Bharat Electronics Limited Colony), Wakad (the remaining part), Punavale, Kivale (the remaining part ), Mamurdi (the remaining part), Choviswadi (the remaining part), Charholi Budruk (the remaining part), Bopkhel (the remaining part), Ravet (the remaining part).
- As per Government Notification dated 30 / 7 / 2009, Tathawade village was added.

#### Que.6. What is the area of Pimpri-Chinchwad Municipal Corporation? Ans.

The total area of PCMC is 177.00 Sq Km

- In 1982, per Old Limit = 86.00 Sq Km
- In 1997 Extended City Limit, = 84.51 Sq Km. 2)
- Tathawade Village = 6.49 Sq Km Total Area = 177.00 Sq Km



# **Town Planning & Development**

Mrs. Pratibha Bhadane



### Que.7. How many Planning Authorities are operating in Pimpri- Chichwad?

Ans.

There are 3 Planning Authorities functioning in Pimpri- Chichwad city:

- 1. Pimpri-Chinchwad Municipal Corporation (PCMC).
- 2. Pimpri-Chinchwad New Town Development Authority (PCNTDA).
- 3. Maharashtra Industrial Development Corporation (MIDC).

# Que.8. Where should citizens apply for Zone Certificate of Development Plan and part Plan?

Ans.

One should apply at Citizen Facilitation Centre at Corporation's Main Office. Online application can also be made under Town Planning on Corporation's website: www.pcmcindia.gov.in.

### Que.9. What is the fee for DP Zone Certificate? How long does it take to get it?

Ans.

The fee is Rs 100 /- per survey number/Gat number. Certificates will be issued in 10 working days.

### Que.10. How much is the fee for DP Part Plan? How long does it take to get it?

Ans.

The fee is Rs 100 /- per survey number/Gat number. Certificates will be issued in 15 working days.

### Que.11. Where can we get development plan maps?

Ans.

These maps can be obtained from Town Planning and Development Department, PCMC, main building, Pimpri, Pune-411018. It can also be viewed on Corporation's website: www.pcmcindia.gov.in, under Town Planning section.

### Que.12. What is the price of Development Plan Maps?

Ans.

- 1) DP Map Old Limit: the whole set at Rs 8000 (per sheet Rs 310)
- 2) DP Map Extended Limit : the whole set at Rs 10000 (per sheet Rs 500)
- 3) Development plan maps (Village wise) prices are available on Corporation's website: www.pcmcindia.gov.in, under Town Planning section.

### Que.13. How many days does it take to issue development plan maps?

Ans.

Development plan maps are issued within 15 days of application.

### Que.14. Where should I apply for remarks on development plan?

Ans.

Application can be forwarded to Citizen Facilitation Centre in Corporation's main building.

### Que.15. What is the fee for DP remarks? How long does it take to get the remarks?

Ans.

The fee for DP remarks Is Rs 250 per 100 Square Kilometer. It will be issued within 15 days of application.

# Que.16. Which documents required to be attached to the application form to get development plan remarks?

Ans.

Following documents need to be attached with Development Plan remark



application

- 1) The Government Measurement Map (Latest within last 6 months)
- 2) Abstract of 7/12 / extract of Property card (Latest within last 6 months)
- 3) Two copies of Blue prints of measurement map.

# Que.17. Which documents need to be attached with application for Development Plan Zone Certificate, Part plan?

Ans. One needs to attach 7 / 12 Extract of the property (latest) with the application

# Que.18. How should I know, whether my property is affected by proposed Development Plan?

Ans. You should get your property measured by government official (Land Records Dept.) and submit application to CFC in the Main building of PCMC. This will help you to get knowledge of impact of development plan, in respect of your property.

### Que.19. What does it mean by Development Plan remark?

Ans. Development Plan remarks means information on Corporation and other government organization's proposal of development plan in respect of applicant's property.

### Que.20. Where can I get setback Verification Certificate?

Ans. One has to apply to Citizen Facilitation Center at PCMC, main building.

# Que.21. How long does it take to issue setback verification certificate and what is the fee? Ans. The fee for Setback verification Certificate is Rs.250/- per 100 Kilometer.

The fee for Setback verification Certificate is Rs.250/- per 100 Kilometer. Certificates will be issued in 15 working days.

# Que.22. What documents are required to be attached with application for setback verification certificate?

Ans. Please attach certified copy (of licensed Architect) of building permission map along with setback verification application.

# Que.23. If once property is affected due to reservation in Development Plan, how is it compensated?

Ans. If your property is affected due to Development Plan reservations, you can be compensated in any one of the following 2 ways:

- 1) As per the provisions of New Land Acquisition Act
- 2) TDR (in the form of FSI)

# Que.24. How is the property affected due to road development scheme / road widening compensated?

Ans. Road development /Road Widening under Development Plan can be compensated in one of the following 3 ways:

- 1) As per the provisions of New Land Acquisition Act
- 2) TDR (in the form of FSI)



Increased FSI (sanctioning and admitting additional FSI on rest of the plot)

#### What is TDR? Que.25.

Ans.

TDR means Transferable Development Rights.

TDR can be sanctioned, in lieu of cash if a property is acquired by the Corporation for public purpose under Development Plan. TDR (in form of FSI) and its use is registered. TDR holder can use this him / her / self or sale this FSI to others.

#### Que.26. Whether FSI can be earned on rest of the plot that is not acquired under D P road? If yes how much?

Ans.

Yes. Additional FSI will be admissible to the extent 40% or less of the rest of the plot area which is affected or not, due to acquisition of land of the plot under D P. The plot holder can use additional FSI on rest of the plot affected due to road or excluding road affected area, limited to 40%, whichever is less.

#### Que.27. Where can one find information about reservations in DP?

Ans.

Survey / Gat no / village wise / purpose wise/ wise information about development plan can be searched on Corporation's website: www.pcmcindia.gov.in >Town **Planning** 

#### Que.28. Which documents need to be attached with application to claim TDR? Following documents must be attached to the proposal to claim TDR:

Ans.

Latest documents establishing ownership like7 / 12 extract, property card

- abstract with all mutation (updated entries) original copy 2) Government land measurement record (recent-within last 6 month)
- 3) Development Plan remark
- 30-year Search and Title reports
- A certified copy of Power of Attorney (document authorizing person legally carrying out developmental activities) and Development agreement (if applicable)
- Sale deed / agreement to sale (certified copy as required) 6)
- 7) Indemnity Bond on stamp of Rs 200
- Affidavit on stamp paper of Rs 100
- Affidavit and undertaking on stamp paper of Rs 300
- 10) Color photograph showing demarcation and installation of concrete polls

#### Que.29. Name documents needed to be submitted with proposal for TDR utilisation. Ans. Following documents need to be submitted along with proposal for TDR

- utilization: Latest documents establishing ownership like7 / 12 extract, property card
- abstract with all mutations updated entries original copy
- 2) Government land measurement record (recent-within last 6 month
- Development Plan remark,
- A certified copy of Power of Attorney (document authorizing person legally carrying out developmental activities) and Development agreement



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018

(if applicable),

- 5) Certified copy of approved Building Permission plan (from License Architect),
- 6) Original DRC with plastic folder
- 7) Affidavit on stamp paper of Rs. 100
- 8) Undertaking on stamp paper of Rs. 200
- 9) TDR undertaking on stamp paper of Rs. 200
- 10) Letter of consent for TDR utilization
- 11) Registered TDR Transfer Agreement (original and attested copy)

# Que.30. Where should I file a proposal to acquire land through TDR or to utilize TDR? Ans. Submit the proposal to citizen Facilitation Centre at PCMC, main building.

### Que.31. What are the charges for TDR scrutiny?

Ans. TDR scrutiny charges are levied at Rs 5 per Sq.m, subject to minimum of Rs 1000 and maximum of Rs 20,000.

### Que.32. What are the charges for scrutiny of TDR utilization proposal?

Ans. Charges for scrutiny of TDR utilization proposal are Rs 10 per Sq.m.

# Que.33. Is TDR admissible for roads proposed under Maharashtra Municipal Corporation Act, under section 205 ?

Ans. No. TDR is payable only in case of reservations/roads/road widening under Development Plan.

# Que.34. What documents should be submitted along with proposal to handover a property affected by road against FSI to the Corporation?

Following documents need to be submitted along with a proposal to hand over property affected by road to Corporation, against FSI:

- 1) Ownership claim documents (7/12 extract, property card abstract with all changes updated) original recent copy
- 2) Government land measurement map (recent-within last 6 month)
- 3) Development plan remark,

Ans.

- 4) 30-year Title and search reports,
- 5) A certified copy of Power of Attorney (authorizing person/ builder to carry out development work) and Development agreement (if applicable),
- 6) Sale deed / Agreement to sell (certified copy as required),
- 7) Affidavit and bond on Stamp paper of Rs 300
- 8) Affidavit on Stamp paper of Rs 100
- 9) Bond on Stamp of Rs 200
- 10) Color Photograph showing demarcation and installation of concrete polls.

### Que.35. What does it mean by BRT Corridor?

Ans. BRT Corridor is defined as area on both sides of BRT routes and feeder routes, up to 100 metres.

### Que.36. How much FSI is admissible in case of BRT corridor?



Ans. FSI for original plot = 1.00

Additional FSI

- A) Road FSI or Road TDR = 0.40
- B) Reservation TDR = 0.40
- C) Slum TDR = 0.20

Total Additional FSI = 1.00

(The additional TDR is admissible on payment of premium.)

### Que.37. What are the rates of premium to utilize TDR in BRT Corridor?

Ans.

The provision for utilizing TDR in BRT Corridor is made on 03/03/2010. Accordingly applicable premium as on today is as follows:

- 1) In case of TDR in new Villages: Rs. 12000 per Sq Meter
- 2) Development Plan A Zone, in Old city limit: Rs. 9000 per Sq Meter
- 3) Development Plan B Zone, in Old city limit: Rs. 6000 per Sq Meter
- 4) Development Plan C Zone, in Old city limit: Rs. 3000 per Sq Meter The premium rates are likely to change in future.

### Que.38. How many TDR zones exist in PCMC area?

Ans.

Area under PCMC's planning regulation is divided into following TDR zones:

- 1) Zone A: All Gaothan
- 2) Zone B: Remaining area excluding Zone 'A' area of Pimpri-Chinchwad Bhosari, Akurdi, Nigdi and Ravet.
- 3) Zone C: Sangvi, Pimple Soudagar, Pimple Gurav, Pimple Nilakh, Wakad, Rahatani, Thergaon, Moshi, Chikhali, Dapodi, as well as remaining area covered under municipal planning area (excluding areas in Zone A and Zone B).

# Que.39. What are the provisions made for usage of TDR? Can TDR of one zone be used in other zone/s?

Ans.

Provision for usages of TDR is made under Rule number N 2.4.9:

- 1) TDR cannot be utilized in Zone A.
- 2) At places where additional FSI is applicable under schedule T for Slum Development Scheme and at places where applicable FSI is less than 1,TDR cannot be utilized.
- 3) TDR of any zone can be utilized in BRT Corridor on payment of premium to the Corporation.
- 4) Zone A TDR can be used in Zone B and Zone C.
- 5) Zone B TDR can be used in Zone B and Zone C.
- 6) Zone C TDR can be used only in Zone C.

### Que.40. Please specify BRT Routes and Feeder Routes

a) BRT Routes are as follows:

Ans.

- 1) Sangvi Kiwale Road (Late Rajiv Gandhi Bridge to Kivale-Expressway junction).
- 2) Mumbai-Pune Road (Harris Bridge to Bhakti Shakti-Nigdi Octroi Naka)



- Nasik Phata to Wakad. 3)
- 4) Kalewadi Phata to Dehu Alandi Road.
- 5) Dehu Alandi Road (Talawade Octroi Office to Dudulgaon Octroi Office-Alandi municipal limits).
- Nasik Phata to Indrayani River (Moshi) 6)
- 7) Vishrantwadi to Alandi road (Dighi Octroi Office to Kale Colony, Charholi -Alandi municipal limits).
- TELCO Road (Landevadi to Ankush Chowk- Nigadi).
- b) Feeder Routes are as follows:
- 1) Express Way (Kivale) to Bhakti Shakti (Nigdi).
- 2) Hinjewadi IT Park to Talavade IT Park.
- 3) Spine Road,
- Road parallel to Aundh-Ravet road.

#### Que.41. What is Red Zone?

Ans.

The 1145 mtr. protected area around Dighi magazine and 2000 yard protected area (litigation underway in this matter) around Dehu Road Ammunition Depot, is called Red Zone. No construction is allowed within this area as Defence department has prohibited the same.

#### Que.42. In precise metres, how big is buffer zone for Waste Collection Centre?

Ans.

No development zone is proposed within 500 meter area of Moshi waste depot and Punawale waste collection depot. This area is called as Buffer Zone. 'No development zone' will be finalized once study initiated by Environment Department concludes and same is approved by Government.

#### Que.43. What is a Flood line?

Ans.

There are two types of flood lines.

- 1) Blue (prohibitory) Flood line: The area which is likely to be flooded any year and is prohibited from construction view point. (Area of river bed and adjacent land, required to discharge flood water which may arise average once in 25 years, is called 'Prohibited zone')
- Red (controlling) Flood line: The maximum indicative line up to which flood can reach in any year from view point of rainfall (usually once in 100 years)

#### Que.44. Can construction be done in area located between Blue Line and Red Line?

Ans.

Yes, however, in Prohibitive zone, level of plinth of ground floor should be 0.5 m above level of Red Line or nearest approach road level, whichever is higher.

#### Que.45. Can construction be made in area located between River and Blue line?

Ans.

No. Construction in area between river boundary and Blue line is prohibited. As per Government of Maharashtra, Irrigation Department's circular issued in the year 1989. It can only be used as open usage such as Gardens, Sports Ground or for light crops.

#### Que.46. Where should one apply for an official land measurement in PCMC area?



Ans. There are 3 land measurement offices in PCMC area:

- 1) City Survey Officer, Pimpri-Chinchwad, Pimpri, Pune 411 018. Jurisdiction: Pimpri-Chinchwad, Bhosari, Nigdi, Sangvi, Pimple Gurav, Pimple Nilakh, Pimple Saudagar, Rahatani, Kivale (partly), Mamurdi (partly), Ravet (partly), Chikhali (partly).
- 2) The Deputy Superintendent of Land Records, Haveli, Pune 411 001.

  Jurisdiction: Charholi, Choviswadi, Vadamukhwadi, Dighi, Bopkhel, Moshi,

  Dudulgaon, Kivale (partly), Mamurdi (partly), Ravet (partly), Chikhali (partly).
- 3) The Deputy Superintendent of Land Records, Mulshi, Poud, Pune 412 108. Jurisdiction: Wakad, Tathavade, Punavale, Thergaon.

### Que.47. From where can I get 7 / 12 extract?

Ans. It can be obtained from Talathi of respective village.

### Que.48. From where can I get property card?

Ans. It can be obtained from City Survey Officer, Pimpri-Chinchwad, Pimpri, Pune - 411 018.

# Que.49. Where can I find website of Town Planning Department? Which e-mail id can be used to register grievances against Town Planning Department?

Ans. Please use PCMC's website: www.pcmcindia.gov.in > Town Planning. Here One can find information related to Town Planing Department.

List and Contact Details of all Executive Engineers, Deputy-Engineers, Junior Engineers of Town Planning Department, is available at corporations' website: www.pcmcindia.gov.in>Quick Links>Engg. Staff

For any additional information about this department or for any suggestion, kindly contact us at : townplan@pcmcindia.gov.in.







Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018 Que.1. What kind of construction is considered as unauthorized construction?

Ans. If any person or developer constructs a building / property without permission of concerned Planning Authority (PCMC / PMC/PCNTDA / MIDC) is considered as

Que.2. Where should I complain against unauthorized constructions?

Complaints about unauthorized constructions shall be made with Dy. Engineer of respective Ward (Zonal) offices.

Que.3. What action is the Corporation taking against unauthorized constructions? Any person or developer, if found to have involved in unauthorized construction, a legal notice is served under provisions of Maharashtra Municipal Corporation Act / Maharashtra Regional Town Planning Act 1966. Opportunity is given to voluntarily remove the unauthorized construction, criminal case is filed if construction is not removed and then finally it is demolished by the administration.

Que.4. What action is taken against person involved in unauthorized construction?

unauthorized construction.

Ans. A legal action is taken by PCMC against person/ developer who carries out illegal constructions, under the provision of Sec 260,397 (C) & 478 of MMC Act.

Que.5. Does erection of a temporary shed require building permission?

Ans. Yes.

Ans.

Que.6. Is it required to obtain building permission for demolishing old construction and building a new construction, or for renovation?

Ans. Yes. In such case, application in prescribed form needs to be submitted to Building Permission Department of the Corporation.

Que.7. Is it necessary to get building permission on land with Gunthewari (plotting)

Ans. Yes. In such case application in prescribed form for revised / additional construction needs to be submitted to Building Permission Department of the Corporation.

Que.8. Can additional construction be done on a building regularized under Gunthewari plan?

Balance FSI available on the plot can be utilized subject to maintaining structural stability of the building. However, application in prescribed form needs to be submitted to the Building Permission Department of the Corporation

Unauthorized Construction

6

Mr. Mahavir Kamble
City Engineer



Ans.

Que.9. Where can I find a list of authorized constructions?

Ans. An updated list is available on PCMC's website: www.pcmcindia.gov.in > Popular links > Authorized Constructions> constructions approved by PCMC since 1982.

Que.10. Can I see the list of unauthorized constructions within Corporation's limit?

An updated list is available on Corporation's website: www.pcmcindia.gov.in > Popular links > Unauthorized Constructions > Summary report

Que.11. Where can one see the directives given to PCMC by Hon. High Court, regarding unauthorized constructions?

Ans. Updated information in this regard, is available on Corporation's website: www.pcmcindia.gov.in > Popular links > Unauthorized Constructions > Orders of Hon High court.



Que.12. If criminal offence is registered against unauthorized construction, what punishment and fine is provided under the rules?

A maximum of 3 years imprisonment and penalty up to Rs 50000 can be imposed by competent Court, in such a case.

Que.13. In case, person involved in unauthorized construction doesn't remove it voluntarily and the same is removed by PCMC, who bears the expenses?

As per legal notice issued by the Corporation, person undertaking unauthorized construction must remove it voluntarily. In case, individual fails to remove it, PCMC demolishes such constructions. Expenses for machinery used, police force deployed etc. are recovered from the person.



Ans.

Ans.

Que.14. What is PCMC's policy on charging penalty on property tax on unauthorized construction?

Ans. A legal provision exists to charge twice the amount of property tax, against the unauthorized construction carried out after January 2008.

Que.15. Against how many unauthorized constructions the Corporation has taken action?

In this context, up to date information is available on Corporation's website: www.pcmcindia.gov.in > Popular links > Unauthorized Constructions > Details of action taken

List and contact details of all Executive Engineers, Deputy-Engineers, Junior Engineers of Unauthorized construction control and Demolition Department, is available on Corporations' website: www.pcmcindia.gov.in>Quick Links>Engg. Staff

For any additional Information about this department or for any suggestion, kindly contact us at : civil@pcmcindia.gov.in.





#### Que.1. Where can I lodge complaint about cleanliness of roads?

Ans. Complaint about cleanliness of roads shall be lodged with Sanitary Inspector of your Electoral Ward of your area.

#### Que.2. Where can I make complaint about cleanliness of open gutters and Nala? Ans. You should lodge your complaint with concerned Sanitary Inspector of your

electoral ward of your area.

### Que.3. Ans.

Whom should I approach about cleanliness of public washrooms/toilets? You should register a complaint with concerned Sanitary Inspector of your Electoral Ward of your area.

# Health **Department**

Mr. Rajaram Chavan Health Executive Officer Que.4. Where can I go for registering complaints about door to door garbage collection?

Ans. Such complaints shall be registered with the concerned Sanitary Inspector of electoral ward of your area.

Que.5. Whom should I meet to register grievance about picking up of garbage heaps?

Ans. Such complaints shall be made with concerned Sanitary Inspector of Electoral Ward of your area.

Que.6. Who should be approached regarding abandoned construction waste?

Sanitary inspector of Electoral Ward looks after such Ans. complaints. Complaints related to him shall be registered with him.

Que.7. Where should I make a complaint about picking of small dead animals (such as cats, dogs)?

> Sanitary Inspector of Electoral Ward looks after such complaints. Complaints related to him shall be registered with him.

Que.8. Whom should I complain about picking of garbage from garbage tubs, hotels, restaurants waste?

Ans. Sanitary Inspector (Garbage Transport) of concerned Ward Office shall redress the complaint.

Where should I registered complaint related emptying of septic tank? Que.9. Application shall be submitted in prescribed form with Citizen Facilitation Center Ans. or at concerned Ward Office. Along with the application, attach copy of receipt

> of payment of property tax. Applicable fees are as below:

Ans.

1) Residential building: Rs 100/- per trip



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018

2) Non-Residential building: Rs 150/- per trip (Capacity of septic tank vehicle is 3000 Liter)

#### Que.10. Who carries out insecticide spray for mosquito control?

Ans.

Sanitary Inspector and Malaria Inspector (Pest Control Department) of concerned Ward Office should be approached for spraying of insecticide to control mosquitoes.

List and Contact Details of all Sanitary Inspector of Health Department, is available on Corporations' website: www.pcmcindia.gov.in>Quick Links>Engineering Staff.

For any additional Information about this department or for any suggestion, kindly contact us at : health@pcmcindia.gov.in.







#### Que.1.

I wish to cut a tree in my premises. Do I need permission? Whom should I take such permission from?

Ans.

Yes. Even for cutting of a single tree, permission of Tree Authority is necessary. Municipal Tree Authority may give permission to cut a tree in PCMC area. You can submit an application in prescribed form in the name of 'Tree Officer', at Citizen Facilitation Center.

# 8

### Garden Department

Mr. Suresh Salunke Chief Garden

Superintenden

#### Que.2.

### Is there an application form prescribed for felling of a tree? If yes, where it will be available?

Ans.

The application format is available in the offices of Chief Garden Superintendent / Tree Officer as well as on Corporation's website: www.pcmcindia.gov.in > Downloads > forms and attachments.

Office Address :Yashwantrao Chavan Gulab Pushpa Udyan, Gavali Matha, Nehrunagar, Bhosari, Pune - 411026. Phone - 020-27121791

#### Que.3.

### How long does it take to get permission for felling tree on submission of application?

Ans.

On receipt of application in prescribed form, Controlling Officer visits the site and submits report. Tree Authority gives its verdict after the visit. Wthin 60 days from the date of receipt of application the applicant is communicated about the favourable or adverse decision.

### Following documents need to be submitted along with the application

- 1) The documents about ownership right
- 2) Approved building plan/permission (if any)
- 3) Photograph of tree proposed to be cut (if possible)

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4) Undertaking as per section 11 (2)

#### Que.4. Ans.

If I come across unauthorized tree cutting, where should I report?

Felling tree/s without necessary permission is illegal.

If found so, immediately contact concerned officer amongst the following:

1.	Chief Garden Superintendent / Tree Officer	9922501518
2.	Garden Superintendent (Trees)	9922501928
3.	Mr.C.C.More, Division A (field) office	9922501938
4.	Mr.D.K.Baiche, Division B (field) office	9922501936
5.	Mr.P.L.Kumbhar, Division C (field) office	9922501935
6.	Mr.V.A.Shelar, Division D (field) office	9922501937
7.	Fire Extinguishing Dept. Shri. KiranGavade	9922501901020/

### Que.5.

Whom should I contact in case of collapse of a tree due to storm and rains? In such cases, immediately contact concerned officer, amongst the following:



1.	Chief Garden Superintendent / Tree Officer	9922501518
2.	Garden Superintendent (Trees)	9922501928
3.	Mr.C.C.More, Division A (regional) office	9922501938
4.	Mr.D.K.Baiche, Division B (regional) office	9922501936
5.	Mr.P.L.Kumbhar, Division C (regional) office	9922501935
6.	Mr. V.A.Shelar, Division D (regional) office	9922501937
7.	Mr.KiranGawde, Fire Extinguish Department	9922501901,
		020/27420212 (Direct)

#### Que.6. What punitive action is contemplated for unauthorized tree felling?

It is an offence to fell tree or cut tree branches or burn the tree/s without permission. As per provision in Maharashtra (Urban Area) Tree Conservation Act 1975, such an offence carries punishment up to 1 year's imprisonment and fine up to Rs. 5000

#### Que.7. What is a Tree Authority?

Ans.

Ans.

An act named Maharashtra (Urban Area) Tree Conservation Act 1975, has been passed by the State Government. The act aims to preserve trees in urban area of the State by controlling and monitoring tree felling and planting appropriate number of new trees. The Tree Authority is established under above act by Urban Local Body like Municipal Corporation. Commissioner of the Corporation is the President and minimum 5 and maximum 15 persons are selected as members of the authority.

#### Que.8. Where do I get tree saplings?

Ans.

You can purchase saplings from nurseries at following places:

- 1) Sector. No.-27, MadhyavartiNursery, Pradhikaran, Nigadi, Pune 411044. Mr. A. L. Somase, Garden sales- in- charge Mob.No. 9922501428
- Yashwantrao Chavan GulabPushpaUdyan
   Mr. D. M. Aadhale, Garden Inspector Mon.No. 9922501934
- Chikhali Nursery- Chikhali
   Mr. B. K. Bhosale, Asst. Garden Superintendent-Mob.No.-9922501929

#### LIST OF PRIVATE NURSERY

Sr.No.	Name of Nursery	Place	Mobile Number
1	Sairaj Nursery	Wakad	9822004729
2	Vinode Farm Nursery	Wakad	9822021227
3	Basanti Farm Nursery	Wakad	9890605505
4	Sufalam Nursery	Wakad	9881123850
5	Trimurti Nursery	Wakad	9822004729
6	Green Valley Nursery	Ravet	9881190277
7	Indrayani Nursery	Ravet	9850220981
8	Shivram Nursery	Wakad	9850656409
9	Deccan Harvest Nursery	Wakad	9422213138



10	Sunrise Agro	Wakad	8888070099
11	Parag Garden	Kasarwadi	9970513334
12	New Parijat	Kasarwadi	9860415577

#### Que.9. What are the rates of saplings at Corporation's Nursery? Ans.

The rates of saplings at Corporation's Nursery are as follows -

- Bag of big plant Rs. 25 /- per bag
- Bag of small plant Rs. 5 /- to Rs. 10/- per bag

#### Que.10. What are the norms for planting trees in a property?

Ans. As per Maharashtra (Urban Areas) Trees Preservation Act 1975, norms for number of trees in a property is as follows:

1	Plot area Less than 100 Sq. Meters (1 Guntha)	1 Tree
2	101 to 200 Sq. Meters (2 Guntha)	2 Trees
3	201 to 300 Sq. Meters (3 Guntha)	3 Trees
4	301 to 400 Sq. Meters (4 Guntha)	5 Trees
5	For every 100 Sq. meter after 401 Sq. Meter	1 Tree

#### Que.11. How many trees should be there along the road?

As per Maharashtra (Urban Areas) Trees Preservation Act 1975, a norm for number of trees along the roads is as follows.

- Road with width 24 Meters and more 1 tree for every 10 Meters distance (on both sides of the road divider with appropriate hedges)
- Road with width 12 Meters to 24 Meters 1 tree for every 10 Meters distance, on both sides of road
- Road with width 6 Meters to 12 Meters 1 for tree for every 20 Meters distance. 3)

#### Que.12. How many gardens are there in Corporation Area? How much is the area? Is any fee charged for entry?

Ans. There are 154 Municipal Parks and Gardens in Corporation area and its total area is about 142 hectares.





Pimpri Chinchwad **Municipal Corporation** Pimpri - 411 018

Ans.

Sr.	Name of Park	Park Timings	Facilities available	Fees Adult	Fees Child
1.	Durgadevi Udyan, Nigadi	11 am to 6 pm	Mini Mahabaleshwar, 3 Km Jogging track, wide lawn	10/-	5/-
2.	Vir Savarkar Udyan, Survey No 26, Pradhikaran	6 am to 9 am, 4 pm to 7 pm	Attractive waterfall, wide lawn, Skating Ground, Savarkar Mural, natural pond	10/-	5/-
3.	Bhosari Tour Center	12 pm to 7 pm	Jogging track, Queen's Fort, Mini Train, wide lawn	10/-	5/-
4	Shahu Udyan, Shahunagar, Chinchwad	12 pm to 7.30pm	Mini Train, Gazebo, wide lawn, Attractive layout	2/-	1/-
5	Bahinabai Chaudhary Udyan, Sambhajinagar, Chinchwad	11 am to 2 pm, 3 pm to 6 pm	Variety of birds, snakes, etc.	10/-	5/-
6	Pimpale Gurav, Survey. No72 / 2 Udyan	12 pm to 8 pm	Attractive layout, Dinosaur statue, wide lawn, Jogging tracks, waterfall	10/-	5/-
7	Thergaon Boat Club, Thergaon	11 am to 7 pm	Attractive layout, Mini Train, wide Lawns, waterfall, Gazebo etc.	10/-	5/-
8	Lakshmibai Barane Park, Thergaon	12 pm to 8 pm	Wide lawns, Jogging tracks	2/-	1/-
9	Yashwantrao Chavan	12 pm to 7 pm	GulabPushpa Udyan Breeds of roses	2/-	1/-
10	Dyanajyoti Savitribai Phule Garden, Vishalanagar, Wakad	6 am to 9 am, 4 pm to 8 pm	Attractive layout, multilevel lawn, Gazebo	10/-	5/-
11	Sant Dnyaneshwar Garden, Nakshtra Vatika	6 am to 10 am, 4 pm to 8 pm	NakshtraVatika	_	_
12	Bird Valley Park (run by Private Organization, on rental basis)	12 pm to 7 pm	Pond, boating, 1450 m., Jogging track	10/-	5/-



#### System of Assisting Residents And Tourists through Helpline Information

13	Shri. Sai Udyan, Sabhajinagar	6 am to 10 am, 4 pm to	Wide lawn, Sabha Mandap -Stage,	_	_
14	Bhakti Shakti garden, Nigadi	8 pm 6 am to 8 am, 5pm to 8.30 pm	Statue of Chatrapati Shivaji Maharaj and Sant Tukaram Maharaj	_	_

#### Que.13. What is the rental for plant pot (Kundya)?

Ans. You need to pay security deposit of Rs. 50/- per tub and rent is Rs.5 /- per day, per tub.

#### Que.14. What are the rentals to host Cultural Programs in the gardens?

Ans.

Rentals to host cultural programs in the gardens - Musical Concert, Poem reading, Lectures, School Program is Rs. 1000/- per day, and security deposit Rs. 1000/-. As per schedule 'C' rates fixed for following functions:

Shooting (shift of 8 Hours) in gardens-Rs. 5000 / -

Special Attractions e.g. Water Fall etc. additional- Rs. 700 per location Photography in park- Rs. 250 / - per day, per garden and Rs. 5000/-per month per garden.

#### Que.15. What is the entry fee for citizens regularly visiting the garden?

Ans.

No entry fees are charged for Citizens and senior citizens (over 60 years) regularly visiting garden. For exercise, free passes are given from Garden Department.

#### Que.16. What are the activities undertaken by Garden Department?

Ans.

Activities undertaken by the Garden Department include taking care, protection & development of existing gardens, planning & development of new gardens etc.

#### Que.17. What are the activities undertaken by Tree Conservation Department?

Ans.

- 1) Promote tree planting,
- 2) Conservation and execution of provision of Maharashtra (Urban Areas) Tree Preservation Act 1975

List and contact details of all officers and concerned Supervisors, is available at corporations' website: www.pcmcindia.gov.in>Quick Links>Engg. Staff

For any additional information about this department or for any suggestion, kindly contact us at : garden@pcmcindia.gov.in.





To file complaint pertaining to Electrical Department, kindly contact on 'SARATHI' helpline-Mobile Number: 8888006666 or Email us on electrical@pcmcindia.gov.in or to concerned Electrical Engineer.

Que.1. Ans. Street lights in front of my house are not functioning. Where should I complain? Please inform name of the area, ward and nearest landmark. The street light will be repaired within 2 days.

Que.2. Street light is causing electric shock/ burst noise from ground/smoke erupts from ground/fountain like fire erupts/service wire from pole is cracked and lying loose on ground. Where should I complain?

Ans. Please inform location of street light pole/ name of the area, ward and nearest landmark.

**CAUTION:** Do not let anyone go near the pole. Even do not let animals go near pole. Municipal employees will be immediately dispatched to the location

Que.3. 1) Street light fitting on pole is hanging loose.

- 2) Pole is bent due to broken tree branch.
- 3) Unknown vehicle has struck the pole and pole lying on road causing traffic jam.
- 4) TV, Internet cables are dangerously hanging loose.
- 5) Tree branches have blocked light of street light. Where should I complain?

Ans. Please inform name of area, ward and nearest landmark.

Municipal employees will be immediately dispatched to the location.

Que.4. Does Corporation have Electric Incineration units? Where are they located?

Ans. Corporation has established 3 Electric Cremation units at:

- 1) Nigdi
- 2) Bhosari
- Pimpri-Chinchwad Link Road

Que.5. Where should one complain about Electrical Department and about Corporation's Electric Cremation Unit?

Ans. 1) Nigadi -

- i) Mr. Kamble 8007982403
- ii) Mr.Ujjainakar 9011597107
- iii) Mr.Rajkumar 9764472033
- iv) Mr. Gadkari 7798369324
- v) Mr. Bhosle 7507873073
- 2) Bhosari -
- i) Mr. Javalekar 9175393993

# Electrical Department

Mr. Ashok Surgade Development Engineer (Electrical)



- ii) Mr. Kamble 9011498288
- iii) Mr. Anil 8605938750
- 3) Pimpri Chinchwad Link road-
- i) Mr. ArunUpatake 9922794982
- ii) Mr. KerabaKamble 9527645697
- iii) Mr. Rajesh Pandit 9822010481
- iv) Mr. SandipBarde 9765531762

#### Que.6. Ans.

What are the charges for usage of Corporation's Electric Cremation unit? No charges for usage of Corporation's electric cremation unit. Service is being provided free of cost.

#### Que.7.

- There is no door to red color box of Mahavitaran (Electric Distribution Company) smoke is erupting / electric spark breaks out/ causing electric shock.
- 2. Sparking observed on transformer Pole of Mahavitaran. Indoor electric supply is interrupted.
- Where should I complain?

Ans. Please inform name of the area, ward and nearest landmark. The complaint will be forwarded to Mahavitaran Company

List and contact details of all Executive Engineers, Dy. Engineers and Junior Engineers, is available at corporations' website: www.pcmcindia.gov.in>Quick Links>Eng. Staff

For any additional Information about this department or for any suggestion, kindly contact us at : electrical@pcmcindia.gov.in.







