

Online Development Permission Management System

User Manual For Occupancy Certificate



సంచాలకులు, పట్టణమరియు గ్రామీణప్రణాళికా శాఖ
DIRECTORATE OF TOWN & COUNTRY PLANNING
GOVERNMENT OF ANDHRA PRADESH



Table of Contents

1	Introduction.....	2
2	Getting Started	3
3	User Login.....	4
4	How can you apply for Occupancy?	5
4.1	Online submission of Application	5
5	Application Verification	10
5.1	Application Verification by Town planning Staff	10
5.1.1	Drawing verification	10
5.1.2	Document verification	11
5.1.3	Site Inspection	11
5.1.4	Notesheet preparation	13
6	Approval by commissioner	14
6.1	Commissioner Remarks	14
6.2	Occupancy certificate	15
6.3	Release mortgage	15
7	View Application Status.....	17
7.1	View application status	17
8	Search application	18

1 Introduction

This help manual designed for new users and existing users, by helping them with the step by step process involved while applying for a new proposal or to know the present status of their applications and what are the steps to be taken while applying.

Some (or all) of the details provided in this manual may not be the same in website, as the website updates regularly, to provide you a hassle-free experience and easy user interface. Small changes may occur to the process after update but the process flow is same.

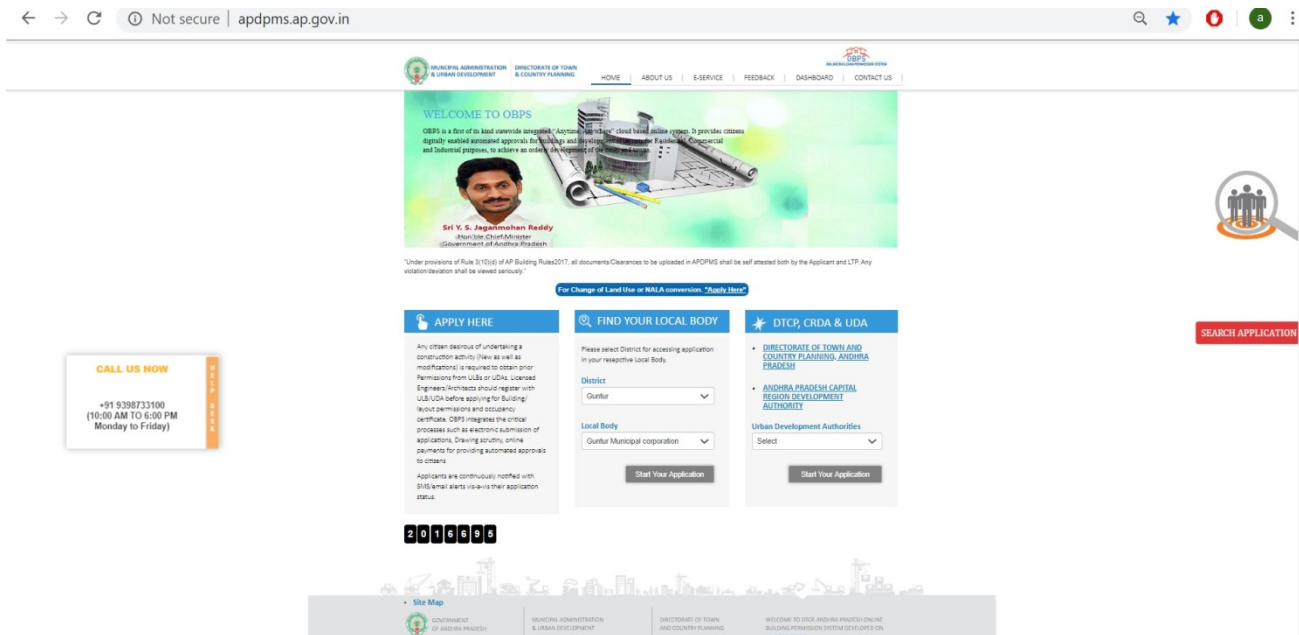
Before applying, please refer to GO's & Acts, procedures for submission of building and layout permissions through DPMS system, guidelines for submission of building and layout plans.

ULBs and UDAs are not responsible for the incorrect information entered by the applicant / when the application is rejected due to insufficient requirements

To avoid mistakes & to apply successfully, please check notifications and latest updates provided in DPMS website.

2 Getting Started

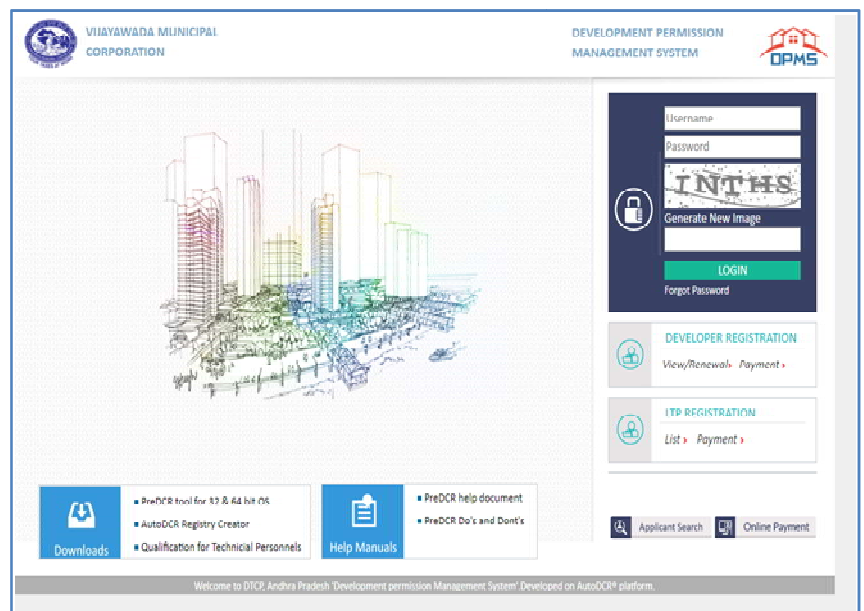
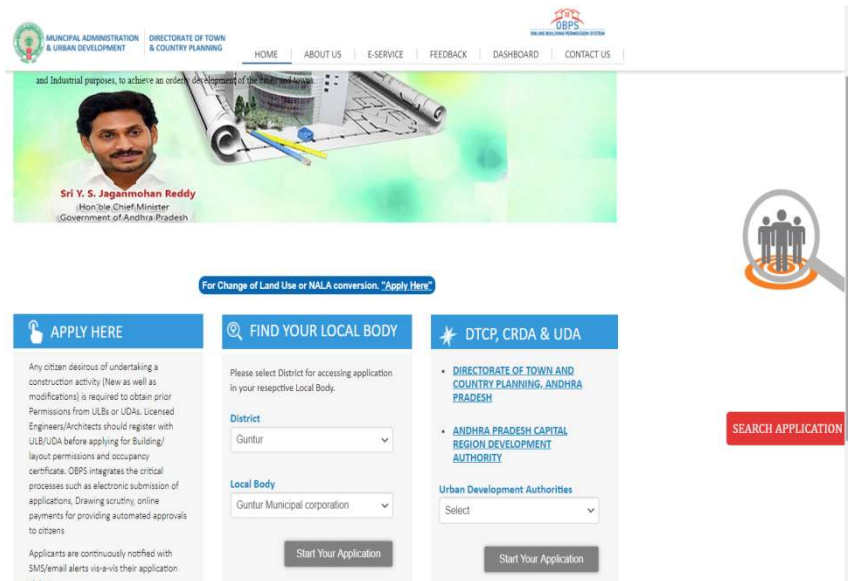
- Open your web browser
- In the address bar at the top, type www.apdpms.ap.gov.in



