

MAINTENANCE GUIDELINES FOR RWAs AND LINK OFFICERS

Every Housing pocket of DDA flats must have a RWA registered with DDA. The Housing pockets have been defined in the Brochure of DDA Housing Schemes. In the old Housing Schemes, the pockets may not be clearly defined and therefore, the RWAs may contact their respective Link officers for clarification in this regard. Therefore, the first step is that every housing pocket of DDA flats must be clearly defined and separate RWA be formed and registered with DDA. There may be cases where existing registered RWAs are not co-terminus with the pocket. These RWAs may want to come together in the form of Federation and maintain one housing pocket. This can be allowed with the approval of Pr. Commissioner (Housing) in DDA.

Every Housing Pocket will also have one DDA Engineer as Link officer who will provide the linkage between RWA and DDA. The Link officers have been appointed and the list is available on the DDA web-site (www.dda.org.in). The concerned RWAs may contact their respective Link Officers and vice-versa, so that the RWA and Link officer know each other well. The duty of the Link Officers is to help in setting up the system for maintenance of DDA colonies/flats. His job is also to provide assistance to the RWA (technical as well as general) so that RWAs are able to maintain the common infrastructure, white-wash the facade and common areas of buildings regularly and provide regular amenities in the colonies. The Link officers will also provide information about various DDA circulars, guidelines and information to the RWAs.
