



GENERAL PRINCIPLES OF MAINTENANCE OF DDA FLATS

Sh. B.M. THAREJA
Director (Housing)-I



Types of Maintenance

- Major (Capital) Nature
- Day-to-Day maintenance

Process of Major (Capital) Repairs

- Where 'Maintenance Fund' has been collected.
- Where 'Maintenance Fund' has not been collected.

Process of Day-to-Day Maintenance

- RWAs to set-up a 'Separate Fund'
- DDA will not be responsible for any expenditure on this account

Duties of Link Officers

- Link officer (L.O) as Nodal Officer between RWA and DDA
- L.Os - pursue with concerned RWAs for registration with DDA
- Facilitate in formulating Resolutions of RWAs-Opening of 'Escrow Account'
- Maintain close liaison with RWAs & assist RWA for day-to-day maintenance



Comparisons of Various Schemes

Scheme	Collection of Maintenance Charges	Maintenance of Common Areas	Escrow Account	Maintenance through
Pre -2010	NO	By RWAs	NA	Empanelled Facility Management Services (FMS) or as decided by RWAs
2010	YES	By DDA	NA	DDA
2014-2017	YES	By DDA (Escrow Account)	To be opened	DDA

Process of Registration of RWAs



- Two Copies of Model Bye-law adopted by the RWAs
- A copy of the Resolution of General Body Meeting adopting Model Bye-laws
- List of Office Bearers
- Rough sketch of Blocks
- Audit Reports for the last Three years
- List of flats and allottees name Block-wise
- Affidavit declaring no 'Other Agency' is engaged in the identified pocket
- Copy of 'Registration Certificate' issued by the Registrar of Societies, Government of NCT of Delhi



THANK YOU