

Orders

It has been observed that while sending the report on the occupation certificate by the field offices the complete report has not been given by the field offices. Therefore, henceforth the report on the occupation certificate shall be given as per the checklist given below: -

Checklist for DTP/STP field for reporting on occupation certificate cases.

Sr. No.	Report is to be given by DTP/STP on following points: -
1.	Width & status of construction of approach to the site
2.	100% stand by generators alongwith automatic switchovers are provided for running of lifts.
3.	CFL/LED has been provided.
4.	Civil Aviation lights have been provided.
5.	Verification of as-built drawings, photographs and video-graphy.
6.	Rain Water Harvesting System has been provided or not
7.	Verification of proof regarding supply of drinking water.
8.	Verification of installation & functioning of lift.

The detail of the building as under: -

Tower/ Block No.	No. of Dwelling Units	No. of Floors	FAR Sanctioned		FAR Achieved	
			Area in Sqm.	%	Area in Sqm.	%
Tower-A						
Tower-B						
Tower-F						
EWS Block						
Non-FAR Area						
			Sanctioned area		Area constructed at site	
Lower Basement						
Upper Basement						

The detail of the project as under: -

Site area for permissible FAR & Ground Coverage in acres = 10.00 acres	Area in Sqm. = 40468.5642 Sqm.	
		Percentage
Component of the project		
Permissible Ground Coverage		
Ground Coverage sanctioned		
Ground Coverage achieved		
Permissible FAR		
FAR sanctioned		
FAR achieved		
Nos. of Units, EWS units, units for service personnels and car parking as sanctioned in Building Plans		
Main Units sanctioned		
EWS Units required		
EWS Units sanctioned		
Units for Service personnels required		

Units for Service personnels provided		
Minimum Car Parking Required		
Car Parking Sanctioned		
Covered Car Parking required		
Covered Car Parking Sanctioned		
Nos. of Units, EWS units, units for service personnels and car parking required for the buildings for which occupation certificate is granted.		
Main Units Constructed		
No. of EWS Units required as per constructed main units (no. of main unit x 15/85)		
EWS Units actually constructed & applied for occupation certificate		
No. of Units for Service personnels required as per constructed main units (10% of the no. of main units)		
No. of Units for Service personnel provided		
No. of required car parkings as per main units constructed = (No. of main units x 1.5)		
No. of Car Parking provided		
Minimum no. of covered car parkings required as per main units constructed (75% of the total car parkings)		
No. of covered car parking provided as per main unit constructed		

It may be ensured by the concerned Senior Town Planner that the complete report has been given by the concerned District Town Planner as per the above checklist.

-Sd/-

(K. Makrand Pandurang, IAS)

Director General, Town and Country Planning,
Haryana, Chandigarh.

Place: - Chandigarh
Dated: - 24.04.2018

Endst. No. ZP-196/SD(BS)/2018/13274-284

Dated: - 30.04.2018

A copy is forwarded to the following for information and necessary action: -

1. Chief Town Planner(IT&M), Haryana.
2. Chief Town Planner, Haryana.
3. Senior Town Planner (M), HQ, Haryana Chandigarh.
4. Senior Town Planner (E&V), HQ, Haryana Chandigarh.
5. All Senior Town Planners in the State of Haryana.
6. All District Town Planner in the State of Haryana.
7. All the District Town Planners (HQ).
8. All the Assistant Town Planners (HQ).
9. Officials concerned of the Drawing Branch (HQ).
10. Record keeper of colony/CLU branch.
11. Nodal Officer, website updation with a request to host the same on website of the Department.

-Sd/-

(Lalit Kumar)

District Town Planner (HQ)
For: Director General, Town & Country Planning,
Haryana, Chandigarh.