Que.1.	Where should I register a complaint regarding potholes or Whom should I contact?	n road?
Ans.	Lodge complaint with Junior Engineer, Ward (field) Office of the	e Corporation.
Que.2.	Rain water chamber has broken & has created a dangerout Where should I complain?	us situation.
Ans.	Please Lodge complaint for repairs with Junior Engineer, Ward	d (field) Office.
Que.3. Ans.	Who responsible for filling of road cuts?  Junior Engineer of concerned Ward (field) Office will take care	to refill cross cuts.
Que.4.	Where should I complaint regarding water clogged on road Junior Engineer, Ward (field) Office is the person who redressed	,
Que.5.	I have come across old and dangerous buildings.	
Ans.	Where should I report? Please report to controlling Dy. Engineer of Ward (field) Office.	
Que.6.	It is necessary to carry out repairs to speed breakers and construct new speed breaker. Where should one complain about this?	Civil Dep
Ans.	Send complaint to Dy. Engineer, Ward (field) Office.	
Que.7.	Zebra crossing needs painting for safe road crossing. Whom should I inform?	Mr. Ravindı
Ans.	Please contact Dy. Engineer of Ward (field) Office.	Executive
Que.8.	Where should I register complaint regarding Road Divider & Foot Path?	(Civil Dep
Ans.	Lodge complaint with Dy. Engineer, Ward (field) Office.	
Que.9.	Where should one complain regarding installation & replacements and replacements with the complain regarding installation and replacements with the complaint regarding replacements with the complaint regarding regarding replacements with the complaint regarding	airs of Road Sign
Ans.	Please send complaints to Executive Engineer, Ward (Zonal) C	Office.
Que.10.	Utility lines are to be laid on road. Where does one get property components of the	permission to dig
Ans.	Please submit application to Executive Engineer of Ward (Zon	nal) Office.
Que.11.	Who looks after repair of cremation center and Ghat (river kare performed)?	oed, where rituals
Ans.	Dy. Engineer, Ward (field) Office is the concerned officer.	
Que.12.	Where should one register a complaint regarding repair o Urinals?	f Public toilets &

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### Civil Department

Mr. Ravindra Dudhekar

(Civil Department)



#### System of Assisting Residents And Tourists through Helpline Information

Ans.	Dy. Engineer, Ward (field) looks after such repairs. Please send your complaint to him / her.	
Que.13.	Repair & civil work in graden is required to be done. Who will address such complaints?	
Ans.	Dy. Engineer, Ward (field) Office is the officer responsible.	
Que.14. Ans.	Where should I register a complaint regarding repairs of public Nala? Send your grievances to Dy. Engineer, Ward (field) Office.	
Que.15.	Public playground and swimming pool are required to be repairs. Where should I apply?	
Ans.	Lodge complaint with Dy. Engineer, Ward (field) Office.	
Que.16. Ans.	Who should be approached for quality of Corporation's ongoing civil work/s?  Dy. Engineer, Ward (field) Office will look into the issue.	
Que.17.	Que.17. Construction material brought on new construction site, blocks road. When to lodge a complaint regarding this?	
Ans.	Dy. Engineer, Ward (field) Office will redress the problem.	
Que.18.	Where to lodge a complaint about construction waste being dumped on the road side?	
Ans.	Chief Health Inspector, Ward (field)Office will solve the problem.	

List and contact details of all Executive Engineers, Dy Engineers and Junior Engineers, is available at corporations' website: www.pcmcindia.gov.in>Quick Links>Engg. Staff

For any additional Information about this department or for any suggestion, kindly contact us at civil@pcmcindia.gov.in.







#### Que.1. Who should register for Local Body Tax?

Ans.

Ans.

- A. A trader, who is an importer of goods and the value of goods imported by him / her throughout the year is not less than Rs. 1,00,000/-
- B. In any other case, as per part (C) a trader who is not eligible to pay LBT and his / her turnover (of sale and purchase) during the year is not less than Rs. 5,00,000/-
- Que.2. In case, a trader has handed over / assigned his / her business, and he / she has arrears of LBT to pay. Who will pay LBT?

Ans. The person to whom the trading / business is assigned / entrusted, will be liable to pay LBT.

Que.3. A trader has imported goods prior to 1.2. 2013, value of which is less than Rs. 1,00,000 and his turnover is less than Rs. 5,00,000.

**Subsequently he becomes eligible to register after 1.4.2013. Is it mandatory for him to register for LBT?**Yes. Trader should register him / herself within a period of

30 days. The date on which he/she becomes eligible to

register as per Rule 3.

Que.4. If a trader operates business with one name at different places, how many applications he/she needs to file?

Ans. Only one application shall be sufficient. However declaration of all places in the application form is required. Necessary number of licenses should be obtained from LBT department and those should be exhibited at each location of business.

Que.5. Is registration certificate transferrable?

Ans. No.

Que.6. What needs to be done in case of change in entity, business or profession?

Ans. In case change is proposed in trade / business, it is binding to notify to the Commissioner in writing. e.g. change in items being imported, change in partnership etc.

Que.7. Is it required to notify to the Commissioner to cancel the registration?

Ans. Yes. The trader who intends to close the business shall submit an application in writing, in prescribed form.

Que.8. If a trader has changed name of business or in case it is partnership firm and instead of dissolving it, changes its structure or if he is a trustee of a Trust, and there is change in names of trustees, or he is guardian of a kin, and there is change in the name of guardian. In such cases is it required to apply for fresh registration?

Ans. No. Only detailed information about changes needs to be notified to LBT Department. Accordingly license/s with necessary changes shall be acquired.

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# Local Body Tax (LBT) Department

Mr. Yashwantrao Mane

Asst. Commissioner Local Body Tax



Que.9. In case of cancellation of a registration certificate/license, if there is any amount due on account of LBT/penalty/interests from a trader, prior to cancellation, who will pay such amount?

Ans. The trader concerned will be responsible to pay all due amounts.

Que.10. Is it required for a trader to inform name of the Manager?

Ans. Yes. Within one month, name of the Manager shall be notified to Commissioner in form C.

Que.11. If a registered trader / businessman, purchases taxable goods from other trader in the city, what the trader purchasing such goods is supposed to do?

Ans. As per LBT rules 21 and 22, purchaser shall obtain Invoices of goods and certificate from other trader in the city, from who taxable good/s is/are purchased.

Que.12. If a trader, doing business within Corporation limit, sells goods to other trader, what shall he / she (selling firm) do?

Ans. As per LBT Rule 22, it is mandatory for the seller to provide the invoice and certificate to purchaser. He/she should also maintain record of purchaser, in his/her Purchase-Sell Register. The information shall contain purchaser's complete address, nature of business and its LBT registration number.

Que.13. Whether the Commissioner is empowered to establish fair market price of goods?

Yes. Commissioner has this authority. Whenever it is necessary to determine fair market price, it is fixed after giving the trader an opportunity to express his/her views in the matter.

Que.14. Within Corporation limit, any trader or person obtains goods, for sell consumption / use, the sell or purchase price of which is not determined (through purchase invoice) or goods obtained neither through sell nor purchase. In such case whether price of goods can be decided?

Ans. Yes. Price of such good can be finalsed. Commissioner shall give an opportunity to the trader/person to express his/her views andthen conclude Fair Market Price (Rule 25).

#### Que.15. Explain different methods of presenting returns?

Ans.

- According to the Rule 29, every registered trader or person nominated by him, shall submit in form 'c' duly signed Annual Return to Commissioner, within 90 days of closer of the year
- 2 . A registered trader, even though he/ she does not import goods, shall submit 'Nil' Return

Que.16. When LBT should be paid?

Ans. LBT for a month shall be paid, before 20th day of following month.

Que.17. If trader selling goods does not provide Bill or refuses to issue the same, what action will be taken against him/her?

Ans. In such cases, amount equivalent to LBT on goods sold, will be recovered from



the trader who has sold the goods, after providing opportunity tounderstand his/her side/views (Rule 48(1)).

### Que.18. What action will be taken against a trader, who continues to do business without registering for LBT?

Ans. If a trader continues to do business without registering for LBT, 5 times LBT on goods imported during this period, will be recovered from him / her.

### Que.19. If a trader intentionally and wrongfully claims tax return, what action will be proposed? Ans. In such case twice the amount of LBT will be recovered.

### Que.20. What provision exists in case LBT is not paid on due date? Ans. There is provision of recovering 2% interest (per month?) after due date.

### Que.21. What action will be taken if a trader presents forged bills, false announcement certificate and false documents?

Ans. In such cases, there is a provision of recovering amount equal to LBT. (Rule 48(4)).

#### Que.22. Currently what facilities are made available in the LBT Software?

Ans. 1. Entry of Local Body Tax. 2. Payment of Local Body Tax.

#### Que.23. How LBT can be paid, and where?

Ans.

- LBT can be paid online as well as offline. To pay online, visit Corporation's Website: www.pcmcindia.gov.in > e services > Local Body Tax Link
- 2. The LBT can be paid at all branches of Axis Bank, within Pimpri Chinchwad Municipal Limits. Also it can be paid at other Banks nominated by Commissioner from time to time.
- 3. In case, LBT is to be paid offline, the trader may visit LBT office and after providing the user ID, password to LBT office, generate Challan at LBT offices and pay at Axis Bank.

#### Que.24. How can LBT be deposited?

Ans. LBT can be paid by Cash/Demand Draft/Cheque/Net banking/ RTGS or NEFT.

For any additional information about this department or for any suggestion, kindly contact us at this Email ID: lbt@pcmcindia.gov.in.





### Que.1. Where can I get information to install speed breakers on roads within PCMC limits?

Ans. Enquiries about installation of speed breakers on roads within Pimpri-Chinchwad Municipal limits can be made with concerned Executive Engineer (Civil) and Executive Engineer (BRTS).

Their addresses are as follows -

Ans.

- 1) Executive Engineer (CIVIL), A Ward Office Contact No. 9922501453 / 54, Sant Dnyaneshwar Chowk, Sector. No. 25, Nigadi Pradhikaran
- Executive Engineer (CIVIL), B ward Office Contact No. 9922501455 / 56, Elpro Company premises, Chinchwad
- Executive Engineer (CIVIL), C Ward Office Contact No. 9922501457 / 58, Near Polygrass Hockey Ground, Neharunagar, Bhosari
- 4) Executive Engineer (CIVIL), D Ward Office Contact No. 9922501459 / 60,
  Aundh Ravet Rahatani Road, Rahatani
- 5) Executive Engineer (Civil) (BRTS) Head Office Contact No. 020 67331407.

### Que. 2. Where can I make demand for repairs to traffic signals & installation of new signal on roads within PCMC limit?

Ans. The demand may please be made with Executive Engineer, Electrical Division B Ward field Office, (Signal)
Contact No. 9922501455 / 56.

# Que. 3. Where can I register complaint about repair to damaged road divider, construction of new road divider, or clearing road by removing existing road dividers to facilitate curve for vehicles to take turn within Pimpri-Chinchwad Municipal limit?

Such suggestions/complaints can be made with concerned Executive Engineer (Civil) and Executive Engineer (BRTS).
Their addresses are as follows -

- Executive Engineer (CIVIL) 'A' Ward Office Contact No. 9922501453 / 54, Sant Dnyaneshwar Chowk, Sector. No. 25, Nigdi Pradhikaran
- 2) Executive Engineer (CIVIL), 'B' Ward Office Contact No. 9922501455 / 56, Elpro Company premises, Chinchwad
- Executive Engineer (CIVIL), 'C' Ward Office Contact No. 9922501457 / 58, Near Polygrass Ground, Nehrunagar, Bhosari

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# Transport Department

Mr. Bapu Gaikwad

Asst. Transport Planner



- 4) Executive Engineer (CIVIL),' D' Ward Office Contact No. 9922501459 / 60, Aundh - Ravet - Rahatani Road, Rahatani
- 5) Executive Engineer (Civil) (BRTS) Head Office, PCMC, Pimpri Contact No. 020 67331407.

### Que. 4. Whom should we report about fixing cross cuts, filling up potholes, and restoration of roads within PCMC area?

Ans. Such inquiries/complaints can be made with concerned Executive Engineer (Civil) orwith Executive Engineer (BRTS)

Their addresses are as follows:

- Executive Engineer (CIVIL) 'A 'Ward Office Contact No. 9922501453 / 54, SantDnyaneshwarChowk, Sector. No. 25, Nigdi Pradhikaran
- Executive Engineer(CIVIL), 'B' ward) Office Contact No. 9922501455 / 56, Elpro Company premises, Chinchwad
- Executive Engineer (CIVIL), 'C' Ward Office Contact No. 9922501457 / 58 , Near Polygrass Ground, Neharunagar, Bhosari
- 4) Executive Engineer (CIVIL), 'D' Ward Office Contact No. 9922501459 / 60, Aundh - Ravet - Rahatani Road, Rahatani
- 5) Executive Engineer (Civil) (BRTS) Head Office, PCMC, Pimpri Contact No. 020 67331407.

### Que. 5. Shops, handcarts and vehicles are disrupting traffic on roads within PCMC area. Where should we complain?

Ans. Such complaints for removal of shops/ handcart /vehicles disrupting traffic on roads within Pimpri-Chinchwad Municipal limit, shall be made with Zonal Officer of Zone A / B / C / D and Traffic Police Inspector Nigdi/ Chinchwad/Bhosari/ Sangvi/ Hinjewadi/ Vishrantwadi and Dehu Road.

### Que. 6. Street-lights on roads within PCMC limits are off / not functioning. Where should I complain?

Ans. Such complaints shall be made with concerned Zone Officer (field) of A/B/C/D Zone.

### Que. 7. Trees / branches collapsed on streets are disrupting / blocking traffic on roads. Where should I complain?

Ans. The complaints for immediate removal of fallen trees or its broken branches blocking traffic on roads within city limits shall be made with Chief Garden Superintendent.

The address as below:

Chief Garden Superintendent,

Gulaba Pushpa Udyan, Nehrunagar, Bhosari, Phone Number: 020 27121791



Ans.

Ans.

### Que. 8. Illegal parking on roads within Corporation limits is interrupting Traffic on roads. Where I can lodge a complaint?

Ans. The complaint about illegal and disrupting traffic shall be made with concerned traffic police Inspector.

- 1) Traffic Police Inspector Pimpri / Bhosari
- 2) Traffic Police Inspector Chinchwad / Nigdi
- 3) Traffic Police Inspector at Hinjewadi / Sangvi
- 4) Traffic Police Inspector, Vishrantavadi
- 5) Traffic Police Inspector, Dehu Road

### Que. 9. If traffic in the City is disturbed due to rain water logging, who should be contacted?

In case of traffic blockages due to rain water logging, please contact Corporation's Zone (field) Office, or Flood Control Room (020-67333333), PCMC Main Building, Pimpri.

### Que. 10. In case of accident on the roads within Corporation limits, who should be approached?

Ans. In case of accident on the roads within PCMC limit, please contact concerned Police Stations, the list of police stations is as under:

- 1) Police Station, Sangvi 2) Police Station, Hinjewadi 3) Police Station, Chinchwad 4) Police Station, Nigdi 5) Police Station, Bhosari 6) Police Station, Pimpri 7)
- Que. 11. Where to enquire or complain about Bus Transport within PCMC area?

The enquiries or complain about Bus transport within PCMC area shall be made in the office at PMPML (Pune Mahanagt Parivahan Mahamandal Limited). The address is as below:

Joint Managing Director,

PMPML,

Swargate, Pune -37, Phone number -24503355

Police Station, MIDC 8) Police Station, Dehu Road

You can also send sms on 9881495589 and register your complaint. Please mention bus no and bus route.

#### Que. 12. Where to register a complaint about Autorickshaw services?

Ans. 1) Police Station, Sangvi

2) Police Station, Hinjewadi

3) Police Station, Chinchwad 4)

l) Police Station, Nigdi

5) Police Station, Bhosari

6) Police Station, Pimpri

7) Police Station, MIDC

8) Police Station, Dehu road

List and Contact Details of all Executive Engineers, Dy. Engineers and Junior Engineers of
Transport Department, is available at Corporations'
website: www.pcmcindia.gov.in> Quick Links > Engg. Staff

For any additional information about this department or for any suggestion, kindly contact us at : traffic@pcmcindia.gov.in.



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#### Que.1. Where can I get application for erection of Hoarding?

Ans.

This application can be obtained from License Department or at Corporation's Citizen facilitation Center, during office hours. It can be also be downloaded from the website: www.pcmcindia.gov.in > Downloads > forms and attachments.

Que.2. What is the price of the application form for erection of hoarding?

Ans. Application form is available free of charge.

#### Que.3. Where should I submit the duly filled application form?

Ans.

Duly filled application form shall be submitted along with all documents at Citizen Facility Center from 10 am to 1.30 pm on all working days.

## Que.4. Which documents are necessary to be submitted for getting licence for erection of advertising board (hoarding) for a long term Period?

Ans.

Please submit following documents for erection of hoardings for long term period :

- 1. Application in prescribed form (Separate application for each advertising board).
- 2. 3 copies (self attested) of map indicating location where installation of advertising board is proposed.
- 3. Written permission of the owner of land or building on Rs. 100 Stamp paper, duly notarized, where installation of advertising board is proposed.
- 4. Ownership document of land or building-original transcript or attested copy photo (recent -within 2 months of 7 / 12 extract or Index II extract).
- 5 In case of tenant, registered tenant agreement/ Leave & License Agreement-attested photo copy
- 6. Concept drawing of advertising board drawn by Structural Engineer (Structural Design of licensed Structural Engineer - original copy.)
- 7. No Objection Certificate (NOC) from Chief Garden Superintendent Original Copy
- 8. NOC from concerned Executive Engineer of the Ward (in case advt. board is proposed in Corporation's property) original copy.
- In case, it is proposed to be erected on building, copy of Occupancy/ Complition certificate /certificate - attested copy
- NOC from Police (Traffic Branch) original copy.
   Excepting original copies all other documents should be self-attested.
   Documents to be submitted within 15 days of approval
  - 1. Notarized Undertaking on stamp paper of Rs. 100 original
  - 2. Original Copy of stability certificate, by authorised Structural engineer.

### Que.5. Which documents are to be submitted for getting a licence for erection of advertising board (hoarding) for short period (temporary)?

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### Sky Signs Department

Mr. Satish Kulkarni Asst. Commissioner



Following documents need to be submitted for getting license to extract advertising board (hoarding) for a short (temporaray) period :

- 1. Application in prescribed form (separate application for each advertising board).
- 2. 3 copies (self-attested) of map indicating location where installation of advertising board is proposed.
- 3. Ownership documents of Land or Building-original transcript or attested photo copy (recent-within 2 months, 7 / 12 extract or Index II extract or property card extract.
- 4. NOC from concerned Executive Engineer of the division / Ward (in case proposed in Corporation's property) original copy.
- 5. NOC from Police (Traffic Branch) original copy.
- 6. Written permission from owner of land or building, where installation of advertising board is proposed.

### Que.6. Which documents are required for renewal of licence of long-term advertising board (hoarding)?

Ans.

Following documents need to be submitted for renewal of long term advertising board (hoarding):

- Application in prescribed form (separate application for each hoarding/board).
- 2. Original copy of stability certificate, by authorized Structural engineer.
- 3. Copy of Original license.
- 4. In case tenement agreement is expired, copy of renewed tenement agreement.
- 5. Any other document if specifically required.
  All photo copied documents to be self-attested.

### Que.7. How long does it take to get a long term period licence of a Advt board? Ans. Licence is given within 30 days from the date of receipt of dully filled in application.

### Que.8. How long does it take to get a temporary/ short term licence? Ans. License is given within 7 working days from the date of receipt of days.

License is given within 7 working days from the date of receipt of dully filled in application.

### Que.9. What is last date to submit the application for renewal of Licence for advertising board (hoarding)?

Ans. Application shall be submitted one month before expiry of original licence.

#### Que.10. What is the term (duration) of new Licence?

Ans. The term of new License for advertising board (hoarding) is one year. Thereafter, it has to be renewed.

#### Que.11. What is the term (duration) of short term/temporary Licence?

Ans. Term of temporary license for advertising board (hoarding) is maximum 30 days.

### Que.12. What are the fees to obtain a licensean for an advertising board? Fee structure of advertising consists of 3 components-licence Fee,



Advertising tax and space / plot rent (of location) (in case it is on Corporation's property).

Rates are charged per Sq. Foot basis. Details are available on Corporation's website: www.pcmcindia.gov.in> General info > Sky sign rates

### Que.13. If I come across unauthorised advertising board (hoarding), where can I lodge the complaint?

Ans. Unauthorised advertisement or hoarding may please be brought to the notice of consider Zone (ward) Officer or Assistant Commissioner, License Department.

### Que. 14. I need information about authorized advertising boards (hoarding) in city. Where can I get it?

Ans. Information about authorized advertising boards (hoarding) in city is available Corporation's website: www.pcmcindia.gov.in

#### Que.15. What action is taken against unauthorised advertising board (hoarding)?

Ans.

- 1. Provision of preventing property from defacement, (Maharashtra Prevention of Defacement of Property Act, 1995) entitles imprisonment for 3 months or penalty of RS 2000 or both together.
- 2. A fine of Rs 2000 up to 200 sq foot illegal hoarding, above 200 Sq. foot hoarding, fine of Rs 3000 has been provided in rules. of PCMC
- 3. Expenses for removal of unauthorised hoardings are recovered from advertisers.
  - A. Removal of advertising board erected with structure using Steel angles, T & L Angles and Channel with cotton banners- Rs. 10730 per structure.
  - B. Removal of banner on steel structure Rs. 4050 per structure (only banner).
  - C. Removal of advertising board using Cane (Bamboo) Rs 1620 per board.
  - D. Removal of Cloth Banners Rs. 255 per board.
  - E. Removal of paper or plastic stickers Rs 255 per board

For any additional Information about this department or for any suggestion, kindly contact us at skysign@pcmcindia.gov.in.



Que.1. Ans.	How many hospitals and dispensaries are run by PCMC in its jurisdiction? There are 8 Hospital and 21 Clinics dispensaies run by PCMC.
Que.2.	How many hospitals in Corporation area have Speciality, Super Speciality
	medical services?
Ans.	All of the above medical services are available at Yashwantrao Chavan Memorial
	Hospital, Sant Tukaram Nagar, Pimpri 18. The detail information is in Que No. 5.

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# Medical Department

Dr. Anil Roy
Health Medical Officer

Que.3. What are the addresses and contact numbers of the 8 Hospitals in PCMC area?

Ans.

Yashwantrao Chavan Memorial Hospital	Sant Tukaram Nagar, Pimpri - 18 (020 - 67332222)
Talera Hospital	Near Kakade Park, Chinchwadgaon, Pune - 39 (020-27610042)
Bhosari Hospital	Opposite Bhaji Mandai, Near PCMT, Chowk Bhosari, Pune-39 (020-27120089)
Jijamata Hospital	Opposite Jaihind High school, Pimprigaon , Pune - 17 (020-27416985)
Akurdi Hospital	Behind Municipal School, Near Pune-Mumbai Highway, Akurdi -35 (020-27244035)
Sangvi Hospital	Near Municipal School, Sangvi, Pune -27 (020-27280324)
Thergaon Hospital	Near Municipal water tank, Gujaranagar, Thergaon, Pune - 33 (020-27276613)
Yamunanagar Hospital	Sector No. 22, Nigdi

Que.4.	I want to book for MRI / CT scanning facility in YCM Hospital. What do I do?
Ans.	Contact MRI Center, YCM Hospital, Ground Floor, 020-67332317,
	Contact CT Scan Center, YCM Hospital, Ground Floor, 020-67332170.

### Que.5. Please throw light on facilities available for Out Patient and In Patient services, in PCMC's hospitals?

Yashwantrao Chavan Memorial Hospital - (24 hrs service)

- A. Emergency Services (Out Patient Department)
- **B. Out Patient and In Patient Services**
- Medicine and ICU
   Pediatric Medicine, Surgery, NICU
- 3. Psychiatric Treatment and Counseling
- 4. Chest OPD & Tuberculosis
- 10. Opthamology-Eye ailments
  Diagnosis, Surgery, and Cataracts
- 11. Ear, Nose, Throat (ENT) Diagnosis, Surgery
- 12. Cancer OPD & treatment,
- 13. Dental Diagnosis, Treatment &



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018

Ans.

	Treatment center		Surgery
5.	Dermatology, Leprosy, Diagnosis	14.	Obstetrics (delivery) Gynecology
	& treatment		Diagnosis and surgery
6.	Dialysis Center,	15.	Sonography and X-ray facilities
7.	Ruby ail care Cardiology	16.	Pathology Laboratory, Blood
	Department		Collection Center
8.	Surgery,	17.	Government Approved abortion,
9.	Orthopedic Diagnosis		Sterilization Center
	& Surgery,	18.	Prosthetic Limb Center
	& Surgery,	18.	Prosthetic Limb Center

#### C. Out Patient (OPD) Service

- Mammography and Scanning Centre, Inspection Center
- 2. Physiotherapy center,
- 3. Department of Immunization,
- 4. ART Center (HIV patient guidance 9. General OPD and treatment Center)
- 5. Integrated Counseling
- 6. Ayurveda Treatment.
- 7. Homeopathy treatment center.
- 8. Anti-Rabies

#### D. Clinic

#### E. Birth and Death Registration Department

**Talera Hospital**, (Expert services from 9 am to 5 pm and Emergency services after 5pm)

- A. Chaphekar Bandhu Blood Bank (24 hrs working), Emergency services, OPD Department,
- **B. Out Patient and In Patient Services**
- 1. Medicine
- 2. Pediatric Diagnosis, Surgery
- 3. Surgery
- 4. Chest OPD, Tuberculosis Treatment
- 5. Obsestrics (Delivery) Gynecology Diagnosis & Surgery
- 6. Orthopedic Diagnosis, surgery

- 7. Eye Diagnosis, Surgery & Cataracts Surgery
- 8. Ear, Nose, Throat Diagnosis & Surgery
- 9. Dental Diagnosis, Treatment & Surgery
- 10. Dermatology, Leprosy Diagnosis & treatment
- 11. Sonography and X-ray facilities
- 12. Pathology Laboratory
- 13. Government approved abortion & sterilization surgery center

#### C. Out Patient (OPD) Service,

- 1. General OPD
- 2. Physiotherapy center
- 3. Department of Immunization
- 4. HIV patient guidance and treatment Program through National AIDS program
- D. Birth and Death Registration Department
- 5. Integrated Counseling, Inspection Center
- 6. Anti-Rabies Clinic
- 7. Mother and Child Care, Center under National Health Services Research Institute

**Bhosari Hospital** (Expert services from 9 am to 5 pm and Emergency services 5 pm onwards)

- A. Out Patient and In Patient Services,
- 1. Medicine
- 2. Pediatric Diagnosis & Surgery. Treatment, and Surgery
- 7. Ear, Nose, Throat Diagnosis, Surgery
- 8. Dental Diagnosis,
- 4. Delivery, Gynecology Diagnosis & surgery,



- 3. Chest OPD, Tuberculosis TreatmentCenter 10. X-ray facilities
- 4. Surgery,
- 11. Pathology Laboratory
- 5. Orthopedic Diagnosis& Surgery
- 12 Government approved abortion, sterilization surgery center
- 6. Ophthalmology (Eye Diagnosis, Surgery, and cataracts surgery
- **B. Out Patient (OPD) Service**
- 1. General OPD
- 2. Department of Immunization,
- 3. Integrated Counseling, Inspection Center
- 4. Mother and Child Care, under National Health program

#### C. Birth and Death Registration Department

Jijamata Hospital (Expert services from 9 am to 5 pm and Emergency services 5 pm onwards)

#### A. Out Patient and In Patient Services

- 1. Medicine
- 2. Pediatric Diagnosis& Surgery.
- 3. Surgery
- 4. Delivery, Gynecology Diagnosis & surgery
- 5. Diabetes treatment and therapy
- 6. Ophthalmology (Eye) diagnosis & Cataracts surgery
- 7. X-ray facilities
- 8. Pathology Laboratory
- 9. Chest OPD, Tuberculosis Treatment center
- 10. Anti-Rabies Clinic
- 11. Government Approved Abortion, Sterilization surgery

#### B. Out Patient (OPD) Service -

- 1. General OPD
- 2. Department of Immunization,
- 3. Integrated Counseling, Inspection Center
- 4. Mother and Child Care, under National Health program

#### C. Birth and Death Registration Department

Akurdi Hospital (Expert services from 9 am to 5 pm and Emergency services 5 pm onwards)

#### A. Out Patient and In Patient Services

1. General OPD

- 5. Pathology Laboratory
- 2. Obstetrics (Delivery) Gynecology, surgery 6. ECG Facility,
- 3. Pediatric Diagnosis, Surgery
- 7. Anti-Rabies Clinic
- 4. Chest OPD, Tuberculosis Treatment center 8. Mother and Child Care, under National Health program
- 9. Government Approved Abortion, Sterilization surgery center
- B. Out Patient (OPD) Service -
- 1. General OPD

- 2. Immunization
- C. Birth and Death Registration Department

**Sangvi Hospital** (Expert services from 9 am to 5 pm and Emergency services after 5 pm onwards)

#### A. Out Patient and In Patient Services

- 1. Pediatric Diagnosis, Surgery
- 5. Anti-Rabies Clinic
- 2. Chest OPD, Tuberculosis Treatment center 6. Mother Child and Care, under National
- 3. Delivery, Gynecology Diagnosis, & surgery
- Health Services program

4. Pathology Laboratory

7. Government Approved Abortion, Sterilization & surgery center



- B. Out Patient (OPD) Service -
- 1. General OPD 2. Immunization
- C. Birth and Death Registration Department

Thergaon Hospital (Expert services from 9 am to 5 pm and Emergency services after 5 pm)

- A. Out Patient and In Patient Services
- 1. Pediatric Diagnosis, Surgery
- 4. Pathology Laboratory
- 2. Chest OPD, Tuberculosis Treatment center 5. Anti-Rabies Clinic
- 3. Obstetrics (Delivery) Gynecology Diagnosis & surgery
- 6. Government Approved abortion, sterilization surgery
- B. Out Patient (OPD) Service -
- 1. General OPD

- 2. Immunization
- 3. Mother and Child Care, under National Health program
- C. Birth and Death Registration Department

Yamunanagar Hospital (Expert services from 9 am to 5pm and Emergency servicesafter5pm)

- A. Out Patient and In Patient Services
- 1. Pediatric Diagnosis & Surgery
- 4. Pathology Laboratory
- 2. Chest OPD, Tuberculosis Treatment center 5. Anti-Rabies Clinic
- 3. Obstetrics (Delivery) Gynecology Diagnosis & surgery
- 6. Government Approved Abortion, Sterilization surgery
- B. Out Patient (OPD) Service -
- 1. General OPD

- 2. Immunization
- 3. Mother and Child Care, under National Health program
- C. Birth and Death Registration

#### Where are the blood banks situated in Pimpri Chinchwad? What are the Que.6. operating hours of the blood bank? What are the rates?

Ans.

Krantiveer Chaphekar Bandhu Blood Bank, Talera Hospital, Chichwadgaon-30 (24 Hrs.). (Contact: 020-27610054) Rates is located as below (for Corporation operated Hospitals)

Sr. No.	Blood/Component	Municipal Hospital Rs.	Private Hospital Rs.
1	PCV WB	425 /-	850/-
2	FFP	400 /-	400/-
3	Platelets	400 /-	400/-
4	Cryoprecipitate	200 /-	200/-

In addition, the following Hospitals have Blood bank facility.

- 1. Aditya Birla Hospital Blood Bank, Thergaon, 020-30717664
- 2. Vishweshwar Blood Bank, D. Y. Patil College, Pimpri 020-27423844
- 3. Pimpri Serological Institute, Kharalawadi, Pimpri 020-27421179/27422279

#### Que.7. Ans.

#### Can requirement of blood be registered in blood banks of PCMC?

Yes, if blood of required blood group is available, booking is possible. (Telephone no. 020-27610054)



#### Que.8.

#### I want to donate eye. Whom do I need to contact in PCMC area?

Ans.

Aditya Birla Memorial Hospital jointly with PCMC has instituted PCMC Adityajyot Eye Bank, operative at Aditya Birla Memorial Hospital. For this please contact Dr. Ritesh Kankariya, contact number 020-30717500.

#### Que.9.

#### How do I get ambulance service in Municipal area?

Ans.

In PCMC area, both, municipal and private ambulance services are available. Apart from this service, YCM Hospital's an 11 ambulances are available 24 Hrs. For transportation of patients within PCMC limit, an amount of Rs. 110 per trip is charged. With prior permission of Medical Officer, ambulance can provide service of transporting patients outside PCMC limit. Also an amount of Rs.10 per Km is charged for such service. Contact 020-67332101 Address-YCM Hospital, Sant Tukaram Nagar, Pimpri, Pune-18.

#### Que.10. Ans.

### Which are the medical shops which operate for 24 hours in PCMC area?

In Pimpri-Chinchwad city, Medicine Supply is available 24 Hrs, at following locations:

Sr.No.	Name	Contact
1	Aditya Birla Memorial Hospital	020 - 30717632
2	Niramay Hospital, Chinchwad	020 - 27607777
3	Lokmanya Hospital, Nigdi	020 - 30612010
4	Lokmanya Hospital, Chinchwad	020 - 46606822

#### Que.11.

#### What facilities are available for burn patients?

Ans.

Preliminary treatment is given to burn patient at Emergency Ward of YCM Hospital. However, for further treatment the patients is referred to Sassoon Hospital, Pune. In addition, at following private hospital burn patients can get treatment: Pune Medical Foundation's,

#### Pune International Burns and Cosmetics Center,

Sivaganga complex, ChandaniChowk, Above Sevavikas Bank, Bhosari, Pune - 411 039. Telephone - 020 - 27110111

#### Que.12.

#### Is disability certificate issued by Medical Department?

Ans.

Medical Superintendent, YCM Hospital issues Disability Certificate subject to conditions prescribed.

#### Que.13.

### What services are offered to pregnant women and neonates at Corporation's Hospitals, free of cost?

Ans.

Under Janani Suraksha Yojana all pregnant women are offered services like pregnancy tests, blood tests, Sonography (YCM and Talera Hospital) and free delivery, treatment to neo-natal babies up to 30 days are offered free of charge;

- Free Immunization to all Children up to 16 years.
- As per Public Health Department Government of Maharashtra Resolution
   No. kunish-2007 / p.kr 197 / 07 /kuka Mantralaya Mumbai -32, Date 20/12/2007, following benefits are offered following Family Planning Surgery:



People Eligible	Vasectomy	Female	Female	Remark
for Compensation	(all male Beneficiaries)	sterilization (Beneficiaries BPL/ SC / ST)	sterilization (Other Beneficiaries)	If beneficiary is convinced to undergo family planning
Beneficiary Promoters (Person who promotes F.P operation and Follow up)	Rs. 1100/- Rs. 200/-	Rs.600/- Rs.150/-	Rs.250/- Rs.150/-	surgery, amount payable to promoter can be paid to beneficiary as per Government Resolution

#### Janani Suraksha Yojana:

If the beneficiary belongs to scheduled caste or scheduled tribe and below poverty line and has registered herself in a hospital, 20 weeks prior to delivery and has availed minimum 3 pre-delivery checkups and delivers in the hospital, she is given Rs 600 as cash incentive. While if a beneficiary belongs to BPL and has registered her name prior to 20 weeks, takes at least 3 cheak ups and even though she delivers at residence, she is given Rs. 500 as cash incentive.

