

**HARYANA URBAN DEVELOPMENT AUTHORITY
NOTIFICATION**

The 26th February , 2007

- No. Sr.Arch/Auth-2007/7064 --- In exercise of the powers conferred by clause (d) of section 54 of the Haryana Urban Development Authority Act, 1977 (Act 13 of 1977) and with the previous approval of the State Government conveyed vide memo no. 10/1/98-2TCP dated the,20-02-2007 the Haryana Urban Development Authority hereby makes the following regulations further to amend the Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979, namely :-**
- 1. These regulations may be called the Haryana Urban Development Authority (Erection of Buildings) Second Amendment Regulations, 2006.**
 - 2. In the Haryana Urban Development Authority(Erection of Buildings) Regulation 1979 ,hereinafter called the said regulations, after regulation 2, the following regulation shall be inserted, namely :-
“2-A Building application – Procedure for submission of building application and execution of works shall be as per provisions contained in part II of these regulations: Provided that in case of certain areas /uses and category of plots to be notified, self certification procedure as provided in part II-A shall be followed.”**
 - 3. In the said regulations, in regulation 8 :-
(i) for sign “:” existing at the end , the sign “.” Shall be substituted ; and
(ii) The proviso existing at the end shall be omitted .**
 - 4. In the said regulations, after Part II, the following part shall be inserted , namely :-**

PART- II A

Procedure for submission of building application and execution of work. (applicable in areas notified for following self certification procedure)

- 11-A** *Intention to construct/physical possession/demarcation.*
- (1)** When a person expresses his intention to construct a building in form BRS 0 he shall first be required to clear the dues, if any,

outstanding against his plot. After clearance of dues the following documents shall be provided to him by the Authority:-

- (a) A sheet showing the zoning of the plot (except for sites governed by architecture control) indicating buildable and non buildable zones, north direction, external plot dimensions, gate location, boundary wall heights, front, rear and side set backs, adjoining plot numbers, formula for calculation of covered areas, floor area ratio, height limits of main and ancillary portions, allowable plinth level. Checklist of documents to be submitted at each stage along with the fee structure.
 - (b) A copy of building bye-laws.
- (2) Besides providing documents mentioned above, Estate Officer or his representative shall give to the allottee the physical possession/demarcation and allowable plinth level of the plot at site.

11-B *Submission of building application.*

- (1) Any person intending to erect or re-erect any building shall make an application in writing to the Estate Officer in form B.R.S.-I. accompanied by the following documents and forms, duly signed by a registered Architect, Engineer, Structural Engineer and Proof Consultant as required in the relevant forms/documents:-
- (a) a site plan as required by regulation 11-E;
 - (b) a building plan or plans as required by regulation 11-F;
 - (c) details of specifications of the work to be executed in form B.R S.-II;
 - (d) certificate of conformity to regulations and structural safety in form BRS- V A/B;
 - (e) the owner and Architect shall give a certificate in the form of an affidavit that they have understood the provisions of the zoning sheet fully and shall not deviate from the prescribed norms;
 - (f) fire safety design as required by the National Building Code, duly approved by the fire officer;
 - (g) heating, ventilation, air conditioning, (HVAC) service plan wherever required;

