

## **Procedure for release of new water supply connection for domestic consumers**

In partial modification to existing Rule 8 under Water Supply Rules 1967, following procedure shall be adopted for release of new water connection to Domestic consumers.

### **Procedure steps:-**

Step-1. Any individual shall apply for new water connection at his premises by filing up the application form available on the department website <http://phedwater.rajasthan.gov.in/phed> or from any nearby sub division office free of cost. The applicant shall submit self attested copies of following documents for verification of ownership of said premises:

(A1) Self attested true copy of ownership of premises or land such as Allotment letter/ Sale Deed /Patta / Agreement (registered or non-registered).

or

‘No Objection’ certificate from the owner of the building or land for the water connection in case the applicant is a tenant/lessee and copy of tenancy/lease agreement.

(A2) Existing/proposed building plan clearly showing total built up area of building.

The application shall be submitted in the concerned sub division office by the applicant complete in all respect. A declaration shall also be submitted by the applicant with the application form in prescribed format.

Step-2. The application, received in accordance with Step-1, shall be processed by the concerned Assistant Engineer and will arrange for survey of the site by Junior Engineer concerned to assess feasibility of the distribution network for new water connection. Outcome of feasibility report shall be informed to the applicant within 4 working days from the date of submission of application. Detail reasons shall be intimated in writing to applicant for non-feasible connections by concerned office. For feasible connection, the applicant will be informed simultaneously about the amounts to be deposited towards (i) Connection charges, (ii) Security Deposit, (iii) One time Charges, (iv) Meter Charges, (v) Outstanding dues of previous connection, (vi) Estimated road cut measurement & amount and (vii) Special Charges, as given in “[Annexure-A](#)”. Applicant shall deposit the amount of road cut to concerned, local body / Authority / PWD / Panchayati Raj Institution as applicable and submit the receipt of road cut in the office of concerned Assistant Engineer along with payment of other applicable charges as mentioned above.

Step-3. As soon as all due payments are received as per Step-2, the applicant shall be intimated immediately by the concerned office to 'proceed for pipe fitting'. The applicant shall make his own arrangement for pipe fitting at his own cost at the said premises as per the departmental specifications and drawing. The applicant shall submit a certificate in the prescribed format along with photograph of pipe fitting after its completion for inspection by Junior Engineer concerned.

Step-4. After receipt of certificate and photograph of pipe fitting, the water connection shall be released within next 3 working days.

<b>TIME LINE</b>		
<b>S. N.</b>	<b>Action</b>	<b>Time period</b>
1	Feasibility report after receipt of application	4 working days from date of submission of application
2	(i) Connection charges, (ii) Security Deposit, (iii) One time Charges, (iv) Meter Charges, (v) Outstanding dues of previous connection, (vi) Estimated road cut measurement & amount and (vii) Special Charges	4 working days after receipt of application for feasible connection (along with feasibility report)
3	Clearance to 'proceed for pipe fitting'	Immediately after receipt of all due payments (system generated)
4	Release of water connection and installation of water meter	Within 3 working days after submission of certificate and photograph of pipe fitting

The concerned Assistant Engineer shall issue a signed certificate to the applicant for release of new water connection.

Annexure-A

<b>CONNECTION CHARGES :</b>	
(a) New Water Connection	New Water Connection charges shall be equivalent to one month's minimum charges for service connection of relevant size subject to minimum as following; (i) Domestic consumers Rs. 500/- (ii) BPL Consumers Rs. 100/-
(b) Disconnection charges	Disconnection charges will be 50% of new connection charges of respective connection charge.
(c) Reconnection charges	Reconnection charges will be equal to new connection charges of respective connection charge.

<b>SECURITY DEPOSIT :</b>	
(a)	Equivalent to three months minimum charges for service connection of relevant size, subject to a minimum of Rs. 500/- ( Rs. 200/- for BPL Consumers) for owner of house/Establishment.
(b)	For other persons such as tenant etc the amount of security deposit will be double of the above subject to a minimum of Rs. 2000/- ( Rs. 400/- for BPL Consumers)
(c)	The Security deposit for temporary connection shall be 1.5 times of the amount calculated as per (a) and (b) above, as applicable.

<b>ONE TIME CHARGES :</b>		
(a)	One time Charges in a house having more than ground and first floor	Rs. 45/- per Sq. Mtr. of the total plot area
(b)	One time charges for a new connection to individual flat in a group housing scheme	Rs. 45/- per Sq. Mtr. of the total built up area of flat
(c)	One time charges for a new connection to in a group housing scheme if a common connection is required by the residents of group	Rs. 45/- per Sq. Mtr. of the total built up area of the building

<b>METER CHARGES :</b>		
(a)	Meter Charges	Meter shall be provided by the department and charges shall be as applicable at the time of connection. However, in case meter is not available in the department then applicant shall be requested to procure meter as per departmental specifications from approved vendor list. The applicant shall deposit the meter to the department after fitting of pipeline.
<b>SPECIAL CHARGES :</b>		
(a)	Special Charges	For laying new pipeline/ up-gradation of existing distribution system/share cost etc. as applicable at the time of connection.

**List of Documents required for a new water connection:**

**At the time of submission of Application**

- (A1) Self attested true copy of ownership of premises or land such as Allotment letter/ Sale Deed/Patta/ Agreement (registered or non-registered).

or

‘No Objection’ certificate from the owner of the building or land for the water connection in case the applicant is a tenant/lessee and copy of tenancy/lease agreement.

- (A2) Existing/proposed building plan clearly showing total built up area of building.

## **Certificate**

This is to certify that New Water Connection is released bearing Consumer

Identification Number and A/c No. ....in the

Name of ..... at (address of Premises)

.....

on dated .....

Thank You,

**Assistant Engineer  
(Signature & Seal)**