- Eservice –provides relevant information such as G.Os, Circulars, guidelines etc of online DPMS
- Dashboards – displays the statewide analytics of building permissions, Layout permissions and occupancy certificate of all 110 ULBs and UDAs
- Feedback – displays feedback form for user suggestions/grievances
- Search application – verify the status of your application without Login
- Find your local body – directs to the selected ULBs to apply for permissions
- DTCP , CRDA and UDA – directs to the selected UDA to apply for permissions

3 User Login

1. Select **District** from the dropdown list. All ULBs for the selected district will be displayed under Local body
2. Select **ULB name** from Local body
3. Click on “**Start your application**”
4. Navigates to the Login page
5. Enter **User Name**, Password and captcha
6. Click on “**Login**” button
Note: User cannot login until their account is successfully activated
7. After successful login the LTP will be directed to his console/ dashboard to submit application, view status, make payments etc

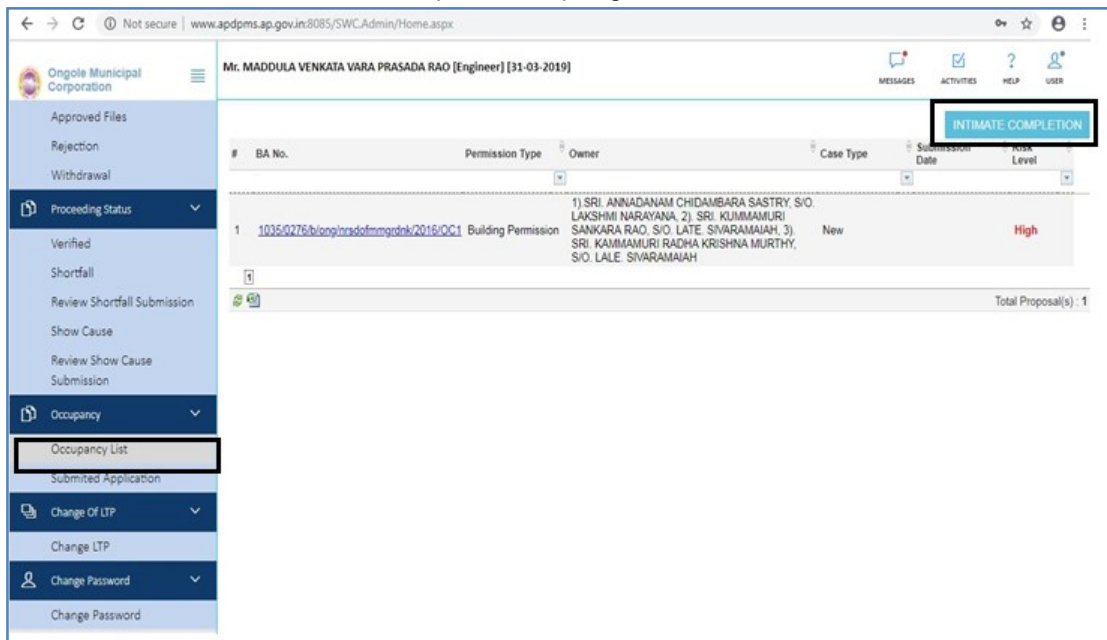


4 How can you apply for Occupancy?

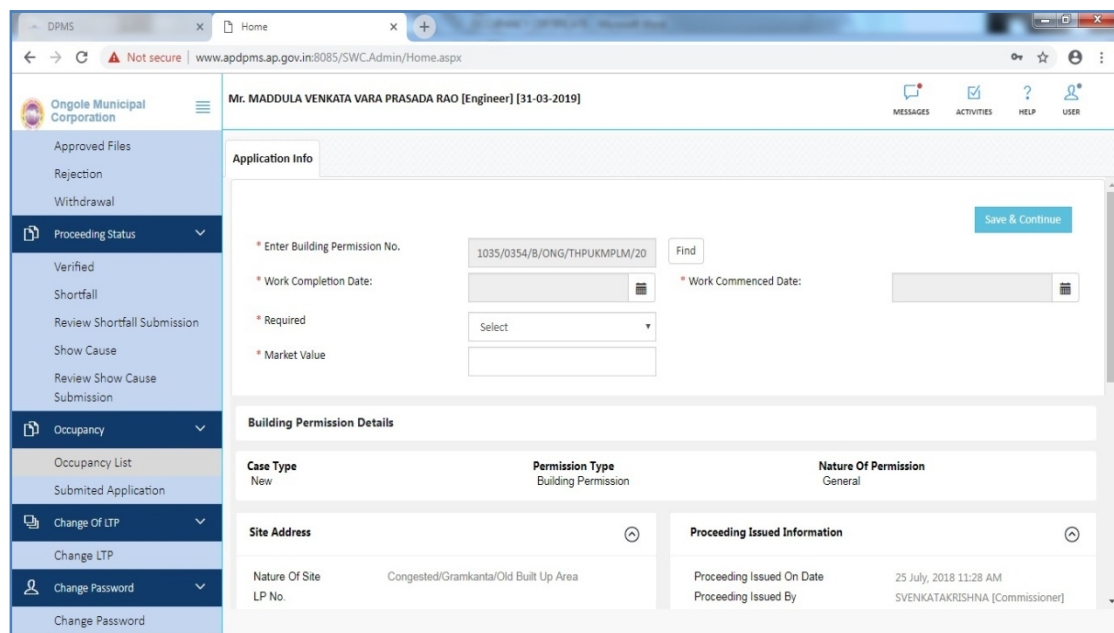
4.1 Online submission of Application

1. In the left side menu options

- Go to **Occupancy > Occupancy list**
- select “INTIMATE COMPLETION” Option at Top Right Corner



2. Directs to the application Info page



- Enter BA number & click on Find button
- Application details of the entered BAnumber is displayed
- Then enter the required details i.e.,
 - ❖ Work Commenced date – construction commenced date
 - ❖ Work completion date – construction completion date
 - ❖ Market Value – market value of construction Site
 - ❖ Required Certificate option (Either Full or Part) as shown below- owner can apply for full or partial occupancy
- Click on **Save & Continue** button.
- In File Number OC1 will be added to previous number
- All other Tab will enable.