- (h) certificate of conformity to regulations and structural safety for the relevant building (depending on type and height) in form BRS –VA and BRS-VB;
- (2) Every person giving an application under regulation 11-B shall appoint a registered Architect for drawing up of plans. The supervision of erection or re-erection of residential and commercial buildings (governed by architecture controls) upto three stories or 11metre height may be undertaken by the Architect. However, for industrial buildings and commercial buildings (governed by architecture control and above 11metre height) the supervision shall be undertaken both by the Architect and the Engineer. The Architect shall sign the certificate taking responsibility for architectural supervision only.
- (3) The application, plans, structural drawings , specifications and the certificates shall be signed by the applicant and the registered Architect ,Engineer ,Structural Engineer and Proof Consultant as required in the relevant forms/documents.
- (4) The application shall be accompanied by the scrutiny fee to be calculated at the rate of Rs 10 per square meter of the floor area.
- (5) Amount of malba fee/security shall be Rs 1000/- (One thousand rupees only) for the plot having an area less than one kanal and Rs 2000/- (Two thousand rupees only) for the plot having an area of one kanal or more . Fifty percent of the amount shall be deposited as non refundable security. The malba fee/security shall be deposited by the allottee with the Executive Engineer concerned before the start of construction of house or release of water connection. The amount of malba /security shall be refundable only after the malba is completely removed , the area is levelled and the occupation certificate is issued by the Estate Officer concerned .The refund of malbe fee/security shall further be subject to the condition that allottee shall construct pucca approach to his house by connecting it from the edge of road towards his house and not from any other point of the road.
- (6) This application shall be treated as the fifteen days notice for start of construction. The construction can be started after fifteen days, in case no objection is conveyed to the applicant.

- (7) In case where the supervising Architect /Engineer is different from the one who has prepared the designs, the plans shall be signed by both of them.

11-C *Checking of building plans and rectifying violations.*

- (1) Authority reserves the right to check the building plans and construction at any stage and violations, if found shall have to be rectified by the owner/applicant. In case the owner/applicant fails to rectify violations, the Authority shall demolish the unauthorized construction. Action shall also be taken against the defaulting Architect by removing his name from the panel and referring his case to the Council of Architecture for misconduct. All rectifications shall be at the risk and cost of the owner and no plea of the owner shall be entertained for any default committed by the Architect engaged by him. In all such cases the procedure of self- certification shall stand aborted .
- (2) If a building is begun, erected or re-erected in contravention to any of the building regulations, the Chief Administrator shall be competent to require the building to be altered or demolished, by a written notice delivered to the owner. Such notice shall also specify the period during which such alteration or demolition has to be completed and if the notice is not complied with, the Chief Administrator shall be competent to demolish the said building at the expense of the owner.

11-D *Preparation of zoning plans and checking of building plans.*

The Authority may constitute committees for-

- (a) preparation of zoning plans;
 - (b) checking of building plans,
- and entrust such committees with such powers and functions as it may deem proper.

11-E *Site plan .*

- (1) The site plan shall be drawn to a scale of not less than :-
- (a) 1 to 200 for sites not exceeding 1000 square meters;
 - (b) 1 to 400 for sites exceeding 1000 square meters but below 4500 square meters;

- (c) 1 to 800 for sites of 4500 square meters and above.
- (2) The site plan shall be prepared with sufficient accuracy to enable the site to be identified and shall be submitted on distinct azo prints in quadruplicate, two of which shall be mounted on cloth. The site plan shall be fully dimensioned and shall show-
- (a) the boundaries of the site;
 - (b) the direction of the North point relative to the site;
 - (c) the street or road adjoining the site with their width clearly dimensioned and names, if any, all existing road side trees, lamp posts, or other features or structures likely to affect the approach to the building;
 - (d) surrounding buildings in outline within a distance of 15 meters from the boundaries of the site;
 - (e) all existing buildings or structures on, over or under the site or projecting beyond it, in outline besides distinctly indicating the proposed building or buildings;
 - (f) the area and proportion of the site to be covered by building including existing building, if any;
 - (g) dimension of open spaces on the front, rear and the side of the building;
 - (h) the levels of the site and of the plinth of the building in relation to those of the neighbouring streets , also the levels of all courtyards and open spaces in relation to the bed levels of the existing drains and sewers in the street or streets into which the building or site is to be drained;
 - (i) method of disposal of waste water, sewerage and storm water; and
 - (j) position of water supply.