### Que.14. How to prevent spread of malaria and dengue? What does the corporation do in this regard?

Ans.

- 1. Precautionary measures to be taken at individual level-
  - To ensure airtight covers of water container & day
  - To eompty all water containers oxe
  - Destroy remnants / left over articles lying in a week the backyard or on the terrace that can block water
  - Close pits in front of house. In case water accumulates, ensure flow of water
  - Use mosquito net while sleeping
  - Use mosquito/pest control devices
  - Fix mesh to septic tank.

#### 2. Precautionary measures taken by Pimpri-Chinchwad Municipal Corporation:

- Drop guppy fishes at pond which eat the larvae of the mosquitos
- Pest control spray and foggin to control mosquitoes
- Carry out house to house survey of patients with fever & identify
- Suspected cases of Dengue, Malaria and Chikanagunya to lemplement measures like spray of pesticides and fogging in the area and houses where patients with above illnesses have been registered.

### Que.15. What Government subsidies are given to patient getting treatment at Corporation's Hospitals?

Ans.

- 1. Men and women undertaking vasectomy or sterilisation are given cash benefits.
- 2. An expecting mother belonging to SC / ST and below poverty line, who has undertaken at least three medical checkups during pregnancy and who delivers at Corporation's hospital/clinic will be eligible to get financial benefit



within period of 7 days under Janani Surksha Yojana, provided necessary papers are provided.

#### Que.16. What is the procedure to register birth and death?

Ans.

- 1. Registering birth/death is legally mandatory.
- 2. One can register incidence of birth or death with Dy. Registrar within a period of 30 days. Thereafter Registrar (Health Medical Officer) is empowered to register after 30 days and up to 1 year.
- 3. Only Tahsildar can give written orders to register death and birth, 1 year after the incidence on payment of late fee.

#### Que.17. Where can one get birth or death certificate and how long does it take?

Ans.

- One can obtain death or birth certificate within 3 days after payment of appropriate fees and filling in prescribed form after registration of incidence of birth and death, occurring in respective jurisdiction of Dy. Registrar mentioned below.
- 2. Places to obtain Certificate

1	Yashwantrao Chavan Memorial Hospital	020 - 67332222
2	Talera Hospital Chinchwad	020 - 27610042
3	Akurdi Hospital	020 - 27244035
4	Jijamata Hospital	020 - 27416985
5	Bhosari Hospital	020 - 27120089
6	Sangvi Hospital	020 - 27280324
7	Khinvasara Patil Hospital, Thergaon	020 - 27276613
8	Pradhikaran Hospital	020 - 27653890
9	Bharat Ratna Dr BabasahebAmbedkar Hospital	020 - 27457189
10	Phugewadi Hospital	020 - 27146117

#### Que.18. How much fee has to be paid for birth / death certificate?

Ans.

- a) If birth/ death certificate is for current year, Rs 20 are charged for first copy and Rs. 10 for each copy thereafter.
- b) If birth/death certificate is for more than one year, Rs. 5 per year is charged as verification fee and copying fee as mentioned above.

#### Que.19. What shall be done if birth/death is not recorded?

Ans.

- In such case, you will submit application and obtain certificate in prescribed form, from the hospital / clinic in the area where death / birth took place, signed by concerned Dy. Registrar stating that such death / birth has not been recorded. Thereafter application in prescribed form along with prescribed papers has be submitted to Tahsildar (and also the certificate issued by Dy. Registrar) to issue orders regarding registering incidence of birth or death.
- 2. In order to obtain certificate of non registration of Birth-Death submit application in prescribed format to nearest Hospital/clinic mentioned in the list above; also submit proof of residence at the time of event.



#### Que.20. What is the process to carry out changes in birth/death registration?

Ans.

With a view to carry out correction in death or birth certificate, necessary papers have to be submitted to the hospital mentioned above (Q 17) and Dy. Registrar. Such proposals are forwarded to Registrar in Head Office. Registrar issues correction memo, on the basis of which Dy. Registrar carries out corrections in registration. However as per circular issued by Dy. Director of Health Services, dated 8th September 2008, once date of birth is registered on record, it cannot be changed for whatsoever reason.

### Que.21. Is facility of post mortem available in PCMC area? Is air conditioned mortuary facility available there?

Ans.

Postmortem center has been started at Pimpri-Chinchwad Municipal Corporation's Yashwantrao Chavan Memorial Hospital's premise, for convenience of citizens. Additionally Civil Hospital at Aundh, which is within periphery of PCMC, a post mortem center is also functional. Presently, 36 dead bodies can be kept in postmortem center at YCM Hospital.

### Que.22. Considering difficulties faced by citizens, is it possible to preserve dead body at YCM hospital's mortuary? What are the charges?

Ans.

Yes, dead body can be kept at YCM's Mortuary. The following rates are charged.

Dead Body from Municipal Hospital Rs. 110 Per day
Dead Body from other Hospitals within Municipal limit Rs. 220 Per day
Dead body from outside of Municipal limit Rs. 330 Per day

### Que.23. What is the process of post-mortem? Why does it take so much so time? The Process is as follows

- In case of sudden death, doctors express the need of post-mortem with patient's relatives as doctors are not aware of reason of death. The police need to be intimated..
- 2. Police have to reach the site of hospital and perform Panchnama.
- 3. The dead body has to be sent for post-mortem
- 4. Medical officer has to carry out the postmortem.
- 5. Dead body is to be handed over to relatives for last rituals.
- 6. Postmortem report is handed over to Police and in turn police give it to relatives.

Hence, chances of delay in process cannot be ruled out.

#### Que.24. Where and how to get pass for Cremation?

Ans.

In PCMC run 8 municipal hospitals, passes for cremation are issued, on producing death certificate issued by doctors, mentioning the reason of death. This facility is available for 24 Hrs. Names of the hospitals with this facility is as below:

1.	Yashwantrao Chavan	Sant Tukaram Nagar, Pimpri - 18,
	Memorial Hospital	(020-67332222)
2	Talera Hospital	Near Kakade Park, Chinchwadgaon,
		Pune - 33 (020-27610042)



#### System of Assisting Residents And Tourists through Helpline Information

3	Bhosari Hospital	Opposite Bhaji Mandai, Near PMT, Chowk, Bhosari, Pune-39 (020-27120089)
4	Jijamata Hospital	Opposite Jaihind High school, Pimprigaon, Pune-17 (020-27416985)
5	Akurdi Hospital	Behind Municipal School, Near Pune-Mumbai Highway, Akurdi -35 (020-27244035)
6	Sangvi Hospital	Near Municipal School, Sangvi, Pune -27 (020-27280324)
7	Thergaon Hospital	Near municipal water tank, Gujaranagar, Thergaon, Pune 33 (020-27276613)
8	Yamunanagar Hospital	Sector No. 22, Nigadi

For any additional Information about this department or for any suggestion, kindly contact us at medical@pcmcindia.gov.in.





Que.1. How many Corporation run, Private (Medium Wise) aided / unaided, permanently unaided, primary schools are functioning in PCMC area?

Ans. In PCMC limit, there total 343 schools.

The details are as below:

Sr No.	Medium	Municipal	Private Aided	Pvt. Aided/ Unaided	Pvt. Permanent unaided	Total
1.	Marathi	119	70	19	0	208
2.	English	2	0	0	113	115
3.	Urdu	12	0	1	01	14
4.	Hindi	3	2	0	01	06
	Total	136	72	20	115	343

In addition, 17 schools of National Board (CBSE) operate in PCMC. You may view information about these schools on our website www.pcmcindia.gov.in> know your city> education.

## Que.2. Under Right to Education Act 2009 (RTE), what infrastructure facilities are mandatory for primary School?

Under Right to Education Act 2009 (RTE), following infrastructure facilities are mandatory for primary schools:

Building

Ans.

Ans.

- 2) The Head master's office / store room
- 3) Class room for each teacher
- 4) Separate toilet for girls
- 5) Separate toilet for boys
- 6) Drinking Water facility
- 7) Play Ground
- 8) Ramps
- 9) Kitchen shed
- 10) Boundary wall

### Que.3. What papers are required for admission to 1st standard of Municipal / Private primary school?

Birth certificate of the child or parents affidavit on plain paper about birth registration and application for admission into the school, are required for admission.

### Que.4. How does a child get admission into the primary school? Ans. Admission process involves submission of papers mentions.

Admission process involves submission of papers mentioned above at 3.If number of applications are received equal to number of seats sanctioned or less, all children get admission without any problem. However, in case more applications are received, admissions are governed, (without any entrance

Primary Education
Department

**15** 

Mrs. Asha Ubale

Administrative Officer (Primary Education)



test,) under lottery system, which is conducted in front of the parents and list of eligible children finalised.

#### Que.5.

#### As per RTE Act, admission up to which standard is free,?

Ans.

RTE Act 2009 implies 25% free admission of total admission capacity to the entry level class of nursery, LKG, UKG, or 1<sup>st</sup> standard.

#### Que.6. Ans.

#### Under RTE Act 25% free seats are available to which category of students?

- All students from Scheduled Caste and Scheduled Tribes
- 2) Children belonging to Vimukta Jati, Nomadic Tribes, Other Backward Class & Special Backward Class and whose annual family income is less than Rs. 1, 00,000/ -
- 3) Children belonging to religious minority specified by State Government (priority to girls)

#### Que.7.

#### Where do we get admission forms under 25% reservation?

Ans.

Admission form is available with concerned School where one desires to get admission or it can be downloaded from the website: www.mpsp.org.in.

### Que.8. Which documents are necessary to get admission under 25% reservation categories?

Ans.

Following papers are necessary for admission under 25% reservation category at the time of admission:

- Proof of residence and in case of students in disadvantaged category like SC, ST- The caste certificate issued by Dy. Collector or any other officer not below rank of Competent Authority issued in favour of the child or caste certificate of father and mother or parent.
- 2) Proof of residence and caste certificate as stated above and income certificate with annual income less than Rs 1,00,000 given by Revenue Officer not below rank of Tahsildar in case of children belonging to weaker sections like VimuktaJati, Bhatakya (nomadic tribes) Jamati, Other Backward Class and Special Backward Class.
- 3) In case of children belonging to Religious Minority notified by State government along with other children - proof of residence and caste certificate / proof of being minority and other weakness as stated at 1 above and income certificate with annual income less than Rs. 1,00,000 given by Revenue Officer not below rank of tehsildar.

#### Que.9.

### What provisions have been made in RTE Act to get out of school children in to academic stream? What documents are required?

Ans.

With a view to get 'out of school children' in to academic stream, documents such as school admission form, birth certificate or (on plain paper) affidavit of parents/ guardian about birth registration of child have been prescribed.

Que.10. While giving admission to 'out of school Children' to academic stream, children of which age group are considered?



Children in the age group 6 to 14 years are given admission while children with

Ans.

special requirements are given admission till age of 18 years. Que.11. What kind of special guidance is given to students lagging behind in learning? Special coaching is provided to such students 1 hour before and 1 hour after the Ans. regular school timings by the teachers, in the school premises. Que.12. What is the minimum age of child for admission to 1st standard of Primary School? Ans. Children should be of 6 years old, at the time of admission to 1st standard of Primary School. Que.13. In case a student desires to change medium of instruction to which standard he / she is admitted? Ans. The student is admitted in to same standard in which he/she is studying, if she/he wants to change medium of instruction. Que.14. Considering request of parents, can student be kept in same standard? Ans. No. Student cannot be kept in the same standard. Que.15. Where do we get copy of Free and Compulsory Education for Childrens Act 2009? Ans. The copy of the Act is on available Government website: www.mpsp.org.in and also on PCMC's website: www.pcmcindia.gov.in> Know your city> Education. Que.16. What facilities and supplies are provided to the students of primary school run by Corporation? The corporation Provides following facilities: Ans. Textbooks, Self Study Books (every year by Government) 1) 2) School uniform (every year by Corporation) 3) Sports uniforms (every year by Corporation)

- 4) PT Uniform (every year by Corporation)
- 5) Rain coat (every 2 years by Corporation)
- 6) Shoes, socks (every year by Corporation)
- 7) School bag (every year by the Corporation)
- 8) Sweater (every 2 years by Corporation)
- 9) Compass box for Standard 5, Ruler for standard 1 to 4 (every year by Corporation)
- 10) Geography map book/ drawing / Experiment book for standard 1 to 7(every year by Corporation) In Private Primary Schools (aided, partially aided) students are given Textbooks, Self-study books by Government; No other material is given by Corporation.
- Que.17. What kind of mid-day meal is given to students in Corporation's School and Private aided schools?



#### System of Assisting Residents And Tourists through Helpline Information

Ans.

A weekly chart/ time table is prepared by principal to provide cooked items of food, during long recess to the students of Primary and Secondary school from 1st to 8th standard.

Que.18. Can you explain the procedure to get school leaving certificate.?

Ans.

Please make application in the name of Head Master on plain paper mentioning name of student who desires to get the School Leaving Certificate, the standard in which the students is studying and year of leaving school.

Que.19. How much is charged by Primary schools run by Corporation to issue School leaving certificate?

Ans. No fee is charged for issue of this certificate

Que.20. What schemes are implemented to encourage students of Primary school? The schemes for encouragement are mentioned below.

Sr. No	Name of Scheme	Beneficiary	Duration	Rate
1	Sawitribai Phule Attendance allowance	All girls in class 5th to 7th	10 Months	Rs. 60/- Per Month
2	Attendance allowance to Children from SC/ ST category Girls/Boys from	Standard 5th to 7th	Educational Year	Rs.2/- Per Day

#### **Students from Minority**

Sr. No	Name of Scheme	Beneficiary	Duration	Rate
1	Attendance allowance, Standard 5 to Class 7	Girls / Boys	10 Months	Rs. 2/- Per Day for 220 days
2	Uniform allowance, Standard 1 to Class 4 Boys	Girls / Boys	Educational Year	Rs. 200/- per Uniform
3	Pre-matric Scholarship Standard 1 to10	Girls / Boys	Educational Year	Minimum Rs 1000/- per year

Que. 21. Is it necessary for students to obtain AADHAR Card? What documents are required for the same?

Ans.

Yes, any child of more than 3 years can get AADHAR Card. The card is gateway to benefit of various scholarships and Schemes of Govt. Apply at AADHAR card



center with bonafide certificate issued by Head Master, photograph, proof of residence and ration card etc.

#### Que.22. How to get Bonafide Certificate?

Ans.

Bonafide Certificate will be issued by Head Master of the school on application on plain paper.

#### Que.23. What needs to be done if there is change in Student's Name, Caste, Birth date etc?

Ans.

The changes are possible if the student is studying in the school. Application needs to be submitted to the Head Master of Corporation's School or private primary school. Fill in prescribed form, enclose documents like proof establishing change, affidavit on Rs 100 stamp paper and submit it to Head master, who will forward this to Administrative Officer of School Board for necessary action. Such change is not possible once student leaves the School.

### Que.24. What kinds of services/facilities are provided by PCMC to students with disabilities / special Children?

Ans.

Primary Education Department, PCMC has initiated, Inclusive Education Program for disabled under Sarva Shikhsha Abhiyan. Each year survey is conducted to identify such students. Expert doctors do physical checkup and children with disability are given free aids and instruments.

- 1) Tricycle
- 2) Calipers
- 3) Wheel chair
- 4) Free Eye glasses
- 5) Shoes
- 6) Kyphosis/Walker
- 7) Commode chair
- 8) Hearing Aid

#### Free surgeries are organised under 'Sarva Shikhsha Abhiyan' for

- 1) Hearing issues
- 2) Blindness
- 3) Orthopedic disability
- 4) Multi disability
- 5) Cerebral Palsy

### Que.25. How much admission and education fees is charged in Corporation schools? Ans. No fee is charged. All facilities are free.

### Que.26. Where can I get information about Corporation's primary school under Right to Information?

Ans.

You should submit application in prescribed format to Headmaster of concerned primary school. In case no information is provided, forward appeal to Administrative Officer, School Board, PCMC.



### Que.27. How many English medium schools do you have in PCMC area? Where are they located?

Ans. There are two English medium schools run by PCMC:

- 1) Chhatrapati Shivaji Maharaj Primary School, PMT Chowk, Bhosari
- 2) Primary School, Moraya Gosavi Mandir Road, Chinchwad. Additionally in collaboration with Thermax Social Initiative Foundation and Aakansha Foundation following two schools have been started from the year 2013-14:
- 1) PCMC's Anusayabai Namdev Waghere Primary school, Tapovan Mandir Road, Near Hospital Deoghar, Pimpri Waghere
- 2) PCMC's Chhatrapati Shahuji Maharaj Primary School, Kasarwadi

### Que.28. What kind of encouragements are given to students in the merit list of 4<sup>th</sup> Standard and 7<sup>th</sup> Standard scholarship examination?

Ans. An award of Rs 5000 is given to meritorious students of standard 4 and standard 7 scholarship examination, by the Corporation.

#### Que.29. What is the fee structure in private primary schools?

Ans.

- 1) No fees are charged in aided Primary Schools as per Government directives.
- 2) Fee is charged by un-aided private primary schools at Government approved rates. However no fees are charged to Students eligible for Freeship.
- 3) As far as permanently unaided Primary Schools are concerned, fees are to be charged on the basis of approved items and approved rate of fee by parent- TeacherSangh / Competent officer.

#### Que.30. Where should I file complaint about Private Primary Schools?

Ans.

If there is any complaint against private primary school, following Officers/ Authority should be contacted

- 1) Head Master of concerned school
- 2) Concerned Institute
- 3) Administrative Officer (Primary Education Department, Pimpri-Chinchwad Municipal Corporation)
- 4) Education Officer Primary (Pune Zilla Parishad)
- 5) Deputy Director of Education, Pune Region, Pune

For any additional Information about this department or for any suggestion, kindly contact us at primary@pcmcindia.gov.in.





How many Secondary Schools are run by PCMC? Que.1. Ans. There are 18 Secondary Schools run by Pimpri-Chinchwad Municipal Corporation. Que.2. How many aided and unaided Secondary Schools are run by PCMC? Out of 18 Schools (17 Marathi Medium, 1 Urdu Medium), 15 are aided and the Ans. rest are unaided. List of schools is available on our website: www.pcmcindia.gov.in > know your city > Education Which documents are required to get admission to Corporation's Secondary Que.3. Ans. Student shall submit following documents for admission: Application form Leaving Certificate of earlier school Mark sheet of last year Que.4. How much fee is charged by PCMC's Secondary Schools? Ans. Education is free at our Secondary schools. Que.5. What facilities are given to students in Corporation's Secondary School? Ans. Following facilities are provided. 1. Text Books (free) 2. Uniform (free) Que.6. Where is PCMC's Sports Academy (School) located? Our Sports Academy is located at Udyamnagar, Ans. Nehrunagar, Pimpri.

Secondary Education Department

**16** 

Mrs. Uttara Kamble
Education Officer

Que.8. What role does PCMC play in commuting students of it's Schools and those of Private Schools?

What facilities are provided to students of Sports

Students of Sports Academy are provided with Track Suit, Bus Pass, R S P Uniform, Sports Kit, snacks for one time and

Que.7.

Ans.

Ans.

Academy?

one meal.

Ans. Free Bus Passes of PMPML bus, are provided to the students (Class 5 to Class 10) in Corporation's Schools and to those studying in approved private Schools.

Que.9. What incentive is given to the students securing more than 80% marks in class 10 examination?

PCMC gives cash awards to student of it's schools who secure more than 80%, in class 10 examinations. No scholarship is given.

Que.10. Can class 10 students (passed) of Private School in PCMC area get cash awards from Corporation?

Ans. No. Only students of Corporation's Secondary schools are given cash awards.



Ans.

Ans.

Ans.

Ans.

Ans.

Ans.

Sr. No.	Percentage marks	Award Amount Rs.
1.	91% or more or 1st among Corporation's Schools	1,00,000/-
2. 3.	86% to 90.99% 80% to 85.99%	50,000/- 25,000/-

#### Que.11. How do students get School Leaving Certificates?

Ans. School Leaving Certificate can be obtained only from the school, where the student has studied.

#### Que.12. How much fees has to be paid for School Leaving Certificate?

School Leaving Certificate for current year is issued free. However for earlier years, it is charged at Rs 1 per year (Scruting Fee) and Certificate fee is Rs 5.

#### Que.13. How do students get duplicate School Leaving Certificate?

Duplicate School Leaving Certificate can be obtained only from school where student has studied. However along with application, affidavit and undertaking on Stamp paper of Rs 100 shall be submitted. Fee of Rs 10 is charged for the certificate.

#### Que.14. How do we get Bonafide Certificate?

Bonafide Certificate is given by the school, where student is studying during current educational year, provided an application stating reason for need of the certificate is submitted and fee of Rs 3 is paid.

#### Que.15. What changes in School Leaving Certificate are possible and how?

Education Officer (Secondary) is the authority to sanction changes in Student's (enrolment) Register, by giving written orders. Changes in date of birth, name and caste are possible till student is studying in the school. Student has to submit application in prescribed form, along with documentary evidence (regarding change) to the Head Master. She/he in turn forwards such application with recommendation to the Education Officer (Secondary) Pune Zilla Parishad, Pune.

#### Que.16. Are school & school grounds of Corporation made available for cultural programs?

During Diwali and summer vacation, if there are no scheduled academic programs, school grounds are made available for cultural programs, on the recommendation of Engineering (Civil) Department of concerned Ward and after charging appropriate fees & on specific conditions.

#### Que.17. Where should citizen submit application for school/school ground?

Ans. Apply at school, the premises of which are required for cultural program.

#### Que.18. Where can I get information about Secondary schools run by PCMC?

The Information about Corporation run secondary schools in PCMC area, is available on website: www.pcmcindia.gov.in> know your city> education.

Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018 For any additional Information about this department or for any suggestion, kindly contact us at secondary@pcmcindia.gov.in.



#### Que.1. Which regulations govern working of Environment Department?

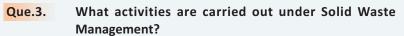
Ans.

- The Maharashtra Municipal Corporation Act,
- 2. Environment (Protection) Act, 1986
- 3. Maharashtra non-disposable Waste (Control) Act, 2006
- 4. Solid Waste Handling and Management Rules, 2000
- 5. E-Waste Management and Handling Rules, 2011

#### Que.2. What are the functions of the Environment Department?

Ans.

- 1. Execute Solid Waste Management Processing Project.
- 2. Maintenance and repair of Sewage treatment plants.
- 3. Activities related to reduction of air and noise pollution.
- 4. Execute environment related activities under river & streams improvement programs
- 5. Execute Green Building Rating System for environment friendly buildings.
- 6. Preparing environment status reports.
- 7. Activities related to environment conservation and public awareness.
- 8. Other incidental activities pertaining to Environment



Ans.

- Scientific disposal of solid waste received at Moshi Waste Depot is carried out on daily basis. Fertiliser is produced by processing waste in mechanical compost plant and remaing waste is dumped in sanitary Landfill.
- Vegetable waste, dry leaves of trees (received, on daily basis) and small quantity of sludge which is wet is processed to produce fertilizer, under vermicom posting project.
- 3. Fuel is produced on experimental basis by segregating plastic waste from solid waste received everyday
- 4. First stage capping of old waste has been completed. For capping of rest, work is in process
- 5. Sanitary landfill site has been developed on scientific basis on 14 acre land.

# Que.4. How many Sewage treatmend plants are functional in PCMC areas? How much waste water is processed?

Ans.

There are 13 sewage treatmend plants. The total capacity of these plants is 338 million liters per day. However out of 290MLD of waste water generated, presently 210 to 225 MLD of waste water is processed.

Que.5. What criterion has been prescribed by Government for processed waste water?

Ans. Maharashtra Pollution Control Board has set norms for processed waste water as below:

# 17

# **Environment Department**

Mr. Sanjay Kulkarni

Executive Engineer (Environment)



Ans.

Parameters	Concentration
BOD	< 30mg/lit
COD	< 250mg/lit
TSS	< 100mg/lit
Oil & Grease	< 10mg/lit
Residual Chlorine	= 1mg/lit

BOD - Biological Oxygen Demand

TSS - Total Suspended Solids

COD - Chemical Oxygen Demand

# Que.6. How air pollution is looked upon by PCMC? What activities are being carrying out?

Instruments have been installed to measure air pollution, at two places -Sector23, Water Purification Center, Nigadi and Growth Lab, Nasik Road, Bhosari, with the help of IITM - (INDIAN INSTITUTE OF TROPICAL METEOROLOGY). Also LED DISPLAY (Light Emitting Diode), showing the level of air quality, have been installed at Pimpri Chowk circle and Chaphekar Chowk.

#### **Criteria for Air Pollution**

			National Ambi	ent Air Quality Standards
Sr. No	Pollutants Weighted	Time	Industrial, Residential, Rural and Other Area	Ecological Sensitive area (Notified by CentralGovernment)
1	SO <sub>2</sub>	24 hours	80	80
2	NO <sub>2</sub>	24 hours	80	80
3	RSPM(PM <sub>10</sub> )	24 hours	100	100

SO<sub>2</sub> - Sulphur diaoxide

NO, - Nitrogen diaoxide

RSPM(PM<sub>10</sub>) - Respirable Suspended Particulate Matter Below 10 micron

#### Que.7. How noise/sound pollution is being measured?

Sound level of loudspeaker is measured using decibel meter. If sound level is not meeting the norms; action is taken against concerned person by Police Department. As per rule 3 (1) and 4 (1) of Noise Pollution (Control and Regulation) Rules, 2000, area within periphery of 100 meters of Courts, hospitals and educational institutions, is declared as Silence Zone. Boards declaring Silence Zone have been installed and implementation of keeping silence zone is monitored by Police Department.



Ans.

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	$\mathbf{v}$	IJĿ		,	IDL			

Area Code	Region/Zone category	The de	cibel limit
		Day (from 6 am to 10 pm)	Night (10 pm to 6 am)
(A) (B) (C) (D)	Industrial area Commercial area Residential area Silence Zone	75 65 55 50	70 55 45 40

Note - Silence Zone means the area around hospitals, educational institutions, courts and religious places in periphery of 100 meters or areas as such declared by competent authority.

# Que.8. What is the Green Building Rating System? What incentives/facilities are offered under this system? What is the procedure?

Ans.

- Green Building signifies building constructed with appropriate planning of environment friendly design, architecture, building materials, use of solar energy, wind energy, and proper water and solid waste management. On compliance of a total of 34 environmental aspects, Star Rating is conferred; Accordingly developer is given rebate in premium; and on completion of construction, residents of green building get rebate in Property tax. Information on complete process is available on Corporation's website : www.pcmcindia. gov.in, and also at website: www.grihaindia.org.
- 2. In order to encourage environment promotion & conservation in Corporation area, GRIHA (Green rating for integrated habitat Assessment) the Green Building Rating system is implemented.
- 3. Institute named ADaRSH (Association for Development & Research of Sustainable Habitat) founded by Ministry of New and Renewable Energy (MNRE) and TERI's (The Energy and Resources Institute) under auspices of Government of India, have assisted in developing GRIHA green rating system for more than 2500 sq.mtr.plot area and it is being implemented from 20/01/2011. Under GRIHA Projects rebate is given in premiums and general taxes as below:

Points Obtained	Star Rating	Premium tax Rebate	General (Property) Rebate
50-60	*	10%	
61-70	**	20%	
71-80	***	30%	5%
81-90	****	40%	8%
91-100	****	50%	10%



Through Government of India, Ministry of New and Renewable Energy (MNRE)-and ADaRSH Institute on behalf of TERI (The Energy and Resources Institute) has developed Swagriha-Green Rating System for smaller plots (less than 2500 Sq. meter) It is being implemented from 20/02/2013. Under SWAGRIHA Projects are given rebate in Premiums and general taxes as below:

Points Obtained	Star Rating Rebate	Premium	General (Property) tax Rebate
25-30	*	10%	5%
31-35	**	20%	8%
36-40	***	30%	10%
41-45	****	40%	12%
46-50	****	50%	15%

# Que.9. What activities are undertaken by the department for Environmental awareness?

Ans.

- 1. Environment related guidance is given to staff of Health Department and to students of PCMC-run schools.
- 2. Demonstration at Sewage Treatment plants is given to students of Medical & Engineering College.
- 3. Workshops for Green Building, solid waste management are hosted for developers, architects and engineers.
- 4. On boundary walls of Corporations Gardens and other public buildings, environment related messages, slogans are written.

# Que.10. What is Environmental Status Report? Under which rule it is published? Ans. Environmental Status Report means report showing current status of air, soul

Environmental Status Report means report showing current status of air, sound, water, land pollution in PCMC. Information in this report is used in planning necessary schemes to reduce the pollution. Under Maharashtra Municipal Corporation Act, section 67 (a), publishing the annual 'Environmental Status Report' is mandatory.

#### Que.11. Where is the Bird Observatory (Bird habitat) in the city?

Ans.

CME (College of Military Engineering) lake has Bird Observatory. However, this location is under control of Defence Department. Hence, prior permission of CME is required. Also, in Corporation area few birds can be observed at Bird valley at Sambhaji Nagar.

#### Que.12. What is Corporation's policy about plastic usage?

Ans.

Action is taken in accordance with Decomposable and non-Decomposable Waste Control ordinance Rules, 2006' regarding use of plastic. Corporation has issued orders on 1/12/2012 indicating punitive action for use, sell, purchase and handling of plastic bags with thickness above 50 microns. Implementation of this order is carried out by all Ward Officers and Health Executive Officer. Policy to minimize use and reduce handling of plastic is being formulated.



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018 List and Contact Details of all Executive Engineers, Dy Engineers and Junior Engineers of Environment Department, is available on Corporations' website:

www.pcmcindia.gov.in>Quick Links>Engg. Staff

For any additional Information about this department or for any suggestion, kindly contact us at : environment@pcmcindia.gov.in.







#### Que.1. Ans.

What sports facilities are provided by the PCMC? What are the timings & fees? PCMC's sports facilities, their timings and charges are as below:

Sr. No.	Sports Facilities	No.	Time	Booking	Fees (Rs.)
1.	Grounds	11	6 am to 10 am, 4 pm to 8 pm		300/-per day
2.	Swimming Tank	11	6 am to 10 am, 2.30 pm to 6.30 pm	m-	10/- per Hour
3	Badminton Court	12	6 am to 9 pm	Online	15 /-per Hour
4	Lawn Tennis	5	6 am to 9 pm	Online	600/-per Month
5	Skating Ring	3	6 am to 10 am 4pm to 8 pm		25 Per Hour
6	Gymnasium	72	6 am to 9 am, 4pm to 8 pm		10 /- per Month
7	Rifle Shooting	1	10 am to 12 pm, 4 pm to 6 pm		100 /- per Month
8	Trekking Wall	1	10 am to 6 pm		
9	Thergaon Boat Club	1	11 am to 5 pm		30 /- per Trip
10	Squash Court	1	6 am to 9 pm	Online	25 /- per Hour
11	Boxing Center	2	6 am to 10 am, 6 pm to 8 pm		10 /- per Month

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# Sports Department

Mr. Prashant Khandkekar

Asst. Commissioner (Sports)

Revised fee strutture will be made available on website: www.pcmcindia.gov.in> General info> sports policy, from time to time

#### Que.2. Ans.

How many Badminton Courts does PCMC have? Where are they located? PCMC has 12 Badminton Courts. Their details are as below:

Sr.No.	Name of Badminton Court	Address
1.	Netaji Subhash Chandra Bose Badminton Hall	Next to Swimming Pool, Pradhikaran Sector 26, Nigdi - 44
2.	Madanlal Dhingra Badminton Hall	Pradhikaran Sector 26, Nigdi -44
3.	Chhatrapati Shivaji Maharaj Badminton Hall	Next to Swimming Pool, Yamunanagar, Sector 22, Nigdi - 44
4.	Pavananagar Badminton Hall	Opp to Fattehchand Jain School, Chinchwadgaon - 33



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018

5.	Sardar Vallabhbhai Patel	Sant Tukarama Nagar, Opp to
	Badminton Hall	Gardens, Pimpri - 18
6.	Dr. Hegdgewar Badminton	Ajmera Colony, Pimpri - 18
7.	Hall Sant Dnyaneshwar	Indrayaninagar, Bhosari - 39
	Sports Complex	
8.	Mathabai Dange Badminton Hall	DangeChowk, Thergaon - 33
9.	Kashiba Shinde Badminton Hall	Pimprigaon - 17
10.	Kaluram Jagatap Badminton Hall	Next to Pimpale Gurav Swimming
		Pool, Pimpale Gurav - 27
11.	Gavhane Vasti Badminton Hall	Bhosarigaon - 39
12.	Sangvi Badminton Hall	PWD Ground, Sangvi 27

#### Que.3. What is the procedure to book/reserve badminton Court?

Ans. Online booking of Badminton Court can be made by visiting Corporation's website: www.pcmcindia.gov.in> popular link> Sports venue booking.

#### Que.4. How Badminton Courts can be booked?

Ans. Group of 4 persons can book badminton Hall for 1 hour on daily basis. This way hall can be booked for 1 month/2 months/3 months. A notification is made public in local newspapers and also put on internet in the last week of every March, June, September and December for booking of court/hall.

Que.5. In case there is insufficient light in Badminton Court, who shuld be contacted?

Ans. Mr. Razzak Pansare, Sports Officer of Annasaheb Magar Stadium, Neharunagar, Pimpri (Mob.No. 9922501011) or Assistant Commissioner (Sports) (020-27439115) may please be contacted for insufficient light in Badminton court.

# Que.6. How many Lawn Tennis Centers does Corporation have? Where are they located?

Ans. Corporation has 5 Lawn Tennis Centers. Their details are as below:

Sr. No.	Name of Lawn Tennis	Center Address	Number of Courts
1.	Sector 26, Lawn Tennis Centre,	Nigdi Pradhikaran - 44	4
2.	Mohannagar Lawn Tennis Centre,	Mohananagar, Chinchwad - 33	2
3.	Sangvi Lawn Tennis Centre	PWD Ground, Sangvi - 27	3
4.	Sant Dyaneshwar Lawn Tennis Centre	Indrayaninagar, Bhosari - 39	5
5.	Sector 25, Lawn Tennis Centre,	Nigdi Pradhikaran - 44	2

#### Que.7. How to book Lawn Tennis Court?

SARATHI

Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018 Ans. Lawn Tennis Court can be booked online by visiting Corporation's website: www.pcmcindia.gov.in> popular link> Sports venue booking.