Mr. MADDULA VENKATA VARA PRASADA RAO [Engineer] [31-03-2019]

Application No. - 1035/0354/B/ONG/THPUKMPLM/2018/OC1 (24/1/2019) Risk Category : Low

Application Info Drawings Application Checklist Documents Apply for NOCs Others

Save & Continue

* Enter Building Permission No. 1035/0354/B/ONG/THPUKMPLM/20

* Work Completion Date: 15/1/2019 * Work Commenced Date: 26/7/2018

* Required Part

* Market Value 35000

Building Permission Details

Case Type	Permission Type	Nature Of Permission
New	Building Permission	General

Site Address

Nature Of Site	Address
Congested/Gramkanta/Old Built Up Area	

Proceeding Issued Information

Proceeding Issued On Date	Time
25 July, 2018	11:28 AM

3. Attach Drawing from Drawing Tab

Mr. MADDULA VENKATA VARA PRASADA RAO [Engineer] [31-03-2019]

Application No. - 1035/0354/B/ONG/THPUKMPLM/2018/OC1 (24/1/2019) Risk Category : Low

Application Info Drawings Application Checklist Documents Apply for NOCs Others

Architectural Drawing

Attachment:

No data found

4. Fill Application checklist & Click Save & Continue.

Mr. MADDULA VENKATA VARA PRASADA RAO [Engineer] [31-03-2019]

Application No. - 1035/0354/B/ONG/THPUKMPLM/2018/OC1 (24/1/2019) Risk Category : Low

Application Info Drawings Application Checklist Documents Apply for NOCs Others

Save & Continue

#	Description	Value	Remark
1	Land value certificate issued by the Revenue Department (If deviations are made to Sanction plan)	<input type="radio"/> Yes <input type="radio"/> No	
2	Whether the height of the building is 10-18mt / G+4?	<input type="radio"/> Yes <input type="radio"/> No	
3	N.O.C from Andhra Pradesh State Fire Services & Disaster Response Department	<input type="radio"/> Yes <input type="radio"/> No	
4	If Height of Building > 10 Mtrs and upto 15 Mtrs, Commercial Usage	<input type="radio"/> Yes <input type="radio"/> No	
5	If Height of Building > 15 Mtrs and upto 18 Mtrs, Residential Usage	<input type="radio"/> Yes <input type="radio"/> No	
6	If Height of Building > 15 Mtrs and upto 18 Mtrs, Commercial Usage	<input type="radio"/> Yes <input type="radio"/> No	
7	If Height of Building > 18 Mtrs Any Usage	<input type="radio"/> Yes <input type="radio"/> No	
8	Whether The Proposal is of Group Development Scheme?	<input type="radio"/> Yes <input type="radio"/> No	

5. As per the checklist Additional Documents will generate in the Documents Tab

The screenshot shows the DPMS web application interface. The user is logged in as Mr. MADDULA VENKATA VARA PRASADA RAO [Engineer] [31-03-2019]. The application number is 1035/0354/B/ONG/THPUKMLM/2018/OC1 (24/1/2019) with a Risk Category of Low. The 'Documents' tab is selected, showing a checklist of documents to be attached. The checklist includes:

- Building completion certificate duly signed by owner, builder, Architect and Structural Engineer
- Photograph showing Front Setbacks with Road Widening Portion
- Photograph showing Rear Setbacks
- Photograph showing Side 1 Setbacks
- Photographs showing Side 2 Setbacks
- Photographs showing Rooftop Portion
- Photographs showing Parking Area (Where Applicable)

Each item has a checkbox and a link to 'Attach Files'. The left sidebar shows the 'Proceeding Status' menu with options like Verified, Shortfall, Review Shortfall Submission, Show Cause, Review Show Cause Submission, Occupancy, Occupancy List, Submitted Application, Change Of LTP, Change LTP, Change Password, and Change Password.

- Attach the primary and additional documents as per document checklist

6. Enter Mortgage details in Others tab

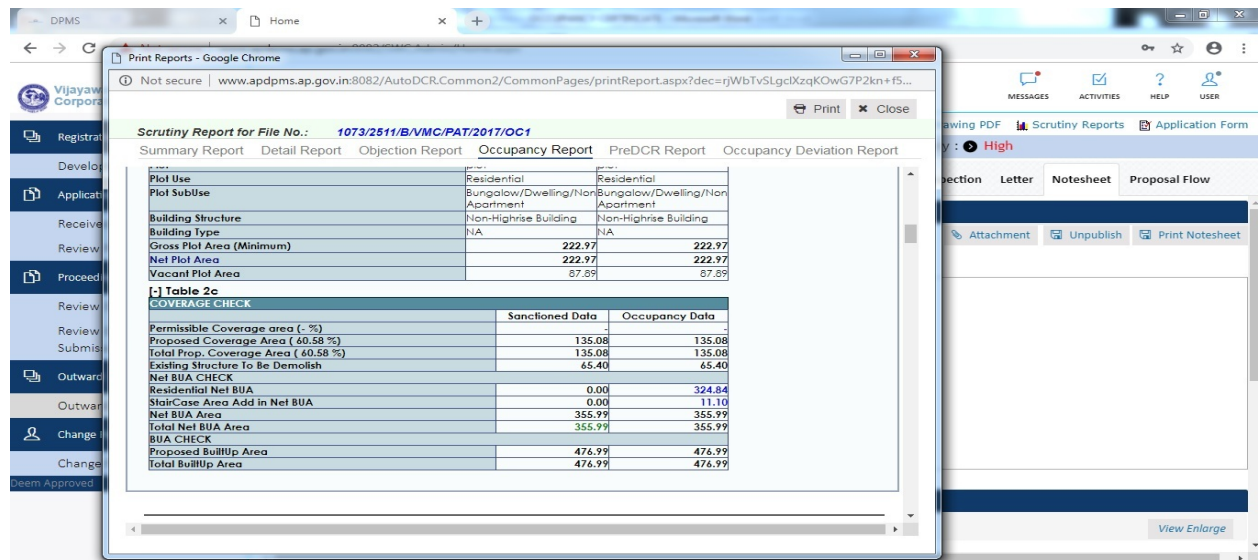
The screenshot shows the DPMS web application interface. The user is logged in as Mr. MADDULA VENKATA VARA PRASADA RAO [Engineer] [31-03-2019]. The application number is 1035/0354/B/ONG/THPUKMLM/2018/OC1 (24/1/2019) with a Risk Category of Low. The 'Others' tab is selected, showing a form for 'Other Details'. The form includes fields for:

- Contractor's all Risk policy No.
- Contractor's Date
- Valid Upto
- Notarised Affidavit No.
- Notarised Affidavit Date
- Floor handed Over
- Area (Sq. Mtr.)
- Entered in prohibitory property watch register Sr. No.
- Property watch register Sr. Date
- Sub Register Office
- Solar Panels are Available or Not? (Yes/No)

The form has a 'Save & Continue' button. The left sidebar shows the 'Occupancy' menu with options like Occupancy List, Submitted Application, Change Of LTP, Change LTP, Change Password, and Change Password.

