



Circular No. 10808/TSIIC /TS-iPass/monitorcell/ 2015-1

Dt.22.05.2017

Sub: TSIIC-LAC-TS-iPass- Checklist for TS-iPass with regard to documents sought for process of building plans under TS-IPASS -reg.

Attention of the Zonal Managers / DZMs/IALA Commissioners / EOs in the state are invited to the subject cited. It is observed that some of the Commissioners / EOs are seeking additional documents (shortfall) which are not covered in the CAF and Common Enclosures of TS-iPASS.

The application for building permission shall be processed with reference to the documents / details contained in following links of TS-iPASS.

- a. Common Enclosures as prescribed in the TS-iPASS
- b. Common Application Form(CAF)
- c. Check list, combined annexure / affidavit and structural stability certificate from the third party.

Document related to insurance & notarised affidavit for handing over 10% builtup area shall be sought at the time of issuing demand letter for payment of approval fee, D.C charges etc.

NOC from Fire service & Disaster Management shall not be insisted at the time of application. The building plan approval shall be issued indicating that the Building permit is valid subject to obtaining NOC from Fire Services department.

Photographs shall be taken by the IALA Commissioner / EO during site inspection and incorporated in the site inspection report. Further process on approval / rejection shall be done based on findings of the site inspection.

Hence all the Officers concerned are instructed to follow the above scrupulously.

Encl.check list.


Vice Chairman & Managing Director

To all the ZMs/ DZMs/Managers/IALA Commissioners/EOs , TSIIC Ltd., in the state
Copy to CE Peshi for information.



Telangana State Industrial Project Approval
& Self Certification System (TS-iPASS)
GOVERNMENT OF TELANGANA



Sri. K. Chandrasekhar Rao
Hon'ble Chief Minister



Sri. K. T. Rama Rao
Hon'ble Minister for Industries

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Check List For TS-iPASS Approvals

Required Documents to Get Approvals from TS-iPASS.

S.No.	Document Type	Document Link
✓ 1	Common Enclosures ✓	COMMON ENCLOSURES (A)
✓ 2	Self Certification ✓	Self Certification (B)
✓ 3	Grama Panchayat NOC	Grama Panchayat NOC (C)
✓ 4	Combined Site Plan	Combined Site Plan (D)
✓ 5	Building Plan	Detailed Building Plan (E)
✓ 6	Mutation	Mutation Copy (F)
✓ 7	Certificate of Incorporation	Certificate of Incorporation (G)
✓ 8	Flow Chart	Process Flow Chart (H)
9	HMDA Enclosures ✓	HMDA Enclosures (I)
10	C5 for Red category ✓	C5 for Red category (J)
11	Common Application Form(CAF)	Common Application Form (K)
12	HAZARDOUS WASTE FORM	HAZARDOUS WASTE FORM (L)
13	TSPCB - B1 Form	TSPCB - B1 Form (M)

14

TSPCB - B2 Form

TSPCB - B2 Form

(N)



✓ 15

Environment Clearance

Environment Clearance

(G)

LATEST
NEWS

Telangana State Hon'ble Chief M.

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Checklist for BUILDING PLAN Approval

S.No.	ENCLOSURES	Sample Document
1	Master Plan highlighting the proposed land	View
2	If the height of the building exceeds 15 mts structural drawings and designs certified by licensed Structural Engineer along with Soil Test report, Ground Water Analysis Certificate issued by qualified Geologist.	
3	In case of expansion the existing approved plan.	
4	If the site is located within 100 mts boundary of water body & 50 mts from nala then NOC from Executive Engineer, Irrigation Dept and NOC from Joint Collector showing the distance from FTL boundary.	1.View, 2.View
5	NALA CERTIFICATE	View
6	If the plot is in IE/IDA/SEZ developed by TSIC, copy of approved Industrial Layout (Not mandatory).	



If the site is less than 4,000 Sq Mts, latest market value certificate issued by concerned Sub-Registrar (Not mandatory).

