## $SECTION\ 4\ (1)\ (B)\ (i)$ The particulars of functions & duties of the public authority

1	Name of the public authority	Asst. Commissioner (R.E.) City	Asst. Commissioner (R.E.) ES	Asst. Commissioner (R.E.) WS
2	Address	Office of the Asstt. Commissioner (R.E.) City, Room No. 44, F/South Ward Office Building, Dr. Babasaheb AmbedkarRd., Parel, Mumbai- 400 012	Office of the Asstt. Commissioner (R.E.) ES, Room No.201, 2nd flr., M/W Ward office bldg., Sharad Acharya Marg, Chembur, Mumbai- 400071	Office of the Asstt. Commissioner (R.E.) WS, Room No. 405, 4 <sup>th</sup> Flr., K/E Ward Bldg., Azad Rd., Gundwali, Andheri(E), Mumbai- 400 069
3	Head of the office	Asst. Commissioner (R.E.) City	Asst. Commissioner (R.E.) ES	Asst. Commissioner (R.E.) WS
4	Parent Government Department	Municipal Commissioner	Municipal Commissioner	Municipal Commissioner
5	Reporting to which office	DMC (RE)	DMC (RE)	DMC (RE)
6	Jurisdiction Geographical	AC(RE)City for City Wards i.e. A,B,C,D,E ,F/South, F/North, G/South, G/North	AC(RE)ES for Eastern Suburbs Wards L, M/E, M/W, N,S,T	AC(RE)WS for Western Suburbs Wards H/E, H/W, K/E, K/W, P/S, P/N, R/C,R/S & R/N
7	Mission	1.To prevent unauthorized additions /alteration in building through D.O. of concerned ward 2.To regulate & control unauthorised encroachment through D.O. of concerned ward	1.To prevent unauthorized additions /alteration in building through D.O. of concerned ward. 2.To regulate & control unauthorised encroachment through D.O. of concerned ward	1.To prevent unauthorized building activities. 2.To regulate & control unauthorised encroachment
8	Vision	To monitor the work of D.O. for time bound action on compliance received	To monitor the work of D.O. for time bound action on compliance	To monitor the work of D.O. for time bound action on compliance received regarding

		regarding received unuthorised	
		unuthorised regarding construction &	
		construction & unuthorised encroachment.	
		encroachment. construction &	
		encroachment.	
9	Objectives	1. No unauthorized 1. No unauthorized 1. No unauthorized	
		constructions should constructions should ta	
		take place or if taken place or if taken place,	
		place, initiate the action place, initiate the initiate the action quick	•
		quickly & complete the action quickly & complete the same u	p
		same up to logical end. complete the same to logical end	
		2. No unauthorized up to logical end 2. No unauthorized encroachment should 2. No unauthorized encroachment should to	مادم
		take place or if taken encroachment should place or if taken place, place, initiate the action take place or if taken initiate the action quick	
		quickly & complete the place, initiate the & complete the same u	•
		same up to logical end. action quickly & to logical end	P
		complete the same	
		up to logical end	
10	Functions	Carrying out effective Carrying out Carrying out effective	and
10	Tunctions	and proper effective and proper proper encroachm	
		encroachment removal encroachment removal action in	9
		action in 9 removal action in 6 administrative wards	of
			The
		city. The action is of Eastern Suburbs.action is initiated	by
		initiated by Designated The action is Designated Officer	by
		Officer by following initiated by following Due Process	s of
		Due Process of Law Designated Officer Law and necess	ary
		and necessary support by following Due support in the form	of
		for the demolition in Process of Law and labours, vehicle	and
		the form of labourers, necessary support in machinery & police for	orce
		vehicle and machinery the form of labours, The action	on
		& police force.The vehicle and unauthorised hawkers	
		action on unauthorised machinery & police also taken as per	
		hawkers is also taken force given by Asstt. complaints received	
		as per the complaints. The action on directions received fr	
		received or directions unauthorised higher authorit	
			out
		authorities. Action on as per the complaints vehicles caus abandoned left outreceived or obstruction to vehicle	_
		vehicles causing directions received & pedestrian traffic obstruction to vehicular from higher municipal roads	
		& pedestrian traffic on authorities. decentralized and be	is ing
		municipal roads is Abondoned left outtaken at the level of Zo	_
		decentralized and beingvehicles causing D.M.C by staff of A.	
	l	percentianzed and being venicies causing D.IVI.C by stall of A.	ا.نا.