Que.8. How many swimming pools does Corporation have? Where are they located?

Ans. Pimpri-Chinchwad Corporation has 11 Swimming Pools. Their details are as below:

Sr. No.	Name of Swimming Pool	Address
1.	Late Annasaheb Magar	Nehrunagar, Pimpri - 17
2.	Stadium Swimming Pool, Chhatrapati Shivaji Maharaj Swimming Pool,	Pradhikaran Sector 25, Nigdi - 44
3.	Khinvasara Patil Swimming Pool,	DangeChowk, Theragaon - 33
4.	Late BalasahebShitole	Sangvi - 27
	Swimming Pool,	
5.	Bhosari Swimming Pool,	Bhosari - 39
6.	Rajarshi Shahu Swimming Pool	Mohananagar, Chinchwad - 33
7.	Late Vasatad Balasaheb	Keshavanagar, Chinchwad - 33
	Gawade Swimming Pool,	
8.	Late Kaluram Jagatap	Pimpale Gurav - 27
	Swimming Pool,	
9.	Dr. Babasaheb Ambedkar	Kasaravadi - 34
	Swimming Pool,	
10.	Late Meenatai Thackeray	Yamunanagar, Nigadi - 44
	Swimming Pool	
11.	Pimpri Waghere	Pimpri (in progress) Pimparigaon-17
	Swimming Pool,	

Que.9. I want to register complaint about services of Swimming Pool. Whom shall I contact?

Please contact Mr. Ashok Kisan Patekar, Swimming supervisor, Cell: 9552539852, Mr. Razzak Pansare, Sports Officer Cell No. 9922501011 or Assistant Commissioner (Sports) 020 -274391150.

Que.10. How many Skating Rings does Corporation have? Where are they located?

Ans. PCMC has 3 Skating Rings. Their details are as below:

Sr.No.	Name of Skating Ring	Address
1.	Mohananagar Skating Ring	Next to Mohananagar lake,
		Chinchwad, Pune 411 033
2.	Golwalkar Skating Ring	Late Prabodhankar Thackeray Sports
		Complex Yamuna Nagar, Nigdi, Pune
3.	Masulakar Colony Skating Ring	Pimpri, Pune - 411 018

Que.11. How do I book Skating Ring?

Ans. Booking for Skating Ring, can be made by submitting application forms in



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018

Ans.

prescribed format to Mr. Hagawane, Clerk, Sports Department, Late Annasaheb Magar Stadium.

#### Que.12. How many Gymnasiums are owned by PCMC?

Ans.

Corporation has 72 Gymnasiums. Of this, 36 are given to Social Groups (Sarvajanik Mandal) and Sports Institutes, to operate on lease and remaining 36 are operated by Corporation. Details of Gymnasiums are available on Corporation's website: www.pcmcindia.gov.in> Download> sports facility.

# Que.13. If someone wants to hire Gym. on service charges basis, what procedure is prescribed?

Ans.

In the beginning the organization has to be a registered body. An agreement on stamp paper has to be made with the Corporation. A deposit of Rs 20000 needs to be kept with the Corporation.

# Que.14. If we want to run Corporation's gymnasium on service charges basis, who should be contacted?

Ans.

Please contact Mr. Sudhir Mane, Clerk, Sport Department, Cell: 9922509038, Mr. Razzak Pansare, Sports Officer, Cell: 9922501011 or Assistant Commissioner (Sports) 020-27439115.

# Que.15. What is the period of agreement of Gymnasium on lease? Period of agreement is 11 months.

#### Que.16. If I have complaint about Gymnasium, who should be contacted?

Ans.

In case of grievance about Gymnasium please contact Mr. Razzak Pansare, Sports Officer, Cell : 9922501011 or Assistant Commissioner (Sports) 020-27439115.

# Que.17. How many grounds (sports) does Corporation have? Where are they located? Ans. Pimpri-Chinchwad Corporation has 11 Grounds. Their details are as below:

Sr.No.	Name of Ground	Address
1.	Dr. Babasaheb Ambedkar	Saint Tukaramanagar,
	Sports Complex	Pimpri - 411 018
2.	Dr. Hedgewar sports Complex	Ajmera Colony, Pimpri - 18
3.	Shri Moraya Gosavi sports Complex	Chinchwad - 33
4.	Bhosari Gavtale Ground	Bhosari - 39
5.	Late Sadashiv Bahiravade Ground	Shahunagar - 19
6.	Late Prabodhankar Thackeray	Yamuna Nagar - 44
	Sports Complex	
7.	Late Sanjay Kale sports Complex	Pradhikaran, Nigdi - 44
8.	Rajiv Gandhi Sports Complex,	Theragaon - 33
9.	Late Ganapat Phuge sports Complex	Bhosari - 39
10.	Lt. Annasaheb Magar Stadium,	Neharunagar - 18
11.	Madanlal Dhingra Ground,	Pradhikaran, Nigdi - 44



#### Que.18. How to book a ground owned PCMC?

Ans.

Corporation ground can be booked by submitting application form in prescribed format to Mr. Hagawane, Clerk, Sports Department.

# Que.19. I want to practice at Corporation's Artificial Trekking wall (Wall Climbing). Who can help me?

Ans.

Sports Supervisor Mr. Anil Magar Cell No. 9421722235 or Assistant Commissioner (Sports) 020-2743911 will help you in providing practice at Late Annasaheb Magar Stadium in wall climbing.

#### Que.20. Who can get Corporation's Sports Scholarship?

Ans.

Every year Corporation gives Sports scholarships to School and College Students from PCMC area. These sports man/woman who play at University level get Rs 3000 while those who play at National level get Rs 5000 as one time sports scholarship.

#### Que.21. Who looks after sports Scholarship?

Ans.

Please contact Mr. Sudhir Mane, Clerk, Sports Department, Cell: 9922509038 or Assistant Commissioner (Sports) 020-27439115 for Sports Scholarships.

#### Que.22. What is Sportsperson adoption scheme?

Ans.

Under Corporation's sportsperson adoption Scheme, International, National and State Level Sportsperson from 9 games - Kabbadi, Athletics, Shooting, Swimming, Cricket, Hockey, Lawn tennis, Badminton, and Boxing are adopted as Sportsperson and provided facilities such as grounds, meal allowances, bus pass, sports kit, uniform etc.

#### Que.23. Who takes care of Sportsperson Adoption Scheme?

Ans.

Sports Supervisor Mr. Vishwas Gengje, Cell: 9822578542 & Mr. Razzak Pansare Sports Officer, Cell: 9922501011 or Assistant Commissioner (Sports) 020-27439115 take care of the scheme.

# Que.24. When and where is the Mayor Trophy Tournament hosted? And it is for which sports?

Ans.

Every year the Mayor Trophy tournaments are held, normally for 10 games. Sport Committee and Hon'bleMayor decide as to which games to include, and when and where to arrange the 'Trophy'. Accordingly place of sports event and period is decided and declared on Corporation's Website.

For any additional Information about this department or for any suggestion, kindly contact us at sports@pcmcindia.gov.in.





# Que.1. What is the designation & address of the Head of Slum Eradication & Rehabilitation Department?

Ans. Competent authority & Assistant Commissioner, Slum Eradication and Rehabilitation Department. Office Address - No.205, Commercial Complex, Next to Bhaji Mandai, Near Chaphekar Chowk, Chinchwad 33. Phone no. 020-27350013 Email: slum@pcmcindia.gov.in.

## Que.2. How many slums exist in PCMC? How many are notified and how many are not notified?

Ans. 1) As per 2002 survey, total slums are -71
2) Slums notified by Government are -37
3) Slums not notified are -34

# Que.3. What is the status of land ownership of slums in PCMC? Ans. Breakup of land ownership of slums is as follows:

Corporation land - 6
Pradhikaran land - 8
MIDC land - 16
Government land - 16
Private land - 25

Ans.

# Que.4. What evidence has to be produced to be eligible for Rehabilitation scheme and also to obtain Identity card?

 Original photo-pass issued in 1987 or acknowledgement of census.

- 2) a) The name in Voter list prior to 1/1/1995
  - b) Election Voters Card prior to 1/1/1995 or
    - c) Any one of the proofs like Government / semi Government proof like birth/death certificate, license under Shops & Establishment Act, electricity / telephone bill/payment of Sales Tax/Profession Tax/ Income Tax or proof of any tax paid prior to 1.1.1995, establishing stay on the land/hut
- 3) Recent proofs AADHAR Card Number/ current election card/ Name in voter's list
- 4) Family must be currently staying in said hut/slum

# Que.5. Which documents are required for issuing NOC for Water Connection and Electricity connection to slum?

Ans. 1) Application of slum dweller

- 2) Copy of updated photo pass
- 3) Copy of receipt towards service fee for current year

#### Que.6. Which documents are necessary for issuing duplicate Identity Card?

Ans. 1) Application for duplicate card

2) Xerox copy of the original identity card

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# Slum Eradication, Rehabilitation & EWS Housing

Mr. Dilip Gawade

Asst Commissioner (Slum Eradication & Rehabilitation)



- Copy of receipt towards service fee for current year 3)
- 4) Certificate of FIR filed with police about missing original Identity Card
- Two copies of joint photograph of husband and wife.

#### Que.7. Which documents are required for transfer of a hut? Ans.

- Original Photo pass issued in 1987 or acknowledgement of Census.
- 2) Affidavt on stamp paper of Rs. 100/- regarding transfer of hut.
- 3) Undertaking in prescribed format
- a) Name in voter list prior to 1/1/1995
  - b) Election voters card prior to 1/1/1995 or
  - c) Any one of the government /semi government proof like birth/ death certificate, license under Shops & Establishment Act, electricity / telephone bill/payment of Sales Tax/Profession Tax/ Income Tax or proof of any tax paid prior to 1.1.1995, establishing stay on the land/hut.
- 5) Recent proofs - AADHAR Card Number/ current election card / Name in voter's list
- Family must be currently staying in said hut/slum 6)

#### Que.8. Which documents are required to inherit the hut?

Ans.

- Original photo pass issued in 1987 or acknowledgement of Census.
- 2) Death certificate of mother/father
- Consent letter from other heirs (Affidavit on Stamp paper of Rs. 100 /-)
- a) Name in voter list prior to 1/1/1995
  - b) Election voters card prior to 1/1/1995 or
  - c) Any one of the government /semi government proofs like birth /death certificate, license under Shops & Establishment Act, electricity telephone bill /payment of Sales Tax/Profession Tax/ Income Tax or proof of any tax paid prior to 1.1.1995, establishing stay on the land / hut
- Recent proofs AADHAR Card Number / current election card / Name in voter's list
- Family must be currently staying in said hut /slum

#### Que.9. What is the annual service charge levied by the Corporation for each hut? Ans. Depending on carpet area, annual service charge of hut is as below:

Land Owner	Usage of Land	Carpet Area in Sq Foot (Up to)	Annual fees (Rs.)	For area exceeding 225 Sq. Foot, Additional rate per/ Sq. Foot (Rs.)
Government	Residential	225	300	3.00
Land	Joint	225	600	4.50
	Non-Private Land	225	900	6.00
Residential	Residential	225	180	1.80
	Joint	225	360	2.70
	Non-Residential	225	540	3.60



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018

#### Que.10. What is the transfer fee for hut?

Ans.

The transfer fee of hut is as below:

Residential 40000/- Joint Use 60000/- Non-Residential 60000/-	Usage of Space	Transfer fee (Rs.)
•	Residential	40000/-
Non-Residential 60000/-	Joint Use	60000/-
	Non-Residential	60000/-

#### Que.11. What is the fee for hut Identity Card (Photo pass)?

Ans. Hut Identity Card (Photo pass) fees are as below:

Photo pass fee (Rs.)
200/-
600/-
800/-

#### Que.12. Can attic / upper floor be built in hut or height of hut be increased?

Ans.

No. This is not allowed. Height of a hut cannot more than 11 Feet. If someone does, it will be considered as unauthorized construction and will be removed as per provisions of Maharashtra Slum Eradication & Development Act 1971. (Amended Clause 3, Z-1.)

# Que.13. Where can one file complaint regarding unauthorized slum and unauthorized construction in Corporation area?

Ans.

Complaint about unauthorized slum / hut and unauthorized construction in corporation area shall be made with Designated Officer- I.Q. Junior Engineer of Electoral Ward Office of PCMC.

# Que.14. Which Slum Rehabilitation Projects, hav been implemented by PCMC? Corporation has already implemented following Slum Rehabilitation Projects:

Sr.No.	Rehabilitation Project name	Number of families rehabilitated	
		Residential	Non Residential (Shops)
1.	Bhatnagar, Pimpri	1088	22
2.	Milindnagar Stage 1, Pimpri	882	
3.	Indiranagar, Chinchwad	344	-
4.	Ajantha Nagar Stage 1, Akurdi	646	38

# Que.15. Under JNNURM/BSUP schemes, which slums are being rehabilitated by PCMC? Ans. Under JNNURM/ BSUP schemes, rehabilitation projects under implementation

are as below:



Sr. No.	Name of Slum	Houses to be built	Buildings to be built
1.	Nigdi Sector No 22	11760	147
2.	Vitthalnagar, Nehrunagar	1456	13
3.	Vetalnagar, Chinchwad	1456	13
4.	Ajanthanagar, Akurdi	1456	12
5.	Milindnagar, Pimprinagar	1344	5
6.	Udyognagar/Dalavinagar	560	13
	Chinchwad		
7.	Link Road Patrashed,	668	6
	Chinchwad		
	Total	18700	209

Note: Hon. High Court has stayed the rehabilitation project at Sector 22, vide order dated 19.03.2012, hence this work is halted.

# Que.16. What are the eligibility criteria for beneficiary selection for slum rehabilitation scheme?

Ans. Eligibility criteria for selection beneficiary for slum rehabilitation scheme are as below:

- 1) Original Photo pass issued in 1987 or acknowledgement of Census.
- 2) a) Name in the Voter list prior to 1 / 1 / 1995 or
  - b) Election Voters Card prior to 1 / 1 / 1995 or
  - c) Any one of government /semi government proof like birth/death certificate, license under Shops &Establishment Act, electricity / telephone bill,/payment of Sales Tax/Profession Tax/ Income Tax or proof of any tax paid prior to 1.1.1995, establishing stay on the land/hut
- 3) Recent Proofs-AADHAR identity card number/election card/name in voters list
- 4) Name in survey list, hut on cadastral map, and record of hut in Assessment Register
- 5) Family must be currently staying in said hut
- 6) Should not have other apartment/shop within Corporation area. If found so, beneficiang becomes inelingbte & benefits of rehabilitation scheme can't be given.

#### Que.17. Where do we get list of beneficiaries of rehabilitation schemes?

List of beneficiaries of rehabilitation schemes is available at following locations:
1) Slum Eradication and Rehabilitation Department A. No.205, Commercial Complex, Next to Bhaji Mandai, Near Chaphekar Chowk, Chinchwad 33 2) On Corporation's website: www.pcmcindia.gov.in> General info>List of BSUP-EWS Beneficiaries

# Que.18. How many dwelling units are being constructed in first stage of Ghrakul Yojana (EWS)?

Ans. In the first stage of Ghrakul Yojana (EWS) 6720 Dwelling units are being constructed.



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018

Ans.

Que.19. How many dwelling units are planned in 2nd stage of Ghrakul Yojana (EWS)?

Ans. In the second stage of Ghrakul Yojana (EWS), 1134 dwelling units are being planned

at Charholi and Dudulgaon.

Que.20. How much contribution the beneficiary of second stage of Ghrakul Yojana will have to pay?

Ans. The beneficiary of the second stage of Ghrakul Yojana (EWS) will have to pay Rs. 3,76,000 as own contribution.

Que.21. Can the beneficiary of Gharkul Yojana get Bank loan?

Ans. Corporation would help in selecting Bank but the beneficiary must submit papers as demanded by Bank.

Que.22. When will Corporation build Dwelling units on plots reserved for home for homeless (HDH), Economically Weaker Sections (EWS)?

Ans. Separate policy is being formulated to develop reseoved for EWS & HDH land. Once the Corporation formulates the policy and receives government approval to it, steps to identify beneficiaries and construct the houses will be taken.

For any additional Information about this department or for any suggestion, kindly contact us at slum@pcmcindia.gov.in.







#### Que.1. Ans.

#### Where do I get form for license for trading / industry / stocks?

These applications can be obtained from Licenses Department or from Citizen Facilitation Center during office working hours. It can also be obtained from Corporation's website:www.pcmcindia.gov.in> Downloads > forms and attachments.

#### Que.2. Ans.

#### What is the price of the application?

Application form is free of charge.

#### Que.3. Ans.

#### Where do I submit duly filled in application?

Duly filled in application form and requisite documents can be submitted at Citizen Facilitation Center during 10 am to 1.30 pm.

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**Licenses** 

**Department** 

Mr. Satish Kulkarni

#### Que.4.

Ans.

Which documents should be submitted along with license application for trading / business / stock? To get new license for business, following documents need to be attached:

- 1. Shop Act License or SSI Certificate.(In case industry has already started)
- 2. Flour mill license- Food License from Food and Drug Administration, Govt. of Maharashtra
- 3. Location map
- Property Tax assessment abstract issued by Corporation- prior to 31.3.2012. Building Permission Certificate and approved plan/ map, Development Plan remarks from Town Planning Department.
- 5. Notarized affidavit on stamp paper of Rs. 100/-(in prescribed format)
- In case of tenant, owner's consent letter on stamp paper/ registered tenant agreement/leave and Llicense agreement
- 7. In case of slum, No Objection Certificate from Slum Eradication and Rehabilitation Department (only Flour mill will be granted the License)
- 8. For Industries manufacturing chemicals and Inflammable substances, No Objection Certificate from Fire Department & Maharashtra Pollution Control Board, Pune, to be submitted with application form
- 9. License of stone crushers and brick making-certificate from Corporation's Environment Department.
  - All photo copied documents to be self-attested.

#### To get new License for Trading, following documents need to be attached:

1. Shop Act license (In case business has already started)



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018

- 2. Location map of place of Trading and area map
- Property Tax assessment abstract issued by Corporation prior to 31.3.2012. Building Permission Certificate and approved plan/ map, Development Plan remarks from Town Planning Department
- 4. Notarized Affidavit on Stamp paper of Rs 100 (in prescribed format)
- 5. In case of tenant, owner's consent letter on stamp paper/ registered tenant agreement / leave and license agreement
- 6. In case of slum, no objection certificate from Slum Eradication and Rehabilitation Department (only flour mill will be granted the License)
- 7. For petrol pump, big malls, wedding halls, big Hotels, and similar activities-Installation of CCTV is must; certificate of installation of CCTVs is required.
- Industries trading of chemicals and inflammable substances, No Objection
  Certificate from Fire Fighting Department and Maharashtra Pollution
  Control Board, has to be submitted with application form.
  All photo copied documents should be self-attested.

#### Following documents should be appended for Stock License

- 1. Shop Act license or SSI Certificate. (In case business has already started)
- 2. Corporation Property Tax assessment abstract/ Building permission Certificate and approved plan / map, record prior to 31 / 03 / 2012.
- 3. Affidavit in prescribed form to be notarized on Stamp paper of Rs 100/-
- 4. In case of tenant, owner's consent letter on stamp paper/ registered tenant agreement / leave and licence agreement
- 5. Location map

Ans.

Stock of chemicals and Inflammable substances, - No Objection Certificate
from Fire Fighting Department and Maharashtra Pollution Control Board,
Pune, to be submitted with application form. All photo copied documents
to be self-attested.

#### Que.5. What are the areas in which Corporation issues licenses?

PCMC issues licenses in almost all areas excepting area like developments plan reservation / red zone/ road widening / flood line/ concerned affected area.

#### Que.6. Licenses for which Business / Trading are given in slum area?

Ans. In slum area, licenses area issued only for flour mills (In such case No Objection certificate from Slum Eradication and Rehabilitation Department is required).

# Que.7. When does one get license after submitting complete application form? Ans. On receipt of application, licenses are issued in days/period mentioned below:

1. New Business License 10 days 10 days 2. New Trading License 3. New Stock License 10 days Renewal of Business License 7 1. days 2. Renewal of Trading License 7 days 3. Renewal of Stock License days



#### Que.8. How much fee needs to be paid along with application for license?

Ans.

- 1. New Business / Trading / Stock License Fee Rs 100
- 2. Renewal of Business / Trading/ Stock License Fee Rs 100

#### Que.9. How License fee is calculated?

Ans.

- 1. Licence for business is charged on the basis of number of employees
- 2. Licence for trading is charged on the basis nature of trading
- 3. Licence for stock is charged on the basis of capacity to stock
  Details are available on Corporation website: www.pcmcindia.gov.in>
  general info

# Que.10. Which documents should be submitted along with renewal application for trading / business / stocks?

Ans.

Following documents need to be attached for renewal of business license:

- 1. In case tenement agreement is expired, copy of renewed tenement registered agreement
- 2. Original license
- 3. All No objection certificates, submitted at the time of original license for renewal term
  - All photo copies of documents need to be self-attested.

#### Following documents needs to be attached for trading license renewal:

- 1. All no objection certificates submitted at the time of original License
- 2. Original License
- 3. In case tenement agreement is expired, copy of registered renewed tenement agreement
  - All photo copied documents to be self-attested.

#### Following documents need to be appended for Stock Licence renewal:

- All no objection certificates, submitted at time of original Licence for renewal term
- 2. In case tenement agreement is expired, copy of registered renewed tenement agreement
- 3. Original license
  - All photo copies of documents should be self-attested.

#### Que.11. What is the last date for submission of renewal application?

Ans.

The application for license renewal must be submitted before June 30 of the next year immediately after the expiry of the license.

### Que.12. In case there is air pollution/water pollution / noise pollution, due to industry and business, where should one make complaint?

Ans.

Complaint application can be submitted to Executive Engineer (Environment Department), Asst. Commissioner (License Department) or complaints can be made with Maharashtra Pollution Control Board.



Que.13. What is validity of renewed licence?

Ans. License can be renewed for three years.

> For any additional Information about this department or for any suggestion, kindly contact us at skysign@pcmcindia.gov.in











#### Que.1. Ans.

Where are the veterinary clinics located? What are working hours of the clinic? The address of veterinary clinic is:

- 1. Late Narayan Meghaji Lokhande Bhavan, Pimpri-Nehrunagar Road, next to Mahatma Phule Statue, Pimpri 411 018, Phone No 020-27423755
- Shri Chhatrapati Shivaji Maharaj Swimming Pool, Shop No. 8, Sec No.26, Pradhikaran, Nigdi - 411 044.
   Working hours of both veterinary clinics are: 10 am to 1.30 pm (Except

#### Que.2. Ans.

#### Is OPD working on Saturdays and Sundays?

Sunday and public holiday)

OPD is open on all Saturdays. In case of emergency, services are given at OPD of Pradhikaran on citizens' request. It is ensured that veterinary clinic is not closed for two consecutive days.

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**Veterinary Clinics** 

Dr. Satish Gore

**Veterinary Officer** 

#### Ans.

Que.3.

#### Do the veterinary clinics function in the evening?

Veterinary clinics do not work in the evening. However, in case of emergency, veterinary officer can become available.

#### Que.4. Ans.

#### Which animals can be treated in the veterinary clinics?

All pets including dogs, cats, and birds etc. are treated. However cow, horses are treated only in case of accident or dog bites and in cases of emergency.

#### Que.5. Ans.

#### Are injured/sick cows, buffaloes treated at the clinics?

In case of abandoned cows, buffaloes, if treatment is required, they are taken to PCMC's cattle pound and are treated at State Government's IPD Centers operating at Tathawade and Charholi.

#### Address:

- 1. Govt. animal clinic, Near PCMC School, Charholi
- 2. Exotic Cattle breeding farm, Dange Chowk, Tathawade

#### Que.6.

#### Is In-patient service available for cattle?

Ans.

No. Corporation does not have in-patient service facility for cattle.

#### Que.7.

# Which papers are required for registration of pet animals in PCMC? What is the registration fees?

Ans.

PCMC issues licenses to pet dogs. It requires,

- 1. Three passport size photographs of concerned animal.
- 2. A copy of latest certificate of Rabies vaccination.
- 3. Registration charges for first year is Rs 75. Thereafter per year renewal fee is Rs 50.

#### Que.8.

Is ambulance service or any other transport service available for bringing animal to OPD?



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018 Ans. No. Transportation service for animals is not available. However, in case cats or birds are sick, transportation cages can be made available.

Que.9. If an animal is found severely injured in an accident, where do we go?

Please contact Veterinary Officer. Also, a few NGOs working in Pune and Pimpri-Chinchwad can help. The contact numbers of these NGOs are available with the Veterinary Department.

Que.10. What should be done in case of pet bite? Is it necessary to get anti-rabies treatment?

Ans. A person who had a pet bite needs to consult a doctor/medical officer for further treatment. The pet also needs to be examined by the Veterinary Officer.

Que.11. Can one get information about animal breeding, and food habits?

The information about animal breeding, food habits and other necessary facilities and information about centers giving these services can be obtained from Veterinary Department.

Que.12. There are stray animals / dogs around my residential area. Where should I make a complaint?

Ans. You can email at: veterinary@pcmcindia.gov.in or file a written complaint with Veterinary Department. Veterinary Department will take immediate action.

Que.13. Why stray dogs are left in the same area rather than leaving them in the forest?

Ans. As per Central Government rules, after sterilization, stray dogs shall be left in the same area from where they were caught.

Que.14. Where is the pet cemetry? What are its time? If a pet dies in night, what shall be done?

Ans. The address of the pet cemetry is: Opposite polygrass Hockey Stadium, Nehrunagar, Pimpri 18 Time: 10 am to 5.45 pm. Service can be made available in the night on request.

Que.15. Is there any facility available to transport dead animals to the cemetry?

Presently, such facility is not available with PCMC. However, there is a plan to offer this facility with the help of NGOs. But it will be on chargeable basis.

Que.16. Is it mandatory to cremate dead pet at PCMC's pet cemetry?
 No, it is not mandatory to bury dead pet at Corporation's pet cemetry. This facility is given to citizen's who do not have place to bury their dead pet.

Que.17. How do we get the contact numbers of Snake catches listed with PCMC?

Contact details of 'Snake catcher', who trap snakes, are available at 'Sarpodyan'Snake Park. The list is also available on PCMC's website in General Information section part.



Que.18. How does one know whether particular snake is poisonous or not?

Ans. The staff of Snake Garden and Snake Friends in city can recognize the species of snake.

Que.19. In the event of a snake bite to pets, is Anti Snake Venom available?

Yes. Anti-Snake Venom is available to treat pets. It can be procured from Haffkin Institute at Pimpri on demand from Medical Officer. Small doses are also available at 'Sarpodyan' (Snake Garden) for emergency usage.

Que.20. There are beehives near my home/ in garden. Who can help me to remove it?

Ans. Private experts normally remove /relocate beehives. Their contact numbers can be obtained from Veterinary Department and Snake Park office.

Que.21. If Apes/monkeys turn up in our premise and cause nuisance, what should be done to control them?

Ans. The Forest Department takes action in this respect. 'Sarpodyan' (Snake park) can give appropriate instructions. Citizens can take certain precautions. No food be given to monkeys. Apes/monkeys should not be teased/irritated nor stones be thrown towards them. Necessary instructions, should be given to all, particularly to children.

For any additional information about Veterinary Department or for any complaints, suggestions, kindly contact us at veterinary@pcmcindia.gov.in.
Important Numbers: 1) Veterinary Clinic: 020 - 27423755 2) Snake Garden:020 - 27371036



Que.1. What is the official website of Pimpri Chinchwad Municipal Corporation?

Ans. Official website of PCMC is www.pcmcindia.gov.in.

Que.2. How the payment of bills is accepted online?

Ans. On PCMC's website, e-Service link is available. Through this link, Property Tax, Water Bills etc. are accepted.

Que.3. How to book Sports grounds, Sports facilities etc. through website?

Ans. For this on PCMC's websites, visit following link www.pcmcindia.gov.in > Popular

Que.4. How to register complaints on the website?

links > Sports venue booking.

Ans. Use PCMC's website: www.pcmcindia.gov.in > Citizens Communication. Under this you can register your complaints. You can also register your suggestions, ideas etc.

Que.5. Where to find telephone number and e-mail IDs of Municipal Officers/ Corporators/Commissioner?

Ans. On PCMC's website: www.pcmcindia.gov.in, go to Departments and Corporators section where contact numbers and e-mail IDs are available.

Que.6. Where do we find information about vacant posts in PCMC?

This information is available on PCMC's website: www.pcmcindia.gov.in> About> Recruitment link.

Que.7. Where to find Email IDs of all Officers of Corporation?

On PCMC's website: www.pcmcindia.gov.in > Corporation

> Department, Email IDs of all officers are available.

Que.8. What is the offical facebook page of PCMC?

PCMC's offical facebook page address is http://www.facebook.com/pcmcindia.gov.in.

For any additional Information about this department or for any suggestion, kindly contact us at egov@pcmcindia.gov.in.



**22** 

E - Governance Department

Mr. Nilkanth Poman





Ans.

#### Que.1. What is a Citizen Facilitation Center?

Ans.

Ans. Citizen Facilitation center is a single window facility or arrangement that provides various services to the citizen (e.g. certificates of different departments / licenses, etc.) at a point, within stipulated time.

# Que.2. How many services are provided at the Citizen Facilitation Center? Ans. The center provides 128 types of services. The list of services is published.

The center provides 128 types of services. The list of services is published on www.pcmcindia.gov.in > e services > about CFC

# Que.3. How much fee is charged for issue of the certificate? How to deposit fees? Ans. List of certificates and fee structure are available on www.pcmcindia.gov.in > e services > About CFC. Fees are accepted by cash or by demand draft.

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# Citizen Facilitation

Center

#### **Dr. Uday Tekale**

Asst Commissioner
(Citizen Facilitation Center)

Ans. How much time is required to get a certificate?

Delivery of each service is assigned specific time frame. The information about is available on www.pcmcindia.gov.in> e services> about CFC

### Que.5. Where are the Citizen Facilitation Centers located? How are their operations carried out?

Citizen Facilitation Centers are functional at PCMC main building and also at four ward offices. Citizen Facilitation centers are working on PPP (Public Private Partnership) model. Agency is paid Rs. 10/- per application.

# Que.6. What is the contact number and e-mail ID to lodge a complaint?

Ans. Citizens can send an E-mail on grievance@pcmcindia.gov.in to register a complaint. They can also send a SMS to 9922501450.

# Que.7. Wher can I record complaint as I have not received the certificate in time? Ans. Please contact Citizen Facilitation Center on 020 - 67331530 / 33

# Que.8. How many additional Citizen Facilitation Centers are being planned? Corporation has decided to start one Citizen Facilitation Center near each Property Tax Collection Office, i.e. 15 more Citizen Facilitation Centers are planned to be started from March 14. Thereafter it is proposed to start one center for each electoral ward. To operate these centers, eligibility criteria and other conditions have been finalized and by public notice, applications are being invited. By end

of 2014, there would be 1 Citizen Facilitation Center in each electoral ward.

For any additional Information about this department or for any suggestion, kindly contact us at : cfc@pcmcindia.gov.in.



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#### Que.1. Ans.

#### How is the weather in the city?

City has three main seasons -Summer, Monsoon & Winter.

#### **Summer**

Summer with temperature around 35°C-39°C (95-102°F), can be experienced during months March to May. Temperature is highest in the months of April - May.

#### Monsoon

The city experiences rains during the June to September, with average annual rain fall of 772 mm.

#### Winter

City experiences winter during November to February.

During this period average day temperature is  $29^{\circ}$ C (84 F); during the December - January night temperature falls below  $10^{\circ}$ C (50F), occasionally it touches  $5^{\circ}$ C- $6^{\circ}$ C (42 F).





# Tourism Department

**Jt. Pravin Tupe**Dy City Engineer
(Flectrical / Mechanical)

Que.2. Which are tourist places / Spectacular locations in PCMC?

S.No	Name	Address	Time	Entry fee	Phone No.
1.	Durgadevi Tekdi Garden, Nigdi	Sector 23, Near AppuGhar, Nigdi	11 am to 06 pm	Adult 10/- Child 5 /-	
2.	Bhakti Shakti	Sector 23, Nigdi, Old Pune-Mumbai Highway, Nigdi	06 am to 08 pm	Free	
3.	Appu Ghar, Nigdi	Sector 23, Pradhikaran, Indira Gandhi Park, Nigdi - 44	12 pm to 08 pm & On holidays 12 pm to 9.30 pm	Adult 250/- Child 150/-	9850841414 9890886666



#### System of Assisting Residents And Tourists through Helpline Information

4.	Science Park	Opposite Auto cluster, Morwadi, Chinchwad 19	10 am to 05 pm (Monday closed)	Adult 50/- Child 30/- Student in Group 20/-	020-32428687
5	Nakshtra Garden, Nigdi,	Sector 28 , Pradhikaran,	06 am to 10 am & 04pm to 08pm	Free	
6.	Sarpodyan (Snake Park) Sambhaji Nagar	Sambhaji Nagar, MIDC, Chinchwad - 411019,	11 am to 02 pm & 03 pm to 06 pm	Adult 10/- Child 5/-	020-27371036
7.	Bird Valley,	Block G.Shahunagar, Near HDFC Colony Sambhaji Nagar	06 am to 09 am & 12.00 to 07 pm	Adult 10/- Child 5/-	
8.	Boat Club, Thergaon	Near Dange Chowk, Thergaon,	11 am to 7 pm	Adult 10/- Child 5/-	
9.	Bhosari Lake	Bhosari Village,	12 noon to 07 pm	Adult 10/- Child 5/-	
10.	Veer Savarkar Udyan (Ganesh Lake)	Nigdi Sector 26, Nigdi-Pradhikaran	06 am to 09 am, & 04 pm to 07 pm	Adult Rs 10 Child Rs 5	
11.	Shivasrushti Park	Old Sangvi	6 am to 10 am & 4 pm to 8 pm	Free	
12.	Krantiveer Chapekar Memorial Chinchwadgaon	Chapekar Wada, Near Ram Temple,	8 am to 12 pm & 3 pm to 8 pm,	Free	9766325082

Que.3. Which are the eco tourist places / parks in the city?

1. Durgadevi Garden, Sector 23, Near Water Treatment

1. Durgadevi Garden, Sector 23, Near Water Treatment Plant, Nigdi, 2. Nakshtra Garden, Sector 27 (a) ,Pradhikaran, 3. Environmental Park, Block T, MIDC, Bhosari



#### Que.4. Which are the historic places in the city?

Ans. Krantiveer Chaphekar Bandhu Wada, Chinchwad.