- Notarized Affidavit no- As mentioned in the mortgage document
- Notarized Affidavit Date - Date specified in the mortgage document

- Floor Handed over -
 - Area - Mortgage area as specified in the building plan
 - Prohibitory watch register no – register number
 - Prohibitory watch register date –date
 - Sub register office
7. Send Drawing for Scrutiny.
 8. The application is moved to “Submitted Applications” (left side Menu option)
 9. Once scrutiny is completed, scrutiny report is generated and LTP and Applicant will receive an SMS alerts on his mobile
 - ✓ In case drawing has failed, application is displayed under “**Objected Files**” (left side Menu option) says “Drawings has failed in rules” and LTP have to resubmit the file by uploading the correct drawing.
 - ✓ Click on scrutiny report to view the details

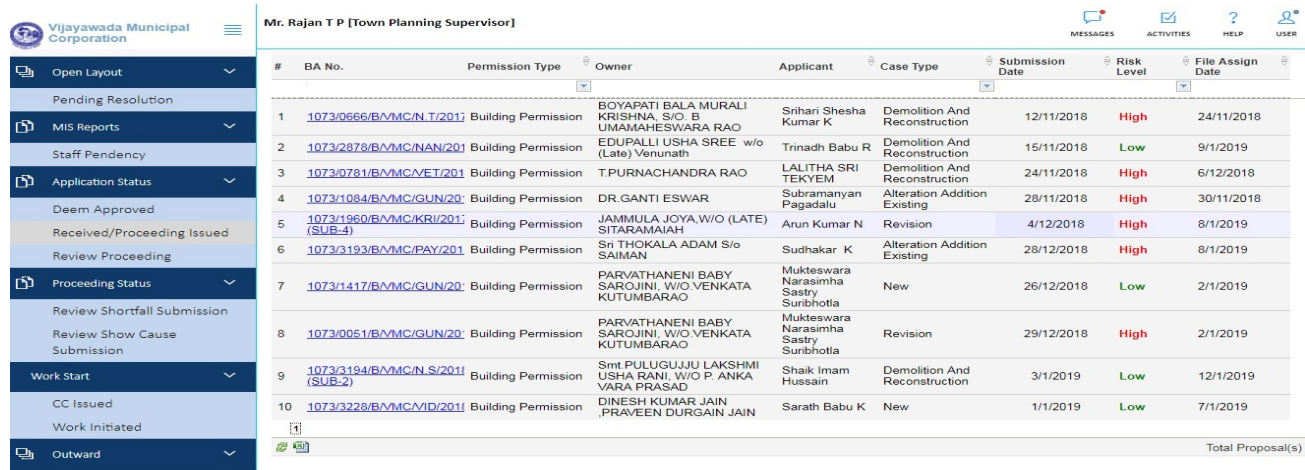


- Once the Scrutiny is successful, Deviation Report and drawing PDF will be generated.
- click on ‘Submit’ button then.

5 Application Verification

5.1 Application Verification by Town planning Staff

1. The application is automatically forwarded to the concerned Town Planning Staff as per the mapped location.

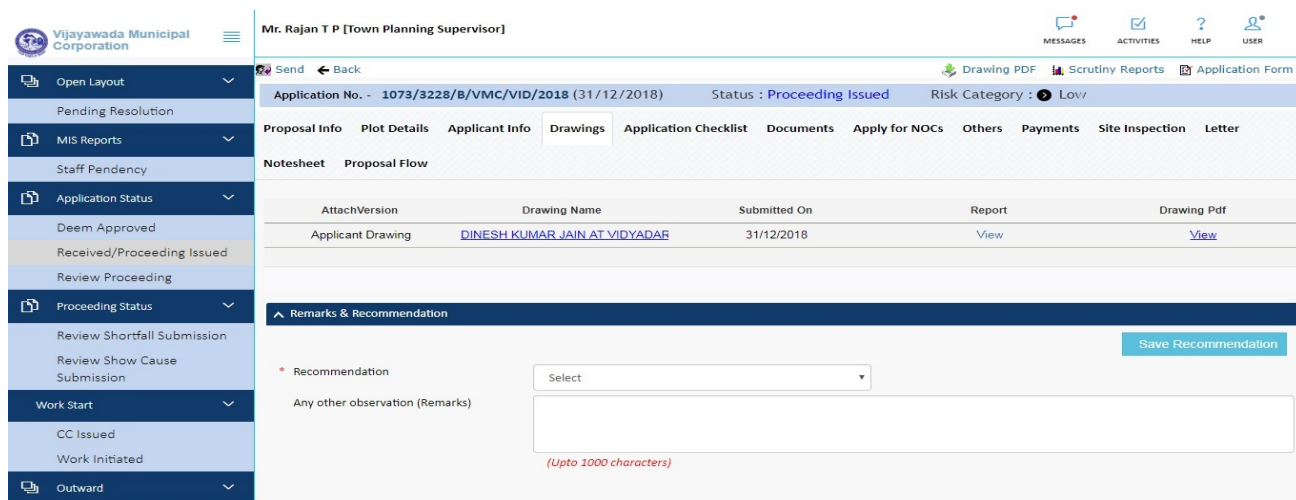


#	BA No.	Permission Type	Owner	Applicant	Case Type	Submission Date	Risk Level	File Assign Date
1	1073/0666/B/MC/N.T/201	Building Permission	BOYAPATI BALA MURALI KRISHNA, S/O. B. UMAMAHESWARA RAO	Srihari Shesha Kumar K	Demolition And Reconstruction	12/11/2018	High	24/11/2018
2	1073/2878/B/MC/NAN/201	Building Permission	EDUPALLI USHA SREE w/o (Late) Venunath	Trinadh Babu R	Demolition And Reconstruction	15/11/2018	Low	9/1/2019
3	1073/0781/B/MC/VET/201	Building Permission	T.PURNACHANDRA RAO	LALITHA SRI TEKYEM	Demolition And Reconstruction	24/11/2018	High	6/12/2018
4	1073/1084/B/MC/GUN/20	Building Permission	DR GANTI ESWAR	Subramanyan Pagadalu	Alteration Addition Existing	28/11/2018	High	30/11/2018
5	1073/1960/B/MC/KRI/201 (SUB-4)	Building Permission	JAMMULA JOYA W/O (LATE) SITARAMAJAH	Arun Kumar N	Revision	4/12/2018	High	8/1/2019
6	1073/3193/B/MC/PAY/201	Building Permission	Sri THOKALA ADAM S/o SAIMAN	Sudhakar K	Alteration Addition Existing	28/12/2018	High	8/1/2019
7	1073/1417/B/MC/GUN/20	Building Permission	PARVATHANENI BABY SAROJINI, W/O VENKATA KUTUMBARAO	Mukteswara Narasimha Sastry Suribhotla	New	26/12/2018	Low	2/1/2019
8	1073/0051/B/MC/GUN/20	Building Permission	PARVATHANENI BABY SAROJINI, W/O VENKATA KUTUMBARAO	Mukteswara Narasimha Sastry Suribhotla	Revision	29/12/2018	High	2/1/2019
9	1073/3194/B/MC/N.S/201 (SUB-2)	Building Permission	Smt PULUGUJU LAKSHMI USHA RANI, W/O P. ANKA VARA PRASAD	Shaik Imam Hussain	Demolition And Reconstruction	3/1/2019	Low	12/1/2019
10	1073/3228/B/MC/VID/201	Building Permission	DINESH KUMAR JAIN .PRAVEEN DURGAIN JAIN	Sarath Babu K	New	1/1/2019	Low	7/1/2019

- The file is displayed under the left side menu **“Received/Proceeding Issued”**
- The TPBO/TPS has to verify the data right from the Proposal Info and provide recommendation for Drawings, Documents and Site Inspection - ‘Approve’, ‘Revoke’ or ‘Shortfall’.

