

Building Permission Procedure (> 18mtrs height)

- The Applicant has to log on to TSIPASS website.
- Apply for Building Permission and complete following steps.
 - Common Application Form
 - Common Undertaking
 - Applicant/ Architect has to upload the Required Documents
 - The Applicant shall upload Auto Cad drawing in pre DCR format.
 - Pay the process fee of application through the online payment gateway of TSIPASS.

- The application will be forwarded to the TSIIIC DPMS software.
- IALA Commissioner/ Executive Officer scrutinizes the documents, undertakes site inspection and prepares report. Uploads the reports within a week. The site inspection report shall be uploaded within 48 hours of conduction of site inspection.
- At the stage of documents scrutiny/ drawing scrutiny/ Site inspection any shortfall in documents, drawings, site observations found, will be communicated to applicant in the form of rejection letter/ shortfall letter through the Email and SMS message.
- Upon satisfying the compliance of all parameters, the IALA Commissioner /EO forwards the application along with the remarks to Zonal office.
- The Zonal Manager process the application to Head Office for Technical Approval.
- Application will be placed in the Multi Stored Building Committee for their deliberations.
- The Chief Engineer issues Technical Approval based as recommendation of MSB Committee. After communication of Technical Approval, IALA Commissioner/ EO issues a rejection/ approval letter. If the application is approved or approved with conditions if any imposed by the MSB Committee, a demand letter along with conditions will be communicated to the Applicant.
- Upon payment of required fee, compliance of conditions and providing mortgage document IALA Commissioner/ EO will issue building permit order.
- Status of the file is automatically updated on the website and SMS message will be sent on periodical process of stage wise approval i.e., inspection, shortfall letter. Rejection letter, fees intimation letter, permission plan & proceedings.
- After technical approval, the building permission order and sanction plan will be sent by IALA Commissioner/ EO through Email and also will be available in Architect/ Owner login for view and download purpose.

Building Plan approval – Process Flow Height Above (> 18 Mtrs)

