

Annexure- 7 Supervision memo of site supervisor

SUPERVISION MEMO OF SITE SUPERVISOR

(On the Letter Head of Site Supervisor)

To,

Special Planning Authority
Mumbai Port Authority
Mumbai

Subject: Proposed development work of

Building proposal No	
Full Particular of the work	
On plot bearing C.S.No./ C.T.S.No./ F.P.No.	
Division/village/Unit/T.P. Scheme No	
Type of development	
Road Name	
Ward	
Name of Architect/ LS	
Name of Owner	

Dear Sir,

With reference to the letter of my appointment dated addressed to you, by the Owner, I hereby confirm that I have agreed to act as the Site Supervisor for the above proposal.

I further confirm that the workmanship and material quality and material testing shall be in conformity with the provisions of IS standards and the development work shall be as per approved plans and the structural design etc.

Thanking you,

Yours Faithfully

Name of the Site Supervisor	
Registration No	
Address:	
Tel. No.:	
Signature:	
Date:	

C.C. to: 1. Owner
2. Architect/ LS