5.1.1 Drawing verification

- ✓ Select **Drawings** tab, verify the drawing and can give remarks and recommendation, and has to click on **“Save Recommendation”**



AttachVersion	Drawing Name	Submitted On	Report	Drawing Pdf
Applicant Drawing	DINESH KUMAR JAIN AT VIDYADAR	31/12/2018	View	View

Remarks & Recommendation

* Recommendation:

Any other observation (Remarks):

(Upto 1000 characters)

Save Recommendation

5.1.2 Document verification

- ✓ Select 'Documents tab

Mr. Rajan T P [Town Planning Supervisor]

Application No. - 1073/2511/B/VMC/PAT/2017/OC1 (4/8/2018) Status : OC Issued Risk Category : High

Application Info Drawings Application Checklist Documents Apply for NOCs Others Payments Site Inspection Letter Notesheet Proposal Flow

Primary Additional

- ✓ Building completion certificate duly signed by owner, builder, Architect and Structural Engineer
- ✓ Photograph showing Front Setbacks with Road Widening Portion
- ✓ Photograph showing Rear Setbacks
- ✓ Photograph showing Side 1 Setbacks
- ✓ Photographs showing Side 2 Setbacks
- ✓ Photographs showing Rooftop Portion
- ✓ Photographs showing Parking Area (Where Applicable)

Previous Recommendation

Name	Designation	Date	Recommendation	Remarks
A LAKSHMANA RAO	City Planner	27/09/2018	Approval	Approved
E BALAJI	Assistant City Planner	26/09/2018	Approval	May be approved.

As per endorsement the applicant has submit the RWHS photos and

- verify both 'Primary' and 'Additional' documents and provide the recommendation

5.1.3 Site Inspection

- ✓ "Site Inspection" tab, the TP staff has to visit the Site and should give their remarks and Observations.

Mr. Rajan T P [Town Planning Supervisor]

Application No. - 1073/0666/B/VMC/N.T/2017/OC1 (3/10/2018) Status : In Process Risk Category : Low

Application Info Drawings Application Checklist Documents Apply for NOCs Others Payments Site Inspection Letter Notesheet Proposal Flow

Inspection Checklist Inspection Photograph

Save Sign & Submit Inspection Report

Site Inspection Checklist

*Inspection on 25/1/2019

#	Description	As On Plan	As On Site	Observation	Remark
1	BUILDING NAME: A (BOYAPATIS) (A-1 (BOYAPATIS))	A (BOYAPATIS) (A-1 (BOYAPATIS))			
2	No of Floors	Approved Plan : 5 OC plan : 5 Deviation : NO	0	Ok	✓
3	Height of Building	Approved Plan : 9 OC plan : 9 Deviation : NO	0	Ok	✓
4	BUILDING SETBACKS (Mtr)				
5	Front	Approved Plan : 2.02 OC plan : 2.02 Deviation : 0 Deviation Per : 0	0	Ok	✓
6	Rear	Approved Plan : 1.52 OC plan : 1.52 Deviation : 0	0	Ok	✓

- ✓ Enter the observations in the checklist during the site inspection

- TP staff can select 'Save' button If he needs to cross verify the data before generating the site inspection report
- TP staff can select "Sign & Submit" after adding his recommendations. The data cannot be edited after digital signature.
- They can view the report by clicking on "Inspection Report"

The screenshot displays the 'SiteVisitReportForm.aspx' web application. The header shows 'Vijayawada Municipal Corporation TOWN PLANNING SECTION Inspection Report'. The form contains the following details:

Proposal Details

BA. No. : 1073/2511/B/VMC/PAT/2017/OC1 (Demolition And Reconstruction) Inspected On : 04 September, 2018
 LTP Name : Lakshman Rao Adusumilli (Architect) Published On : 04 September, 2018
 Owner Name : CH.TIRUPATHAIAH CHOWDARY
 Prop. Address : 40-9/4-B, kj gupta function hall road, vijayawada, krishna
 Inspected By : Rajan T P (Town Planning Supervisor)

Inspection Checklist

#	Description	As Per Plan	As On Site	Observation	Remarks
1	BUILDING NAME:				
2	BUILDING SETBACKS (Mtr)				
3	Parking Space Provisions	Approved Plan : 114.75 OC plan : 114.75 Deviation : 0	112.81	OK	
4	Road Widening	Approved Plan : 0 OC plan : 0 Deviation : NO	0	OK	
5	RWHS Pits (nos)	Approved Plan : 4 OC plan : 4 Deviation : NO	1	OK	
6	Solar Roof Tops	Approved Plan : 0 OC plan : 0 Deviation : NO	0	OK	
7	No of Floors	Approved Plan : 5 OC plan : 5 Deviation : NO	5	OK	

- ✓ After signing inspection report, compounding Fee will be generated (if any) automatically if there is any permissible deviation in the BUA (as per inspection report point no. 10.)

The screenshot shows the dashboard for Mr. Rajan T P [Town Planning Supervisor]. The application status is 'OC Issued' and the Risk Category is 'High'. The application number is 1073/2511/B/VMC/PAT/2017/OC1 (4/8/2018).

