Through e-mail only

लोक निर्माण विभाग

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प्रधान मुख्य अभियंता (अनुरक्षण एवं उद्यान)
लोक निर्माण विभाग (दिल्ली सरकार)
12वीं मंजिल, बहुमंजिला भवन
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फाईल स. 23(52)/प्रधान मुख्य अभि. (अनु. एवं उद्यान)/लो.नि.वि./2026-27/ 826 दिनांक: 15.05.2026

Office Memorandum

विषय: Circulation of Standard Operating Procedure (SOP) for Dewatering Operations During Monsoon Season during 2026-27.

The Standard Operating Procedure (SOP) for Dewatering Operations during the Monsoon Season has been prepared to ensure timely removal of waterlogging from roads under the jurisdiction of the Public Works Department (PWD), Delhi. The SOP aims to facilitate smooth traffic movement, minimize public inconvenience, prevent damage to road infrastructure, ensure public safety during periods of heavy rainfall and flooding, and enable effective monitoring and coordinated response during monsoon conditions.

The SOP provides detailed guidelines regarding preparedness, deployment, operation, monitoring, coordination, and maintenance activities related to dewatering operations during the monsoon period.

All concerned officers/officials of PWD, Delhi are hereby directed to ensure strict compliance of the SOP and take necessary action for effective implementation during the monsoon season.

Enclosed: As above

(J.J.R. Meena)
Pr. CE (M&H), PWD

प्रतिलिपि सूचनार्थ:

1. विशेष सचिव-I, लो.नि.वि., रा. रा. क्षेत्र दिल्ली सरकार
2. प्रमुख अभियंता, लो.नि.वि., रा. रा. क्षेत्र दिल्ली सरकार।
3. मुख्य अभियंता (पूर्व/उत्तर/दक्षिण) लो.नि.वि., रा. रा. क्षेत्र दिल्ली सरकार।
4. लो.नि.वि., रा. रा. क्षेत्र दिल्ली सरकार वेबसाईट।
5. गार्ड फाईल।

Standard Operating Procedure (SOP)

Operation of Dewatering Pumps during Monsoon Season

1. Purpose

The purpose of this SOP is to establish a systematic procedure for deployment, operation, monitoring, and maintenance of dewatering pumps during the monsoon season to prevent water logging, ensure public safety, and maintain smooth drainage operations.

2. Scope

This SOP shall be applicable to all officers/officials involved in operation and maintenance of dewatering pumps at water logging prone areas under the jurisdiction of the department during the monsoon season.

3. Objectives

- To ensure quick removal of accumulated rainwater.
- To minimize water logging and traffic disruption.
- To ensure proper functioning of pumps and allied equipment.
- To maintain safety of manpower and public during operation.

4. Responsibility

Sl. No.	Designation	Responsibility
1	Executive Engineer	Overall supervision and monitoring
2	Assistant Engineer	Deployment planning and field supervision
3	Junior Engineer	Daily inspection, operation and reporting
4	Pump Operator	Safe operation of pumps

Note:- Duty roster of pump operator shall be displayed on board at every pump house.

5. Pre-Monsoon Preparedness

5.1 Inspection of Pumps

- All dewatering pumps shall be inspected before onset of monsoon.
- Trial run of each pump shall be conducted and recorded.
- Pump capacity, discharge efficiency, and operational condition shall be verified.

5.2 Inspection of Electrical System

- Electrical panels, cables, switches, and earthing shall be checked.
- Proper insulation and leakage protection devices shall be ensured.
- DG sets/backup power supply shall be tested.

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6. Operation Procedure

6.1 Monitoring During Operation

- Pumps shall be operated on auto mode wherever automation has been done.
- Continuous monitoring of pump operation shall be carried out.
- Vibration, overheating, unusual noise, or leakage shall be checked regularly.
- Water discharge flow shall be monitored to ensure effective dewatering.

6.2 Fuel and Power Management

- **Adequate fuel stock (minimum for 10 hrs continuous running) shall be maintained for uninterrupted operation.**
- **Standby generators of capacity not less than 70% of installed pump capacity shall be kept ready in case of power failure.**
- **DG set operation shall be tested daily for 10 minutes and pump operation on DG set shall also be tested.**
- **In case of high intensity rainfall, Pump operatio n shall be done on DG Set only.**

7. Emergency Measures

- In case of pump failure, standby PTO pumps shall be deployed immediately.
- Electrical faults shall be attended only by qualified electricians.
- Senior officers shall be informed immediately in case of major breakdown.

8. Post-Operation Procedure

- Pumps shall be switched off safely after recession of water.
- Equipment shall be cleaned and inspected after use.
- Fuel consumption and operating hours shall be recorded.
- Damaged components shall be repaired/replaced immediately.
- **Desilting of sumps shall be ensured after every heavy rain.**

9. Safety Precautions

- Operators shall use PPE such as gum boots, gloves, and reflective jackets.
- No electrical cable shall remain submerged in water.
- Unauthorized persons shall not be allowed near operating pumps.

10. Reporting System

- Daily status report during monsoon shall be submitted by concerned Junior Engineer.
- Any major water logging incident or equipment failure shall be reported immediately to higher authorities.

11. Conclusion

Strict adherence to this SOP shall ensure efficient operation of dewatering pumps, timely removal of water logging, and enhanced public safety during monsoon season.

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