11-F *Building plans.*

- (a) The building plan or plans shall be drawn to a scale not less than
 - (i) 1: 50 for plots not exceeding 1000 square meters in size;
 - (ii) 1: 100 for plots exceeding 1000 square metres ;
- (b) These shall be submitted on distinct Azo prints in quadruplicate, two of which shall be mounted on cloth. These plans shall, inter alia , indicate-
 - (i) the plans of all the floors, all external elevations and sections (longitudinal and cross) illustrating distinctly all

- the different levels through floors, stair case, water closet, bath, Kitchen and garage;
- (ii) the plinth level of the building with reference to the level at the centre of the street or streets on which the proposed building is to abut;
 - (iii) the Schedule indicating the sizes of the doors, windows, openings and other methods of ventilation of each room;
 - (iv) the means of access to the building and its various floors together with the means of escape in case of fire, if required under the specific rules;
 - (v) in case of the proposed additions and alterations to an existing building, all new works on the plan by indelible distinctive colours with a key to the colours used;
 - (vi) the proposed method of drainage, including the position, form and dimensions of all privies, urinals, drains and the method of disposal of sewage, sullage and storm water in full detail; and
 - (vii) north point relative to the plan of the building;

Note:-In case of large buildings, various blocks of the building may be drawn on separate sheets.

11-G *Type plans.*

In case the applicant wishes to follow type (standard) design of a building approved by an authorized officer of the Authority, he may obtain the same from the Estate Officer at the rate of Rs 100/- per print or at the rate fixed by the Authority from time to time. Rest of the procedure shall be the same as explained in regulations-11-A, 11-B, 11-E and 11-F above. However, the drawings to be submitted shall be the ones which have been supplied by the Authority and changes, if any, shall be shown on these very sheets.

11-H *Information necessary to validate application.*

No application under regulation 11-B shall be considered to be valid unless it is made on form BRS-I and is accompanied by the requisite number of plans and documents together with the scrutiny fee and malba fee/security at the rates mentioned at (4) and (5) of 11-B or at the rates fixed by the Authority from time to time. In case of failure of such compliance, the application

together with plans shall be returned to the applicant for resubmission in accordance with the regulations.

11-J *Validity of plans.*

Once an application under regulation 11-B has been made the same shall be considered valid for construction within two years of the date of submission of application .If construction is not completed within a period of two years then a fresh application shall have to be made under regulation 11-B.

11-K *Completion of excavation.*

The applicant jointly with his Architect shall give to the Estate Officer concerned intimation in form BRS-V11 along with necessary affidavit as mentioned in form BRS -V11.

11-L *Submission of progress certificates.*

- (1) Progress certificates in the provided formats in form BRS-VII shall be submitted jointly by both the Architect and the owner at the following stages. : -
 - (a) damp proof course level;
 - (b) roof level.
- (2) At the time of submitting the progress certificate at damp proof course level an affidavit as mentioned in form BRS-VII stating that the construction being done is as per Haryana Urban Development Authority bye laws/norms in force shall also be submitted. On submission of damp proof course progress certificate construction shall be withheld for a period of fifteen days to allow random checking by the Estate office. The allottee may proceed with further construction if he receives no notice during this period from the Estate office.

11-M *Completion drawings.*

- (1) On the completion of the building the owner and the Architect shall submit final completion drawings along with form BRS-III A/B, as applicable, along with affidavits as mentioned in form BRS-III A/B. Certificates in form BRS-IV A/B, as applicable, shall be submitted by Architect and Engineer along with certificates by contractor (if there is one) and plumber in

form BRS-VIII and BRS-IX. Following documents shall also be submitted:-

- (a) Self-assessment of violations in the building, jointly signed by the owner and Architect, along with demand draft of the due payment for compounding of such violations shall be submitted along with form BRS-III A/B.
- (b) Both the Owner and Architect shall give an affidavit as mentioned at serial no. 10 in form BRS-III A/B that no provision of Haryana Urban Development Authority bye-laws including allowable compounding items, has been violated.
- (c) Photographs of front, side, rear set backs, front and rear elevation of the building shall be submitted along with photographs of essential areas like cut outs and shafts from the roof top. A compact disc containing all photographs shall also be submitted.