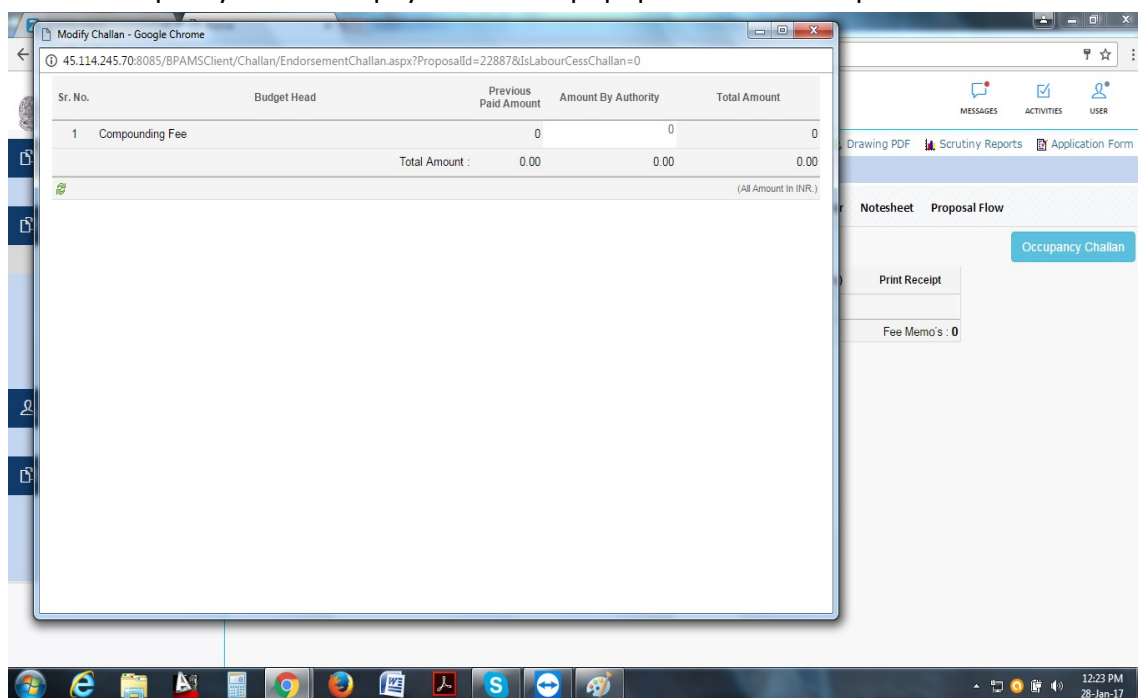
Application Info

Application No.	Drawings	Application Checklist	Documents	Apply for NOCs	Others	Payments	Site Inspection	Letter	Notesheet	Proposal Flow
8	Side2	Approved Plan : 1.53 OC plan : 1.53 Deviation : 0		1.53			Ok			
9	Usage of Building	Approved Plan : Residential OC plan : Residential Deviation : NO		Residential			Ok			
10	Built Up Area	Approved Plan : 355.98 OC plan : 355.98 Deviation : 5.68434e-014 Compounding fees : 2.75122e-009		302.26			Ok			
11	Parking Space Provisions	Approved Plan : 114.75 OC plan : 114.75 Deviation : 0		112.81			Ok			
12	Road Widening	Approved Plan : 0 OC plan : 0 Deviation : NO		0			Ok			
13	RWHS Pits (nos)	Approved Plan : 4 OC plan : 4 Deviation : NO		1			Ok			
14	Solar Roof Tops	Approved Plan : 0 OC plan : 0 Deviation : NO		0			Ok			
15	ECBC complied as per rules.						Ok			

Site Inspection Remarks & Decision

Decision: Approval

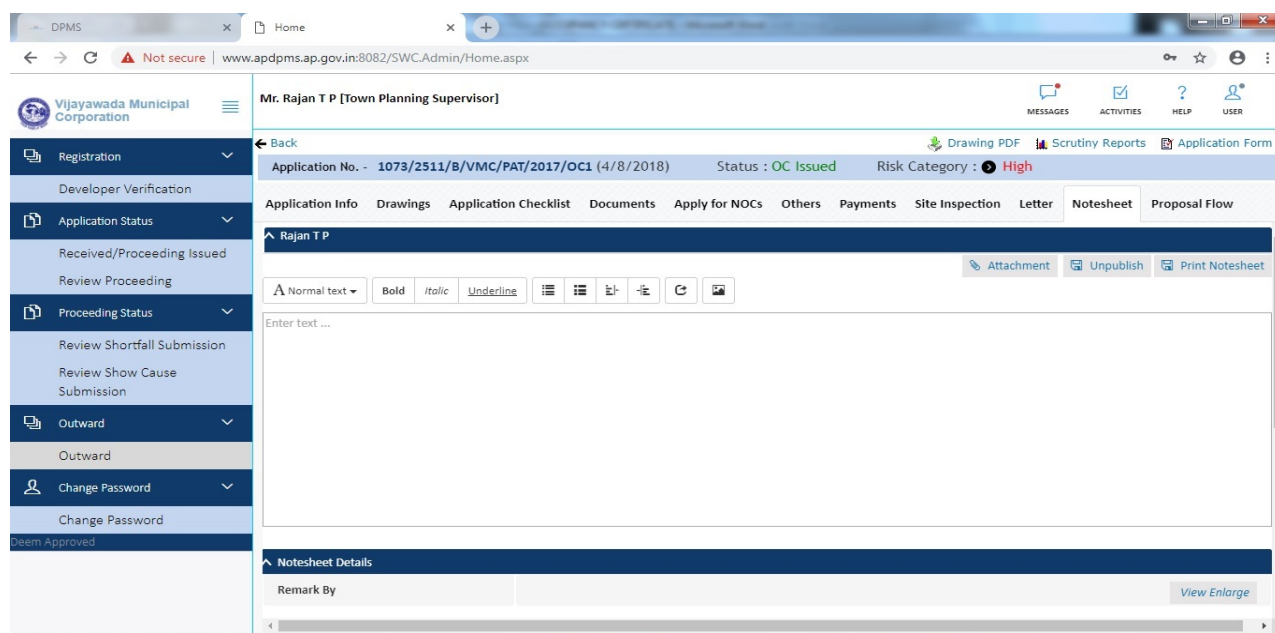
- ✓ Select Occupancy Challan in paymet tab. A popup window will open



- Add/Edit compounding charges if the drawing is in Deviation.

5.1.4 Notesheet preparation

- ✓ Select 'Notesheet' tab.



- Enter recommendation/ remarks and select 'Save'
- Select '**Publish**' the note sheet, so that it is visible to everyone who involves in the file.
- Click on '**View Enlarge**' to view the Note sheet in full screen
- Select '**Send**' button so that the file is moved to higher officials as per the workflow and hierarchy.

6 Approval by commissioner

6.1 Commissioner Remarks

After recommendations from officers, the file is forwarded to the commissioner

Mr. S VENKATA KRISHNA [Commissioner]

#	BA No.	Permission Type	Owner	Applicant	Case Type	Submission Date	Risk Level	File Assign Date
1	1035/1064/B/ONG/GNTRD/	Building Permission	Sri Chaluvadi Aswadha Narayana, S/o. Thirupathaiah.	P KUMAR	Revision	28/12/2018	Low	14/1/2019

Total Proposal(s) : 1

- Select "**Review Proceeding**" from left menu option.
- Displays the list of files pending for approval
- Select the file from the list

Mr. S VENKATA KRISHNA [Commissioner]

Application No. - 1035/1064/B/ONG/GNTRD/2017/Rev1 (27/12/2018) Status : Review/Proceeding Risk Category : Low

Proposal Info Plot Details Applicant Info Drawings Application Checklist Documents Apply for NOCs Others Payments Site Inspection Letter

Notesheet Proposal Flow

* Case Type Revision * Permission Type Building Permission

* Nature of Permission General

* Application Type ☒ Private ☐ Govt land

* Previous Approved File (BA) Number 1035/1064/B/ONG/GNTRD/2017

* Local Body Type Municipal Corporation Local Bodies Ongole Municipal Corporation Staging

* Locality GUNTUR ROAD

* Nature of Site ☒ Approved Layout ☐ Regularized Plot Under LRS ☐ Plot Part Of LRS Layout But Not Regularized ☐ Congested/Gramkanta/Old Built Up Area ☐ Newly Developed/Built Up Area ☐ Old Developed (Non Notified Area) ☐ Extended Area ☐ Within 500 mtr of Village Habitation ☐ Urbanisable Land

Ward Ward 49

- Verify the recommendations/remarks given by his officers and selects
 - 'Approve – to generate occupancy certificate
 - 'Revoke – to reject the application
 - Showcause - generates show cause letter before revoking the permission
 - 'Shortfall' – generates shortfall letter if any shortfalls identified in application

