



Operation Manual of Building Plan Approval System **For Notified Area Committee (NAC)**

Building Plan Approval system for notified area committee have three layers of stages i.e. primary verification, ownership verification and higher authority approval process after submitting BPA form and its required documents.

The above said three layers hierarchies have been being followed at Notified Area Committee (NAC) i.e. (Jamshedpur NAC)

Particular	Guidelines to avail construction permit
Primary Information for Applicant	To avail the construction permit , applicant submit his/her building plan approval application form on BPA(Building Plan Approval) System available on the portal or Registered architect who are assigned to avail the construction permit on behalf of applicant, submit his/her building plan approval application form on BPA(Building Plan Approval) System available on the portal
Building plan approval	Applicant / concerned architect is expected to fill up correctly
Required document to be produced/upload for avail of building plan approval	<p>Applicant is expected to submit following documents to counter clerk to avail the construction permit such as</p> <ol style="list-style-type: none">1. Owner ship documents2. Four / Eight set of building Plan3. Supervision certificate in Form V4. Affidavit or peaceful procession of land5. Structural stability certificate6. Noc Form from lease case of leasehold7. Noc from fire authority8. Noc from airport authority9. Environment clearance10. Details fees11. Mutation Paper12. Checklist of proposed building13. Any other certificate / NOC <p>Note: Concerned architect is expected to guide the applicant to arrange the relevant document and submit the proposal along with the documents according to nature of proposal.</p>