11-N *Occupation certificate.*

- (1) The Authority shall necessarily issue an occupation certificate in form BRS VI within three working days of receipt of the form BRS-III A/B, duly complete in all respects and accompanied with the required completion drawings, forms and affidavits. The occupation certificate shall be issued provided that the documents submitted along with form BRS-III A/B are in order. Violations, if found at any subsequent stage, shall result in cancellation of the occupation certificate issued and the same may be restored only after removal of violations. Further, action against the Architect shall also be taken for furnishing a wrong certificate/affidavit.
- (2) No person shall occupy or allow any other person to occupy any new building or a part thereof for any purpose whatsoever until such building or part thereof has been certified by the Estate Officer as having been completed and an occupation certificate has been issued in his favour in form BRS-VI.
- (3) Provisional occupation certificate (in case of residential plots) pending the issue of final certificate may be issued for a period not exceeding six months in case where one habitable room, a kitchen and a toilet forming a part of the submitted plan is completed. However, a minimum of 25% of the ground coverage shall have to be constructed.

- (4) Construction of works as laid down in regulation 81A shall be the part of the occupation certificate. Unless such works are completed as per drawings submitted, no occupation certificate shall be issued.

11-O GENERAL

- (1) A system of arbitration may be devised for interpretation of bye- laws, whenever difference of opinion occurs. However, the final decision shall be taken by the Authority in all disputes and its decision shall be binding on the owner/Architect.
- (2) At any stage during construction, if an Architect notices that violations(except compoundable ones) are taking place, he shall intimate the Estate Officer of such violations and stop further supervision. He shall also intimate the allottee about the violations and advise him to stop further construction. Complete details along with photographs may be submitted to the Estate officer. The Authority may immediately issue a notice to the owner on the basis of the Architect's certificate to suspend further work and rectify violations. In such cases the owner shall be held responsible for further additions in violations. Such a situation shall automatically annul the process of self certification and the owner may, after removal of violations engage an Architect for preparing the revised drawings. In such cases completion shall be given only after scrutiny of revised drawings and inspection of site .
- (3) Sanctionable changes may be allowed to be done provided that at the completion stage all changes are incorporated by the Architect in the completion drawings to be submitted by the owner to the Authority. While seeking occupation certificate, the Architect shall give a certificate that all changes done are sanctionable and permissible as per bye laws.
- (4) If the supervising Architect / owner fails to submit the progress certificate at damp proof course level, both shall be held responsible. While action shall be initiated against the Architect to cancel his empanelment with Haryana Urban Development Authority and refer his case to Council of Architecture for cancellation of his registration, the owner shall

be liable to remove all violations and in addition, penalty for non submission of damp proof course certificate shall be levied.

- (5) After submitting of application or during the construction of building if the owner/registered Architect/registered structural Engineer/licensed plumber is changed, he shall intimate the competent Authority by registered letter that he is no longer responsible for the project from the date of actual dispatch of the letter. The information must be sent within seven days of occurrence of the change to the Estate Officer by the respective owner/ Architect/Engineer/plumber. The construction work shall have to be suspended until the new owner/ registered Architect/registered structural Engineer/licensed plumber, as case may be, undertakes the full responsibility of the project vide forms and documents submitted at the time of applying for erection/re-erection of the building within seven days of his taking over. Owner's intimation regarding change of name of professionals shall be considered to be final by the Authority.
- (6) If the owner or registered Architect/ Structural Engineer/ licensed plumber, as the case may be, submits a wrong report while making application under regulation 11-B or regulation 11-G or, if any, additional construction or violation is reported to exist at site or concealment of any fact comes to notice or if the Architect/owner falsely justifies or mis-states regarding completion , he shall be jointly and severally held responsible for such omission/ commission and his registration/ license to work in Authority may be suspended or cancelled or any other penalty may be imposed as may be decided by the committee constituted under the Chairmanship of the Chief Administrator after giving an opportunity of being heard.

11-P *Areas where self- certification procedure is applicable: -*
The self certification procedure shall be applicable in the following areas , namely :-

(1) Areas in hyper potential zone

- (a) Controlled areas declared under clause (a) of sub section (1) of section 4 of the Punjab Schedule Roads and Controlled Areas Restriction of Unregulated Development Act, 1963(Act, 41 of 1963) around municipal town Gurgaon.

