



STATE INDUSTRIAL DEVELOPMENT AUTHORITY OF UTTARAKHAND.

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ORDER

Reforms under Ease of Doing Business


SIDA shall follow the below mentioned guidelines to ensure that the process for granting of construction permits be provided to users / applicants in a smooth and transparent manner. It is to be ensured that only online applications are invited and that the entire mechanism of approval shall happen without any physical touch points. Physical submission of any document in hard-copy shall not be accepted including fees thus ensuring that the entire approval process be done electronically with no hard-copy file movement.

The users / applicants should be able to track the status of their applications online through the unique reference number through any stage of the process. The users / applicants should also be provided online approval / rejection / objection letters (preferably digitally signed).

The other important reforms that will be mandated through this order are:

- (1) Publishing information about the procedure and a comprehensive list of documents including pre-construction and post-construction No Objection Certificates (NOCs), registrations and other mandatory State approvals (prior to plinth and pre-occupancy)
- (2) Publishing well defined inspection procedure and checklist on the websites for all the services provided in relation to construction permits
- (3) Buildings be inspected based on computerized risk based assessment to ensure that low risk buildings are not imposed regulatory burdens and adequate monitoring is engaged on the buildings that pose higher risks
- (4) Ensure that all the inspection reports at every stage of construction i.e. pre-construction, during-construction and post-construction be submitted within 48 hours of the inspection
- (5) All the inspections reports be available for view and download by the applicants on their logins
- (6) After the inspections have been completed, an online certificate be issued for the inspections
- (7) The inspectors for the site inspections be allocated either randomly (preferred) or by jurisdiction and that manual allocation not be done
- (8) Third party Architects (duly registered with Council of Architecture) be entrusted with the task of providing the Completion Certificates for all such buildings based on which the applicant should then apply for the Occupancy-cum-Completion Certificate to SIDA
- (9) All the affidavits and undertakings that are required from the applicant have been made into a single comprehensive affidavit to ensure that users / applicants need not provide multiple affidavits and undertakings. (Annexure 1)

- (10) For Building Plan Approval / Consent to Establish, only a single, joint site inspection be carried out by all concerned authorities such as Fire, Sewerage, Electricity, Labor, Water Department and internal departments responsible for granting construction permits in urban areas and IDC instead of separate inspections by all the relevant agencies
- (11) All the approval / rejection records should be easily verifiable through the portal
- (12) The timelines as below need to be adhered and should be limited to 45 days for the entire life cycle of approvals for construction permits:
 - I. Building Plan Approval is provided within 30 days
 - II. Plinth Inspection is done within 7 days of intimation
 - III. Final Occupancy-cum-Completion certificate is provided within 8 days (including inspections)
- (13) Plinth level inspection be completed within 7 days from the date of intimation, else be deemed approved
- (14) All the fees and charges that are to be borne out by the user / applicant should be prominently shown on the respective websites. The fees and charges calculations should be done through online fee calculators.
- (15) There should also be an online medium for the users / applicants to raise queries / grievances and that timely action be taken to resolve them
- (16) SIDA shall also provide the relevant areas which are under its jurisdictions to ensure that users / applicants are easily able to verify the concerned agency for approvals.
- (17) SIDA shall also ensure robust systems for management of information and create actionable reports to identify and rectify issues that may be in the processes for the provisions of various services for construction permits. Departmental dashboards and reports be made available to each of the stakeholders in the system to ensure timely action can be taken to rectify and correct issue areas.


(Dr. R. Rajesh Kumar)
Chief Executive Officer