6.2 Occupancy certificate

- If approved , occupancy certificate (part/full) is generated

Proceeding Letter : Proceeding Letter - 25/09/2018

Vijayawada Municipal Corporation
TOWN PLANNING SECTION
OCCUPANCY CERTIFICATE

Ref:	Building Permit / Proceedings No.	1073/0510/B/VMC/VID/2017	Date	: 22 June, 2017
	Building Commencement Notice submitted by the Applicant		Date	: 30 June, 2017
	Building Completion Notice submitted by the Applicant		Date	: 03 June, 2018
	File No.	1073/0510/B/VMC/VID/2017/OC1	Date	: 25 September, 2018
Ref :1	Previous Building permit order dated: 22 June, 2017			

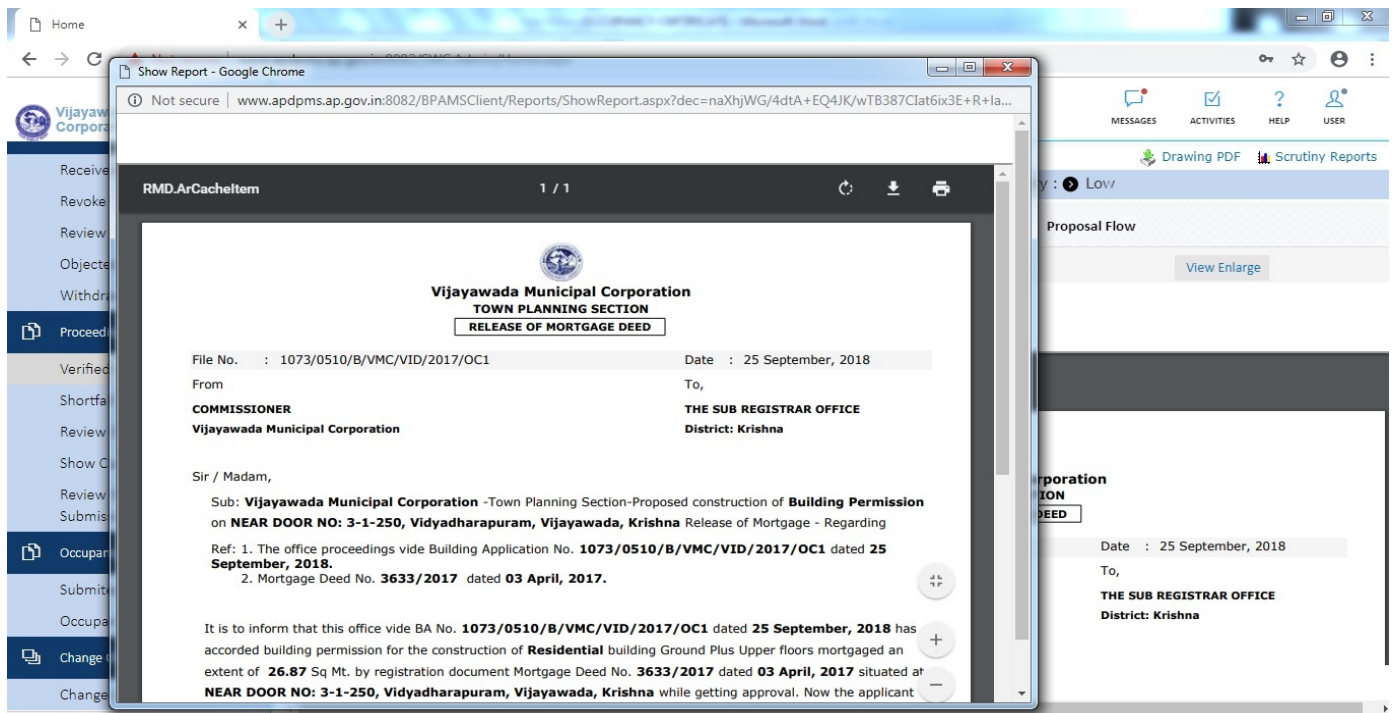
The Owners/Builder/Developer /Licensed Architect/Engineer / Structural Engineer have given the Building Completion Notice that the building has been completed as per the specifications of Sanctioned Plans and It is declared that the building conforms in all respects to the requirements of the building regulations contained under the statutory provisions in the respective Municipal Act and Building Bye Laws/Rules issued by the Govt.

This is to certify that the building has been inspected and is declared fit for Occupancy.

A APPLICANT AND LICENSED PERSONNEL DETAILS			
1	Name of the Owner	PADUCHURI LAKSHMANA SWAMY S/O BASAVIAH 2. SRI. ANUMULA. VENKATA RAMAKRISHNA RAO S/O. ANJANEYULU.	
2	License Technical Person	Balakrishna Y	Lic No. CE-122/14
3	Structural Engineer	-	Lic No. -
B LOCATION OF THE PROPOSED SITE			
1	RS/TS No.	14-RES1	

6.3 Release mortgage

If it is full occupancy application then the Mortgage release Letter is also generated automatically along with occupancy certificate




7 View Application Status

7.1 View application status


3. After commissioner approval, the application is forwarded to the concerned LTP console

- Based on commissioner's recommendation, the application is displayed under respective menu options on left side
 - If approved – application is displayed in **“Approved files”** of left menu option



Ongole Municipal Corporation

- If Rejected - application is displayed in **“Revoke”** of left menu option

 Ongole Municipal Corporation

Draft Applications

Submitted Applications

Resubmitted Applications

Application Status

Received/Proceeding Issued

Revoke

Review Proceeding

Objected Files

Approved Files

Rejection

Withdrawal

Proceeding Status

Verified

Shortfall

Review Shortfall Submission

Show Cause

Review Show Cause Submission

Mr. B SESHIAIAH [Structural Engineer] [31-03-2019]

MESSAGES

ACTIVITIES

HELP

USER

#	BA No.	Permission Type	Owner	Case Type	Submission Date	Risk Level
1	1035/0813/B/ONG/BHGYNGR/2017 (SUB-1)	Building Permission	Shaik Mujee Mohammad S/o Shaik Abdul Gaffor	Demolition And Reconstruction	9/10/2017	Low
Total Proposal(s) : 1						

- If shortfalls – application is displayed in “**Shortfall**” of left menu option

Mr. CHAKIRI MARUTHI PRASAD [Engineer] [31-03-2019]