(2) Areas in high potential zone.

- (a) All the controlled areas in Gurgaon district notified under the provisions of clause (b) of sub section (1) of section 4 of the Punjab Schedule Roads and Controlled Areas Restriction of Unregulated Development Act, 1963 (Act 41 of 1963), including controlled areas declared around Sohna town;
- (b) controlled areas around Faridabad-Ballabhgarh complex;
- (c) controlled areas of Sonapat –Kundli multifunctional urban complex, Panipat;
- (d) periphery controlled area of Panchkula.

(3) Areas in medium potential zone.

- (a) controlled areas of Karnal , Kurukshetra, Ambala City, Ambala Cantt., Yamuna nagar- Jagadhari, Bahadurgarh, Hisar, Rohtak, Rewari -Bawal-Dharuhera complex, Gannaur, Oil Refinery Panipat (Beholi);
- (b) controlled areas declared under clause (b) of sub section (1) of section 4 of the Punjab Schedule Roads and Controlled Areas Restriction of Unregulated Development Act, 1963(Act 41 of 1963) in Faridabad district and also including around towns Palwal and Hodel

Note:- “Controlled areas” shall mean areas declared as controlled areas under section 4 of the Punjab Scheduled Roads and Controlled Areas Restriction of Unregulated Development Act, 1963(Act 41 of 1963).

FORM BRS-O
[See regulation 11-A (1)]

Application for clearance of dues/ issuance of zoning sheet and taking physical possession/ demarcation of plot.

Class of building -

- (i) Residential
- (ii) Commercial ,where Architecture Control Sheets are applicable
- (iii) Industrial

From

.....
.....

To

The Estate Officer,
Haryana Urban Development Authority,
.....

Sir,

I/We hereby express my/our intention to construct a building on plot no.Sector Urban Estate

I/we request you to issue a no dues certificate prior to start of construction. I/we also request you to issue the necessary zoning sheet for the above mentioned plot. I/we further request you to give the possession of the plot along with demarcation and the plinth level at site. I/we shall make the necessary arrangements of having the material and contractor/mistry ready at site on the day and time given by you for the same.

Signature of Applicant.

FORM BRS-I
[See regulation 11-B (1)]
FORM OF APPLICATION

(To be submitted at the time of submitting building plans/drawings)

Class of building.....

- (i) Residential
- (ii) Commercial ,where Architecture control sheets are applicable
- (iii) Industrial buildings

From

.....
.....

To

The Estate Officer,
Haryana Urban Development Authority,
.....

Sir,

1. I/We hereby confirm that physical possession, demarcation and plinth level has been given to me /us at site on..... by the representative of your office.

I/ we hereby submit the following building plans to erect / re-erect /add to/ alter a building /wall, in accordance with the plans being submitted herewith, on site/Plot No sector.....at.....

2. I/we attach herewith in quadruplicate:-

- (a) a site plan showing the position of the site proposed to be built upon;
- (b) plans, elevations and sections;
- (c) drainage plans;
- (d) structural drawings in form BRS VA/VB as may be applicable;
- (e) fire safety design as required in the National Building Code duly approved by the State Fire Authority. Alternatively, an undertaking to the effect that Fire safety plans duly approved by the State Fire Authority shall be submitted within sixty days;

- (f) heating, ventilation, Air Conditioning (HV AC) service plans wherever required;
 - (g) specifications of the proposed building in Form BRS-II;
 - (h) certificate of conformity to regulations and structural safety for the relevant buildings (depending on type and height) in Form BRS-VA and BRS-VB.
3. The requisite fee has been deposited vide Receipt No,....., Book No....., dated..... .

4. Undertaking

The construction of the building shall be undertaken as per the submitted building plans, structural design given by the structural Engineer, Fire safety design duly approved by the competent authority and got supervised through the following Architect/ Engineer. I/We further undertake to remove all unauthorized and non- compoundable construction , if any ,such construction is found at the site by the authority at later inspection.