#### Que.5. Which are the special and ancient religious places in the city?

Sr.	Name	Address	Timing
1.	Moraya Gosavi Samadhi Mandir,	Near Pavana River, Chinchwad,	5.30 am to 10 pm
2.	Mangalamurtiwada,	Ganesh Peth, Chinchwadgaon	5.30 am to 10 pm
3.	Vitthal Mandir,	Akurdigaon	5.30 am to 10 pm
4.	Tulaja Bhavani temple (About 450 years old)	Near Kundan Hotel, Mumbai Pune-Road, Akurdi	5.30 am to 10 pm
5.	Khandoba temple	Main Square, Akurdi, Mumbai- PuneRd	5.30 am to 10 pm
6.	Sri Krishna Mandir (ISKCON Temple),	Survey No. 189/3/B, Near Akurdi Railway Station, Sector 29, Pune	4.30 am to 1 pm, 4.15 pm to 9 pm
7.	Sri Krishna Mandir, Nigadi	Survey No. 43/44, Opp to Bhakti Shakti Garden, Mumbai-Pune Road, Nigdi	5.30 am to 11.30 am, & 5.30 pm to 8.30 pm
8.	Gurudwara	Valhekaravadi Pune 33, Opp to Akurdi Railway station	4 am to 10 pm
9.	Vaishnodevi Mandir	Block C, 10, Near Vishnu Doctor, Pimprigaon	6 am to 2 pm & 3 pm to 11 pm

#### Que.6. Name tourist & religious places nearby the city.

Ans.

- 1. Sant Dnyaneshwar Samadhi Sthal, Alandi (15 km from Pimpri-Chinchwad)
- 2. Sant Tukaram Maharaj's birth place, Dehu (14 km from Pimpri-Chinchwad)
- 3. Gathamandir of Sant Tukaram Maharaj, Dehu (14 km from Pimpri-Chinchwad)
- 4. Bhandara Hill, Dehu (20 km from Pimpri-Chinchwad)
- 5. Temple of Lord Shiva, Ghoradeshwar (15 km from Pimpri–Chinchwad)
- 6. Lonavala (53 km from Pimpri-Chinchwad)
- 7. Khandala (56 km from Pimpri-Chinchwad)
- 8. Karla-Bhaja Caves (44 km from Pimpri-Chinchwad)

#### Que.7. Which are important educational institutes in the city?

Ans.

- D. Y. Patil College of Engineering, Akurdi Phone No. 020 - 27653054 / 58
- D. Y. Patil Medical College, Pimpri Phone No. 020 - 27420605 / 27420307 / 27422134
- 3. Pimpri Chinchwad College of Engineering, Nigadi Pradhikaran Telephone No. 020 27653168, 27653166166.
- 4. Rajarshi Shahu Maharaj Engineering College, Wakad Telephone No. 020 -22933423, 22934344, 22932685, 22934084



- 5. Indira Institute of Management, Wakad Telephone No. 020 66739862, 66759400.
- Balaji Law College, Wakad
   Telephone No. 020 -30593044, 30593045
  - Modern College, Yamuna Nagar Telephone No. - 020 -27661350, 25535468 / 2553 5102/2553 5927
- 8. Novel Institute of Hotel Management, Nigadi Telephone No. - 020 -27640182, 65335585, 27659910
- 9. Institute of Business Management and Research, MIDC Chinchwad (IBMR) Telephone No. 020 -27475090, 27478666, 27461804
- 10. Industrial Training Institute, Institute of Industrial & Computer Management and Research (ATSSIICMR), Chinchwad Telephone No. 020 27472079

#### Que.8. Ans.

#### Which hospitals in the city are providing advanced medical care?

- 1. PCMC's Yashavantrao Chavan Memorial (YCM) Hospital, Saint Tukaram Nagar, Pimpri, Phone no. 020 27423456, 27424812
- 2. Aditya Birla Hospital, Chinchwad, Phone No. 020-3071 7777
- 3. Lokmanya Hospital, Chinchwadm, Phone No. 020 27456496 / 97
- 4. Lokmanya Hospital, Nigdi, Pradhikaran, Phone No. 020 27657001/02
- Niramay Hospital, Chinchwad Station, Phone No. 020 27441860, 020 - 27441864, 020 27607777
- 6. Moraya Hospital, Chinchwadgaon, Phone No.- 020 -27614000, 27615000, 67306500, 67306501
- 7. District Government Hospital, New Sangvi (Aundh) Phone No. 020 27280237, 27280602, 27280603
- 8. Supartech Hospital, Chinchwadgaon, Phone no.- 9890212989

#### Que.9. Ans.

#### Which medical shops in the city remain open for 24 hours?

- 1. Lokmanya Hospital, Nigdi (020) 27456496
- 2. Niramay Hospital, Chinchwad (020) 27463224
- 3. Moraya Hospital, Chinchwad (020) 27614000, (020) 27615000
- 4. Aaditya Birla Hospital, Chinchwad (020) 30717615, (020) 30717680

#### Que.10.

#### Name well-known hotels in the city.

Ans.

- 1. Citrus Hotel, Mumbai Pune Road, Pimpri, Phone no.- 020 30004000
- 2. Sayaji Hotel, Wakad, Phone no.- 020 42121212
- Double Tree By Hilton (Old Panchshil Hotel), Chinchwad Phone no.- 020 - 6731 3333, 8554990981
- 4. Hotel Kalasagar, Pimpri, Phone no.- 020 27112461
- 5. Hotel Ginger, Pimpri, Phone no.- 020 6633 3333
- 6. Hotel Ginger, Wakad, Phone no.- 020 6677 3333
- 7. Hotel Spree, Morwadi, Pimpri, Phone No -020-30614900
- 8. Brahma Regency, Akurdi, Phone no.- 020 27242521, 27242522, 27242523, 27242524
- 9. Hotel Kundan Palace, Akurdi, Phone no.- 020 27482722



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018

- 10. Hotel Ratnaloka, Akurdi, Phone no.- 020 66491827
- 11. Hotel Bhola, Chinchwad, Phone no.- 020 27462847, 8805010770

#### **Hotels near the City**

- 12. Courtyard Marriot, Hinjewadi, Phone No- 020-42122222
- 13. Holiday Inn-Pune, Bangalore Highway, Baner, Phone No- 020-66862200

# Que.11. Which hotels in the city provide famous/ special cuisine? Gujarati / RajasthaniThali

Ans.

- 1. Hotel Bhola, Telco Road, Chinchwad
- 2. Hotel Kalasagar, Mumbai Pune Road, Kasaravadi
- 3. Hotel Mayur, Chinchwad Station, Mumbai Pune Road, Chinchwad Maharashtrian Thali
- 1. Hotels Kamini, Opp to Prof Ramkrishna More Auditorium, Chinchwadgaon
- 2. Naivedyam, Chinchwad Station, Mumbai Pune Road, Chinchwad
- 3. Ranamala Hotel, Valhekarawadi
- 4. Suhas Bhojnalay, ChapekarChowk, Chinchwadgaon. **Other Options**

Sr. No.	Name of Hotel	Cuisine		Address
1.	Barbeque Nation Portico Torque	Barbeque Asian Lounge	Buffet European Asian	Sayaji, Wakad
2.	Copa Cabana	Oriental	Mexican	Wakad
3.	Hyderabad House	Indian	Mughlai	Murunji Road, Hinjewadi
4.	Little Italy	Italian	Mexican	Hinjewadi
5.	Mainland China	Chinese	Oriental	Hinjewadi
6.	Dalchini	Indian		Pimple Saudagar
7.	Shaolin	Chinese		Pimple Saudagar
8.	Graffiti	Indian	Continental	Ambience,
	Namah	Indian	Asian	Kalewadi
	Upper Deck	Lounge	Asian	
9.	Noorya Hometel	Multi Cuisine		Thergaon,
				Chinchwad

# Que.12. Which are the renowned movie theaters in the City?

Sr. No.	Name	Address	Phone Number
1.	Fame - Jai Ganesh Vision, Aakurdi (3 screens)	Jai Ganesh Vision, Behind Company, Near Olmapiya Greaves Service station, Akurdi Pune - 411035	(020) 27442744



2.	Big Cinemas, Chinchwad	Premier Plaza,	(020) 39843984,
	(4 screens)	Old Mumbai -Pune Road,	66096565
		Chinchwad - 411049	
3.	E - Square, Vishal Pimpri,	Opposite PCMC building,	(020) 67310900,
	(3 screens)	Pune - Mumbai Road,	67310901
		Pimpri -422018	

#### Que.13. Which are the Natyagruha/ theaters owned by PCMC?

Ans.

- Prof Ramkrishna More Auditorium,
   Opposite TATA Motors, Chinchwad -411033
   Phone (020) 27357020
- Acharya Atre Rangmandir,
   Sant Tukaram Nagar, Near YCM Hospital, Pimpri, Pune 411017,
   Phone (020) 27423843
- (Late) Ankushrao Landge Auditorium , Bhosari, Pimpri-Chinchwad, Pune, Phone 9552339999

#### Que.14. Which are the malls functioning in the city?

Ans.

- 1. D. Mart, Pradhikaran
- 2. Star Bazar, Akurdi
- 3. D. Mart, Chinchwad
- 4. Big Bazar, Chinchwad
- 5. Megamart, Dapodi
- 6. D-Mart, Thergaon

#### Que.15. What are the means of transportation to visit the city?

Ans.

Buses and trains are usual modes of transport to visit Pimpri-Chinchwad. The city is located between Pune and Mumbai. Lohegaon-Pune's Airport is at 15-18 km from the city. Details of rail routes are available on website: http://www.indianrail.gov.in/

			Coming from Mumbai			Going to Mumbai	
Sr.	Train Name	Train	Train	Train	Train	Train	Train
No.	No.		Pimpri	Chinchwad	Number	Pimpri	Chinchwad
			Station	Station		Station	Station
1.	Sinhgad Express	11009	17.50	17.45	11010	6.28	6.33
2.	Koyana Express	11029	-	11.58	11030	-	16.13
3.	Pune Manmad Exp	1025	-	11.29	1026	-	13.06
4.	Mumbai VijapurExp	1029	3.03	2.58	1030	23.31	23.39
5.	Mumbai ShirdiExp	1033	3.03	2.58	-	-	-
6.	Bhusawal –Pune	11025	-	11.29	11026	-	12.02
7.	Sahyadri Express	11023	21.16	-	11024	7.39	-



For State Transport Bus Facilities use: http://www.msrtc.gov.in. The important Bus Stations in Pune & Pimpri - Chinchwad City are -

- 1) Pune Station Bus Depot 020 26126212
- 2) Swargate Bus Depot 020 24449980, 2444860
- 3) Shivajinagar Bus Depot 020 25539455
- 4) Vallabhnagar Bus Depot 020 27420300
- 5) Shivneri( A. C.) Luxury Bus facility, Wakad

For intercity transportation PMPML Bus Facility is available. More details available on website: http://www.pmpml.org

For any additional Information about this department or for any suggestion, kindly contact us at : tourism@pcmcindia.gov.in.



Que.1.	What is the address and phone number of Pimpri - hinchwad Science Park?
Ans.	Pimpri - Chinchwad Science Center, in front of Auto cluster, Chinchwad 411019,
	The phone number is (020) 32428687.

# Que. 2. Who has started the Science Park? PCMC along with National Council of Scince museums, Govt. of India have started this project.

# Que.3. What is the Science Park's official website? Ans. Official Website of Science Park is: www.pcsciencepark.in

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### Pimpri - Chinchwad Science Park

Mr. PravinTupe

Jt. City Engineer (Electrical / Mechanical

Que.4.	What rates are charged for entry/visit to Science Park?
Ans.	Rates are as follows:

	Science Park	3 D Show	Planetarium
Children up to 15 yrs.	Rs. 30/-	Rs. 20/-	Rs. 20/-
Children above 15 yrs.	Rs. 50/-	Rs. 30/-	Rs. 30/-
Group of students	Rs. 20/-	Rs. 20/-	Rs. 20/-
(Min group of 20)			

#### Que.5. Ans.

What different activities Science Park is carrying out? Various activities of Science Park could be understood in following parts: Automobile Gallery, Fun Science Exhibition, Climate Change, a planetarium, 3-D Show, Energy gallery, Dinosaur Park & the Science Garden.

# Que.6. What is the timing of the Science Park? Ans. Science Park is open from 10 am to 5 pm. (It is closed on Monday)

#### Que.7. Ans.

Who is the officer In-charge of Science Park?

- 1) **Mr. Madanmohan Savle,** Chief Executive Officer (Mobile No: 9922501536)
- 2) Mr. Saudagar Shinde, (Mobile No - 9823927224)

#### Que.8. How to reach the Science Park?

Ans.

If you are coming from Pune, you can step down near PCMC Main Building, Morwadi or at Finolex square. If you are coming from Nigadi , you can step down at Jai Hind Collection, Chinchwad station. From there Science Park is just 1 KM away, opposite Auto Cluster. For exact location you can visit Google map on Science Park's website.

For any additional Information about this department or for any suggestion, kindly contact us at info@pcsciencepark.in.



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#### Que.1. What is BRTS?

Ans.

BRTS means Bus Rapid Transit System. It is being developed under the JnNURM Project.

#### Que.2. What are the features of BRTS bus service?

Ans.

Features of BRTS bus service are as below:

- Rapid and comfortable travelling.
- Information about Bus timing and bus route by announcements and flashing on Digital Board.
- Entry and Exit in BRTS bus is similar to local train; in other words due to level boarding entry into the bus and exit will be very smooth &comfortable. Removing steps will help senior citizens and physically handicapped to take up journey without any support and help
- 4. Tickets will be issued at bus stop only; no need to take tickets in the bus.
- 5. Intelligent Transport System (ITS), Off board ticket, Automatic door system etc. will be provided.

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#### Que.3. What will be the length of BRTS route in the city?

Ans.

Proposed length for BRTS service is 45 km.

Following routes are being planned.

- Mumbai Pune Road (12 km)
- 2. Sangvi - Kiwale Road (14.50 km)
- 3. NashikPhata - Wakad (8 km)
- Kalewadi Dehu-Alandi Road (10.25 km)

### **B. R. T. Bus Service**

Mr. RajanPatil

#### Que.4. Why BRTS route is in the middle of the road?

Ans.

Purpose behind it is to give priority to public bus service. BRTS is planned in middle of the road with a view to reduce traffic disturbance on the left side of the road and also to reduce real travel time. Across the world BRTS gangway (Lane) is in the middle of the road.

#### Que.5. Why BRTS bus stations are planned at the center of the road?

Ans.

Since BRTS lane in the middle of the road, bus station also needs to be at center of the road.

#### Will BRTS travel ticket be costlier? Que.6.

Ans.

BRTS bus travel ticket will be equal to PMPML's ticket for other routes.

#### Que.7.

Ans.

Where do I get information about BRTS bus schedules and route etc? Information about BRTS bus schedules and route etc. will be available at bus-Station & on PMPML website. It will be also available on BRTS Corridor bus stations once the bus service starts.



Que.8.	Are BRTS	buses air	conditioned?
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Ans. Presently, BRTS buses are not air conditioned. However, in future on public demand, air conditioned buses could be considered.

# Que.9. Can the visually and physically handicapped persons travel on BRTS bus? Ans. All facilities to make bus travel comfortable for blind and handicapped persons are being made. Hence they can travel comfortably.

# Que.10. Are any parking facilities available for the BRTS passengers? Ans. Yes. Parking facilities will be available for BRTS passenger, near major bus stops.

# Que.11. Is BRTS for Pune and Pimpri-Chinchwad different? No. Respective Municipal Corporations have developed the necessary infrastructure for BRTS in their cities. However, BRTS of both the cities will be managed by PMPML. Hence BRTS for the city of Pune and Pimpri-Chinchwad is same.

# Que.12. In which cities BRTS bus services are available in India? Ans. Ahmadabad, Rajkot, Indore, etc. are successfully running BRTS bus services.

- Que.13. The bus terminus is in the middle of the road. Is it safe for the passengers?

  Pedestrian paths and other security arrangement have been made near the BRTS Bus station thereby making it safe for passengers.
- Que.14. Will there be any change in the bus route because of BRTS?

  There will be some changes in bus-route because of BRTS. However, ultimately the passengers will save travel time.

For any additional Information about this department or for any suggestion, kindly contact us at traffic@pcmcindiagov.in





#### Where should the citizen contact in case of fire accident and how they can Que.1 avail the services of Fire Brigade?

Ans. You can contact on Emergency Telephone No. - 101 (toll-free).

Information of Fire Brigade station & their contacts numbers as below:

Sr.No.	Fire Stations	Phone Number	Mobile Number
1.	Pimpri, Main Fire Brigade	27423333,	9922501475
	Center	27422405	
2.	Bhosari, Fire Brigade Center	20277060	9922501476
3.	Pradhikaran, Fire Brigade Center	27652066	9922501477
4.	Rahatani, Fire Brigade Center	20270881	9922501478

#### Que.2. How to inform Fire Brigade about fire or other accident? Ans.

Ans.

- Give exact information & location of the fire accident
- Tell nearby landmark
- Give details about the nature of fire accident
- Give your name & number.

#### Que.3. How services of Fire Brigade are helpful? Ans.

You can seek help of fire brigade in case of emergency situation with danger to life & property, eg. household cylinder gas fire, other gas leakages, water drowning case, person trapped in water current/flood, Tree felling due to storm and thereby creating traffic congestion etc.

#### Que.4. What are the charges to be paid for fire brigade department's services?

PCMC doesn't charge anything for the emergency services within the city, for fire or other accidents. However, services outside city limits are chargeable.

Fire Brigade charges for other services within and outside corporation limit are as below:

# Fire Brigade **Department**

Mr. Kiran Gawde Fire Brigade Officer

Sr. No.	Service	In PCMC Area	Outside PCMC Area
1	Fire / Rescue call	Free of charge	Residential Rs. 3,000 / -
	(Per vehicle per shift)		Non-residential Rs. 5,000 / -
2	Water spraying (per vehicle)	Rs.1,000 / -	Rs. 3,000 / - (Up to 10 km only)
3	Fire Engine Stand-by duty	Rs. 3,000 / -	Rs. 5,000 / - (Up to 50 km)
	for fire control		Rs.7,000 / - (above 50 km )
	(Per vehicle per shift)		

#### Que.5. Which services does the Fire Brigade Department provide? Ans.

- Fire extinguishing services
- Disaster search fresue service
- Disaster control and management service



- Standby Fire Brigade vehicle for programs, events (Chargeable Service)
- Fire protection and rescue training (Chargeable Service)
- No Objection Certificates (Chargeable Service)

#### Que.6. Ans.

#### How I can help Fire Brigade team in case of fire accident?

- Inform the fire control room about the fire accident in a proper manner.
   Give exact address of fire location
- If possible, wait on main road & guide Fire Brigade vehicle to reach the given location properly & quickly
- Please provide clear way to Fire Brigade vehicle while it is proceeding on emergency duty call and the fire vehicle siren is on

# Que.7. What are the types of No Objection Certificates given by Fire Brigade Department?

#### Ans.

- Fire NOC for Building permissions (Provisional & Revised)
- Fire NOC for Fire extinguishing Installation for Building
- Fire NOC for Hotel (new and renewal)
- Fire NOC for Kerosene sale (new and renewal)
- Fire NOC for Workshop/factory (new and renewal)
- Fire NOC for LPG Gas, Bank (new and renewal)
- Fire NOC for Petrol pump (new and renewal)
- Fire NOC for Theater / multiplex (new and renewal)
- Fire NOC for Cybercafe (new and renewal)
- Fire NOC for Fire Call Attendance certificate

#### Que.8.

#### Where should I apply for Fire Dept. NOC?

Ans.

You can apply at Citizen Facilitation Center, PCMC, main building, Pimpri-18, for Fire Dept. NOC with required documents.

#### Que.9.

#### How much time is required to get Fire Dept. NOC?

Ans.

It depends on the type of Fire NOC. However, it may take minimum 7 days and maximum 15 days.

#### Que.10.

#### How much charges have to be paid to get the Fire NOC?

Ans.

Fire NOC charges vary for different services. For more details for fees/charges visit www.pcmcindia.gov.in> general info>fire NOC Chages

#### Que.11.

#### Which types of trainings are given by Fire Brigade department?

Ans.

- Fire safety
- Disaster protection and rescue
   Disaster management and control

#### Que.12.

#### What are the training charges of Fire department?

Ans.

- Private institution: Rs. 1500 / per session (1 hr.30min)
- Government agencies: Rs. 1000 / per session (1 hr.30min)



- Schools, Educational Institutes: -RS 500 /- per session (1 hr.30min)
- Free training for schools at fire station premises.

### Que.13. What is the nature of training given by Fire Brigade department?

Ans.

- Fire safety
- Scientific definition of fire
- Technical causes of the fire and types of fire
- Technical methods of extinguishing fire
- Fire extinguishing tools and equipment
- Fire extinguisher equipment, their designs and use
- Care and precautions in case of fire accident
- Methods and ways to protect self and others in case of fire

#### **Disaster Protection & Rescue**

- Disaster definition & comprehensive information
- Types of disaster
- Common causes of disaster and precautionary measures
- Self-defense methods during disaster
- Use of latest and updated tools, equipment to be used during disaster
- General precautions to avoid disaster

#### **Disaster Management and Control**

- Different types of disaster
- Knowledge of Disaster Management Act 2005
- Case studies of various disasters.
- Information on disaster management plan and implementation
- Demonstration and study of tools used for disaster management

#### Information of Other Institutes

Institute	Phone Number
Collector Office, District Disaster Management Officer	26122114
YASHADA Disaster – Control Room	020 - 25608000, 2568100
Civil Protection Team (Civil Defense)	020 - 26361072, 25501000
Home Guard	020 - 25836086
CME Bomb disposable Squads ,Dapodi	020 - 27145998
Police, Bomb Disposal Squads, Pune	020 - 26208377



### Industrial Fire Protection Service Within Pimpri -Chinchwad Corporation Area

Sr. No.	Name and Address of the Company	No of Fire Brigade Vehicles	Phone Number
1	M/s. Tata Motors Ltd, MIDC, Pimpri	Fire Tender - 1	66132772
		Fire Tender - 2	
2	M/s. Tata Motors Ltd, Chinchwad	Fire Tender - 1	66135555
3	M/s. Bajaj Auto Ltd, Mumbai-Pune Road,	Fire Tender - 1	27406224
	Akurdi		
4	M/s. Force Motors Ltd, Mumbai-Pune Road,	Fire Tender - 1	27476381
	Akurdi		
5	M/s. Century Enka Ltd, MIDC, Bhosari	Fire Tender – 1	66127300

### **Outside Pimpri-Chinchwad Corporation Area**

Sr. No.	Name and address of the Company	No of Fire Brigade vehicles	Phone Number
1	M/s. Bajaj Auto Ltd, Chakan	Fire Tender - 1	02135-259301
2 3 4 5	M/s. Volkswagen Ltd, Chakan MIDC Fire service, Hinjewadi, Phase -1 MIDC Fire service, Hinjewadi, Phase 3 MIDC Fire service, Chakan	Fire Tender - 1 Fire Tender - 1 Fire Tender - 1 Fire Tender - 1	02135-661131 661111 (Control room) 020-22933101 020-22934101 020-20272722
6 7 8	M/s. HPCL Booster Station, Talegaon M/s. General Motors, Talegaon M/s. Mahindra Vehicle Mfg. Co.Ltd. Chakan	Fire Tender - 1 Fire Tender - 1 Fire Tender - 1	020-20272744 02135-203500 02114-222784, 02114-287035 02114-669911 7387001598

For any additional Information about this department or for any suggestion, kindly contact us at this Email ID: fire@ pcmcindia.gov.in.





### Fire Extinguisher Use Chart:

Type of fire	Fuel (Material)		Foam Type	Co2	DCP	ABC
A (Solid Material)	eg. Paper, Wood, Coal etc.	✓	✓	×	×	✓
B (Liquid Material)	eg. Petrol, Varmish, Paint, Oil	×	✓	✓	✓	$\checkmark$
C (Gas. Material)	eg. LPG, CNG, Acetylene etc.	×	×	$\checkmark$	✓	✓
D (Metals)	eg. Aluminium, Zinc, Sodium etc.	×	×	×	✓	×

### How to use Fire Extinguishers:

Method to use ABC fire extinguisher -

- Stand at safe distance in direction of wind
- Remove Safety Pin
- Hold Nozzle in direction of fire
- Press Squeeze Grip
- Spray content, directly on fire

#### How to use CO2 Fire Extinguisher:

- Stand in direction of wind
- Stand at a safe distance
- Remove Safety Pin
- Hold discharge horn in the direction of fire
- Open discharge valve anticlockwise, to start
- Direct Gas content on fire







#### DOs and DON'Ts

DOS AND DON'TS TO BE FOLLOWED IN CASE OF FIRE ENERGENY

### DO (√)

- Shout 'Fire, Fire' to alert others
- Switch off Power supply
- To avoid effect of smoke, cover nose with wet cloth.
- Press Manual Call Point, to inform the fire occurrence.
- Use fire extinguisher available nearby
- If stuck in smoke room, Drop down on floor, keep low and Crawl to nearest door/exit.
- If exit routes are blocked, move to safe

### DON'T (X)

- Do not panic.
- Do not hide under cot, or in the bathroom or cupboard.
- In case of fire in multistoried building, use staircases. Don't use Lift.
- While descending by staircase, do not run, rush, Walk at brisk pace.
- Do not smoke in bed.
- Don't store any inflammables, dangerous substance or scrap material in house. e.g. Diesel, Petrol, Chemicals,



areas like balcony, refuge area, terrace, and call for help

 Call Fire Brigade on phone no 101, and correctly communicate all information. scrap, etc.

### **ELECTRIC FIRE:**

### DO (√)

- Switch off mains immediately
- Use DCP, ABC, CO2 (non conductor) fire extinguisher to douze fire
- While using electrical appliances, if socket get hot, switch it off immediately & get wiring checked by an electrician.
- Ensure proper earthing for electrical appliances
- Do not keep wires connections/joints exposed. Use connectors
- Use MCB to avoid short circuit
- Get all electrical appliances checked once in a year by competent electrical supervisor

#### DON'T (X)

- Do not spray water on electrical appliances, you may get electric shock.
- Do not overload socket, by many plugs.
- Do not use High Power (High AMP) appliances on Extension Board.
- Do not leave iron unattended, while ironing.
- Do not handle electric geyser or electrical appliances with wet hands.
- Do not pass electric wires below carpets.
- Do not use LPG geyser while keeping door of bathroom closed.

#### **KITCHEN FIRE:**

### DO (√)

- Stay near gas stove, when it is in use
- Keep towels, paper, plastic and other inflammable materials away from gas stove.
- Keep vessels away, so that children can't pull it.
- Keep stove burner clean. Oily stains, black carbon which get accumulated can burn.
- Switch of main regulator, when not in use.
- Keep at least one window in kitchen open to let hazardous gases exit

### DON'T (X)

- Don't wear loose or synthetic clothes while cooking.
- Don't' keep cooking items, utensils above the gas fove while removing them your clothes can catch fire.
- Possibly do not keep refrigerator in kitchen
- Switch off all lights before going to bed
- Before leaving home, switch off all lights and switches

#### **SAFE USE OF LPG CYLINDER:**

### DO ( √)

 Keep gas tube, connecting to burner, clean.

### DON'T (X)

 Do not try to check gas leakage by igniting match stick etc.



- Ensure that gas tube does not have holes or cracks developed in it.
- If you smell gas more than normal, its Gas leakage.
- If you suspect gas leak, turn off stove and cylinder valve.
- Open all doors and windows for LPG as to vent out safely
- Immediately contact Fire Brigade and Gas Service Providers.
- Spray water on burning cylinder body
- In case of only gas leak, turnoff cylinder valve and fix plastic cap on it.
- If possible bring cylinder to open space.

- Do not switch on/off any button. Even small spark in button can cause fire.
- When you wake up in the morning, Do not turn burner on, without opening windows, If cylinder is on fire, do not put off flames.
- Only spray water on cylinder and try to keep it cool.

#### **EARTHQUAKE:**

### DO (√)

- Do not get scared.
- Help elders, women, children, disabled to reach to safe area.
- Ensure that gas regulator, Electric Supply and appliances are switched off.
- Leave the building to come out in open ground.
- Lie down on floor or below bed, table till vibration stops.
- Use only staircase to come out of building after vibrations / tremor stop
- Take shelter at place where there is no chance of heavy items falling from ceiling with hands on head.
- Keep away from electricity, glass objects, and sharp objects.
- If building is very high do not panic, be calm.
- If not possible to leave the building, go to refuge area and wait for help to arrive.
- If possible stay near safe open space-Assembly point.
- Listen for instruction on radio, FM which works on battery cell, Loudspeaker and mobile phones.

### DON'T (X)

- If it is not possible to leave the building, do not attempt to do so.
   Don't use lift.
- Do not stand near Electricity lines.
- Do not spread or believe in rumors.
- Do not shout or rush while leaving the building.
- Do not operate two/four wheeler vehicles



#### FLOOD SITUATION:

### DO (√)

- Keep informed about flood level, time to time.
- In case of sudden rise in water level, or flood reaching your building, leave the house immediately.
- Use empty earthen pots, pots, Water bottles to make a improvised floater, and use them as necessary.
- Help elderly, females, childre & disabled first to reach refuge area.
- In flood situation, before leaving home, ensure electricity supply, tap water & gas supply are turned off.
- Keep poisonous, inflammables & pesticides at height, in home.
- Listen to instruction on radio, FM which works on battery cell, loudspeaker and mobile phones.
- In case of continuous rains, be cautious during night.
- Keep First Aid Kit, Fire Extinguisher equipment, disaster saving Kit, (e.g. bandage, rope, torch, fire extinguisher etc.) ready hand for emergency use.
- Avail Disaster Management services.
- Build houses above danger level.
- Earmark High area safe spots.
- Follow instructions given by Governments,
   NGO, Fire Brigade, Disaster management
- Move/take shelter in identified safe places immediately.

#### DON'T (X)

- Do not use electric appliances.
- Do not wait till flood reaches dangerous level.
- Do not attempt to swim, if you cannot swim in flood water.
- In case of lightning do not stand under tree, near electric pole, or wet places.
- Do not touch broken, lying electric cables.
- Avoid food, kept in open.

#### High rise building Fire:

#### DO ( √ )

- If fire is small, use nearby fire extinguisher.
- Use fire extinguishing system, installed in the building (e.g. fire extinguisher, down comer, Hydrant, etc.)
- Open windows, doors, to let smoke out
- Cover face with wet cloth.

#### DON'T (X)

- Do not use water if it is an electrical fire
- Do not use lifts for coming down
- On exiting the building do not enter the building again for any reason
- Do not hide out in difficult places like Store room, Bathroom, or washrooms



- Help elders, females, and children to reach safe place (refuge area) through nearest route.
- Use only staircase to exit the building.
- While descending by staircase, be calm walk in brisk pace.
- If fire is broken on top floor, wait at lower floors, or open space.
- While leaving a room full of smoke, drop down and exit by creeping, face covered with wet cloth.
- Put cloth mops in door, windows gaps to stop smoke entering in.
- Open door only after assessing flame situation, after checking heat level with hand.
- Seek help of Fire Brigade.

- While descending staircase, do not rush.
- Do not open closed door all of sudden.







### Que.1. What is a

#### What is a disaster? What can be referred as disaster?

Ans. It is the calamity that causes damage at large to the life, economy and social order of society. The impact of damage is for a long term period.

### Que.2. Ans.

### What probable calamities can affect your area?

In PCMC, earthquake, floods, fire, industrial accidents, roads -railway- aircraft accidents, bomb blasts, terror attacks, infectious diseases etc. can cause calamities.

### Que.3. Ans.

### Where should citizen contact to get help in the event of disaster?

In the event of disaster contact PCMC's Disaster Management Room (020-67339999); Police helpline number - 100, Fire Brigade -101, Ambulance -108.

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Disaster

Management

**Department** 

Mr. Tanaji Shinde

### Que. 4. Ans.

## Where is the PCMC's disaster management cell is located? PCMC's Disaster Management cell is located at Corporation's main building and is functional 24 Hrs.

#### Que.5.

### What types of information and systems are available in the Disaster management cell?

Ans.

Disaster Management cell has all necessary information required in the event of a disaster like: details of locality, city maps, Disaster Management Plan, Important contact numbers (police, fire brigade, hospital, ambulance, blood banks, National Disaster Response Force, Army, District Disaster Control Room, etc.) and emergency response system (24Hrs working control room, equipped vehicles, search and rescue team, Well equipped medical team etc.)

### Que.6.

### In case of disaster, can citizen directly contact army?

No. Army or respective response agency (like NDRF) can be approached by Disaster Management Team under orders of Commissioner of PCMC to seek immediate help.

### Que.7. Ans.

#### How the management of a disaster is done? What are the steps?

There are three major steps in Disaster Management:

- Pre-Disaster Management: This involves training, public awareness programs, keeping agency well equipped, communication and coordination with various disasters response forces, prepare disaster management plan and keep organisation ready and coordination with various Disaster Response teams.
- 2) During Disaster management : Planning of help and support system & coordination between various help group.
- 3) Post Disaster Management : Monitoring assistance after disaster, administering effective implementation of relief and rehabilitation.



#### Que.8. Which departments are related to Disaster Management?

Ans.

Disaster management is the subject of many departments including Police, Security, Fire Brigade, Health, Medical, Engineering, National Disaster Response Force, the Army, the District Disaster Control Cell etc.

#### Que.9. Is there any Act on Disaster Management?

Ans.

Yes. Central Government has enacted Disaster Management Act, in 2005.

#### Que.10. As per Disaster Management Act, what is the structure of organisation for **Disaster Management?**

Ans.

- National Level: N D M A (National Disaster Management Authority) Chairman: Prime Minister
- State Level: S D M A (State Disaster Management Authority) b) Chairman: Chief Minister
- District Level: D D M A (District Disaster Management Authority) c) Chairman: District Collector
- d) City Level: C D M A (City Disaster Management Authority) Chairman: Municipal Commissioner

#### Que.11. Who can avail disaster management training programme?

Ans.

The preliminary training can be availed by Citizen Groups, school and college students, industrial labourers, functionaries of Public organisations (Mandala) and social workers.

#### How can citizens contribute in rescue operations at the time of disaster? Que.12.

Ans.

In the event of disaster, citizens who are trained and registered with disaster management centers can participate with government teams depending upon citizen's area of expertise and experiences in field life. Help can also be given in the form of food, medicines, appliances, mechanical equipment, self-service etc., with close coordination.

#### Que.13. Where can assistance in financial form be deposited in disaster situations?

Ans.

Financial help can be deposited in Government's disaster help account with Nationalized Banks. (Normally Chief Minister's Relief Fund)

#### Que.14. Can citizens form Disaster Management Committee? If yes, at what level?

Ans.

Yes. It is important to have disaster management in all domains. Rence, it is necessary to keep it operative in school, colleges, industrial domain, civil colonies etc.

#### Que.15. Is Corporation's Disaster Management Plan ready?

Ans.