[View](#)

LATEST NEWS

Chief Minister Sri.K. Chandrasekar Rao has launched Telangana Industrial Policies

Hon'ble Chief Minister

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COMMON ENCLOSURES to COMMON APPLICATION FORM (CAF)

SI No	PROPOSED ENCLOSURES
1	A copy of Self certification
2	Combined Site Plan <ol style="list-style-type: none">1. Showing topo details of site in a radius of 500 mtr (with a convenient scale which should be legible)2. Showing site plan (1:400) and incorporating Neighborhood, location of all buildings/ sheds, P&M/c, Storages etc., Access road showing width, Front, rear, & Side setbacks, Tot-lot area, parking area and internal circulation pattern<ol style="list-style-type: none">a. <u>Minimum Setbacks</u> : 6 mtrs between building and compound wallb. 3.05 mts(10ft) clear space between shed to shed/building
3	Building Plan <ol style="list-style-type: none">1. Showing Detailed Building plan (Scale : 1:100) which should show :<ol style="list-style-type: none">a. Elevation and Sectional views of sheds/ buildingsb. P&/c layout and type of m/c proposed with HP detailsc. Type of Roof and Materials used for construction2. Minimum Height of machinery building - 4.27 Mts (14 ft) and 3.65 mts(12 ft) for Office, godowns, stores etc.,3. Maximum Height of machinery building - 18 mts (if above 18 mts NOC from Air Authority to be obtained)
4	Ownership Document (full document needs to be uploaded) <ol style="list-style-type: none">1. TSIIC LAND: Registered Sale Deed / Sale Agreement / Lease Deed / Possession Certificate2. PURCHASED LAND: Registered Sale Deed3. INHERITED LAND: Pattardar Passbook / Pahani4. LEASED LAND: Registered Lease deed5. GOVT LAND: Proceedings of the District Collector as per GO MS No: 474; Revenue Dept, dt: 23.08.2013
5	Certificate of Incorporation from Registrar of Companies in case of Private Limited and Public Limited Enterprises or Partnership deed in case of Partnership firm.
6	Process Description and Flow Chart
7	Application in Form "C5" if the unit falls under RED category. (C5 Application Form)

COMBINED UNDER TAKING TO BE GIVEN BY OWNERS, BUILDERS AND LICENCED TECHNICAL PERSONNEL

This under taking is executed on this..... day of 20... at
.....(IALA) Jointly by:

I. Owners:

Sri / Smt. S/o., W/o.,D/o
....., Aged....., occupation..... R/o. P.No.
Locality.....

II. Builders :

(In case if it is entrusted to builder)

Name of the Builder:
Address:

III. Architect:

Name of the Architect:
Reg.No.
Address:

IV. Structural Engineer:

Name of the Structural Engineer:
Municipal Reg.No.
Address:

Here in after called the parties of the 1st part, which terms shall include their legal heirs successors, agents, assignees and tenants

In favour of the Commissioner/E.O.,(IALA), here in after called the 2nd party, which terms shall include, their representatives, agents, officers and staff of the(IALA).

Whereas the owner being part of the 1st party has applied for the building permission for the proposed construction of Industrial/Commercial/Residential building consisting offloors at Plot No situated at bearing Sy. No..... of..... Village Mandal District admeasuringSqM.

1. Road Widening.

The owner undertake that he/they is/are herewith surrendering and handing over the physical possession of the strip of land effected in road widening through the frontage of the plot to the Commissioner/E.O.,(IALA) on this day of at free of cost before commencing the construction without claiming any compensation towards land and structures existing on the road widening site.

2. Supervision.

- a. That I am / we are taking up the construction of the said building by myself / ourselves (or through builders M/s.)
- b. I / We hereby undertake that I am / We are Jointly and Severally responsible for execution of the building construction work according to plan sanctioned by(IALA), under the strict supervision of the Architect, Structural Engineer, and Site Engineer engaged by me / ourselves for the purpose.
- c. That I am / we are fully aware of the provisions of the AP Building Rules 2012. I / we undertakes to abide by the same.

3. Service connection and occupancy

The owner and Builder of the 1st party in token of accepting the conditions imposed by 2nd party according A.P. Building Rules- 2012 hereby undertakes and assures the 2nd party that;

They will not deliver the possession of any part of the built up area of building constructed by them to any purchaser or tenant unless & until the occupancy certificate is obtained by them from the 2nd party by submitting the following and providing all the regular services to each portion of the building.

