

SOUTH DELHI MUNICIPAL CORPORATION
OFFICE OF THE ADDITIONAL COMMISSIONER (ENGG.)
6TH FLOOR, DR. SHYAMA PARSHAD MUKHERJEE CIVIC CENTRE
JAWAHARLAL NEHRU MARG : NEW DELHI - 110002.

No. South DMC/Addl. Cm.-I/2016/ 159 } SBUB/HQ Dated: 05.12.2016

CORRIGENDUM

Subject : (1) Online Scheme for Completion Certificates in respect of Residential Properties [for Building Plan cases sanctioned through Online Scheme].

(2) Online Scheme for Information for intimation of Completion of Work upto plinth level and further inspection report upto plinth in respect of the Building Plans sanctioned Online Scheme.

In pursuance of recent directions of the Government of India and Government of NCT of Delhi as well as discussions / meetings held amongst the officers of all the three Corporations under "Ease of Doing Business" concept, the following circulars were issued by the Department:-

1. Circular bearing No.D/45/Addl.Cm.-II/South DMC/2015/SE(B)HQ dated 28.04.2015 was issued with the direction that all applications for issue of Completion Certificates of residential properties shall be accepted, processed and dealt with through Online Mode only in respect of those cases, the building plans of which have been sanctioned through Online Mode.
2. Circular No.D/66/SE(B)HQ/CM/SDMC/2012 dated 20.11.2012 was issued regarding (1) Notice for Commencement of Work and (2) Information for intimation of Completion of Work upto Plinth Level - in respect of the Building Plans sanctioned Online Scheme.

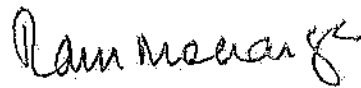
After issuance of aforesaid Circulars, these matters are obviously required to be processed through online mode only. During the meeting held by the Ministry of Urban Development on 12.11.2016, the issue was discussed that even after online mode made operational for processing and finalizing the above issues, the cases are being accepted and processed in hard-copy form by the Municipal Corporation.

It is directed that the applications / files relating to Information for intimation of Completion of Work upto plinth level and further inspection report upto plinth level by the office of the Competent Authority - in respect of the building plans sanctioned Online Scheme and Completion Certificates, as covered under the aforesaid Circulars, and be accepted, processed and finalized through online mode only and no documents be insisted upon in hard-copy form, as submission / acceptance and finalization

of applications in hard-copy form relating to these issues already stands dispensed with.

This issues in supersession of Circular No.D/144/Addl.Cm.-II/South DMC/2016/SE(B)HQ dated 21.11.2016 on the subject matter.

This is for necessary compliance by all concerned.



Additional Commissioner-I
SOUTH DELHI MUNICIPAL CORPORATION

1. Additional Commissioners (Engg)-South DMC, North DMC and East DMC
2. All Zonal Deputy Commissioners – South DMC, North DMC and East DMC
3. Chief Town Planners - South DMC, North DMC and East DMC
4. Chief Law Officers - South DMC, North DMC and East DMC
5. All Superintending Engineers (Bldg)HQ - South DMC, North DMC and East DMC
6. 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.
7. All Executive Engineers (Bldg) - South DMC, North DMC and East DMC
8. Executive Engineer (Bldg-OBPS)

Copy for kind information and necessary action to:

1. PS to Commissioner-South DMC – for kind information of Commissioner please.
2. Chairman-cum-Managing Director - - DSIIDC -Bombay Life Building, Connaught Place, 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-I
SOUTH DELHI MUNICIPAL CORPORATION

NEW DELHI MUNICIPAL CORPORATION
OFFICE OF THE EXECUTIVE ENGINEER (BUILDING)HQ
9TH FLOOR, DR. S.P.M. CIVIC CENTRE : MINTO ROAD : NEW DELHI

No. South DMC/EE(B)HQ/2016/949

Dated 21.12.2016

OFFICE ORDER

Sh. A.K. Mittal, AE(Civil) working in the Municipal Laboratory with additional charge of EODB, is hereby deputed as Incharge of "Facebook Page" of "MCD EASE OF DOING BUSINESS". He is assigned the work of uploading / updating the site / guidelines / circulars / instructions issued time to time for information of others including general public & professionals to aware about the latest reforms. He will also coordinate through Facebook page with all other external agencies dealing with Online Building plans under "Ease of Doing Business" for updating their latest guidelines / instructions issued in this regard.

Sh. A.K. Mittal shall also look after the work of sending mails / SMS to the concerned Architects / Structural Engineers / Engineers dealing with construction permits.

