

**CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD
FINANCE (B&C) DEPARTMENT**

Revised Circular on specific procedures for withdrawal of demand issued in supplement to the Proc.No.CMWSSB/P&A/STF/Ra5/5255/2021 dated 28.11.2021

Sub: Finance – B&C – Revised procedures for withdrawal of demand – Draft Circular for approval - Regarding

Ref: 1) Proc.No.CMWSSB/P&A/STF/Ra5/5255/2021, dated 03.11.2021
2) Supplement Circular to the Proc.No.CMWSSB/P&A/STF/Ra5/5255/2021 dated 28.11.2021

With reference to the proceedings and Circular cited above, revised procedures have been issued for withdrawal of Uncollectable demand in the books of CMWSSB. In pursuant to that, the following revised procedures for physical verification are to be followed:

- 1) Area SAOs/AOs should do physical verification of all individual properties whose demand to be withdrawn exceeds Rs. 1,00,000 instead of previously mentioned amount of Rs.50,000 in that specific batch. Area SAOs/AOs should forward the file along with their physical verification report.
- 2) Nodal officers, Tahsildars and Senior Depot Managers can do the random check on a needy basis.
- 3) DCOF (R) will physically verify for all properties whose individual demand to be withdrawn exceeds Rs. 10 lakh instead of previously mentioned amount of Rs.1 lakh and water intensive cases viz., KalyanaMandapam, Malls, Theatres, Restaurants, Hotels, Private Hospitals etc.,

**Sd/-xxxx dt:25.01.2022
EXECUTIVE DIRECTOR**

to Eng.dir

DCOF-V i/c