A. Architect

- (i) Name of Architect
- (ii) Council of Architecture Registration No.....valid up to
- (iii) Full Address.

B. Engineer

- (i) Name of Engineer
 - (j) Registration No. (if any).....
 - (k) Qualification
 - (l) Address.
5. This may kindly be treated as the fifteen days notice before start of construction at site.
6. Necessary affidavit as per Annexure A of the set of forms is enclosed.

Date

Enclosures

Signature of Applicant

FORM BRS-II
[See regulation 11-B (1) (c)]
Specifications

The materials to be used in the construction to be clearly specified under the following heads:-

Items	Specifications
(a)	Foundations
(b)	Walls
(c)	Damp-proof course
(d)	Roofs
(e)	Floors
(f)	Windows and doors and other wood works
(g)	Steel works
(h)	Internal finish
(i)	External finish

Signature of Architect/Engineer

Signature of Applicant.

FORM BRS-III-A

[See regulation 11-M]

For Residential buildings and Commercial buildings governed by Architecture control (up to 3 storeys or less than 11 metres height)

Application for permission to occupy/ submission of completion drawings.

From

.....
.....

To

The Estate Officer,
Haryana Urban Development Authority,
.....

Sir,

1. I/We hereby give you notice that the building/a part of building described below has been completed onin all respects according to the completion plans/drawings submitted herewith and the structural design made for the same.

Description of building

Plot No.....Sector.....

Urban Estate.....City.....

Name of the owner Shri/Smt.....

Full address of the owner.....

2. The modifications made to the building plans and carried out at site during the course of construction are shown in the completion drawings and are as per Haryana Urban Development Authority bye-laws/norms.
3. Corresponding to the above modifications made in the building plans, necessary amendments were also carried out in the structural design and implemented at site.
4. Kindly issue an occupation certificate as required by Regulation.....of the Haryana Urban Development Authority (Erection of Buildings) Regulations,1979.

5. Self assessment of compoundable items along with demand draft of calculated amount is enclosed.
6. I/We take responsibility for the quality and safety of the structure and construction carried out at site.
7. It is further certified that no provision of Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979, as amended from time to time (including allowable compounding items) has been violated.
8. All debris and rubbish have been cleared from the site.
9. Photographs of front, rear, side set backs, front and rear elevation of the building along with photographs of cut outs, shafts from roof top are also submitted. Compact disc containing all photographs is also enclosed.
No. of photographs
10. Necessary affidavit as per Annexure D of the set of forms is enclosed.
11. Necessary certificate of supervision of Architect in form BRS-IV-A is enclosed.
12. Necessary certificate of Plumber in form BRS-IX
13. Certificate of contractor in form BRS-VIII (wherever one has been appointed)

Signature of Applicant.

It is certified that the completion plans along with structural design being submitted are in accordance with the provisions of Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979, as amended from time to time . Further, conditions stated above at serial nos. 1,2,3,5,7 and 9 are true and correct.

Signature of Architect
supervising the construction at site.

FORM BRS-III-B

[See regulation 11-M]

For Industrial buildings and Commercial buildings (governed by Architecture control, above 3 storeys or more than 11 metres height.).

Application for permission to occupy/ submission of completion drawings.

From

.....
.....

To

The Estate Officer,
Haryana Urban Development Authority,
.....

Sir,

1. I/We hereby give you notice that the building/a part of building described below has been completed onin all respects according to the completion plans/drawings submitted herewith and the structural design made for the same.

Description of building.

Plot No..... Sector.....

Urban Estate.....City.....

Name of the owner Shri / Shrimati.....

Full address of the owner.....

- 2 The modifications made to the building plans and carried out at site during the course of construction are shown in the completion drawings and are as per Haryana Urban Development Authority bye- laws/norms.
- 3 Corresponding to the above modifications made in the building plans, necessary amendments were also carried out in the structural design and implemented at site.
- 4 Kindly issue an occupation certificate as required by Regulation.....of the Haryana Urban Development Authority (Erection of Buildings), Regulations,1979.
- 5 Self assessment of compoundable items along with demand draft of the calculated amount is enclosed.
6. I/We take responsibility for the quality and safety of the structure and construction carried out at site.