#	BA No.	Permission Type	Owner	Case Type	Submission Date	Risk Level
1	1035/0037/B/ONG/SMTNGRDNKA/2016 (SUB-3)	Building Permission	MUPPARAJU VENKATA RAMANAMMA	New	3/5/2017	Low
2	1035/0030/B/ONG/SJTHNGR/2016 (SUB-4)	Building Permission	NARAHARI RAMA DEVI	New	15/4/2016	Low
3	1035/0095/B/ONG/BLCLLY/2016	Building Permission	SHAIK MALLIKA W/o MASTAN	New	21/4/2016	Low
4	1035/0134/B/ONG/NAGHRM/2016 (SUB-1)	Building Permission	MAREDDY VENKA REDDY S/o VENKATESWARA REDDY	New	22/6/2017	Low
5	1035/0155/B/ONG/SJTHNGR1TO12LE/2016 (SUB-1)	Building Permission	GOSALA JAYA LAKSHMI W/o DAKA KRISHNA REDDY	New	24/5/2016	Low
6	1035/0189/B/ONG/TRVGNT/2016	Building Permission	DEVABATHINA YASASWI	New	24/5/2016	Low
7	1035/0181/B/ONG/THPUKMPLM/2017	Building Permission	SURASANI LAKSHMI NAGA JYOTHSNA W/o VIJAYA BHASKARA REDDY	New	17/2/2017	Low
8	1035/0214/B/ONG/THPUKMPLM/2017 (SUB-2)	Building Permission	MEDIKONDA SAILAJA W/o VARA PRASAD RAO	Alteration Addition Existing	13/4/2018	Low
9	1035/0226/B/ONG/THPUKMPLM/2018	Building Permission	BIJJAM RAVINDRA S/o BIJJAM RAMI REDDY	New	1/2/2018	Low
10	1035/0249/B/ONG/RLPT/2018	Building Permission	AMALANADHUNI BALAJI RAO S/o VENKATA SUBBA RAO	New	14/5/2018	High
11	1035/0404/B/ONG/KTHVDI/2018 (SUB-1)	Building Permission	Karamsetty Rudra Prasad S/o Radhakrishna Murthi	New	17/8/2018	High
12	1035/0636/B/ONG/KRNLRD/2018	Building Permission	Sri. GORANTLA PEDA VEERAJAH S/o HANUMANTHA RAO	New	22/11/2018	High
13	1035/0638/B/ONG/KRNLRD/2018	Building Permission	Smt., GORANTLA VANI W/o PEDA VEERAJAH	New	23/11/2018	High
14	1035/0639/B/ONG/KRNLRD/2018 (SUB-1)	Building Permission	Smt. KOLLURI LAKSHMI W/o PAVAN KUMAR	New	24/11/2018	High

Total Proposal(s) :

- LTP can view the application and download the occupancy certificate and shortfall/rejection letters from portal
- LTP / Applicant receive SMS alerts on application status to their registered mobile numbers

8 Search application

- Search application at home page

Search 1168/0002/LP/APCRDA/2019

(Please Enter File / Temp No. Ex. 1073/0441/B/VMC/PAY/2010 Or TEMP/1073/0063/B/VMC/IND/2010)

Permission Type	Case Type	Application Status	Nature of Site
Open Plot Layout	New	NA	

Licence Technical Personnel			
Name	Email Id	Mobile No.	
REDDY.HANUMANTHA RAO	ganeshnaidukuppala025@gmail.com	9849263891	

Owner / Developer			
Name	Email Id	Address	Mobile No.
SRI VAISHNAVI TOWNSHIPS (INDIA) PVT. LTD.	vamse.pulimi@gmail.com	4-2-5C, GUNTUR, GUNTUR, GUNTUR-522007	8790162473

Drawing Plan
 Scrutiny Report
 Proceeding Letter

- Search Application at login page based on District ULB or UDA selected in home page
 - ❖ Here you can find based on Applicant name or Architect(LTP) name or permission type or case type or file no.
 - ❖ Also you can track application status with whom it is by double clicking on B.A No.

Public Search - Google Chrome
 Not secure | www.apdpms.ap.gov.in:8085/AutoDCR.Common2/CitizenSearch/publicsearch.aspx?dec=thmYVBRZ4AtlvRe8+yimkQNAKq5YhXRJqy55IKvVjDmv3bsII2gPY...

File No.
 Name of Applicant
 Architect / LE / SE
 Permission Type
 Case Type
 Land Use Zone

File No. / Temporary No.	Architect/LE/SE Name	File Status	Application Form	Building Permit Letter	Plan Permittence Letter
TEMP/1016/0284/B/KURL/FCIC-2/2017	Setup Admin	NA	View		
1016/0251/B/KURL/PN/2017	MAHAMMAD RAFIK BASHA	Approved	View	View	Download
1016/0235/B/KURL/LVN/2017	MAHAMMAD RAFIK BASHA	Rejected	View		Download
1016/0286/B/KURL/TN/2017	MAHAMMAD RAFIK BASHA	Revoked	View		Download
1016/0273/B/KURL/NRN/2017	MAHAMMAD RAFIK BASHA	Rejected	View		Download
1016/0284/B/KURL/BC/2017	MAHAMMAD RAFIK BASHA	Approved	View	View	Download
1016/0206/B/KURL/IGN/2017	MAHAMMAD RAFIK BASHA	Revoked	View		Download
1016/0229/B/KURL/BGN/2017	MAHAMMAD RAFIK BASHA	Rejected	View		Download
1016/0230/B/KURL/RN/2017	MAHAMMAD RAFIK BASHA	Approved	View	View	Download
1016/0241/B/KURL/SC/2017	MAHAMMAD RAFIK BASHA	Rejected	View		Download
1016/0292/B/KURL/SN/2017	MAHAMMAD RAFIK BASHA	Rejected	View		Download
1016/0467/B/KURL/TN/2017	MAHAMMAD RAFIK BASHA	Rejected	View		Download
1016/0713/B/KURL/NRRC/2017	MAHAMMAD RAFIK BASHA	Approved	View	View	Download

Total Proposal(s) : 5034

Public Search - Google Chrome
 Not secure | www.apdpms.ap.gov.in:8085/AutoDCR.Common2/CitizenSearch/publicsearch.aspx?dec=thmYVBRZ4AtlvRe8+yimkQNAKq5YhXRJqy55IKvVjDmv3bsII2gPY...

Workflow
 → Proposal Forwarded → Proposal Returned ✓ Proposal Holder ✗ Flow Ends [Open/Close All](#)

Total Time : 356 Days, 3 Hours, 39 Minutes

Submission 1 Time Taken: 356 Days, 3 Hours, 39 Minutes

Name	Designation	Date	Remarks
Krishna Kishore V	(Deputy City Planner)	12/03/2018 04:39 AM	The application is sent to ACP to take further necessary action as per G.O.Ms.No.49, MAUD Dept., Dt.01.02.2018. Please refer Lr.Roc.No.9464-2012-P, Dt.16-02-2018 of The Director of Town and Country Planning, AP, Guntur also in this regard.
S SASTRY SHABNAN	(Assistant City Planner)	04/03/2018 01:02 PM	Resubmitted the application, as the application is received prior to issue of G.O.Ms.No.49, MA&UD Dept, dt.01.02.2018. Hence the remarks of the building application may be approved as per G.O.Ms.No.119, MA&UD, Dt.28.03.2017. As per the said G.O. the Delegation of Powers issued to Town Planning Staff for sanction of Building applications w.e.f.01.02.2018 only. But the soft ware is not update to work flow process till date, as per oral instructions of representative of Softech Pvt limited, Pune, the applications were updated only for new applications not to previous applications prior to 01.02.2018.
Krishna Kishore V	(Deputy City Planner)	07/02/2018 09:30 PM	As per G.O.Ms.No.49, MAUD Dept., Dt.01.02.2018, the file is