

SOUTH DELHI MUNICIPAL CORPORATION
OFFICE OF THE ADDITIONAL COMMISSIONER (ENGG)
6TH FLOOR, DR. SHYAMA PARSAD MUKHERJEE CIVIC CENTRE
JAWAHAR LAL NEHRU MARG
NEW DELHI - 110 002

No. D - 039/Addl.Cm.(Engg)/South DMC/2016

Date: 04 / 04 / 2016

C I R C U L A R

**Sub: Issuance of Digitally-Signed Sanction Letter
 -Ease of Doing Business - Construction Permit**

In pursuance of recent directions of the Government of India and Government of NCT of Delhi under the "Ease of Doing Business" concept relating to 'construction permit' / Building Plans under ONLINE MODULE, it is hereby circulated hereinunder:

- The online modules for various categories of buildings with Single Window Clearance System (SWCS) and Common Application Form (CAF) have already been launched vide various Circulars and time-limit for sanction for each category is as under:

S. No.	Category of Building	Time Limit
1.	Residential Plotted Development; (fresh construction) (A) Low Risk (B) Moderate Risk (C) High Risk {Circular No. D/31/Addl.Cm.-II/South DMC/2015/SE(B)HQ dated 31.03.2015}; and D/47/Addl.Cm./South DMC/2015/SE(B)HQ dated 07.05.2015	10 days 20 days 30 days
2.	-Industrial Plots (fresh construction) {Circular No. D/31/Addl.Cm.-II/South DMC/2015/SE (B)HQ dated 31.03.2015 D/47/Addl.Cm./South DMC/2015/SE(B)HQ dated 07.05.2015	30 days (subject to NOCs from concerned Deptts)
3.	Storage Buildings / Warehouses / Godowns (A) Very Low Risk (B) Low Risk (C) Moderate Risk (D) High Risk {Circular No. D/49/Addl.Cm.-II/South DMC/2015/SE (B)HQ dated 07.05.2015}	10 days 20 days 20 days 30 days
4.	Commercial {Circular No. D/48/Addl.Cm.-II/South DMC/2015/SE(B)HQ dated 07.05.2015}	30 days

Contd...2.

2. Submission of building plan application with relevant documents and issuance of sanction thereof in hard-copy form shall be dispensed with after 08.04.2016.
3. In respect of online applications submitted with effect from 09.04.2016, only digitally-signed sanction letter shall be issued by the Assistant Engineer concerned.
4. In respect of building plan applications and sanctioned under online module, sanction letter shall be signed digitally by the concerned Assistant Engineer and issued to the applicant accordingly
5. The cases for requisite NOCs / Clearances from concerned Departments through CAF shall be referred to the concerned Departments / Agencies (as per requirement of case with relevant regulations / bye-laws) through online mode only. At present, 06 Departments namely Delhi Urban Art Commission (DUAC), Heritage Conservation Committee (HCC), Delhi Fire Service (DFS), Delhi Metro Rail Corporation (DMRC), Chief Inspector of Factories (CIF), and Archaeological Survey of India (ASI) have already been integrated with the online module of Municipal Corporations. Other Departments namely Airports Authority of India (AAI), Delhi Jal Board (DJB), Discoms {M/s/ BSES Rajdhani Powers Ltd. (BRPL), M/s. BSES Yamuna Power Ltd. (BYPL), M/s. Tata Power Delhi Distribution Ltd. (TPDDL)}, Conservator of Forest, are also under process of integration, which is likely to be completed by 15th April-2016. Upon receipt of the requisite NOCs / observations / reply through Online mode from these Departments, the case will accordingly be processed and finalized by the concerned officers.
6. All the applicable charges including Building Tax, Additional FAR Charges, Betterment Charges, Levy, Cess, etc., as notified by the Government, and charges levied by other external Agencies` i.e. D.J.B., Forest Department, etc. will be collected by the Municipal Corporations under online mode and transferred electronically to respective Departments.
7. After release of digitally-signed sanction of building plans, one copy of the same alongwith sanctioned plan shall be sent by the Assistant Engineer to the Record-Keeper for future reference.
8. The C.A.F. is available on the dash-board of online-mode for Architects / Engineers/ Supervisors for Online Sanction of Building Plans (OBPS) i.e. www.mcdonline.gov.in. The suggestions / problems, if any coming across in the matter, be brought to the notice of Director (IT) / Executive Engineer (Bldg)HQ concerned of respective Corporation by the concerned officers / users for appropriate upgradation / modification. The helpdesk of IT Department is mcd-ithelpdesk@mcd.gov.in and Telephone No. is 2322 7413 and 2322 7414.

9. In order to maintain the uniformity of online system, this application (CAF) will be applicable in all three Corporations.


This is for necessary compliance by all concerned.


Additional Commissioner(Engg) -
South Delhi Municipal Corporation

1. All Additional Commissioners (Engg)- South DMC, North DMC and East DMC
2. All Engineer-in-Chief - South DMC, North DMC and East DMC
3. All Chief Engineers (Bldg)- South DMC, North DMC and East DMC
4. All Zonal Deputy Commissioners - South DMC, North DMC and East DMC
5. Chief Town Planners - South DMC, North DMC and East DMC
6. Chief Law Officers - South DMC, North DMC and East DMC
7. Director of Vigilance - South DMC, North DMC and East DMC
8. All Superintending Engineers (Bldg)HQ - South DMC, North DMC and East DMC
9. Director (IT) - with the request to upload the said Circular on the website, and a copy of the Circular be forwarded through e-mail to all empanelled Architects / Engineers / Supervisors.
10. All Executive Engineers (Bldg) - South DMC, North DMC and East DMC
11. Executive Engineer (Bldg-OBPS)

Copy for kind information and necessary action to:

1. PS to Commissioner-South DMC, North DMC and East DMC - for kind information of Commissioner please.
2. Joint Secretary - Department of Industrial Policy and Promotion - Ministry of Commerce & Industry - Udyog Bhawan - New Delhi
3. Principal Secretary (Industries) - Government of NCT of Delhi
4. Special Commissioner of Industries - Office of the Commissioner of Industries - Government of NCT of Delhi - Udyog Sadan, Patpargang, New Delhi


Additional Commissioner(Engg)
South Delhi Municipal Corporation