This issues in addition to his own duties assigned earlier and with the prior approval of the Chief Engineer (Bldg.)HQ.

E.E.(Bldg.)HQ-II
South DMC

- 1 Sh. A.K. Mittal, AE(Civil)/EODB, I.T. Department, South DMC
- 2 Chief Engineer (Bldg.)HQ, South, North & East DMCs
- 3 Chief Town Planner, South DMC
- 4 Chief Architect, South DMC
- 5 Director(IT), SDMC
- 6 SE(B)HQ, South, North & East DMCs
- 7 SE, Mpl. Lab, South DMC
- 8 All EEs(B)HQ, South, North & East DMCs
- 9 All Zonal EEs(B), South DMC (Central, South, West & Najafgarh Zones).
- 10 Dr. Aqil Ahmed, EE(IT) EODB, SDMC
- 11 Sh. Pankaj Mittal, M/s. Tech Mahindra
- 12 O/C

Copy to:

- i Competent authority, Office of the Regional Director(North), Archeological Survey of India, Govt. of India, Red Fort Complex, Delhi-110006.
 - ii National Monuments Authority, 24 Tilak Marg, New Delhi.
 - iii Chief Fire Officer, D.F.S., GNCTD, Fire HQ, Connaught Circus, N.D.-1.
 - iv DMRC
 - v Chief Inspector of Factories, GNCTD, 5 Sham Nath Marg, Civil Lines, Delhi-54.
 - vi Secretary, DUAC, Core 5-A, UG & First Floor, India Habitat Centre, Lodhi Road, New Delhi-3.
 - vii SEE / Spl. Secry., DPCC
 - viii DISCOM
 - ix CE, Delhi Jal Board
 - x DCE(N), Deptt. of Forest & Con.
- Copy for kind information to:
- 1 PS to Commissioner - for kind information of the Commissioner.
 - 2 Additional Commissioner(Engg.), South, North & East DMCs
 - 3 Additional Commissioner(IT)
 - 4 All Zonal Deputy Commissioners, South DMC.

South Delhi Municipal Corporation
Office of the Additional Commissioner-I
6th Floor, Dr. Shyama Parsad Mukherjee Civic Centre,
Jawahar Lal Nehru Marg,
New Delhi-110002

No. D 07 /Addl.Cm.-I/South DMC/2017/SB@110 Date: 16/01/17

C I R C U L A R

Subject: Online module for "SARAL SCHEME" in respect of building plans for residential plot size up to 105 sqm.

Online module for "SARAL SCHEME" in respect of building plans for residential plot size up to 105 sqm. has been prepared and available in the system with respect to four building subtypes of residential given below:

- 1) Residential Plotted Development
- 2) Village abadi
- 3) Special area
- 4) Unauthorized regularized colony

Henceforth, all the cases related to "SARAL SCHEME" for the above categories shall be dealt on online mode only.

This is for necessary compliance by all concerned


Additional Commissioner-I
South DMC

1. Additional Commissioner (Engg) – North DMC & East DMC
2. All Zonal Deputy Commissioners – South DMC, North DMC and East DMC
3. Chief Town Planners - South DMC, North DMC and East DMC
4. Chief Law Officers - South DMC, North DMC and East DMC
5. All Superintending Engineers (Bldg) HQ - South DMC, North DMC and East DMC
6. 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 Architect / Engineers / Supervisors and also ensure that the necessary changes are done in the software at the earliest.
7. All Executive Engineers (Bldg) - South DMC, North DMC and East DMC
8. Executive Engineer (Bldg – OBPS)
9. Sh. A. K. Mittal, AE(Lab) with the directions to upload the same on Face Book page of EODB

Copy for kind information and necessary action

1. P.S. to Commissioner – South DMC – for kind information of Commissioner please.
2. Special Commissioner of Industries – Office of the Commissioner of Industries – Government of NCT of Delhi – Udyog Sadan, Patparganj, New Delhi

SOUTH DELHI MUNICIPAL CORPORATION
OFFICE OF THE ADDITIONAL COMMISSIONER-I
6TH FLOOR, DR. SHYAMA PARSHAD MUKHERJEE CIVIC CENTRE
JAWAHARLAL NEHRU MARG : NEW DELHI - 110002.