		taken at the level of		Manintainance) & Sr.
		Zonal D.M.C by staff	vehicular &	Inspector License
		of A.E.(	pedestrian traffic on	(Encroachment) of
		Manintainance) & Sr.	municipal roads is	respective ward.
			decentralized and	=
		*	being taken at the	
			level of Zonal	
		-		
			D.M.C by staff of	
			A.E.(	
			Manintainance) &	
			Sr. Inspector License	
			(Encroachment) of	
			respective ward.	
11	Details of services	As per the demand	As per the demand	As per the demand the
				demand received from
	, ,	Designated Officer, 1		Designated Officer, 3
		dumper, 1 JCB, 2	_	
		* '		labourers, and out of 20
		labourers, and out of 20		
		-		<u> </u>
				deputed to various wards
		deputed to various		
		wards & additional	<del> -</del>	bandobast is provided
		police bandobast is		
		provided thorugh	wards & additional	(Operations) police
		D.C.P. (Operations) of	police bandobast is	personnels of various
		various cadres are	provided thorugh	cadres are deployed as
			μ	per the availability for
				assisting & providing
		assisting & providing	<u> </u>	
				•
		necessary support to		
		encroachment removai	avanaomity in order	auction when demanded
		uction when demanded	to acciet & providing	by Licence Deptt. of
				respective administrative
		1 2	• • •	-
		1		wards.
		administrative wards.	encroachment /	
			unauthorized	
			constructions	
10	DI 1	> ****	NIII	NIII
12	Physical assets	NIL	NIL	NIL
	(Statement of lands &			
	Buildings and other			
	Assets)			
13	Organization's	As per separate sheet		
	structural Chart	attached		
14	Tel. No.s & office	Telephone no	Telephone no.:	Telephone no.:
	timings	:24161614,	25289385,	26821269, Ext.
	unings	.27101017,	25207505,	20021207, LAL

15	Weekly Holidays	24134560 Extn: 311,312,313,314 Fax 24145028 Email: ac.recity@mcgm.gov.in Office timing: 10.30 a.m. to 5.30 p.m.(Monday to Friday) Except 2 <sup>nd</sup> & 4 <sup>th</sup> Saturdays .Visiting Hours: 03.00 p.m. to 05.00 p.m. (Monday to Friday) Except 2 <sup>nd</sup> & 4 <sup>th</sup> Saturdays  Visiting Hours: 03.00 p.m. to 05.00 p.m. (Monday to Friday) Except 2 <sup>nd</sup> & 4 <sup>th</sup> Saturdays	25283753 Ext. 322 Fax 25224397 Email ac.rees@mcgm.go v.in Office timing :10.30 a.m. to 5.30 p.m.(Monday to Friday) Except 2 <sup>nd</sup> & 4 <sup>th</sup> Saturdays .Visiting Hours: 03.00 p.m. to 05.00 p.m(Monday to Friday) Except 2 <sup>nd</sup> & 4 <sup>th</sup> Saturdays Sunday and	387,388 Fax 26848228 E mail ac.rews@mcgm.gov.in Office timing :10.30 a.m. to 5.30 p.m.(Monday to Friday) Except 2 <sup>nd</sup> & 4 <sup>th</sup> Saturdays .Visiting Hours: 03.00 p.m. to 05.00 p.m(Monday to Friday) Except 2 <sup>nd</sup> & 4 <sup>th</sup> Saturdays
	Trondays	Holidays.	Public Holidays.	Holidays.