



**DIRECTORATE OF PANCHAYATS
GOVERNMENT OF GOA**

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No.19/DP/House Repair/Panc/2025/ 2649

Date: 09/04/2025

CIRCULAR

Subject: Permission to the repairs of existing single dwelling unit/structure.

In partial modification to earlier Memorandum no. Panchayat Appeal No. 76/97/538 dated 05/02/1999 and Circular no. 15/77/DP/CIR/2000/6983 dated 06/09/2002 issued by the Directorate of Panchayats as regards to the procedure to be followed while granting permission for repair of existing structure, it has been decided to permit / allow Village Panchayat Secretary to issue permission to carry out repairs to single dwelling unit/structure at the level of Village Panchayat itself, without obtaining any site inspection report from respective Block Development Officer.

In order to avoid any undue procedural delay in undertaking repairs work of single dwelling unit/structure for the purpose of ensuring safety of owner/ co-owner/occupants and to prevent any further damage to such structure, whenever any application is received from the applicant for carrying out repairs of such structure, the Village Panchayat Secretary is hereby directed to issue permission for repairs of single dwelling unit/structure, provided that the structure for which repairs is sought is legal structure or is existing and registered for the purpose of house tax for last five years prior to the date of receipt of application for repairs. The applicant shall produce sketh/plan of the existing structure along with its photographs and certificate from registered architech/strutural enigneer giving details of feasibility of repair including estimated cost of repair. Upon receipt of application for repairs of such single dwelling unit/structure, the Village Panchayat Secretary shall forthwith dispose the application within a period of 3 (three) working days and in case the decision is taken to issue repair permission, the same shall be issued upon collecting necessary fees towards house repair

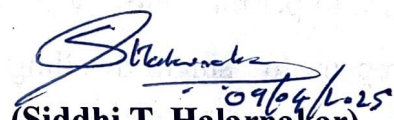

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permission fees. The copy of application format and repairs permission is enclosed herewith.

In the event, Village Panchayat Secretary fails to determine whether such permission should be given or not and communicate its decision to the applicant immediately after receipt of application or in any case within period of 3 (Three) days from the date of receipt of application, then such permission shall be deemed to have been granted and applicant may commence the repair work within scope of repairs, but not in contravention with any law in force.

This Circular is applicable only for repairs of single dwelling units/structure and in cases of multi-dwelling units and other cases the procedure elaborated in Memorandum dated 05/02/1999 and Circular dated 06/09/2002 shall be adhered to.

This Circular is issued with the approval with the Government.


(Siddhi T. Halarnakar)
Director of Panchayats
Panaji - Goa

Enclosed: As above

To
All the Village Panchayats.
(Through Block Development Officer)