

GOVERNMENT OF ASSAM
DEPARTMENT OF HOUSING AND URBAN AFFAIRS
JANATA BHAWAN, 'D' BLOCK, 2ND FLOOR,
E-mail: gddassam.sectt@gmail.com
DISPUR, GUWAHATI-6.

ORDERS BY THE GOVERNOR OF ASSAM

NOTIFICATION

Dated Dispur, the 4th September, 2021

No.GDD.169/2015/Pt./193: In pursuance to the Assam, Ease of Doing Business Act 2016 (Assam Act V of 2016) and in compliance to point no.191 of State Reforms Action Plan 2020-21, it is hereby notified as follows:-

1. It is mandatory that all inspections for grating Construction Permits and Occupancy Certificates shall be limited to the checklists published on the Department's website.

Check list for Construction Permits:

Upto G+2	
1	Application form
2	Land Documents (Lease, POA, etc.)
3	3 Copies of Building Plans, including plan, sections, elevations, site plan and key map
4	Service Plan, including parking and circulation
5	Area Statements
6	Structural Safety Certificates

G+3 and above	
1	All of the above documents as given for Buildings up to G+2
2	Detailed Structural Design
3	SDB Report
4	Area Statement
5	Form 21
6	Form 22
10	Certificates from Registered Technical Persons
11	Indemnity Bond, where applicable

Check list for Occupancy Certificate:

- a) No Objection Certificate & Approved Plan.
- b) As Built Plan
- c) Completion Report Form No. 16.
- d) Building Completion Certificate by Architect on Record, Form No. 17.
- e) Building Completion Certificate by Construction Engineer on Record, Form No. 18
- f) Building Completion Certificate by Structural Engineer on Record, Form No. 19.
- g) Lift Inspector's Report / Certificate.
- h) Certificate from Chief Electrical Advisor.
- i) Photographs of building and site showing dustbins and trees.

This will be applicable to Guwahati Municipal Corporation and all Urban Local Bodies (ULB) across the state of Assam.

This will come into force with immediate effect.

Sd/-

(Maninder Singh, IAS)

**Addl. Chief Secretary to the Govt. of Assam
Department of Housing and Urban Affair**

Memo No. GDD.169/2015/Pt./193-A
Copy forwarded for information: -

Dated Dispur, the 4th September, 2021

1. Commissioner and Secretary to the Govt. of Assam, Industries & Commerce Department, Dispur, Guwahati-06
2. Commissioner and Secretary to the Govt. of Assam, Administrative Reforms and Training Department, Dispur, Guwahati-06
3. Director, Information & Public Relations, Assam, Dispur.
4. P.S. to Minister of Industries & Commerce Department, Dispur, Guwahati-6

By Order etc.,

o/c


Joint Secretary to the Govt. of Assam
Department of Housing and Urban Affairs