Corporation Disaster Management Plan is ready and available in book format and also on Corporation's website: www.pcmcindia.gov.in

For any additional Information about this department or for any suggestion, kindly contact us at this Email ID: disastermgmt @ pcmcindia.gov.in.





### Que.1.

### Where can I get information, regarding different development schemes and schemes of the Corporation?

Ans.

Information regarding various development schemes is available with individual benefinal Nagarvasti & Kalyankarni YojanaVibhag. Information is also available on our website www. pcmcindia.gov.in> Corporation> Departments> Nagarvasti Schemes. An information booklet on this subject is available with the department.

### Que.2. Ans.

### How one can obtain forms of different schemes?

Application forms regarding schemes, implemented by this department, are available in the Civic Facility Center, at Ward (field) Offices between 11.00 a.m. and 4.00 p.m., on all working days, free of charge, throughout the year. However, same will be accepted in stipulated period, at CFC only after a public notice is issued, by the department.

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### Nagarvasti Vibhag Kalyankari Yojana (Welfare Schemes)

Shri. Satish Kulkarni Asst. Commissioner

### Que.3. Ans.

### Is any fee charged for the application form?

Application form is free. However, Rs.10/- are charged at Citizen Facility Center (CFC), while accepting the filled in form.

### Que.4.

### Where can one submit application form, to get benefit under Nagarvasti Vikas Yojana?

Ans.

As a response to the public notice issued every year by the department, completely filled in forms are accepted in prescribed form. Form with Photostat copies are received at CFC of the Ward Office, during working days & hours.

### Que.5.

# Is it necessary to be resident of PCMC and hold AADHAR Card, for enjoying benefits under various development schemes of the Corporation?

Ans.

Yes. It is mandatory that the beneficiary should be resident of PCMC and hold ADHAR Card.

#### Que.6.

### Which schemes of educational aid are implemented for girls and backward class school and college students?

Ans.

- 1. Rs. 2000 grant-in aid is sanctioned to girls, undertaking one year technical training in ITI course, in Govt./Corporation institutes.
- 2. Rs. 1000 as one time aid is given to girl students studying in 10<sup>th</sup> standard, to purchase educational kits.
- Rs. 10000 are given to backward class(SC/ST/ VJ/NT) girls and boys who
  have secured admission on merit in 1st year Engineering/Medical course,
  through Central Entrance Test (CET), after 12th standard. Similarly, girls
  from open category get Rs. 7500 as one time aid.
- 4. Rs. 1, 00, 000/- are granted to girls, undertaking higher education in foreign countries.
- 5. Backward class(SC/ST/VJ/NT) students studying from 5th to 7th and 8th to 10th standard get Rs. 750/- and Rs. 1250/- respectively, as annual scholarship.



### Que.7. Where should the physically handicapped (disabled) persons, get disability certificate?

Ans. The disabled should get disability certificate from Civil (district ) Hospital / Sassoon Hospital / PCMC run Yashwantrao Chavan Memorial Hospital.

### Que.8. What beneficial schemes for physically handicapped students and persons are implemented by the Corporation?

Ans.

- Devices necessary for movement are provided free to the disabled (physically handicapped) people. It includes three wheel cycle, wheel chair, caliper, artificial limbs, hearing aid etc.
- 2. Scholarship is as being given as aid for education, to the disabled students
  - a. From standard 1 to 9 Rs. 4000 yearly
  - b. From standard 10 to 12- Rs.5000 yearly
  - c. First year of college, till graduation- Rs. 6000 yearly
  - d. Post-graduation -Rs. 8000 yearly
- 3. Monthly Rs 1000 is permanently paid, as aid to the mentally retarded people, with age above 5 years. This is given during the entire lifetime
- 4. Rs.1000 are given during the entire life time as monthly aid to leprosy cured physically disabled person.
- 5. If a Bank sanctions loan to the physically disabled people, for business / profession, an amount equal to Rs 1,00,000 or 50% of the loan amount, whichever less, is sanctioned.

### Que.9. Who are eligible to get free PMPML bus pass?

Ans.

PMPML free bus passes are issued to the people with physical disability / orthopedic disability / deaf and dumb.

### Que.10. Who can benefit from Corporation arranged computer training course?

Ans.

Backward class (SC/ST/VJ/NT) girls and boys, physically handicapped (disabled) people, woman and girls from open category who have passed, benefit from this course.

### Que.11. What schemes of benefit are implemented for person below poverty line (BPL) by the Corporation?

Ans.

Following schemes are implemented for the person from BPL family in PCMC area.

- a. 25% of the loan amount sanctioned by the Bank, for self-employed person or Rs. 50000 whichever is less.
- b. A self-help group of minimum 5 women, active for one year, are given Rs. 2000 per woman
- c. Free vocational training by Institutes approved by District Vocational Education & Training Officer

#### Que.12. Can my family be enrolled under BPL list now?

Ans.

No. The list of beneficiary under BPL is final, and no change/addition is possible. Name of your family could be considered for inclusion in the list, when a fresh



survey is carried out, as per directives of Govt. Of India

### Que.13. How women self-help groups are assisted?

Ans. SHG (Self- Help Group) of 10-20 women, saving regularly and active continuously for one year, is granted one time assistance of Rs. 18000/-

### Que.14. What schemes of self-employment are implemented for widows / divorcees?

Ans. One time assistance of Rs. 6000/- is granted to widow/ divorcee women to start retail miscellaneous business.

### Que.15. What scholarship is granted to orphans/ destitute boys and girls by the Corporation?

Ans. Corporation grants scholarships, to cater orphan/destitute students, residing in government institutes, within the limits of the Corporation.

### Que.16. What aid is sanctioned to family opting family planning operation after birth to one / two girl child?

Ans. An amount of Rs. 25000/- and 10000/- is sanctioned, for carrying out family planing operation, after birth to one or two girl children, respectively. Aid is given in the form of Bank term deposit and issued a Bank receipt. It is jointly in the name of daughter/s and mother.

### Que.17. What reference date of birth of girl child is determined to sanction aid, to carry out family planning operation, after birth to one/two girl child?

Ans. The reference date, in such case is 1st January, 2007 i.e. the couple undergoing F. P. operation will get GIA, if date of birth of first/second girl child is after 1.1.2007

### Que.18. What skill development trainings are arranged for women/girls?

Beginning from the year 2013, women or girls above 16 years, will be given skill development programs in following subjects:

- 1. Spoken English
- 2. Marketing / Sales skills (MOLL etc.)
- Advance gift articles production (Chemical flowers, ceramic flower pots, glass painting, stain glass painting, framing and poster)
- 4. Mobile repairing
- 5. Beauty care and parlour management
- 6. Photography
- 7. Paper conversion
- 8. Household apparatus repairing (mixer, iron, gas, fan etc.)
- 9. Preparing various food items
- 10. Video shooting
- 11. Play group teachers training
- 12. Patient attendant training
- Que.19. How many subjects a woman can select from above subjects?



Pimpri Chinchwad Municipal Corporation, Pimpri - 411 018

Ans.

Ans.	A woman can take training in any two subjects.
Que.20. Ans.	How much fee has to be paid?  A woman has to pay 10% of the fees as own contribution.
Que.21. Ans.	What income limit is prescribed for the training?  No income limit is prescribed for selection oftraining.
Que.22. Ans.	Where do the women get training? A group of 25-30 women are given training, at habitat (Vasti) decided by the Corporation.
Que.23.	Is Corporation implementing any beneficiary schemes for the Senior citizen?  No personal beneficial schemes are implemented for Sr. Citizen. Groups of

concession bus pass is issued by PMPML.

registered Sr. Citizen are granted assistance, in the form of articles. However, a





Ans.

Ans.

### Que.1. Where can I register my marriage?

Ans. Marriage can be registered in any Ward (Zonal) Office of the Pimpri - Chinchwad Municipal Corporation.

### Que.2. Where can I get the marriage registration form?

It is available at CFC of concerned Ward office. Also, it can be downloaded from www.pcmcindia.gov.in > Downloads.

### Que.3. What is prime condition for registration of marriage?

- a. Either bridegroom or bride must be resident of PCMC.
- b. Marriage should have taken place in Maharashtra.

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### Que.4.

Ans.

### Where can I submit marriage registration form?

The completely filled in form (form D) can be handed over by anyone of bride/bridegroom /witness to the marriage, between 10.30 and 13.30 at CFC of concerned Ward Office.

### Que.5. Ans.

### Which papers are required for registering marriage?

- a. Certified / notarized copy of School leaving Certificate
   of bride and bridegroom, as proof of date of birth, or
   certificate of 10th / 12th standard examination or
   driving license or passport
- Certified / notarized copy of ration card / driving license / passport/ electricity bill with name of concerned on the bill/telephone bill of BSNL/Identity card of government office/ Electoral photo identity card, as proof of residence of bride, bridegroom and witness.
- c. Marriage invitation card.

### Mr. Pandurang Zure

Joint Commissioner

**Marriage** 

Registration

### Que.6. What can be done if marriage invitation card is not available? Ans. If marriage invitation card is not available, an affidavit in prescribe

If marriage invitation card is not available, an affidavit in prescribed form needs to be submitted. Also one photograph of marriage ceremony (showing bride and bridegroom together) should be attached.

### Que.7. Which papers are required if bride or bridegroom are divorcee?

Ans. Certified copy of court orders of legal separation of bride / bridegroom is required, if bride or bridegroom are divorcee.

### Que.8. Which papers are required for registering remarriage of widow/widower?

Ans. Death certificate of deceased husband / wife are necessary.

### Que.9. Whether marriages of Parsi and Christian are registered at Ward Offices (of

Ans. Marriages of Parsi and Christians and those marriages that take place out of



Maharashtra are not registered at Ward Office of the Corporation. Powers to register such marriages are with Marriage Registration Office, Collector Compound, Near Treasury Office, Pune-1(an office of Govt. of Maharashtra).

### Que.10. What other proof is accepted to establish solemnization of marriage?

Ans. Information of Priest/Bhataji/Purohit/ Kazi in form no 7, with dated signature in marriage registration form is required.

### Que.11. How much stamp duty is required to be paid to register marriage?

Ans. Rs. 100 Court fee stamp along with marriage registration form is required to register marriage.

### Que.12. How much fee has to be paid to register marriage?

Ans.

Ans.

- a. If marriage is registered within 90 days of solemnization, fee of Rs. 50/- has to be paid.
- b. If marriage is registered between 90 days and 1 year, fee of Rs. 50+ fine of Rs. 100 = Rs.150/- will have to be paid.
- c. If marriage is registered from one year onward (any period after 1 year), fee of Rs. 50/- and fine of Rs. 200 i.e. total Rs. 250/- will have to be paid.

### Que.13. Is it obligatory for bride and bridegroom to remain present for registering marriage?

Ans. Bride, bridegroom and three witnesses must physically remain present to register marriage.

### Que.14. How much period is taken to give appointment to register marriage?

Ans. Date within 15 days is given for registration of marriage, after submission and verification of completed filled in application form, along with required papers.

### Que.15. Whether a further date is given, if concerned person remains the absent on date given for registration?

Ans. If concerned person remain absent for registration, two future dates are given. If the concerned person still remains absent on the (all the three) dates, it is presumed that concerned person does not require marriage registration and application for registration is filed.

#### Que.16. Which papers are required to register marriages of Muslims?

Information of Kazi with dated signature, in column no.7 is required, as per Muslim Personal (Law) Act- 1937. Attested copy of Nikahnama is also required. If Nikahnama is in Urdu, it's translation in Marathi (as far as possible) and if it is in other language, translation either in Marathi or in English is necessary. Copy of this translation with signature of Kazi on it must be attached.

### Que.17. How many photographs of bride, bridegroom and witness are essential to register marriage?



### System of Assisting Residents And Tourists through Helpline Information

Ans. One photograph of bride and bridegroom and two photographs of witness are necessary.

Que.18. At the time of marriage, what should be age of bride and bridegroom?

Ans. Bride should have completed 18 years and groom should have completed 21 years of age, at the time of marriage.

Que.19. What should be the age of witness at the time of marriage? Ans. The witness should be 18 years of age.

Que.20. Is registration of marriage compulsory?
Ans. Yes.

Que.21. Why marriage should be registered? What are the benefits?

Ans. Marriage registration certificate is the most important docume

Marriage registration certificate is the most important document establishing solemnization of marriage. It gives confidence and provides social security to married woman. It is an important document to secure VISA. It is a significant document to establish right over insurance benefits and Bank deposits in case of death of married partner. This certificate helps to avoid frauds in marriage related matters.

Que.22. Is Hindu Marriage Act - 1955 applicable to persons of all religions?

Hindu Marriage Act 1955 is applicable to Hindus, Buddhist, Jains and Sikh. It is also applicable Vaishnava, Lingayts and Arya samaj, Bramho samaj and Prarthana samaj people.

Que.23. Who all are governed under Special Marriages Act, 1954?

Ans. This act is applicable to all religions, castes and sects.





# Que.1. What is the eligibility criteria for being a voter? Ans. An Indian citizen, who has completed 18 years on a qualifying date, is eligible to be a voter. However he/she should not have been declared as disqualified by a Judicial Court or by the Election Commission. Que.2. What is the qualifying date?

### Ans. The qualifying date is the first day of January of the year in which the electoral roll is updated.

Que.3.	If I want to include my name in the photo electoral list, what should i do?
Ans.	You will have to fill in Form no. 6 to include the name in photo electoral roll.

Que.4. If the name of a person is to be removed from the photo votes list or if the name of the person appears twice in the list or if there is an objection to the name of the voter, in such cases what needs to be done to remove the name of the voter?

Ans. You will have to fill in Form 7, to exclude the name of the voter for above all reasons / events.

Que.5. If the correction regarding the name, age, address etc. needs to be done in photo votors list, what can be done?

Ans. You will have to fill in Form no. 8.

Que.6. Which form needs to be filled in, for transferring the name of voter from one electoral list to another electoral list?

Ans. You will have to fill in Form no. 8A.

Que.7. What is the procedure that needs to be followed for registration in voters list, if a person has shifted his residence from one constituency to another?

Ans. She/ he will have to fill in Form no. 6.

Que.8. What needs to be done to include the name of the newly married girl in the photo electoral list?

Ans. You have to fill in Form no. 6 and enclose proof of marriage like marriage invitation card or marriage registration certificate.

Que.9. What needs to be done to include the name of an NRI in the photo electoral list?

Ans. Please fill in Form no. 6A and attach certified copy of passport.

Que.10. Where can one get electoral registration forms?

Ans. Forms are available at following places:

1. District Collector alias District Election Officer's office, Near Pune Treasury, Pune-1.

**Voter Registration** 

Mr. Bhanudas Gaikwad
Deputy Collector and

Electoral Registration

Officer (205 - Chinchwad)



- 2. Electoral Registration Officer
- 3. Booth Level Officer (BLO)
- 4. Website of Election Commission of India/Govt. of Maharashtra: www. eci.in or www.ceo.maharashtra.gov.in

### Que.11. To whom should the form be submitted for including his / her name in the electoral list?

Ans. Forms can be handed over at following places

- 1. Booth Level Officer (BLO) at the time of review campaign
- 2. Electoral Registration Officer
- For online registration see link of voter registration on website of Election Commission of India: www. eci.in or fill in the form on website – http://ecicitizenservices.nic.in

### Que.12. Which documents need to be attached with Form no. 6, including a new name in the photo electoral list?

Following papers are needed along with Form no. 6. All papers must be attested/certified.

- 1. Certificate of age as on the qualifying date( 1st January)
- 2. Proof of residence

Ans.

- 3. Copy of Aadhaar Card or Pan Card as identity card
- 4. Two passport size photographs

### Que.13. Which documents can be submitted as proof of age for inclusion of name in the electoral list?

Ans. Any one of following is a sufficient proof:

- 1. Birth certificate given by Municipal Council/Corporation/Village Panchayat or birth certificate issued by District Registrar of Birth and Deaths
- 2. School Leaving Certificate having date of birth
- 3. Passing certificate for 10th or higher standard with date of birth
- 4. Declaration made by the parents in the prescribed form, if applicant is illiterate
- 5. Certificate issued by the Sarpanch (head of the Village Panchayat) or certificate issued by the Member of Municipal Council/Corporation

### Que.14. Which documents can be submitted as proof of residential address for inclusion of name in the electoral list?

Ans. One of following will be accepted:

- 1. Pass book of Bank / Post office / Kiasan Credit Card
- 2. Ration card / Passport/ Driving license / PAN card
- 3. Electricity bill / Water/ Gas / Telephone Bill with address of applicant on it or in the name of parent of the applicant
- 4. Letter of Post Dept. received by the applicant, on the given address

### Que.15. In Pimpri Chinchwad Municipal Corporation, which electoral constituencies of legislative assembly are included?

Ans. Assembly Constituency wise Municipal Wards are mentioned below



205- Chinchwad Assembly Constituency		206- Pimpri Assembly Constituency		207- Bhosari- Assembly Constituency		
Ward No.	Name of Ward	Ward No.	Name of Ward	Ward No.	Name of Ward	
18	Kivale	8	Vidya Nagar	1	Rupinagar- Talwade	
19	WalhekarWadi	9	Sambhaji Nagar	2	Triveni Nagar	
20	Chinchwade Nagar	10	Tuljai Vasti-Ajantha	3	Chikhali	
21	Dalvi Nagar		Nagar	4	Krushna Nagar	
22	Chinchwad - gaothan	14	Bhakti Shakti Nagar	5	Kudalwadi-	
23	Keshav Nagar	15	DattaWadi		Jadhavwadi	
46	Vijay Nagar	16	Akurdi Gaothan	6	Moshi	
47	Kalewadi	17	Sant Tukaram Udyan	7	Charholi	
48	Tapkir Nagar	21	Dalvi Nagar	10	Tulaji Vasti - Ajantha	
49	Shri Sai Mandir- Shri	22	Ramakrishna		Nagar	
	Bapuji Buwanagar		More Prekshagruha	11	YamunaNagar	
50	Thergaon Gaothan	25	Chinchwad Station-	12	Late Madhukar	
	-Padmji Paper Mill		Anandnagar		Pawale High-school	
51	Ganesh Nagar-	26	Kalbhor Nagar	13	NigdiGaothan	
	Belthika Nagar	27	Morwadi	28	Masulkar Colony	
52	Tathwade-Punawale	37	Mahatma Phule Nagar	29	Indrayani Nagar	
	(part)	39	SantTukaram Nagar	30	ChakrpaniVasahat	
53	Wakad	40	Kharal Wadi	31	Dighi	
54	Pimpale–Nilakh	41	Gandhi Nagar	32	Sandvik Colony	
55	Rahatni-Pimpale	42	Bhat Nagar	33	Gavali Nagar	
	Saudagar	43	Jijamata Hospital	34	GavaneVasti	
56	Vaiduvasti	44	Ashok Theater	35	BhosariGaothan	
57	Pimpale Gurav	45	Pimpri Waghere	36	Landewadi	
58	Navi Sangvi	61	Hutatma Bhagatsinh	37	Mahatma Phule Nagar	
59	Madhuban		Vidyalaya	35	Nehru Nagar	
60	Sangvi Gaothan	62	PhugeWadi			
203 -	Bhor Assembly constituency	63	KasarWadi			
52	Tathwade- Punawale (Part)	64	Dapodi -Bopkhel			

### Que.16. Where are the offices of the legislative assembly located in the PCMC area?

Ans.

Sr. No	Name & No. of Assembly	Constituency Address		
1	205 - Chinchwad	Central Tax Collection Office, PCMC Main		
		Building, Pimpri, Pune-18.		
2	206 - Pimpri	Meghaji Lokhande Sabhagruha, KamgarBhavan,		
		Second Floor, Pimpri, Pune-18.		
3	207 - Bhosari	Annasaheb Magar Stadium, Neh	nrunagar, Pune.	
4	203 - Bhor	Sub-Divisional Officer, Bhor		
		sub-Division, Bhor, Dist. Pune.	Pimpri Chinchw	
			Municipal Corporation	



Pimpri - 411 018

### Que.17. How do I search the name in the Photo Electoral list?

Ans.

You can search your name in the photo electoral roll, by using link 'Search Engine' on www.ceo.maharashtra.gov.in.

### Que.18. Are there any facilities available to help the voters in the PCMC area?

Ans.

Grievance redressal facility is available for citizen in the PCMC area, in the offices of Electoral Registration Office, at 205 - Chinchwad, 206-Pimpri, 207-Bhosari. You can also contact on 020-67331541 in Election Office in the main building of Pimpri Chinchwad Municipal Corporation.

### Que.19. When can the form be filled for including the name in the Photo Electoral list or updating for details in the electoral list?

Ans.

- Election Commission of India declares the dates to carry out the corrections in electoral roll. You can submit form to Booth Level Officer.
- District Collector and District Election Officer and concerned Booth Level
  Officers also accept such forms, on all working days, in their respective
  offices.

### Que.20. If I have lost my original EPIC(Electoral Photo Identity Card), can I get a duplicate EPIC?

Ans.

Yes. You will have to apply to Electoral Registration Officer, for issuance of duplicate election photo identity card. You will have to pay Rs. 25 for the same.

### Que.21. Can Cooperative Housing Society jointly submit the electoral registration forms?

Ans.

Yes. The Chairman and Secretary of Cooperative Housing Society can submit application the forms of all eligible residents of the Society, with a jointly signed certificate.

### Que.22. I am staying in Pimpri Chinchwad city due to my job/ business. Can I register my name in the electoral roll of my native place?

Ans.

No. Since you are staying permanently in the city, as per section 19(b) of Representation of People's Act-1950, you can enroll your name only in Pimpri Chinchwad city and not at your native place.

### Que.23. As a voter can one be registered at more that one place?

Ans.

No. As per section 17 and 18 of Representation of People's Act-1950, no one can register oneself at more than one voting center or more than one electoral constituency.

### Que.24. I am shifted to a new place but I have the Election Photo Identity Card, with old residence address. Can I get EPIC issued containing the new address?

Ans.

You will have to fill in Form no. 8A, in case your new residence is in the same assembly constituency. If your new place is in another assembly constituency, you will fill in form no. 6. You will get new (EPIC) Election Photo Identity Card.



Que.25. What should be done to correct the details on the Election Photo Identity Card?

Ans. You will have to submit your misspelt EPIC to the Asst./Electoral Registration Office. You will get corrected EPIC. Alternatively, you will fill in Form 8 and submit it to Asst. Electoral Registration Officer at the time of special Review Campaign.

Que.26. Enumerator (Representative of Election Dept.) has collected my information for registering my name in the Electoral roll. How can I know whether my name is included in the Photo Electoral Roll or not?

Ans. Enumerator must have given you the acknowledment receipt of the information collected from you. You can make search in the draft photo electoral roll, published in the office of Asst./ Electoral Registration Officer.







### Que.1. Ans.

### What is meant by AADHAR card scheme?

The concept of AADHAR card is to provide a Unique Identity Card Number to the persons staying in India and who are citizen of India. It is an important source of proof of residence and identity to the citizen so that in future, they need not look for and provide any other evidences for enjoying benefits of Government schemes.

### Que.2. Ans.

What is the need for registering under AADHAR? What are its benefits?

AADHAR is going to be valid / legal throughout India. Once a citizen gets AADHAR card, he/she need not produce any other proof identity and residence?

**Aadhar Card** 

Mr. Pandurang Zure

Jt. Commissioner

### Ans.

Que.3.

How much fee is charged for registration under AADHAR?

Registration under AADHAR is free and no fee is charged. If someone is charging fees and registering, you can inform the Ward Officer of the Municipal Corporation and Dy. Registrar for AADHAR

### Que.4. Ans.

Who is the Deputy Registrar for AADHAR registration? Ward Officer of Pimpri Chinchwad Municipal Corporation is Ex.Officio Dy. Registrar for AADHAR.

### Que.5.

Where can I do registration for AADHAR?

Indian Citizen can register for AADHAAR anywhere in india

### Ans.

### Que.6. Ans.

What is the procedure for getting AADHAR number?

A total of 29 documents have been acknowledged, as standard government proof of identity and residence. Citizen need to produce minimum one document as a proof

of identity and residence and submit for registration. If a citizen does not have any one of them, he/she will have to get residence proof on the letter head of a Member of Parliament or on the letter head of a Class I Gazetted Officer with his/her (applicants) photograph affixed on it. List of documents have been published on the PCMC website. Citizen need to bring one of them as proof of residence and identity like ration card, (EPIC) electoral photo identity card, driving license etc. for registration.

### Que.7. Ans.

Is there an age limit prescribed for registering for AADHAR?

No age limit is prescribed to make registration for AADHAR card. Photos of children below 5 years of age are taken, but bio-metrics of fingers are not taken, nor photo of retina (eye) is taken.

### Que.8. Ans.

How can a blind person or a person with loss of arm and fingers is registered?

In case of a blind person, normal photograph and impression of fingers are taken, while in case of person with loss of arm / fingers, his normal photo and photograph of his eye (cornea) is sufficient.



### Que.9. Can correction be done in the information after registration under AADHAR?

Ans.

Correction in the information is possible, if you approach the registering office within 96 i.e. in four days. No change is possible after this period is over.

### Que.10. Can I register twice for AADHAR?

Ans.

Duplicate AADHAR registration is prohibited. It is a crime and you can be punished for the same.

### Que.11. Where are the centers for registering under AADHAR are located and what are the timing for registration?

Ans.

Addresses of various AADHAR registration centers are published on the PCMC's website: www.pcmcindia.gov.in > popular links > aadhar card. Registration period is from 10.00 in the morning till 06.00 in the evening.

#### Que.12. What should be done if AADHAR card is not received?

Ans.

Those citizens who have not received the AADHAR card, after the lapse of minimum three months after registering for it, visit the Govt. of India's website www.uidai.gov.in and download the card by using e- aadhar system. They will have to fill in the information accurately, as mentioned in the acknowledge slip for AADHAR, to download the AADHAR card.

### Que.13. What should be done if the AADHAR card is lost?

Ans.

You can contact on the following address -Unique Identification Authority of India Regional Office, 5<sup>th</sup> Floor, MTNL Exchange Building Cuffee Parade, Mumbai-400 -005 Tel. 022/22183488, 22183490 E-mail- help@uidai.gov.in Toll free no- 1800 300 1947



### Que.1.

### Which important certificates are issued to the citizens by the Collector Office?

- Ans. Income certificate
  - Age, domicile and nationality certificate
  - Caste certificate
  - 4. Non- creamy layer certificate

### Que.2.

### What role PCMC is playing in issuance of various certificates of Collector office that are normally issued by that office?

Ans.

The roll of Corporation is that of a facilitator to serve the residents of PCMC. The concept is to save time, energy and sources of the citizen. Citizen may kindly understand limitations of our efforts and cooperate



#### Que.3. Where can the citizen get the application forms for the certificates issued by the Collector office?

Citizen can get the forms at 'Maha E -Service' center. List of such centers is available on the website: www.pcmcindia.gov.in>General info> list of Maha eseva centers.

2. Alternatively, you will get it at PCNTDA office near Akurdi Railway Station.

### Certificates issued by Collector Office

### Mr. Kiran Kakade

Add. Tahasildar Pimpri - Chinchwad

#### How much time is required to get certificates from the Que.4. **Collector Office?**

Ans.

Ans.

If all documents are provided, certificates are issued between 7 to 21 days through Maha-e seva center/ Add. Tahasildar office, at PCNTDA office Near Akurdi Railway Station.

### Que.5. Ans.

### Which documents are required to get the income certificate?

- Application form in the prescribed form.
- 2. Court fee stamp of Rs. 10/- on the application form
- 3. Self-declaration regarding income on plain paper
- Proof of income:
  - a) Income certificate issued by Talathi if applicant is farmer/ farm servant
  - b) Salary Slip / IT return
  - c) Income Tax return, in case applicant is a businessman
  - d) If income certificate is required on medical ground, certificate by Medical Officer is required.
  - e) If applicant is a pensioner, Bank passbook / certificate by Bank
- 5. Certified copy of ration card
- Extract of '8 A' and recent 7/12 extract 6.
- Copy of electricity bill or house tax bill



Que.6. Which documents need to be attached with the application for getting the

### age, domicile and nationality certificate?

#### Ans.

- 1. Application in prescribed form.
- 2. Court fee stamp of Rs. 10/- on the application form
- 3. Certificate issued by Talathi affirming the tenure of residing in the city for continuous 10 Years & other proof affirming 10 years continuous inhabitation in Maharashtra: e.g., property tax receipts/electricity bills/7-12 extract/photo pass issued by the Corporation/Rent agreement. If the applicant is tenant, undertaking by the landlord made on Rs. 100/- stamp and registered Citizen Facilitation Center and electricity bills in the name of landlord be attached.
- 4. Self-declaration made by the parents regarding continuous 10 years stay in Maharashtra. If applicant is 18 years old, his/her self-declaration is accepted.
- School leaving certificate of the applicant and his/her father (wherein mention
  of place and date of birth is necessary) or abstract of birth registration at
  Village Panchayat / Municipal Council /Corporation or certified Photostat
  copy of page of service book where place of birth is mentioned.
- 6. If applicant is from other State, certificate of twenty years stay in Maharashtra, issued by revenue department (like property card, 7/12 extract /tax bills )
- 7. If certificate is required by a married women:
  - a. School leaving certificate of husband and proof of residence of husband as evidence after marriage
  - b. Marriage registration certificate as proof of marriage or change in name as published in government gazette or marriage invitation card or certificate issued by Police.
- 8. Certified Photostat copy of all pages of passport, in respect of the person (who requires certificate) and whose or his father's place of birth is outside India, should be submitted at Citizen Facilitation Center.

### Que.7. Which documents need to be attached with the application for getting the Caste certificate?

#### Ans.

- 1. Application in prescribed form.
- 2. Rs. 10/- Court fee stamp on the application form
- 3. Self-declaration regarding caste
- 4. School leaving certificate of concerned, having caste cited on it and or bonafide certificate of caste issued by the school authority, in case candidate is studying in school.
- 5. One of proofs from' a' to'd' mentioned below (in original) is necessary, having caste mentioned in it, in respect of the applicant or his father or brother or sister or grandfather or uncle or aunt or other blood relatives with date of birth prior to 10/08/1950 in respect of Schedule caste, 22/11/1961 in respect of Schedule tribes, 13/10/1967 in respect of Other Backward Class 13/06/1967 in respect of special backward class?
  - a. School leaving certificate
  - b. Birth-death certificate issued by the revenue department or
  - c. Extract of first page of service book of the applicant, wherein caste is registered and certified, in case applicant is a government /semi-



government service

- d. Caste certificate validated by the Caste verification Committee of Social Justice Department
- 6. In case proof of father's caste is not available, a clan tree should be drawn in a self-declaration statement clarifying evidences of caste of other close blood relatives and other written proofs be provided to explain the relations.
- 7. The candidate should apply for caste certificate with the concerned Competent Authority wherein his forefathers or relatives were staying and have shifted from other Taluka /District/ State or shifted within Maharashtra, as per Government of Maharashtra Notification in Rajpatra dated 1st Sept. 2012
- 8. Electricity Bill or Property Tax receipt as proof of residence
- 9. In case married women requires caste certificate:
  - a. any one of evidence mentioned in 5 above to substantiate caste
  - b. marriage registration certificate as proof of marriage, change in name as published in government gazette and marriage invitation card or certificate issued by Police.

### Que.8. Which documents need to be attached with the application for getting the Non-Creamy Layer Certificate'?

Ans. A person needs the following documents to establish that he/she does not belong to an advanced and elevated category

- Application in the prescribed form
- 2. Court fee stamp of Rs. 10/- on the application form
- 3. Attested caste certificate issued by the competent authority
- 4. Self-declaration made by the applicant regarding last three years income
- 5. Proof of income for last three years:
  - a. Income certificate issued by Tahsidlar in case of farmer / labour
  - b. Income tax return in case of service or businessman

### Que.9. What is the income limit prescribed for issuing the non-creamy layer certificate? Ans. Those applicants whose income for continuous last three years is less than Rs.

Those applicants whose income for continuous last three years is less than Rs. 6.00 lakhs, each year, will not be considered as advanced and get benefit of reservation. This income limit is prescribed under Government of India, Resolution no.3433/1/2013 Est(Res) issued by Department of Personnel and Training, Ministry

of Personnel, Public grievance and Pension, New Delhi, dated 27<sup>th</sup> May ,2013.

Que.10. Which caste gets the reservation benefit due to its inclusion under noncreamy layer?

Ans. Persons from VimuktaJati, Nomadic Tribes, Other backward Class and Special Backward Class can get non- creamy layer certificate and get benefit of reservation.

Published with the help and co-operation of Mr. Kiran Kakade, Addl. Tahsildar, Pimpri-Chinchwad.

If the citizens require any further information, kindly conact on tel. no. 020/26114949 or send an e-mail on rdcpune@gmail.com



1

#### 1. RATION CARD

### Que.1. Where can the application for the Ration Card be received in the PCMC area?

Ans.

Citizens can obtain it form the Zonal Office, 'A Division' Sant Tukaram Vyapari Sankul, Second Floor, Nigdi or at the specified Maha-E Seva center in the Municipal Corporation area. List of such centers is available on the website www.pcmcindia.gov.in> General Info>maha e seva center.

### Que.2. Which documents need to be attached with the application for getting the new ration card?

Ans.

- Make application in the name of the most senior woman in the family, as
   Head of the family
- 2. Two signed photographs of Head of family (woman).
- 3. Copy of the bank passbook of Joint Bank Account opened in the name of husband and wife
- 4. Copy of the AADHAR Card or copy of acknowledge receipt for of the AADHAR card
- 5. You need to attach the certificate of having reduced your name from previous ration card. If not, you need to get a certificate from Tahsildar of earlier place that your name does not exist in the ration card.
- 6. If you own a house then copy of the property tax payment receipt or electricity bill as a proof of residence be attached. In case house is rented consent letter of the landlord and copy of electricity bill in the name of landlord or copy of the house tax payment receipt.

# Certificates & Licenses issued by other Goyt. Offices

Mr. Bhanudas Gaikwad Asst. Commissioner & Deputy Collector

### Que.3. What papers citizen should attach along with the application to get duplicate ration card?

Ans.

- 1. If the ration card is lost, then Certificate issued by the police regarding the lost ration card.
- 2. Certificate issued by the ration shop owner as to the continuousness of ration card with his signature and stamp
- 3. If ration card is old and damaged, submit old card with stamp and signature of the ration shop owner.
- 4. A self-declaration on plain paper if the words on the ration card are worn out.
- 5. Evidence of identity with the application

### Que.4. Ans.

### If I want to add members in the ration card, which papers are required?

- Birth certificate of the kids to add their names or certified copy of bonafide certificate issued by the school
  - 2. If you want to add your wife's name, you need to get a certificate from the Tahsildar/ Zonal Officer of your wife's place that her name has been removed from the ration card and the marriage registration certificate or

other Govt. Offices



- marriage invitation card
- 3. Certificate of having removed the name of the person from the previous ration card, if you want to add elder person name in the ration card.