- a. Building Completion Notice issued by the Architect duly certifying that the building is completed as per the sanctioned plan.
- b. Structural stability certificate issued by the Structural Engineer duly certifying that the building is structurally safe and the construction is in accordance with the specified designs.
- c. An extract of the site registers containing inspection reports of Site Engineer, Structural Engineer and Architect.
- d. Insurance Policy for the completed building for a minimum period of three years.

4. Structural Stability

- a. That the 1st party shall employ a site Engineer, who shall maintain a register in which, the site Engineer, Architect and Structural Engineer shall record their comments at regular intervals i.e. at foundation level, and at each roof, slab level, and submit the periodical report to the 2nd party.
- b. That the construction work shall strictly be proceeded under the supervision of the Architect, Structural Engineer and Site Engineer, without which it shall be treated as construction without permission.
- c. That in case Site Engineer / Structural Engineer / Architect is changed during the course of construction or the Architect / Structural Engineer / Site Engineer disassociates themselves with ongoing project, the fact shall immediately be reported to the 2nd party i.e. within seven days by registered post / in person along with consent of newly engaged site Engineer / Architect / Structural Engineer.
- d. That all the parties of the 1st part viz. Owner, Builder, Architect, Structural Engineer and Site Engineer shall Jointly and severally be held responsible for the structural stability during the building construction.

5. General

- a. The parking space provided in the stilt / cellar for parking of vehicles in the Industrial complex/Residential flats / Commercial complex will not be converted (or) misused for any other purpose other than parking and it will be free from any partition walls /cross and rolling shutters will not be provided at any time in future and the 2nd party is at liberty to demolish (or) remove the same if provided without any notice.
- b. That the balconies will not be converted into toilets, bath & WCs, Staircase, landing or convert into rooms etc., and if any such construction is made the 2nd party is at liberty remove them without any notice.
- c. That I / We or Purchaser of the flats / shops etc., will pay the special collection charges for the garbage disposal as prescribed for garbage refuse collection on demand from 2nd party.
- d. That I / We or Purchaser of the flats / shops etc., will pay the special sanitation fees for the routine clearing, desilting of storm water drain on demand from 2nd party.
- e. That I / We will not stock the building materials and do not dump debris on the road margin, foot-path and on Municipal Land and the 2nd party is at liberty to remove / seize such material or impose fine on 1st party.
- f. The number of units permitted will not be increased and the building should not be converted into group housing and sold.
- g. That he / she will provide percolation pits of size not less than 4' x 4' x 4' size in the paved surface of the building, covering at least 30% of such area and the pits shall be filed with small pebbles or brick jelly or river sand and covered with perforated concrete slabs. Further terrace water collection and open ground will be provided depending on the site conditions.

6. Quality of material/ workmanship and supervision as per NBC

- a. That the erection, re-erection of material, alteration, demolition in/of building premises shall be carried out under proper supervision and further that all designs including Geo-Technical aspects, constructions and the materials (type and grade and workmanship) of the work shall be in accordance with standards specified by the National Building Code and Bureau of Indian Standards and that the work shall be carried out according to the sanctioned plan.
- b. The 1st party is held responsible for structural and other safety of the building during construction and after completion.

The 1st party here by under takes and assures that all the above conditions will be strictly adhered too, and if the 1st party commits violation of any of the above conditions, the 2nd party is at liberty to take action deemed fit including legal action.

We the above named deponents do hereby solemnly affirm and certify that we have voluntarily executed, this undertaking with free will and signed on this..... day of20.. in presence of the following witness.

Witness:

- 1.
- 2.

- 1) Signature of the Land Owner
Name and Address
- 2) Signature of the Architect
Name and Address with Regn.
- 3) Signature of the Structural Engineer
Name and Address with Regn
- 4) Signature of the Builder / Contractor
Name and Address with Regn.

**Sworn & signed before me.
Notary**

**Sd/-
Vice Chairman & Managing Director**

//Attested//

Deputy General Manager(LAC)