

**CHANDIGARH ADMINISTRATION
DEPARTMENT OF PERSONNEL**

NOTIFICATION

No. 28/67/1-IH (9)-2025/ 16670

Dated: 09/12/25

In supersession of Notification No. 28/67/1-IH(11)-2022/3946, dated 08.03.2022 and in exercise of the powers conferred under Section 3 of the Punjab Right to Service Act, 2011 and the Punjab Right to Service (Amendment) Act, 2014, as extended to the Union Territory of Chandigarh by Government of India, Ministry of Home Affairs, New Delhi vide its Notification No. G.S.R. 1015(E) dated 14.08.2017, the Administrator, Union Territory of Chandigarh is pleased to notify the following Services, Designated Officers for providing these services, First Appellate Authorities, Second Appellate Authorities and the stipulated time-limits, in respect of the office of the **Civil Engineering, Union Territory, Chandigarh**, for the purposes of the Acts, *ibid*, as detailed below:

Sr. No.	Name of the Department/ Office/Wing	Name of the Service	Stipulated time limit (Working Days/Hours/Minutes)	Designated Officer	First Appellate Authority	Second Appellate Authority	Remarks, If any
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1.	Civil Engineering	Road Cut	30 days	Sub Divisional Engineer	Executive Engineer	Superintending Engineer	
2.	Maintenance Wing (Civil Engineering)	White-wash and Paint/Polish in Govt. Houses	30 days	Junior Engineer	-do-	-do-	However, the service shall be provided as per norms/time span, if any fixed as per the manual of the department
3.	-do-	Minor Repairs in Govt. Houses	10 days	-do-	-do-	-do-	
4.	-do-	Major Repairs in Govt. Houses	30 days	-do-	-do-	-do-	
5.	-do-	Renovation of Govt. Houses	90 days	-do-	-do-	-do-	However, the service shall be provided as per norms/time span, if any fixed as per the manual
6.	Civil Engineering (Public Health)	Minor repairs of fittings (pipes/taps etc)	02 days	Junior Engineer of the area concerned	Sub Divisional Officer of the area concerned	Executive Engineer concerned/Superintending Engineer	
7.	-do-	Leakage in water pipes/taps	01 day	-do-	-do-	-do-	
8.	-do-	Replacement of taps	02 days	-do-	-do-	-do-	
9.	-do-	Removal of blockage of internal drainage system	01 day	-do-	-do-	-do-	
10.	(Horticulture) Engineering Department (Horticulture Division No 2), UT, Chandigarh	Pruning/Pollarding of trees (upto 60 cm)	14 days	ALO/SDE	Executive Engineer	Superintending Engineer	
11.	-do-	Pruning/Pollarding of trees (Girth 60 cm to 120 cm)	45 days	-do-	-do-	-do-	
12.	(Horticulture) Engineering Department (Horticulture Division No 2), UT, Chandigarh	Pruning/pollarding of trees (Above 120 cm girth)	30 days	-do-	-do-	-do-	
13.	Electrical	Emergency	01 day	Junior	Sub Divisional	Executive	

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		Complaint of partially no light in the house		Engineer	Engineer	Engineer	
14.	-do-	Major breakdown of electrical supply due to fault in main board and wiring	02 days	-do-	-do-	-do-	
15.	Electrical	Replacement of defective material	03 days	-do-	-do-	-do-	
16.	-do-	Minor repair of electrical installation/ renovation of partial faulty installation	07 days	-do-	-do-	-do-	
17.	-do-	Repair/ replacement of existing system/ fittings/ New Provision/ addition/ alteration. The replacement/ complete renovation shall be carried out only if permitted under CPWD norms	a) Submitting of Estimate within 10 days b) The work shall be carried out within 45 days after receiving of Administrative Approval	Junior Engineer/Sub Divisional Engineer	Executive Engineer	Executive Engineer concerned / Superintending Engineer	

- (i) The stipulated time limit fixed for delivery of services in this notification will start from the date of submission of application alongwith the entire requisite documents/papers correct & complete in all respects
- (ii) For all purposes, with regard to implementation of the Punjab Right to Service Act, 2011 and the Punjab Right to Service (Amendment) Act, 2014 as extended to Union Territory of Chandigarh, Head of the Department, Office of the Civil Engineering, Union Territory, Chandigarh or his nominee shall be the Nodal Officer in respect of the above said services, under the Acts, ibid.

Chandigarh dated
the 4th December, 2025

Endst.No.28/67/1-IH(9)-2025/ 16671

A copy is forwarded to the Chief Commissioner, Chandigarh Right to Service Commission w.r.t. Letter Nos.PS/CRTSC/2023/118 dated 17.03.2023, for information and necessary action.

Administrator
Union Territory, Chandigarh

Dated: 09/12/25

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09/12/25

Additional Secretary Personnel
for Administrator
Union Territory, Chandigarh

Dated: 09/12/25

Endst.No.28/67/1-IH(9)-2025/ 16672

A Copy is forwarded to each of the Administrative Secretaries/Heads of Departments/Heads of Boards/ Corporations for information and necessary action.

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09/12/25

Additional Secretary Personnel
for Administrator
Union Territory, Chandigarh

Dated: 09/12/25

Endst.No.28/67/1-IH(9)-2025/ 16673

A Copy is forwarded to the Chief Engineer, Union Territory, Chandigarh, for information and necessary action.

AKM
09/12/25

Additional Secretary Personnel
for Administrator
Union Territory, Chandigarh