### Que.5. Ans.

### Which papers are required to exclude person name from the ration card?

- Application form with the marriage invitation card in respect of married daughter
- 2. Death certificate, if a person from family has died
- 3. An application form to remove name with the original card, in case going out of the city.

### Que.6.

#### How much time is taken to issue the ration card?

Ans.

- L. New ration card 1 month
- 2. Duplicate ration card 8 days
- 3. Renewal of ration card-1 month
- 4. Change in the name or addition /reduction of person 3 days

### Que.7. Ans.

### How much fee is charged to get a new ration card?

- 1. New yellow ration card- Rs. 10/-
- 2. New orange ration card- Rs. 20/-
- 3. New white ration card- Rs. 50/-

#### Que.8.

#### How much fee is charged to issue a duplicate ration card?

Ans.

- 1. Duplicate yellow ration card- Rs. 20/-
- 2. Duplicate orange card- Rs. 40/-
- 3. Duplicate white ration card- Rs. 100/-

### Que.9.

### What ceiling of income is prescribed to be eligible to get yellow, Keshari and white ration card?

Ans.

- 1. Yellow ration card- up to Rs. 15000/-
- 2. Orange ration card- up to Rs. 1 Lakh
- 3. White ration card- Rs. 1 lakh and above

FAQ in respect of this section have been published, with help and co-operation of the Food grain Distribution Officer, Pune. If the citizens requires any information, kindly conact the office at the tel no. 020 / 24470276 e-mail to jcpune.fda-mah@nic.in



### 2. GAS CONNECTION

#### Que.1. How can I get a new gas connection?

Ans.

You may register yourself with the household gas connection agent near your residence. Registration for online new gas connection is also available. You can use the link www.bharatgas.com for Bharat Petroleum Company spandan.indianoil.co. in for Indian oil Company & www.hindustanpetrolium.com for Hindustan Petroleum Company.

#### Que.2. How much amount I need to pay for the new gas connection?

Ans.

- One gas cylinder Rs. 1450/-1.
- Two gas cylinders Rs. 2900/- (@1450 per cylinder) 2.
- Regulator Rs. 150/-

#### Que.3. Which documents should I have to get a new gas connection?

Ans.

Prescribed application form, affidavit, undertaking and proof of residence and identity proof

### Documents for residence proof (any one of following)

- Ration card 1.
- Electricity bill (any one of the last three months) 2.
- Telephone bill (any one of the last three months) 3.
- 4. Passport
- 5. Possession letter by the builders
- 6. Property tax payment receipt
- 7. Insurance policy
- 8. EPIC (electoral photo identity card)
- 9. Registered Rent agreement
- 10. Driving license
- 11. AADHAR card
- 12. Bank passbook

### **Identity card evidence documents:**

- 1. Pancard
- 2. Passport
- 3. EPIC (electoral photo identity card)
- 4. AADHAR card
- 5. Driving license
- 6. Identity card issued by Central/ State government to their employees
- Bank passbook with photograph

#### Que.4. What is K. Y. C.?

Ans.

Know your customer (K.Y.C.) is a form that provides the information regarding the residence and identity of the customer and it has personal information about the customer.

#### Que.5. Is it necessary to fill in KYC form?

Ans.

You need to fill in KYC in case you are having more than one gas connection or

connections of more than one gas company. You need to fill in the form with the proof of residence and identity.

### Que.6. Where do I get KYC form?

Ans. KYC is available free of charge with your gas distributor. It is also available on the websites of the concerned companies.

### Que.7. Is it compulsory to purchase gas stove and other material from the distributor, while getting the new gas connection?

Ans. No. You may purchase ISI gas stove from any other distributor/ traders.

### Que.8. Ans.

Ans.

If there is leakage of gas during night or on holidays who should be contacted? You should contact ECS- 'Emergency Service Center', if you notice leakage from the household gas cylinder connected at your residence, either during night hours or on holidays. Telephone number of ECS is noted on the back of gas refill receipt.

### Que.9. Where should one contact for grievances regarding distribution of gas cylinder or black marketing of cylinders?

You may contact the concerned LPG Customer Service Cell or the nearest company operated regional LPG office for complaint regarding the distribution of gas cylinder or black marketing of the cylinders. You can also register your complaint online. You can make use ofcompany helpline as follows to resolve your problems.

- 1. Oil Industry- 1800 2333 555 (toll free)
- 2. Bharat Petroleum- 020/ 26342176
- 3. Hindustan Petroleum- 020/ 226213104
- 4. Indian Oil Corporation- 020/ 26332661
- 5. Collector Office-Food grain Distribution Officer-020-26123743
- 6. Collector Office- 1800 2333 3370 (Toll free)

### Que.10. Can I make use of household gas cylinder for car/ motor-cycle, geyser etc?

As per provisions in the L.P.G. Control Act, use of household gas cylinder for car/motor-cycle, geyser etc is prohibited. You can make use of Auto LPG in motor

cycle. However, use of household gas is limited to cooking only.

### Que.11. What should I do If I want to get replacement for damaged/lost cylinder/ regulator/ or redistribution of regulator?

Ans. You may register the complaint with the police and get primary and final FIR and submit it to the Customer Service Center along with the application, undertaking and copy of papers of the gas connection.

### Que.12. Is it obligatory for the gas distributor to supply cylinder at the residence of the consumer?

Yes. Distributor delivers the gas cylinder at the residence of consumer. No additional fees is charged. Standard fees are charged for delivering cylinder outside



Ans.

area of the distributor.

Que.13. How much time lag is prescribed by the LPG companies between two bookings of gas cylinder?

Ans. Period between two bookings of the gas cylinder is as per the need of the consumer.

Que.14. How do I book household gas cylinder?

Ans.

You can book demand for gas cylinder by (making a phone call to the distributor)or registering on your company's website or by using helpline. (In metro cities like Pune booking on mobile is made mandatory)

HP: 8888823456 Bharat Gas: 9420456789 IndaneGas: 1800-2333-555

FAQ in respect of this section have been published, with help and co-operation of the Food grain Distribution Officer, Pune. If the citizens requires any additional information, kindly conact the office at the tel no. 020 / 24470276 or send e-mail to jcpune.fda-mah@nic.in



### 3. Electricity Connection (Electricity Distribution Company)

Que.1. Can I be a consumer of the Maharashtra Electricity Distribution Company Ltd. (MSEDCL)? How? What do I need to do to get a new electricity connection?

Ans.

- Applicate must be legal owner/ occupier of the land/place/building.
- Apply for the Household/Commercial use of electricity with Section office & industrial use with the Sub-division/Division, in A1 form along with necessary No Objection certificates
- 3. Amount of fees which include service connection fees, service line fees and security deposit, will be communicated after the load survey is carried out
- 4. Consumer needs to produce test report of wiring work done by a licensed electricity contractor after he pays the above fees.
- 5. New service connection will be given in the order of received applications.

### Que.2. Which papers are necessary for the household/commercial electricity connection?

Ans.

- a. Address Proof of premises ownership (any one of the following):
  - 1. Ration Card
  - 2. Corporation Property/Local Authority Tax Bill / Receipt.
  - 3. Approved plan by competent authority.
  - 4. Voter ID Card.
  - 5. UID Card / Adhar Card.
  - 6. Driving License.
  - 7. Purchase / Sale Agreement of plot.
  - 8. NOC of the quirir with Leave & License/Lease/Rent Agreement.

    Consumer can produce rent receipt for the last 3 months (if applicant is not owner of the premises)



- 9. Development Agreement with the Land owner/ Occupier / Govt. organisation
- 10. Property Card or 7/12 extract.
- 11. Society registration certificate

If none of the above documents are available, an affidavit on Rs.200/-stamp paper should be submitted, as per the prescribed format.

### b. Identity Proof (Any one of the following):

- 1. Voter's Identification Card
- 2. Collector / Govt. authorized photo ID
- 3. UID Card/ Aadhar Card
- 4. Passport.
- 5. PAN Card.
- 6. Driving License
- 7. Photo Pass (issued by recognized Govt. Department
- 8. Sr. Citizens Identity Card issued by Govt
- 9. Purchase/Sale agreement

### c. Other documents required (If applicable) for relevant category:

- 1. SC / ST Caste certificate
- 2. BPL certificate(Below Poverty Line)
- 3. License from the concerned Govt. Department as per the activity Applicable for the commercial connection

### Que.3.

### Which are papers required for the industrial electricity connection?

- a. Address Proof of premises ownership (any one of the following):
  - 1. Owners NOC (if applicant is tenant)/three month house rent receipt
  - 2. Corporation Property/Local Authority Tax Bill / Receipt
  - 3. Purchase/Sale Agreement
  - 4. Development Agreement with the Land owner/Occupier/Govt. organisation
  - 5. Property Card or 7/12 extract

#### b. Other documents required

- 1. N.O.C. from the Maharashtra Pollution Control Board (If applicable)
- 2. Authority letter to sign on the documents/papers (in case of Company or Partnership).
- 3. Certificate of Incorporation from Registrar of Company.
- 4. List of Directors/Partners along with their contact address, tel no, email & mobile numbers.

If none of above documents are available, an affidavit on Rs. 200/- stamp paper be submitted in the prescribed form.

### c. Following documents should be produced before the release of electrical connection:

- 1) For L.T. consumers:
  - Installation Test Report (D-1 form)
  - Capacitor Test Certificate
- 2) For H.T. Consumers:



- List of machinery with HP / KW
- Kilo Volt Amperes MD calculation chart
- Installation Test Report (D-1 form)
- Permission from the Electrical Inspector
- Manufacturer's Test Certificate

#### Que.4. Where should I apply for new electricity connection?

Ans.

- The duly filled in 'A1'application form for the new connection, along with the
- all required documents (photocopy) is received at :

  Consumer Facilitation Centre (CFC) of MAHADISCOM or
- Concerned Section officers for residential /commercial connection
- Concerned sub-division officers for all LT applications.
- Concerned Division Offices for all LT applications
- Concerned Circle Offices for all HT applications

### Que.5. Where can I confirm the status of the application for the new electricity connection?

Ans.

### The status of your new connection application can be checked at :

- Consumer Facilitation Centre (CFC) of MSEDCL or Corresponding Section office for Residential/Commercial applications, subdivision office for all LT applications.
- Respective Division Office for all LT applications
- Circle Office for all HT applications

#### Que.6. What different charges I need to pay for getting the new connection?

Ans.

Applicant needs to pay charges approved by MERC from time to time under following heads like:

- a. New connection,
- b. Service connection Charges
- c. Application registration & processing fee, security Deposit
- d. Testing Charges (if applicable)

### Que.7. What is the procedure of billing?

Ans.

After installation, the billing section is supplied with data containing meter details, initial mater reading.

- As per the predetermined cyclic order the first bill is issued.
- The bills are issued monthly, bi-monthly & quartely for domestic, industrial, Agriultre consumers
- The payment of bills is to be made as per the last due date shown on the bill.

### Que.8. Where and how can I make complaint?

Ans.

- a. You can approach MSEDCL 'call center and dial the toll free no. 1800-1003-435. You can also dial 1800-2333-435 and lodge a complaint.
- b. Grievance Day is celebrated at Zonal offices of MSEDCL at Bhosari and Pimpri, in the PCMC area, on first Tuesdayof each month, between 11.00 &



- 13.00. You can lodge complaint at this places.
- c. In case of failure of supply, the consumer has to contact the nearest fuse-off call center either on Telephone or in person to lodge a complaint or he has to call the call center in that area.
- d. The consumer has to lodge a complaint by giving details like Name, Location, Consumer No., and Pole No. for easy access to MSEDCL employees.
- e. MSEDCL is not charging any extra charges for attending fuse-off call complaints.
- f. If, there is some anomaly in the energy bill like wrong reading, arrears amount shown though the bill is paid, etc. the consumer may contact, the nearest MSEDCL office & bring the anomaly to notice of concerned for rectification. In Urban areas, Division office is dealing with the billing complaints and in rural areas the Distribution Center or billing units of Subdivision office are handling the billing problems.

### Que.9. Can I make online payment after due date?

Ans. No. This is not possible.

### Que.10. Can I see details of bill already paid?

Ans.

You can verify details of last 10 months payment by logging in MSEDCL'S website www.mahadiscom.in . The details are available on 4 digit BU(billing unit),insert consumer number (12 digit)and 'view and pay bill online'.

Telephone numbers of offices of MSEDCL are mentioned below.

Sr.	Name of the office	Telephone number
1.	Bhosari (Division) Office of Executive Eng.	27650508
2.	Akurdi Sub division	27483474
3.	Akurdi sub center	9960684357
4.	Chinchwad(Bhosari Section)	27660254
5.	Chinchwad Grievance Redressal Center	27660254
6.	Moshi Grievance Redressal Center	27490280
7.	Sambhajinagar Grievance Redressal Center	9960677270
8.	Bhosari Sub division	27123161
9.	Bhosari Village branch	27120304
10.	Charholi Section	27185513
11.	Nasik Road Grievance Redressal Center	27120304
12.	Sect 10 PCNTD Sub center	9960677695
13.	Pradhikaran/ Nigdi subdivision	27659276
14.	Pradhikaran Grievance Redressal Center	27659276
15.	Talwade, Triveni Nagar, Rupee Nagar Br.	27690592
16.	Pimpri(Executive Engineer) office	27411227
17.	Chinchwad Sub- division,	27653000
18.	Bijali Nagar Section	9960677249
19.	Chinchwad (Pimpri Section)	27411802
20.	Kalewadi Section	27206351
21.	Walhekarwadi	27650237



22.	Kharalwadi Sub division	27411027
23.	C I R T sub center	9960677535
24.	Dapodi Section	27149058
25.	Empire Estate sub center	9970001887
26.	Kasarwadi Section	27110048
27.	Kharalwadi Section	27411027
28.	Mahindra Royal Pimpri Camp Section	9970001885
29.	Pimpri Camp Section	27411102
30.	Pimpri sub center	9960677356
31.	Swrganga sub center	9860521110
32.	Sangvi sub division	27273550
33.	D. L. F. Akurdi sub center	27273550
34.	Sangvi Section	27273550
35.	Tathwade Section	27275163

Question and answer regarding this department is provided by Mr. Abrahim Abdul khadar Mulani, executive engineer Pimpri division. For additional information, kindly contact his office at 020-26135740 or email to helpdesk\_pg@mahadiscom.in



### 4. Driving License (R. T. O.)

### Que.1. Where can I submit the application form for the driving license in PCMC area? You can submit application to the Deputy Regional Transport office PCMC.

### Que.2. Which papers are required for learning driving license?

Ans.

- Proof of age (one of following)
   Birth certificate/ school leaving certificate/ passport
- Residence proof (one of following)
   Passport / Voter ID /LIC policy / pay slip issued by Central / State government or issued by Local self-government (like Municipal Corporation)
- 3. Residence proof (Two of following)
  BSNL Landline bill/mobile postpaid bill/ration card/electricity bill/certificate issued by the police department or certificate issued by the Government to the foreign nationals
- 4. Two passport size photographs

### Que.3. What age limit is prescribed for temporary/permanent driving license?

Ans.

- 1. Non-gear two wheeler-16 years complete with unconditional consent of parents
- 2. Four wheeler / Two wheeler with gear (Private use)- 18 years complete
- 3. Transport Vehicle-20 years complete & having passed 8<sup>th</sup> standard

### Que.4. What form has to be filled in to get the learning driving license?

Ans.

- 1. Two wheeler without gear-Form 1 and 2
- 2. Four wheeler (private use) / Two wheeler with gear Form 1 and 2



#### 3. Transport vehicle- Form 1, A-1 and 2

### Que.5. How much fee I have to pay for learning driving license? You will have to pay Rs. 30/- for learning driving license.

# Que.6. Which form needs to be filled to get permanent driving license? You will have to fill in Form no 4 . If you have holding license under other category of vehicle, you will fill in Form no 8.

# Que.7. How much fee should I pay for the permanent driving license? You will have to pay Rs. 50 for the driving test, Rs.200/- for SMARTCARD and Rs. 50/- for postage. Thus you will pay total Rs. 300/- and not more.

Que.8.	Can I renew the learning driving license?	
Ans.	No. You will have to apply again.	
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## Que.9. How much time I will have to wait, to get permanent driving license, after getting the learning license? Ans. Period required is between 30 days and 6 months. You will have to give test during

Period required is between 30 days and 6 months. You will have to give test during this time and if you would get through, you get the permanent license.

# Que.10. I have lost my driving license. Can I get a duplicate one? Yes. You will apply to Dy. Regional Transport Officer, Pimpri Chinchwad in prescribed form. You will attach copy of complaint made with police (FIR) and date and license no. of the lost license.

- Que.11. I have lost registration book/certificate. Can I get duplicate certificate?

  Yes. You will have to apply to Dy. RTO/ RTO office, where you have registered the vehicle, with the copy of complaint lodged with police.
- Que.12. What is the validity of the permanent driving license?
  1. Private vehicles: 20 years or till the age of 50 years, whichever is earlier
  2. Transport vehicle: up to 3 years
  You will have to renew it afterwards.

# Que.13. Where can I make suggestion / complaints regarding the transport matters, under control of Dy. Regional Transport Officer? Ans. You can call on 020/ 27492828, which is official telephone no. of Dy. RTO, Pimpri Chinchwad or send e- mail on mh14@mahatrans.com

Questions and answers regarding this chapter have been prepared with support from Dy. RTO, Pimpri Chinchwad. The citizens are requested to contact on 020-27492828, which is the official telephone no. of Dy. RTO, Pimpri Chinchwad, for any further query or send an e-mail on mh14@mahatrans.com. Citizens are requested to visit website of the transport department on: http://www.mahatranscom.in





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#### Que.1. How does one apply to get passport? Ans.

One can apply online by logging on http://passportindia.gov.in

#### Que.2. Which papers are required to be attached to the application for passport?

#### Ans.

Ans.

- Residence proof- water supply bill / landline telephone bill/mobile postpaid bill /electricity bill- present and 1 year old(any two)
- 2. Copy of Bank passbook having one year transactions
- 3. Income Tax return
- 4. Voter's identity card
- 5. Proof of Gas connection
- 6. Character verification certificate on company's letter head, the if applicant is serving in a Public Limited company
- 7. Photostat copy of first and last page of passport of both, husband and wife
- 8. Current Ration Card
- Photostat copy of first and last page of passport of both father and mother in case of child/children
- 10. Aadhar Card
- 11. PAN Card
- 12. School Leaving Certificate of either 10<sup>th</sup> or 12<sup>th</sup> certificate (with date of birth)/ Degree certificate
- 13. Birth certificate, in case birth is after 26th January, 1989
- 14. Affidavit in prescribed form, if marriage certificate of married woman is not available

#### Que.3. How much fee is charged for passport?

Passport- Rs. 1500/- and for Tatkal Passport- Rs. 3500/-Ans.

#### Que.4. How many days are required to get passport after submission of the application?

Ans. You will get it within 45 days, on your address, if compliance of documents required, is done.

#### Que.5. Who gives appointment of passport office to get a passport?

You can log in on http://passportindia.gov.in and fill in ther from online. You will get appointment to meet officials in passport office. This facility is available at 12.00, every day.

#### Que.6. If I have received passport from other passport office, can I submit application for facilities related to passport at Pune City passport office?

Yes. You can get facilities related to passport, at the city where you reside and Ans. where passport is functioning

#### Que.7. I am staying in Pimpri Chinchwad presently, and I have received passport



Ans.

Ans.

from other passport office. What do I need to do to effect the change in address on the passport?

Ans. You need to provide proof of address where you are presently staying, along with Form –II, with a view to mention your present address on the passport.

Que.8. I have to go out of country for urgent company work, can I get urgent passport?

Yes. You can make application for Tatkal passport. Rs. 3500/- is the fee. You need to attach verification certificate (Annexure F) issued by Civil services officer (IAS/IFS/IPS) / Sub- Divisional Officer (Prant Officer)/ Dy. Superintendent of Police and affidavit in prescribed form (Annexure I)

Que.9. My passport has expired. Can I renew it?

You need to attach passport or Photostat copy of passport, with proof of address along with Form no I (EAP-I) for renewal of passport. Since passport has expired, character certificate by Police department is necessary.

Question and answer regarding this department is provided by Dy. Regional Transport Officers, Pimpri Chinchwad. For additional information, kindly contact his office at 020-27492828 or email at rtopune@dataone.in

#### 6. Food License Food and Drug Administration

Que.1. Where should I apply for the food license in the Pimpri Chinchwad Municipal Corporation (PCMC) area?

Ans. Food Safety & Standards Act -2006 has been in force effective and you need to apply to Joint Commissioner's office, Food and Drug Administration (Maha State), 791 / 93, Lucky Building, New Guruwar Peth, Pune - 411 042 for the food license

Que.2. I have food license issued by PCMC and limit mentioned on it is yet to be over. Is it valid?

Ans. No. Food Safety & Standards Act -2006 has come in to effect. Hence, you need to submit old license and approach office of Food and Drug Administration Maharashtra State, Pune, for new license.

Que.3. What are the different types of food licenses that are issued?

Ans. 1. Central license 2. State license 3. Registration

Que.4. How much fee is charged for different licenses?

1. Central license: Rs. 7500/- per year

2. State license (Manufacturing)



Ans.

Less than 1 Ton per day:

More than 1 Ton but less than 2 Ton:

Three star hotels

Other food producers:

Registration fee:

Res. 5000/- per year

Rs. 2000/- per year

Rs. 2000/- per year

Rs. 100/- per year

#### Que.5. Who gives food license to the retail food traders?

Ans. Registration Officer in the field (Field Food Security Officer) issues such licenses. PCMC has 8 Regional Registration Officers. List of officers is available on PCMC's website.

#### Que.6. Which professions require food license?

Ans. The businessman & traders doing production, sales, store and transportation of all types food items require the food license.

#### Que.7. Where can I make complaint against adulteration in food items?

Ans. The complaint can be made to the Joint Commissioner's office, Food and Drug Administration, (Maharashtra State) 791/93, Lucky Building, New Guruwar Peth, Pune - 411 042 Tel: 020/24470276

#### Que.8. Which website provides complete information about food license?

Ans. The website www.fssai.gov.in provides detailed information about the food license.

#### Que.9. What is the validity of the food license/certificate?

Ans. Validity of the food license / certificate is minimum for one year and maximum for 5 years.

### Que.10. Does the producer need to inform the office of food & drug administration (FDA) about the productions?

Ans. The producer needs to inform the FDA Office in D1 and D2 form; if you are milk producer you will submit for each six months (1st April to 30th September) and (1st OCt to 31st March) and if producer of other products, after every year (1st April to 31st Marc)

### Que.10. If I want to distribute food items at religious places do I need to get the license / certificate?

Ans. Yes. Registration is mandatory. You need to register with Registration Officer (Field Food Security Officer)

#### Que.11. If I change the place of business, would the old license be valid?

Ans. No. You need to get new license for the new place of business.

#### Que.12. Where are food articles tested?

Ans.

State Health Laboratory, near Lashkar water supply, Poolgate, Pune - 411001 carries out test of food articles. Following private laboratories have been recognized and they do test of the food articles.



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National Agriculture & Food Analysis and Research Institute, Pune	2nd & 3rd Floor, MCCIA Building, Tilak Road, Swargate, Pune - 411002, Maharashtra	Tel: 020- 24440079, 24441776, 09881491440	nafaripune@yahoo.co.in nafariinstitute@gmail.com
TUV India Pvt Ltd, Pune	Survey No: 42, 3/1 & 3 / 2, Sus, Taluka: Mulshi, Pune - 411021	Tel: 020- 67900000 / 01	pune@tuv-nord.com, foodlab@ tuv-nord.com
Maarc Labs Pvt. Ltd, Pune.	Plot No 1&2, gate No. 27, Nanded Phata, Sinhagad Road, Pune - 411041, Maharashtra	Tel: 020- 24395052, 65213313	maarclab@vsnl.net, maarc_lab@dataone.in
Food Hygiene and Health Laboratory, Pune	A-512/513, Fourth Floor, Mega Centre, Magar patta, Solapur Road, Hadapsar, Pune-411028	Tel: 020- 26890197, 26890347, 09881237321	foodwatertestlab1@ gmail.com

FAQ in respect of this section have been published, with help and co-operation of the Food grain Distribution Officer, Pune. If the citizen requires any information, kindly conact the office at the tel no. 020 / 24470276 e-mail to jcpune.fda-mah@nic.in



#### Que.1. How can one get plot/ apartment from Pradhikaran?

Ans. Plots /apartments of Pradhikaran are distributed on 99 years lease. Application can be made after an advertisement is published regarding letting of plots. Following eligibility is prescribed for getting plot / flat on lease

- a. The applicant should provide proof that he / she is resident of Maharashtra/born in Maharashtra /doing job in the PCMC area
- b. He / she should not have his / her own flat / residence in the PCMC area.

### Que.2. What procedure is established to hand over plot/apartment to the lessee/ occupant?

Ans. The plot / apartment is handed over to occupant once he/she makes the full payment of the plot / apartment

Que.3. How many days are taken to hand over the property of Pradhikaran after the lease agreement?

Ans. Property is handed over after 5 years of lease agreement.

Que.4. When and under what circumstances, can property can be handed over before completing the 5 years?

Ans. It is done under following circumstances

Ans.

- 1. Bankruptcy / acquisition by Bank
- 2. Death of plot holder / apartment occupier
- 3. Change in residence by plot / apartment holder
- 4. Serious illness of person in family
- 5. Serious accident / disability to the chief of the family

### Que.5. What procedure is adopted to transfer plot/apartment in the name of third party?

Following papers need to be submitted, along with application form, in the name of the original plot / apartment holder, for transfer of plot / apartment, under single window system.

- 1. Application form of person who desires to purchase plot / flat.
- Proof of place of birth of person, who wants to purchase land /flat, is in Maharashtra or domiciled in Maharashtra/working in PCMC area 1 year before application
- 3. Photo identity card of person who wishes to purchase the plot/flat
- 4. An affidavit stating that he / she does not hold another flat / land in the PCMC area
- 5. An affidavit that the person has not taken loan or if taken, letter of financial institute/ Bank
- 6. Information of applicant in prescribed form, with photo identity card
- 7. Copy of agreement between the original landowner and flat holder
- 8. Copy of certificate of registration of Society and list of members approved by Registrar of Societies
- 9. Consent letter of Society (If plot of land is in Society)

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# Pimpri Chinchwad New Town Development Authority

Smt. Vijaya Pangarkar Dy. C.E.O.



10. If there is change in the name of woman, an affidavit or copy of gazette of Govt. of Maharashtra or marriage registration certificate

### Que.6. What procedure is followed for allotment of plots / flats to educational/ medical / industrial and public institutes?

Ans.

Concerned should apply for land/plot after advertisement regarding plot/flat is published. The institute should have been registered in Maharashtra. The applicant should have acquired proper educational qualification for land sought under Medical purpose. Such rules shall apply, as per policy decision made by Pradhikaran.

### Que.7. What procedure is followed to put on record name/s of heirs on property? Ans. Under single window system following papers need to be provided -

- 1. Joint application by the heirs
- 2. Original death certificate
- 3. Succession certificate issued by the court or registered will
- 4. Certified copy of lease deed
- 5. Information of successors in prescribed form with attested photographs
- 6. No objection affidavit from other successors

### Que.8. What procedure is followed to include name/s of members of the family (as co- title holder?)

Ans.

- 1. Application in prescribed form
- 2. Proof of place of birth of members, whose name is to be included on record, should be born in Maharashtra or domiciled in Maharashtra/working in PCMC area 1 year prior to application
- 3. Certificate of refund of loan
- 4. Affidavit of nil/zero loan
- 5. Photo identity card of all concerned
- 6. Information in prescribed form of applicants with photograph

#### Que.9. Who is eligible to get 12.5 % restoration (return) of land?

Ans.

As per Government of Maharashtra Resolution (return) dt. 3.3.1990 and 15.9.1993, those farmers whose land is acquired after 1984 by Pradhikaran, are eligible to get 5 Guntha per acre or 12.5% restoration of total land acquired. Pradhikaran returns the land to original land owners

#### Que.10. Who can claim for return of 12.5% land?

Ans.

The original land owners/farmers as reflected on 7/12 record, need to make a demand for 12.5% return. It is not given to Kulmukhtyardharak/ person having power of attorney. If original landowner is deceased, his/her successors are eligible to get return as per mutation entries in the name of heirs made by the revenue department or successors as decided by competent court.

Que.11. How capital and interest is calculated while restoring 12.5% Land?



Ans.

Principal land owner or heirs, are advised to obtain compensation certificate from Special Land Acquisition Officer and accordingly 12.5 % amount on principal and interest at 13.5 %, from the date of compensation till the date of lease the deed, is recovered from the landowner, as per Govt. Resolution dated 15.9.1993.

#### Que.12. Which papers are required to get 12.5% return of land?

Ans.

Following papers are obtained from the principal landowner or his/her successors while returning 12.5% refund of land :

- 1. Application in prescribed form with photograph
- 2. Affidavit on stamp paper of Rs. 300/- agreeing that no claim is pending
- 3. Affidavit on Rs. 100/- stamp paper, certifying that the land is without any encumbrance.
- 4. Affidavit on Rs. 100/- stamp paper regarding successor
- 5. Affidavit on Rs. 100/- stamp paper affirming that no claim is made under section 18, 28A and 30
- 6. Compensation certificate given by the Special Land Acquisition Officer
- 7. If principal landowner is deceased, heirship certificate given by the competent Court
- 8. 7/12 and mutation entries (Changes in the ownership) from 1970, till the acquisition of land after acquisition of land.
- 9. If any heir is alive of the principal owner, proof that such deceased heir has no children.
- 10. No objection certificate regarding rights (surrendering rights)
- 11. If no one is ready to relinquish/turn down rights, applications and respective papers of all successors, appearing in 'other rights'
- 12. If no one wants to surrender inheritance rights, applications and respective papers of all successors appearing in 'other rights'

### Que.13. Whether 12.5% restoration is permissible to cases of land acquired prior to 1984?

Ans.

No. Pradhikaran does not give such farmers 12.5% return. A proposal has been forwarded to government to consider their eligibility them eligible. No decision is taken yet.

### Que.14. How much transfer fee is charged for first and succeeding delivery in case of 12.5% restoration of land?

Ans.

As per government resolution dated 4.8.2000, Rs.225 per square meter for developed land and Rs. 150/- per sqm. are charged as transfer fee for undeveloped land and transfer fee paid earlier is deducted.

#### Que.15. Which papers are required for handing over 12.5 % return of land?

Ans.

- 1. Application form in prescribed form of the concerned persons (person seeking and providing permission) to allow transfer of land
- $2. \quad \text{Application form with information, along with photographs of concerned persons} \\$
- 3. Affidavit on Rs. 100/- stamp paper, agreeing to the current rate of transfer



and that no loan is taken.

- 4. School leaving certificate / Domicile Certificate / Proof of Residence
- 5. Simple affidavit in prescribed form on Rs. 100/- stamp paper
- 6. Certified copy of approved plan and map
- 7. Certified copy of original lease agreement

Questions and answers under this chapter have been prepared with support from Smt. Vijay Pangarkar, Dy. C. E O. Pimpri Chinchwad New Town Development Authority. Citizens are requested to contact PCNTDA office on 020/ 27652934 or send mail on ceopcntda.org.in for additional information.



#### Que.1. Who can apply for the allotment of plot/sheds/galas?

Ans.

1. Registered partnership firms

- 2. Promoter of Private / Public limited company. Company needs to be formed within three years of company leasehold/ lease agreement
- 3. Promoter of co-operative society

### Que.2. What is the process of distribution of plot/shed/gala? Which papers are required for the same?

Ans.

Following papers should be attached along with the prescribed form as per 'Annexure A'

- 1. Online application
- 2. Detailed project report, which should include area demanded and its necessity, total capital and availability (including working capital), supply of raw material, sales, management, employment generated, need of electricity and water. Also mention experience.
- 3. Partnership / Company registration certificate with memorandum of understanding and Articles of Association /copy of partnership deed
- 4. Additional information e.g. information on foreign investment, copy of government approved Mega project, if allotment is under priority sector
- 5. Online application to include, details of land used & copy of Block Plan, of the proposed factory building
- 6. Details of land allotted by MIDC to the applicant, in the past and it's use
- An undertaking duly notarized that the use of water, pollution control, BUA construction, employment generation, period estimated to start production and other obligations mentioned in the application and project report will be complied.
- 8. Processing fee amount by cheque

M. I. D. C.

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Shri Annasaheb Chavan Regional Officer-2 MIDC

#### Que.3. How many days does it take to allot plot/shed/gala?

Ans. Offer letter is issued within two days of sanction of the application by plot /land allotment committee

Que.4. How many days are taken to allot plot/shed/gala for eco-friendly industry?

Ans. If plan is approved, allotment is made in 15 days.

#### Que.5. Where should one apply for plot/shed/gala?

Ans. You can apply at following offices



OFFICER	POWERS OF PLOT ALLOTMENT
1. Joint Chief Executive Officer Udyog Sarathi, Marol Industrial Area, Mahakali Caves Road, Andheri (East) Mumbai-400093 Regional Officer issues orders after decision of plot allotment committee under Chairmanship of Jt. CEO	Plot having area of 30001 Sq. Meter and above.All plots of all area /built up gala for Information Technology park / Bio- technology park
2. Dy. Chief Executive Officer Udyog Sarathi, Marol Industrial Area, Mahakali Caves Road, Andheri (east) Mumbai - 400093. Regional Officer issues orders after decision of plot allotment committee under Chairmanship of Dy. CEO	Plot having area between 15001 and 30000 Sq. Meter
3. Regional Officer Plot allotment committee under his/ her Chairmanship	Plot up to 15000/- Sq. Meter

#### Que.6. Ans.

#### Which papers are required for allotment of additional land/plot?

- 1. Online application
- 2. Detailed project report (DPR) for expansion of industry
- 3. Consolidated plan (block plan) of use of previous land allotted and use of proposed additional land, for expansion of industry
- 4. Annual report with last three years audited statement
- 5. Certified copies of letters of additional demand received for production on previous/original land / plot
- 6. (a) Copy of Em Part II/ IEM part B & procured for production on original/previous plot
  - (b) Industrial license certificate (if necessary)
  - (c) Certificate issued by MPCB (Maharashtra Pollution Control Board) (consent to operate)
  - (d) Papers showing that production have commenced (e.g. electricity bills for last six months, abstract of production and sales, abstract of excise register)
- 7. Cheque for processing fee

#### Que.7. Ans.

#### Which papers are necessary for permission to construction?

- 1. Land allotment order
- 2. Map/Drawing of land measurement
- 3. Preliminary agreement/papers showing ownership of company/registration of company and MoA



- 4. Consent letter from MPCB
- 5. Appointment letters of Architect, Structural Engineer and Plumber
- 6. Copy of registration with approved institutes of Architect, structural engineer and plumber
- 7. Consent letter of Architect, structural engineer and plumber
- 8. Supervision certificate of Architect, Structural Engineer and Plumber
- 9. Undertaking on Rs. 100/- from the land owner as follows
  - a) Security of building construction
  - b) Declaration in prescribed form
  - c) Use of terrace, stilt and basement
  - c) Arrangement of parking space and felling of trees

#### If necessary

- 1. Extension of time limit for construction of building by Regional Officer
- 2. No objection certificate by Airport Authority
- 3. Permission by other department like Chief Controller of Explosives, Director of Industries, Inspector of Steam Boilers and Smoke Nuisance.