No. South DMC / SEW No/ 01/2017

Dated: 02.01.2017

C I R C U L A R

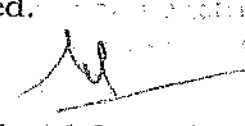
Subject :	Reduction in the number of procedures in sanction of building plans.
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In the meeting of Additional Secretary(UD), MOUD, Govt. of India, it was directed that number of procedure for issuance of construction permit right from sanction of building plan to issuance of completion-cum-occupancy certificate are to be reduced. Accordingly, the entire process from applying for sanction of building plan to issue of occupancy-cum-completion certificate shall consist of following 08 steps / procedures:-

S.No.	Process / Procedure	Time
1	Submit Online application in Common Application Form (CAF) alongwith requisite building permit fees, drawings and documents.	½ day
2	Grant of Online Sanction within stipulated period.	28 days
3	Pay fee and get ditigally signed sanctioned letter / building plan	01 day
4	Request for Plinth Level inspection.	½ day
5	Plinth level Inspection and issue of Certificate through Online.	7 days
6	Submit Online Common Completion Request form (CCRF)cum-occupancy certificate application and pay fee through Online and inspection by concerned Departments, integrated in CCRF.	15 days
7	Inspection by Local Body (MCD).	7 days
8	Intimate compounding fee, Online Fee Payment and grant of Digitally signed completion certificate and completion plan.	½ day

The timeline for all the above procedures i.e. from the date of submission of Common Application Form to release of occupancy-cum-completion certificate is 60 days.

This is for necessary compliance by all concerned.


Additional Commissioner-I
South Delhi Municipal Corporation

Distribution:

- 1 Additional Commissioner(Engg.) - North & East DMCs
- 2 All Zonal Deputy Commissioners-South, North & East DMCs
- 3 Chief Town Planner -South, North & East DMCs
- 4 Chief Law Officers -South, North & East DMCs
- 5 Director (IT) - with the request to upload the above circular on the website and a copy of the circular be forwarded through e-mail to all empanelled Architects / Engineers / Supervisors & also ensure that necessary changes are done in the software at the earliest.
- 6 All SEs(Bldg.)HQ -South, North & East DMCs
- 7 All EEs(Bldg.)HQ & Zonal EEs(Bldg.) -South, North & East DMCs
- 8 EE(OBPS), I.T. Deptt.
- 9 AE(OBPS) - to upload the same on Facebook page of EODB.

Copy to:

- 1 PS to Commissioner, South DMC - for kind information of the Commissioner.
- 2 Special Commissioner of Industries, O/O the Commissioner of Industries, Govt. of NCT of Delhi, Udyog Sadan, Patpargang, New Delhi - for kind information.

South Delhi Municipal Corporation
Office of the Additional Commissioner-I
6th Floor, Dr. Shyama Parsad Mukherjee Civic Centre,
Jawahar Lal Nehru Marg,
New Delhi-110002

No. D 170 /Addl.Cm.-I/South DMC/2016/S6(B7HQ

Date: 23/12/16

C I R C U L A R

The Online modules for the following category have been prepared and available in the system.

BUILDING TYPE NAME	BUILDING SUB TYPE NAME
Commercial	Convenience shopping centre
Commercial	Local Shopping Centre
Commercial	Local Level Commercial Areas
Commercial	Service Market
Commercial	Organized Informal Bazaar
Commercial	Community Centre
Commercial	Non Hierarchal Commercial Centre
Commercial	District Centre
Commercial	Sub-Central Business District
Commercial	Sub-City Level Commercial Areas
Commercial	Retail And Commerce Metropolitan City Centre
Commercial	Hotel
Commercial	Service Apartments
Commercial	Commercial Component Along With Railway/ Mrts Station/Isbt
Commercial	Asif Ali Road (Ajmeri Gate Scheme)
Commercial	Motels
Commercial	Others
Commercial	Multiplex
Industrial	Industrial to Commercial
Industrial	Industrial with enhanced FAR
Industrial	Industrial Shed
Industrial	Irregular shape
Industrial	Industrial Plots
Residential	Unauthorized Regularized Colony

Henceforth, all the new building plan applications for the above modules shall be accepted on online only.

1. Approval for the above modules can be accepted online.
2. The rule engine shall be provided in due course of time.
3. For all cases under the above mentioned modules, only online NOCs shall be forwarded to the concern NOC agencies.

This is for necessary compliance by all concerned.

