

<u>Recommendation No.–263-</u> Publish a well-defined inspection procedure and checklist on department's website-Inspection by Building Proposal Office/ relevant agency as part of obtaining occupancy certificate Ref: http://urban.bib.nic.in)

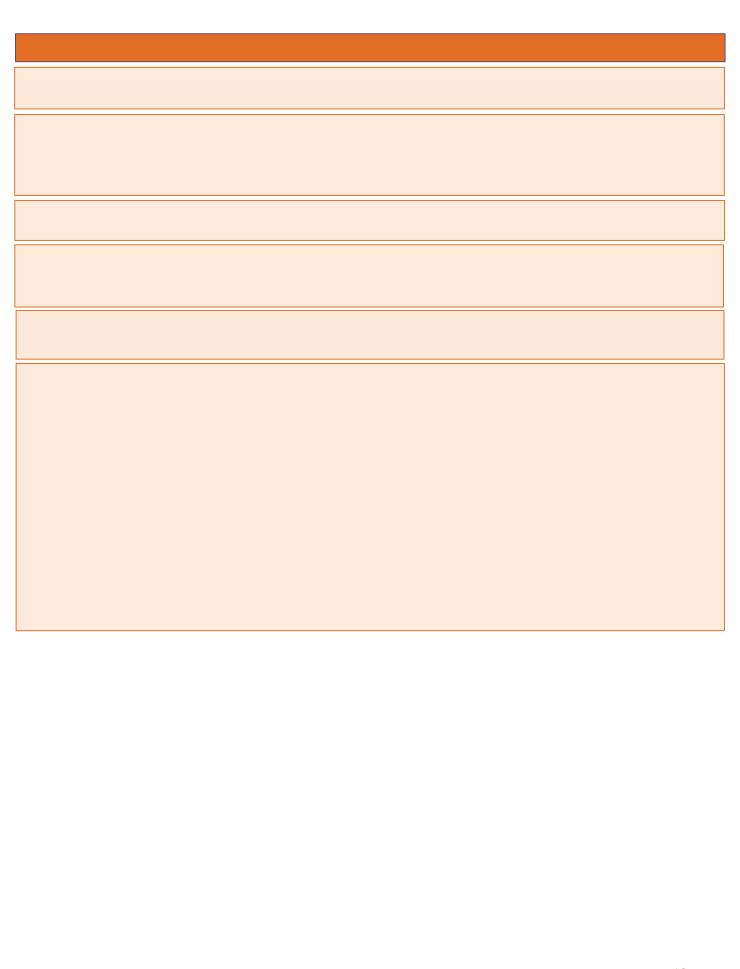


## III. CERTIFICATE FOR OCCUPANCY OF BUILDING

Name of Service	Building Occupancy Certificate
Regulatory Framework	Bihar Building Bye-Laws-2014
Application Method	Manual
Application Processing Fee (if any) and Mode of Payment	INR 1000/-
Approving Authority	Designated Officer of the Planning Authority/Chief Municipal Officer of the respective municipality
Prescribed Timeline for service delivery (from date of application)	30 days (Notified under Bihar Building Bye-laws, 2014)

## -: IMPORTANT NOTE:-

• An investor is actually required to submit a Notice (Certificate) of Completion in Form-XII as per the Building Bye-Laws-2014 to obtain the occupancy certificate. This notice is to be given/issued by the empanelled structural engineer/ architect/ engineer hired for this construction by the investor.



## V. INSPECTION OF THE PREMISE FOR ISSUANCE OF OCCUPANCY CERTIFICATE

Name of Service	Inspection of the Premise for Issuance of Occupancy Certificate
Regulatory Framework	Bihar Building Bye-Laws-2014
Regulatory Framework	Dillar Building Bye-Laws-2014
Competent Authority for	Designated Officer of the Planning Authority/Chief Municipal Officer of t
conducting the site inspection	respective municipality a team of officials constituted by her/him
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## **INSPECTION REPORT**

1.	Name of the Applicant:-
2.	Approval No. of proposed building/construction:-
3.	Date of Inspection:-
4.	Visiting Officials:-
	a.
	b.
	c.
	d.
5.	Findings of the Inspection:-
a.	General Findings:-
	Number of floors
	Building height
	External Setbacks
	Building Line
	Parking space provision
	Abutting road width
	FAR
	Tree Cover
	Water harvesting structures
	Land if required to be surrendered
b.	Deviations if any:-
	In Set Back
	In Built up Areas
	In Height
	In FAR
	Any Other Deviation
c.	Other Findings (if any):- Signature of the Visiting Officials