#### Que.8. Ans.

#### What guidelines exist regarding construction permission in MIDC area?

- a. All drawings/sketches should be in metric system
- b. Four sets of construction plan/map & three sets of drainage plan be submitted
- c. All drawings and sketches should be as per Building Control Regulation
- d. All drawings/outlines must be ink signed & stamped by Architect & leaseholder
- e. Submit the detail section of the fencing/compound wall (Scale 1:25 cm)
- f. Detailed section of culvert at cross drain (Scale 1:25 cm.) providing minimum 900 mm opening for coastal areas and minimum 600 mm opening in other areas should be prepared
- g. Drawings shall include all floor plans with two elevations, two sections of building (one section passing through stair case & Toilet block) 1:100, Septic tank with cross section (1:50),
- h. Gate should open inside the plot & if the plot is facing in two or more sides of the road, then the gate shall be located at list 15.00 meter away from the junction of the road.
- i. Owner should provide water storage tank having minimum capacity of oneday's requirement (minimum provision of 24 hours water)
- j. Provisions of Effluent Treatment plant should be made (if applicable)

#### Que.9.

### How much construction is admissible in marginal space which is not specified in FSI?

Ans.

- a. 8 sq. meter (one side 3 meter) Watchman cabin/office
- b. 10 sq. meter (one side 3 meter) electric meter room /electric sub-station or transformer
- c. 5 sq. meter pump room
- d. Cycle/ scooter stand with projection or with shed up to 1.5 meter. Total length should not exceed 200 meter, subject to 50% of circumference of the total length of the plot



#### Que.10. Ans.

#### Which papers are required for building completion certificate?

- a. Certificate of licensed Architect, confirming that the work is carried out satisfactorily under his supervision
- b. Certificate from the qualified Structural Engineer, regarding soundness of the structure, quality of materials used on the work & confirming that structure is constructed as per approved design
- c. Certificate of the land owner affirming that provision for 24 hrs. storage of water is made
- d. Four sets of construction Plan and three sets of drainage plan be submitted
- e. Consent from MPCB or an undertaking by plot holder on Rs. 20/- stamp paper that, he/she will obtain consent letter from MPCB regarding chemical and hazardous industries and for other type of Industries, within 6 months from the date of undertaking. At least acknowledgement of submission of application to MPCB is required

#### Que.11. Ans.

#### What guidelines have been issued regarding building completion certificate?

- a. Amended plans in metric systems if the changes are made during construction period (Plans in four sets).
- b. Consent from MPCB or an undertaking by plot holder on Rs. 20/- stamp paper or that he/she will obtain consent letter from MPCB, within 6 months from the date of undertaking, in case of Chemical and Hazardous industries and for other type of Industries, at least acknowledgement of submission of application to MPCB is submitted.
- c. Time limit extension (if necessary)
- d. Certificate of Licensed Architect that the work is carried out satisfactorily, under his direction.
- e. Certificate from the qualified Structural Engineer in respect of soundness of the structure, quality of materials used on the work & affirming that structure is constructed as per approved design.
- f. Get the drainage plans approved, if not done previously, through Architect, along with "L" section of drainage line with all details
- g. Certificate from the Architect that the internal, and external drainage works are carried out as per rules & approved drawings.
- h. True copy of approval from Explosive Department, if there is any storage of explosives
- i. Removal of temporary structure, within the plot should be demolished before approaching for Building Completion Certificate.
- j. Compound wall & approach road should be constructed, as per approved plans and cross drainage work, having NP2 class pipe of required size, but not less than 900 mm. dia. in coastal area and 600 mm in other than coastal area, should be provided on the approach road.
- k. Certificate of the land owner affirming that provision for 24 hours storage of water is made
- I. After submission of the revised plans, the concerned representative of MIDC will verify the site and accordingly the approval is given by MIDC



- m. True copies of approval issued by the Foods & Drugs Administration, (if applicable)
- n. Plant minimum trees. (1 Tree for 100 Sq. Mt. areas)
- o. Development charges, scrutiny charges as per rule

#### Que.12. Which papers are necessary for getting temporary water connection?

Ans.

- a. Agreement in triplicate duly filled & attested with Rs. 20/- stamp paper (copy of agreement is available with division offices at Rs. 65/- each
- b. Time limit extension, letter if necessary
- c. 15 mm diameter two tested water meters, of approved make, shall be purchased by lessee
- d. Water rate for temporary connection shall be 1.50 times, the regular water supply rate.
- e. Necessary prior permission for crossing of road, shall be obtained (if applicable)
- f. Security deposit of 90 day water consumption will be taken

#### Que.13. Which papers have to be provided for permanent water connection?

Ans.

Following papers, in addition to papers submitted for temporary water connection need to be submitted

- a. Consent from MPCB or an undertaking by plot holder on Rs. 20/- stamp paper that, he/she will obtain consent letter from MPCB, within 6 months from the date of undertaking, in case of Chemical and Hazardous industries and for other type of Industries, at least acknowledgement of submission of application to MPCB, is necessary
- b. Copy of Building Completion Certificate & Drainage Completion Certificate

#### Que.14. Which papers are needed to renew lease deed document?

Ans.

- a. Payment of up to date lease rent
- b. Photostat copy of registration of lease, together with the copy of the lease
- c. Certified copy of lease deed / Deed of Assignment together with its receipt of registration, if the transfer is permitted earlier

#### Que.15. Which papers are necessary for extension of time limit?

Ans.

Due to the various reasons, if lessee is not in a position to complete the construction work and obtain BCC or start the production, following extension of time is given as follows:

Industrial area in group A and B 3 years
Industrial area in group C 4 years
Industrial area in group D, D+5 5 years

- a. In other than MMR area(Mumbai Metropolitan Region), SSI registration from concerned DIC. IEM/ LOI from Govt. of India for large-scale units.
- Consent given by Maharashtra Pollution Control Board or Copy of acknowledgement of application submitted for consent, by MPCB.

### Que.16. What process is followed, to get extension of time limit, after commencement of production?



#### Ans.

If lessee, after taking possession of the plot and on approval of the plan, completes the construction on plot but has not obtained the Building Completion Certificate and started the production, the extension of the time limit will be granted on submission of the following documents, by charging additional premium.

- a. Copy of permanent S.S.I. registration, showing the date of commencement of production (SSI Registration issued prior to 31-12-1993).
- b. A letter from Financial Institution, to whom the plot has been mortgaged, (pledge term loan) communicating date of production.
- A certificate from Department of Industrial Safety & Health (DISH) showing the date of commencement of production. ( if the unit is registered with DISH)
- d. Certified copy of Central Excise gate pass, if applicable.
- e. Electricity bills of three months of M.S.E.B. ,and certified copy of Sales Tax payment
- f. List of machinery installed with purchase value & date of purchase certified by Charged Accountant.
- g. Copies of sale & purchase bills for first three months. (In case of job works, challan of material received s & bills of job work done)

#### Que.17. Ans.

#### Which papers are essential for refund of premium (for return of plot)?

In case, if lessee wants to surrender the plot/ shed / Gala, request can be accepted and premium refunded, after submitting following documents

- a. Request letter signed by all principal lessee/ all partners (if it is a partnership firm) Original copy of Lease deed
- b. Original copy possession letter
- c. Latest No Dues Certificate from the concerned E.E., /D.E. MIDC
- d. No Dues Certificate from Financial Institution, if the plot / shed / Gala is mortgaged.
- e. Copy of the Board Resolution to surrender the plot, if it is a private limited company/LimitedCompany
- f. A copy of the Registered "Lease Cancellation Deed ".

#### Que.18.

### Which papers are necessary to condone marginal distance of the land?/ required papers for consolidation of plot?

Ans.

- a. Application form
- b. No dues certificate by Exe. Engineer
- c. Consent of Bank (if plot is mortgaged for loan)
- d. Report by Exe, Engineer/Dy. Engineer, report by SPA MIDC
- e. The plot must be in the name of one person

#### Que.19.

#### Which papers are required to sublet premises in the plot?

Ans.

Sub-letting of the premises is permitted by MIDC, on payment of sub-letting charges, which are considered on the basis of premium rate at 1% for Information and Technology sector and 3% for Industry sector, per annum, on occupied area for respective use. Sub-letting charges will be payable by lessee, in advance for



one year. Sub-letting is allowed only for one year and renewable every year. If lessee refuses to pay sub-letting charges, sub-letting charges will be recovered from the occupier.

#### **Documents desired:**

- 1. Request from the original lessee to sublet premises
- 2. Request by the party desirous to hire premises
- 3. Map of the area to be sublet
- 4. Detailed project report by the party, who wants to take premises on rent
- 5. Leave and license agreement with registration certificate
- 6. Partnership agreement/ Memorandum of Association / Articles of Association /(constitution of the firm who takes premises on rent)
- 7. Consent letter by the Bank, who has given loan on pledge

#### Que.20. Which papers are necessary to transfer plot/shed/gala?

Ans.

- Request letter from the original lessee/online application (If Pvt. Limited company- with necessary resolution) for transfer of plot
- Request letter from person/firm who desires to get land transferred from the original lessee(If Pvt. Limited company-with necessary resolution) for transfer
- 3. Application in prescribed form, from the party desirous to get plot transferred
- 4. Detailed Project Report from the person/firm intends to get the plot transferred
- No Objection Certificate from the Executive Engineer / Dy. Engineer / SPA MIDC and NOC regarding encroachment
- 6. No Objection Certificate from Commissioner of Labour
- 7. Transfer of legal heirship
  - a. Application from successors
  - b. Death certificate
  - c. Succession certificate (issued by competent court or declaration in prescribed form
- 8. An undertaking from the party which desires to get plot transferred that all commitments mentioned/ specified in his/her application regarding use of water, pollution control, BUA construction, employment generation, period required to start production will be fulfilled
- 9. Cheque of prescribed processing fee

#### Que.21. Which papers are necessary to effect change in name of Institute/Company?

Ans.

- 1. Application by the original lessee
- 2. Application by Pvt. Limited/Public limited company which desires to get the plot/shed/gala transferred
- 3. Letter with extension of time limit (if necessary)
- 4. Mortgage deed made with approval of MIDC, in case of plot/shed/gala
- 5. NOC from Bank/Financial Institute
- 6. Up-to-date payment of annual rent
- 7. Copy of registered partnership deed



- 8. Resolution passed by Board of Directors, as per regulations of Private Limited Company regarding transfer of plot / gala / shed and appointment of authorized Director to authenticate and seal documents to effect transfer
- 9. Certified copy of agreement with proof of registration, if MIDC has given permission in the past to transfer
- 10. Copy of lease deed
- 11. Certificate given by Registrar of Companies, to establish new company, with change in the name of the company

#### Que.22. Ans.

#### Which papers are necessary to make two-party/tripartite agreement?

- Request letter from lessees, (together with a copy of the Board Resolution, in case of private limited/limited company)
- 2. Payment of up-to-date annual lease rent
- 3. Details of loan sanctioned letter, issued by the Financial Institution, mentioning plot no. of MIDC and name of lessee
- 4. NOC from Bank/financial institution, if mortgagepermission is granted in the past
- 5. Photostat copy of registration of lease, together with copy of agreement
- 6. Copy of lease deed, duly registered and copy of agreement
- 7. Copy of transfer agreement (Deed of assignment) and copy of registration receipt

#### Que.23. Ans.

#### Which documents are necessary for a pledge loan?

- 1. Request letter from lessees, (together with a copy of the Board Resolution, in case of private limited/limited company)
- 2. Latest receipt of payment of annual lease rent
- 3. Letter of financial institute, sanctioning loan with MIDC plot no., name of lessee and sanction to pledge by partnership firm. Name of partnership firm, with by-laws.
- 4. No Objection Certificate, given by Financial Institute (If plot is pledged previously)
- 5. Lease deed registration and copy of agreement
- 6. Copy of transfer deed and copy of registration receipt

### Letter by Financial Institute/Bank that following terms and conditions are acceptable:

If the person seeking loan becomes invalid, in the first instance, Bank/ financial institute will sale property of the partnership firm and evaluate the assets, as per market conditions and recover the loan. It will pay government liabilities from the proceeds and even if loan remains outstanding, will recover it from other assets. This affidavit will be made on Rs. 100/- stamp paper.

#### Que.24.

#### Which documents are required for Urban Land Ceiling clearance?

Ans.

A letter should be addressed to the concerned officer mentioned in Annexure H, affixed Court stamp fee of Rs. 20/- on the letter. The letter should include the following information:



- 1. Name of Industrial area.
- 2. Plot No.
- 3. Area of plot in square meter
- 4. Date of Agreement of Lease
- 5. Date of Possession (attach Photostat copy of the possession receipt/copy of transfer order)
- 6. Date of final lease (attach copy of lease deed along with copy of the proof of registration of lease). (If the plot is transferred, attach copy of deed of assignment with copy of registration receipt.)
- 7. No Objection Certificate from MIDC/Directorate of Industries (In MMR area only). Copy of SSI OR IEM/LOI from Govt. of India
- 8. Items manufactured /proposed to be produced
- Financial arrangements made for construction of building and purchase of p lant & machinery (Enclose copy of letter of Financial Institute along with letter of consent by MIDC
- 10. Copy of approved building plan from MIDC
- 11. Building Completion Certificate
- 12. If the construction of building is in progress, please obtain copy of inspection report from Special Planning Authority
  - 0 3 years
  - 3 4 years
  - 4 5 years
- 13. Seven copies of the block plan (Blue print) drawn in the scale of 1 C.M. = 5 meters indicating in different colours
- 14. Plinth area of the building /s constructed, if any, after 28-1-1976, till the date of application
- 15. Plot boundaries & dimensions and area of the plot
- 16. Area of the plot for which exemption is sought
- 17. Plinth area of proposed construction
- 18. Certificate of licensed Architect in prescribed form

Questions and answers in this section are prepared with support from Shri. Annasaheb Patil, Regional Officer-2, MIDC. Citizens are requested to contact his office on 020-26870052 or e-mail on feedback@midc.org for additional information





### Que.1. In bigger cities where more than one Sub-Registrar offices exist, in which Sub-Registrar office the documents can be registered?

Ans. Where area of working of all Sub-Registrar offices is common, citizens can register their documents, in any of the Sub-Registrar's office

#### Que.2. In which Sub-Registrar office will can be registered?

Ans. You can register your will in the Sub-Registrar's office, in whouse you are staying.

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## Registration Department

#### Shri Dilip Salunkhe

Oy. Inspector General of Registration (Maharashtra)

### Que.3. What are the mandatory documents required for registration?

Ans.

- 1. An immovable property of value of Rs. 100/- or more, which may create rights or vested interest and which is a transferable document
- 2. Reward /gift of immovable Property
- 3. Lease for more than one year's period
- 4. Sale deed
- 5. Leave and License (as per provisions in Rent Control Act)

### Que.4. What preparatory work needs to be done, prior to visiting the Sub-Registrar's office for registering the document?

Ans.

- 1. Keep your document ready
- 2. Attach required value stamp duty, to the document, as per the provisions of Stamp Act
- 3. The document be authenticated by signatures of concerned parties
- 4. Obtain signatures of two witnesses on the document, at the time of execution of document, if required under relevant law.
- 5. Enclose necessary papers to the document, as per nature of the document.
- 6. Book time of registering documents with Sub-Registrar's office. In big cities, online token booking is possible. You will use the facility 'e-step' on the website, www.igrmaharashtra.gov.in
- Complete information should be filled, in the input form regarding the document, necessary for registration of document and obtain signatures of the concerned parties

### Que.5. What procedure is followed at the office of Sub-Registrar for the registration of the document?

Ans.

The following steps are followed:

- 1. Handover your documents and the input form to the clerk
- 2. Clerk will carry out preliminary scrutiny of the document and input form
- 3. You will be given a token



- 4. Meanwhile, Sub- registrar will scrutinize the document and if it complies all formalities under rule, takes further action will be taken
- 5. Your token is announced and data entries are made in the computer. An abstract named 'Pre-registration abstract' is prepared and print copy is given to you for scrutiny.
- 6. You will critically examine the abstract and if any typographical error is observed, you will bring it to the notice of the Sub- Registrar/clerk
- 7. Once, action as contemplated above is complete, Sub-Registrar accepts the document for registration and for accepting fees, issues receipt.
- 8. The signature and admission of every person admitting the execution of the document in person is taken, (which also includes thumb impressions and photograph of parties) which is recorded in the computer. Signatures of the the concerned persons on summary reports are taken.
- 9. If all the persons executing the document appear personally before the Sub Registrar and/or are personally known to him/her or if he is otherwise satisfied that they are the persons they represent themselves to be (which also consist of verifying identity card, validating identity card of persons who recognize the concerned persons) and obtaining their signatures on the abstract.
- 10. Sub-Registrar accepts the document for registration. After action as contemplated above is complete, he issues receipt after accepting prescribet fees
- 11. Sub-Registrar completes the action of registering document after all activities are over and issues such certificate on the document

#### Que.6. Ans.

#### For which reasons can a Sub-Registrar refuse to register the document?

- Document not having proper amount of stamp
  - 2. Document not submitted in prescribed time limit
  - 3. Document not submitted to proper office
  - 4. Improper person submitted the document
  - 5. Description of property as explained in the document is not distinctly clear
  - 6. Submitting document in the Sub-Registrar's office at Mumbai, in other than Marathi, English, Gujarati and Hindi language and in other offices in Maharashtra, in other than in Marathi, English and Hindi language and not enclosing translation of it, in any one language, in respective offices mentioned above
  - 7. Stretching insertion and keeping unfilled places in the document, which are not signed or initialed or attested by the concerned persons
  - 8. Mentioning different dates on the document, as the consequence of use of different calendars, which can not be reconciled
  - The document which is prepared for such kind of transaction, which is prohibited in the State, under present system of law and not enclosing NOC, of concerned competent authority
  - 10. Refusal by the party to pay prescribed registration fee

Que.7. In case the Sub-Registrar refuses to register, the document, what course of action is left to the concerned person?



#### Ans.

You can ask for a written orders from the Sub-Registrar, if reasons put forth by him/her appear to you as not-substantial. It is the duty of the Sub-Registrar to give reasons in writing, for rejecting to register a document. You can make an appeal before District Registrar, within 30 days of orders given by the Subregistrar, under section 72 of the Registration Act 1908

#### Que.8.

#### Is it mandatory to register the partition deed (Vatnipatra)?

Ans.

No. It is not obligatory to register partition deed (*Vatnipatra*) of property etc. of Hindu Joint Family

#### Que.9.

#### What is meant by Index II (Suchi)?

Ans.

The abstract of documents, registered in the Sub Registrar's office is called Index II (*Suchi*).

#### Que.10.

#### Who gets Index II? What is the fee to be paid?

Ans.

The person who registers documents gets Index II, free of charge, after the document is registered. Thereafter, any person who applies for Index II, can obtain it by paying Rs. 25 /- fee

#### Que.11.

#### Who can get the search report? What fee is applicable?

Ans.

Any person who is ready to pay prescribed fee and makes a search application, for getting Index II which is registered in Book -1, can get search report. If search is to be made for any specific document, fee is Rs. 25 /-per documents. If search is to be made property wise, charges for one property, per year for search of Index II is Rs. 25/- i.e. fee per property per year is Rs. 25/-

#### Que.12.

#### Can I get search report online?

Ans.

Yes. This facility is available on the website www.igrmaharshtra.gov.in

#### Que.13.

### As per the regtsration law, which actions are liable for punishment? Can instances like froged documents, impersonation etc are punishable?

Ans.

As per section 82 of the registration Act 1908, if any person

- Knowingly makes a false statement, during process of inquiry /action to register document
- 2. Knowingly provides false maps /translated copy
- 3. Cheats others/indulges into impersonation will be sentenced up to 7 years imprisonment, if charges are proved/substantiated.

#### Que.14. W

#### What are the rates of the registration fee?

Ans.

Detailed chart of fees is enclosed. Registration fee of prime documents is as below:

- 1 Purchase deed/ Sale deed/ Development Agreement Market price of the property or reward received, whichever is higher. At Rs. 10 per thousand or part of it, minimum being Rs. 100/-or maximum Rs. 30000/-
- 2 Pledge deed On loan amount at Rs. 10 per thousand or part of loan minimum being Rs. 100/-or maximum Rs. 30000/-



3 Leave and license Rs. 1000/- in Municipal Corporation area and Rs. 500/- in other area. If the sale deed is registered and registration fee has been paid at prescribed rate, only Rs. 100/- registration fees is charged, for the purchase deed, keeping in view the sale deed.

### Que.15. Can a concerned person receive a copy of the old documents at the Government Photo Zinco Registration office, Pune?

Ans. No. Copy of such document is forwarded to respective Sub Registrar's office, if demanded by that office. In any case, Government Photo Zinco Registration office does not issue copy directly to the concerned person.

#### Que.16. How can the registration fee be paid?

Ans. If the amount is less than Rs 300/-, it can be paid in cash. If amount is more than Rs. 300/- it may be paid by D D or pay order drawn on any Nationalised or Scheduled Bank. Pay order/D D may be drawn in the name of Sub Registrar. Alternatively, it can be paid online through GRAS system of Govt. of Maharashtra

Que.17. Who has the authority to cancel the Registration of a registered document?

Ans. No provision and power of cancelling registered deed exists in the Registration Act, 1908. Necessary suit has to be filed in Civil Court, to declare the deed as illegal.

The question and answers under this section have been prepared with compliments from Mr. Dilip Salunkhe, Dy. Inspector General of Registration, Pune. For further queries, citizens are requested to contact his office on 020/ 26138432 or send e- mail on igr it@hotmail.com for additional information.





Que.1. Where can the information about the bus route, time table of the bus transport service in the PCMC area be made available?

Ans. Information booklet about PMPML bus service is available at the Bus Pass Center and online also. You can view it on http://punebusguide.org or on www.pmpml.org. A helpline no. 020 - 24503355 is also available from 6.00 am to 10.00 pm

Que.2. What are the different types of bus passes issued by PMPML?

Ans. PMPML issues various types of bus passes as given below.

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### P. M.P.M.L. Bus Service

Shri. Deepak Pardeshi Public Relations Officer

Sr. No	Kind of pass	Rate of pass Rs.	Papers required for pass	Details
1.	Student monthly pass (within Corporation limit)	600/-	Application in prescribed form, two photographs, Bonafide certificate issued by school, identity card	Pass is valid in Pune & PCMC Municipal limits
2.	Students monthly pass (Outside Corporation limits)	750/-	Application in prescribed form, two photographs, Bonafide certificate issued by school, identity card	Pass is valid in Pune & PCMC Municipal limits and outside limits also
3.	Student General pass - 50% concession	Depends upon distance	Application in prescribed form, two photographs, Bonafide certificate issued by school, identity card	It is a punch pass. One time travel from home to school & back
4.	22 days journey passenger pass	Depends upon distance	Application in prescribed form, two photographs, Bonafide certificate issued by school, identity card	It is a punch pass.Ticket rates depend upon distance of journey multiplied by 22 days
5.	Daily pass	70/-	2 photo and identity card	You can purchase the pass from conductor and it is valid on all bus routes



6	Weekly Pass	350/-	2 photo and identity card	This pass is valid for 7 days
7	Passenger monthly pass (In Corporation limits)	1200/-	2 photo and identity card	Pass is valid in Pune & PCMC Municipal limits only
8	Passenger monthly pass ( Outside Corporation limits also)	1500/-	2 photo and identity card	Pass is valid in Pune & PCMC Municipal limits and outside limits also
9	Sr. Citizen monthly pass	450/-	Application in prescribed form, 2 photographs, certificate of completing 60 years, identity card etc.	The pass is valid on all routes of PMPML
10	Sr. Citizen daily pass	40/-	Conductor issues the pass after verifying identity card	The pass is issued to the one who has completed 60 years of age and it is valid on all bus routes
11	Corporation servants monthly pass	700/-	Application in prescribed form , 2 photographs, identity card, salary certificate	Pass is valid in Pune & PCMC Municipal limits and outside limits also

Note: Identity card is essential for passenger pas hence form fee of Rs. 5/- and identity card fee of Rs. 20/- is charged

### Que.3. Wher can i get the pass issued by PMPML? Ans. Various kinds of bus passenger passes are issue

Various kinds of bus passenger passes are issued by PMPML, at following places in Pimpri Chinchwad city



Sr.	Bus pass issue center	Timing	
1.	Tilak Chowk Bus stop, Nigdi	Morn.	7.30 to 2.00 and
		Afternoon	2.00 to 8.30
2.	Morya Hospital Bus terminal, Chinchwad Gaon	Morn.	7.30 to 2.00 and
		Afternoon	2.00 to 8.30
3.	Chatrapati Shivaji Maharaj Putla Bus stop,	Morn.	7.30 to 2.00 and
	DangeChowk, Thergaon	Afternoon	4.30 to 7.30
4.	Power House Chowk Bus terminal, Pimpri Gaon	Morn.	7.30 to 2.00
5.	Ambedkar Putla Chowk , Mumbai- Pune Road,	Morn.	7.30 to 2.00 and
	Pimpri	Afternoon	2.00 to 8.30
6.	Maheshnagar Udyan, Sant Tukaramnagar,	Morn.	7.30 to 2.00 and
	Pimpri	Afternoon	2.00 to 8.30
7.	Masulkar Colony bus terminal, Pimpri	Morn.	7.30 to 2.00
8.	Sambhajinagar Bus terminal ,Akurdi	Morn.	7.30 to 2.00
9.	Gavhane Vasti Bus terminal, Bhosari	Morn.	7.30 to 2.00 and
		Afternoon	2.00 to 8.30
10.	Pirsple Gurav Bus terminal	Morn.	7.30 to 2.00
11.	Sangvi Gaothan Bus stop, Sangvi	Morn.	7.30 to 2.00

Que.4. What different categories of 100% bus concession pass issued by PMPML and from where they be made available?

Ans. A statement has been prepared below, showing 100% concession passenger bus PMPML Bus passenger 100% concession pass information statement

Sr. No.	Kind of pass	Papers required for pass	Other details	Places where pass is available
1	Blind person free pass	Application in prescribed form, two photographs, Certificate issued by Sassoon Hospital about 100% blindness	The pass is issued for 5 years and it is valid on all routes of PMPML	PMPML Head Office, Application Swargate, Pune
2	Physically handicapped/ Deaf and Dumb ( Std. 1 <sup>st</sup> to 10 <sup>th</sup> )	Application in prescribed form, two photographs, Certificate issued by Sassoon Hospital about 40% handicapped/deaf and dumb	The pass is issued for 1 year and it is valid on all routes of PMPML	PMPML Head Office, Swargate, Pune
3	Mentally Challenged person free pass	Application in prescribed form, two photographs, Certificate issued by Sassoon Hospital about 40% mentally Challanged	The pass is issued for 1 year and it is valid on all routes of PMPML	PMPML Head Office, Swargate, Pune



4	Physically	Application in	The pass is issued for 1	Nagarvasti
	handicapped	prescribed form, two	year and it is valid on	VikasYojana,
	person free	photographs, proof of	all routes of PMPML	Ground floor,
	pass	3 years residence		PCMC Main
		certificate issued by		Building, Pimpri
		YCM/Sassoon Hospital		
		about 40% mentally		
		changed		

Note: Identity card is essential for passenger pass hence form fee of Rs. 5/- and identity card fee of Rs. 20/- is charged

## Que.5. Ans. Where can the complain be registered reqarding uncleaning of the bus? If the inside/ outside of the bus is unclean, seats are broken, you will please make a complaint on PMPML helpline no.020/ 24503355, with details like route no, bus no (RTO NO), time of bus, between 6.00 in the morning till 10.00 in the night. You can also make sms on 9881495589

### Que.6. Where can the complain be registered required dalay in the arrivial of PMPML buses?

Ans. If PMPML buses are dalay, you can make a complaint on PMPML helpline no. 020/24503355, with details like route no, bus no(RTO NO), time of bus, between 6.00 in the morning till 10.00 in the night. You can also send sms on 9881495589

### Que.7. Where can the complain be registered in case the drivers conductors behavior to uereds the passengers well-mannered?

If behavior of PMPML bus drivers and conductors is uncivilised, you can make a complaint on PMPML helpline no. 020 / 24503355, with details like route no, bus no(RTO NO), time of bus, between 6.00 in the morning till 10.00 in the night. You can also send sms on 9881495589

### Que.8. Where can the complain be registered in case the conductors does not issue the tickets proper fair ticket?

Ans. If the conductor does not issue proper fair ticket, you can make a complaint on PMPML helpline no.020/ 24503355, with details like route no, bus no(RTO NO), time of bus, between 6.00 in the morning till 10.00 in the night. You canl also send sms on 9881495589

### Que.9. In the bus, for whom are the seats reserved? Ans. Seats are reserved for Blinds, handicapped, se

Ans.

Seats are reserved for Blinds, handicapped, senior citizen and women in the PMPML bus

### Que.10. Where can the complain be registered in case the conductors does not providing help, regarding reservation of seats in bus to women? Ans. If bus conductor is not helping women regarding reservations of the seats in the

If bus conductor is not helping women regarding reservations of the seats in the bus, you can make a complaint on PMPML helpline no. 020/24503355, with details



like route no, bus no(RTO NO), time of bus, between 6.00 in the morning till 10.00 in the night. You will also make sms on 9881495589.

Que.11. How can i know the status of cmomplaints registered agejunst the bus service?

You can get the information about complaint made regarding bus service by giving a call on 020/ 24503355

### Que.12. Can a citizen / make suggestions / report problems repted to the bus service before the PMPML officers?

Yes. Pravasi Din is arranged in every depot of PMPML, on first Saturday of each month between 3.00 and 5.00 in the afternoon, by PMPML. Citizen can make suggestions and discuss problems before Depot Manager. Information of such depot of PMPML in Pimpri Chinchwad city is given below

#### **PMPML Bus Depot - Pimpri Chinchwad**

Sr	Name of depot	Name of Depot Manager	Tel. no	e-mail
1	Bhakti Shakti Depot, Nigdi	Shri. Satish Gate	020/27653624	gatesatish2 @gmail.com
2	Sant Tukaram Depot, Nehrunagar, Pimpri	Shri.Shantaram Waghere	020/27122727	santtukramdepot @gmail.com
3	Sadgurunagar Depot, Bhosari	Shri. Gavane	020/27230408	dmbhosari125 @gmail.com

Que.14. Is Pimpri Chinchwad tour (darshan) facility available with PMPML?

Ans. No. Such facility is not provided by PMPML

#### Que.15. Do PMPML have ambulance service?

Ans.

Ans.

Pushpak Shavvahini service is being provided by PMPML in Pimpri Chinchwad Municipal limits. Rs. 300/- for one way and Rs. 600/- for two way journey are charged. You may contact on 020-20241017 between 6.00 in the morning till 10.00 in the night.

The questions and answers of this section are prepared with support of Shri. Deepak Pardeshi, Public Relation Officer, PMPML. Citizen are requested to kindly contact his office on 020- 24477900 or send an e mail on contactus @pmpml.org for additional information





Que.1.

Que.10.

stamp on the application?

What is RTI Or RTI Act?

Ans. Right to Information means the provisional of getting information for Greating to bring more and more transparency and accountability in working. Que.2. Since when this act came in to effect? Ans. Right to Information Act- 2005 is effective from 12.10.2005 Que.3. Is Pimpri Chinchwad Municipal Corporation a Public Authority? Ans. Yes what information is means in section is? Que.4. Section 4 is about the detailed information, that a public authority should keep Ans. ready regarding structure, functions, duties, sphere of working of officer and staff, standards of working, budgetary provision, expenditure, different schemes, beneficiary, grant etc. Que.5. How to apply for information under RTI Act. You will send application in prescribed form, by affixing Rs. Ans. 10/- court fee stamp for seeking information from the Information Officer, appointed by the department. You can send application on simple paper Que.6. How to pay the fee for receiving information under RTI Act? Ans. Fee can be paid in cash/by demand draft/cheque. Alternatively, judicial court fee stamp of equal amount, can be affixed on the application Que.7. Can a citizen expected to receive assitant in filling the appliaction for receiving Information under RTI Act? Yes. Information Officer/Assistant Information Officer is Ans. expected to provide due help to the citizen, to fill in the application form etc. Que.8. What is the time limit is for provide the information? Ans. After verifying the proof of fee paid, information needs to be given early, but not later than 30 days Que.9. How much time is required to get decision of an appeal is registered due to non receipt of Information in the prescribed time? Within 30 days, from the date receiving the appeal or within 45 days, from date Ans. of receipt of application, decision on appeal must be given by quoting reasons.

What is meant by first appealing officer? Is it mondatory to affix court fee

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### Right to Information Act - 2005

Shr. Uday Tekale
Asst. Commissioner, CFC



#### System of Assisting Residents And Tourists through Helpline Information

Ans.	First Appealing Officer means the officer who is appointed under section 19 of RTI Act 2005 and who is senior to Information Officer in rank. Rs. 10/- court fee stamp must be attached to the application form
Que.11. Ans.	Can the first appealing officer impose to fine?  No. First appealing officer has no such powers
Que.12. Ans.	What is the time limit prescribed for the Decision on the first appeal?  Decision on first appeal must be given within 30 days, from the date of receiving the along with hearing on the case.
Que.13.	Who are the Information Officers and first Appealing Officer for the Pimpri Chinchwad Municipal Corporation?
Ans.	PCMC, as public authority has appointed Information Officer and Appealing Officers for each department. The list is available under the link 'Information Officer' on the website www.pcmcindia.gov.in
Que.14.	What is mant by second appeal? Before what can be done? What is the value of the court that needs to be affixed to the application?
Ans.	If there is no satisfaction on first appeal, second appeal can be made with the State Information Commissioner, Pune, within 90 days. Court fee stamp of Rs. 20/- needs to be affixed on theappeal.
Que.15. Ans.	Where is the office of the State Information Commissioner, Pune located? This office is situated in the Administrative Building, 4th Floor, Opposite Council Hall, Pune-411001
Que.16.	Can the information of one department be recruited the information office of the other ?
Ans.	Information Officer is appointed for each department. Information from concerned departments only, needs to be obtained.
Que.17.	How many subjects infromation can be requested theregh one application? Is any limit on number of words is prescribed?
Ans.	As per section 6 of the RTI Act, the application for information should belong to one subject only and include 150 words. If the applicant desires information on different subjects, he/she should make separate applications

