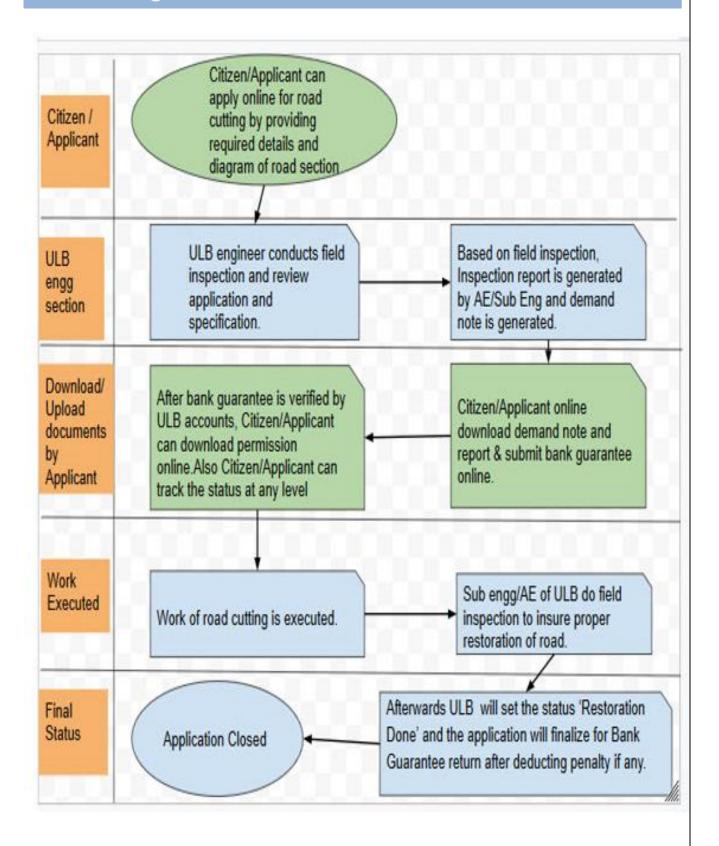
## **Road Cutting and its Restoration Process**

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Citizen/applicant will submit the application, Application forward to engineering Section of ULB for review, after the review application will be approved or reject for further process, If application is approved then applicant will attach Bank Guarantee and after verifying bank guarantee ULB give approval for start the Road cutting work, Engineering department of ULB will inspect proper restoration of road Afterwards ULB will set the status 'Restoration Done' and the application will finalize for Bank Guarantee return after deducting penalty if any.

#### **Mandatory Documents**

Road Cross Section diagram \*

### **Application & submission of Road Cutting and its Restoration**

The applicant submits the online application along with the required documents through e-Nagarpalika portal. It will generate the Registration number and the workflow is submitted for approval.

ULB engineer conducts field inspection and review application and specification. Based on field inspection, Inspection report is generated by AE/Sub Eng. and demand note is generated. Citizen/Applicant online download demand note and submit bank guarantee online. After bank guarantee is verified by ULB accounts, Citizen/Applicant can download permission online. Also Citizen/Applicant can track the status at any level, Work of road cutting is executed Sub engg/AE of ULB do field inspection to ensure proper restoration of road. Afterwards ULB will set the status 'Restoration Done' and the application will finalize for Bank Guarantee return after deducting penalty if any.

# Time Line

Time line to provide Road cutting and its restoration permission, 30 days from the submission of proper application with required documents