Ravi Menaria
 Additional Commissioner-I
 South DMC

1. Additional Commissioner (Engg) – North DMC & East DMC
2. All Zonal Deputy Commissioners – South DMC, North DMC and East DMC
3. Chief Town Planners - South DMC, North DMC and East DMC
4. Chief Law Officers - South DMC, North DMC and East DMC

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5. All Superintending Engineers (Bldg) HQ - South DMC, North DMC and East DMC
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7. All Executive Engineers (Bldg) - South DMC, North DMC and East DMC
8. Executive Engineer (Bldg – OBPS)
9. A.E. sh. A.k. Mittal to upload the same on Face Book

Copy for kind information and necessary action

1. P.S. to Commissioner – South DMC – for kind information of Commissioner please.
2. Special Commissioner of Industries – Office of the Commissioner of Industries – Government of NCT of Delhi – Udyog Sadan, Patparganj, New Delhi

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OFFICE OF THE ADDITIONAL COMMISSIONER-I
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JAWAHARLAL NEHRU MARG : NEW DELHI - 110002.

No. South DMC / 0/12/SOUTH/Adm/CA-1/2017 Dated: 31-01-2017

C I R C U L A R

Subject : Colour Coded Zonal Maps (CCZMs) of the Departments from where NOC is required.

Under Ease of Doing Business, the process of sanction of building plan is being monitored by the Ministry of Urban Development, Govt. of India, Department of Industry & Promotion, Govt. of India. In the series of meeting held in the Ministry of Urban Development, it was directed that outside the influence area given in Colour Coded Zonal Maps (CCZMs), there shall not be any requirement of NOC from the concerned Department(s). At present, the following Departments are having their CCZMs, the links of which are already available on the website of MCD:-

1. Delhi Metro Rail Corporation (DMRC)
2. National Monuments Authority (NMA / ASI).
3. Delhi Urban Arts Commission (DUAC)
4. Airports Authority of India (AAI)

The CCZMs of all of the above Departments have been superimposed in a single superimposed map prepared by the GSDL, Govt. of NCT of Delhi.

All these Departments have also issued the Circulars that there is no requirement of any NOC from them, in case the property is situated outside the influence Zone. The Circulars issued by these Departments in this regard are available on the website of MCD.

To have the uniformity in the process of sanction of building plan, this may be applicable in all the three Municipal Corporations.

This is for necessary compliance by all concerned.


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South Delhi Municipal Corporation

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7. All EEs(Bldg.)HQ & Zonal EEs(Bldg.) -South, North & East DMCs
8. EE(OBPS), I.T. Deptt.
9. AE(OBPS) - to upload the same on Facebook page of EODB.
10. All empanelled Engineers / Structural Engineers - in view of above Circular, all are advised to get themselves enrolled with the Professional Body i.e. Institution of Engineers (India) before 01.04.2017.

Copy to:

1. PS to Commissioner, South DMC - for kind information of the Commissioner.
2. Special Commissioner of Industries, O/O the Commissioner of Industries, Govt. of

SOUTH DELHI MUNICIPAL CORPORATION
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JAWAHARLAL NEHRU MARG : NEW DELHI - 110002.

No. South DMC / 2/17 / S.B. Ma / Addl Comr / 20/7 Dated: 30/01/2017

C I R C U L A R

Subject : Risk based Inspection for plinth level intimation.

Under Ease of Doing Business, the process of sanction of building plan is being monitored by the Ministry of Urban Development, Govt. of India, Department of Industry & Promotion, Govt. of India. In the series of meeting held in the Ministry of Urban Development, it was directed that the inspection at plinth level is to be conducted on the basis of risk matrix being developed by DDA and likely to be notified in the Building Bye Laws shortly.

As per the discussion held in the Ministry with the representative of DDA and Ministry of Urban Development, the following process of inspection for risk based shall be followed by the Municipal Corporations of Delhi.

Inspection for Plinth Level: The inspection shall be carried out by qualified professionals for the Risk categories of buildings as prescribed in Table below:

Table: Inspection for Plinth Level

	Risk Category			
	Very low	Low	Moderate	High
Competence	Architect/Engineer /Supervisor		Concerned Local body and the Statutory Bodies.	

1. The Architect/Engineer/Supervisor shall conduct inspection of Very Low and Low risk buildings constructed upto the plinth level and shall submit the Inspection Report to the concerned authority/local body within 7 days, as per Form C-2
2. Authority/ concerned local body shall conduct Inspection of the site on receipt of Form C-1, for buildings of Moderate and High Risk and intimate the objection, if any, to the Owner/Architect/Engineer/Supervisor who is supervising the work within 7 days from the receipt of such notice, as per Form C-2.

In case, no objection/ communication are received from the Authority/ concerned local body within 7 days, the same shall be deemed as accepted. It will be the responsibility of the Owner/Architect/Engineer/Supervisor to ensure construction of the building in accordance with the sanctioned building plan, under the provisions of MPD and these Building Bye Laws.