7. It is further certified that no provision of the Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979, as amended from time to time (including allowable compounding items) has been violated.
8. All debris and rubbish have been cleared from the site.
9. Photographs of front, rear, side set backs ,front and rear elevation of the building along with photographs of cutouts, shafts from roof top are also submitted. A compact disc containing all photographs is also enclosed.
No. of photographs
- 10 Necessary affidavit as per Annexure D of the set of forms is enclosed.
- 11 Necessary certificate of supervision of Architect and Engineer on form BRS-IV B is enclosed.
- 12 Necessary certificate of Plumber in form BRS-IX
- 13 Certificate of contractor in form BRS-VIII (wherever one has been appointed).

Signature of Applicant.

It is certified that the completion drawings along with structural design being submitted are in accordance with the provisions of the Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979, as amended from time to time . Further conditions stated above at serial nos. 1,2,3,5,7 and 9 are true and correct.

Signature of the Architect
supervising the construction at site.

.....

Signature of the Engineer
supervising the construction at site.

.....

FORM BRS-IV-A

[See regulation 11-M]

(To be submitted alongwith form BRS-III A)

For Residential Buildings and Commercial Buildings (governed by Architecture control) up to 3 storeys or less than 11 Metres height.

Completion-Certificate by an Architect in respect of building on:

Plot No....., Sector.....,

Urban Estate City.....

Name of the owner Shri/Smt.....

Full address of the owner.....

.....

.....

I do hereby certify that the above work has been supervised by me and has been completed to my satisfaction in accordance with the completion drawings and structural design , which are as per Haryana Urban Development Authority norms / bye -laws.

The workmanship and all the material used meet the specifications laid down in the National Building Code.

No provision of the Haryana Urban Development Authority (Erection of Buildings) Regulations,1979,as amended to date, and no requisition made, conditions prescribed or order issued thereunder has been transgressed in the course of the work.

Dated

Signature of Architect.

FORM BRS-IV-B

[See regulation 11-M]

(To be submitted alongwith form BRS-III B)

For Industrial Buildings and Commercial Buildings (governed by Architecture control more than 3 storeys or above 11 Metres height.)

Completion certificate by the Architect and the Engineer in respect of building on

Plot No....., Sector.....,
Urban Estate.....City.....
Name of the owner Shri/ Shrimati.....
Full address of the owner.....
.....
.....

It is hereby certified that the above work has been supervised by us and has been completed to our satisfaction in accordance with the completion drawings and structural design as checked and certified by the proof consultant. It is further certified that the drawings and construction are as per Haryana Urban Development Authority norms/ bye- laws.

The workmanship and all the material used meets the specifications laid down in the National Building Code

No provision of the Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979, amended to date, and no requisition made, conditions prescribed or order issued thereunder has been transgressed in the course of the work.

Dated

Signature of
Architect

Signature of
Engineer.

FORM BRS-VA*[See regulation 11-B (1)]**(To be submitted along with form BRS-I)*

Structural design and certificate of conformity to regulations and structural safety for residential, industrial buildings and for commercial buildings which are governed by Architecture control (upto 3 storeys or less than 11 metres height.)

1. Structural design for the undermentioned plot, in accordance with the provisions of National Building Code is enclosed.
2. Certificate to be submitted along with the building application in form BRS-I duly signed by the Architect and the Structural Engineer:-

Details of the building for which the certificate is being issued.

Plot No....., Sector.....,

Urban Estate.....City.....

Name of the owner Shri / Shrimati.....

Full address of the owner.....

.....

.....

- (a) Building plan:-
 - (i) Name of Architect
 - (ii) Registration No.....valid up to.....
 - (iii) Full Address.....
- (b) Structural Design:-
 - (i) Name of structural Engineer who has undertaken the structural design of the building.....
 - (ii) Registration No. (if any).....
 - (iii) Qualifications and Experience.....
 - (iv) Address.....

Certificate

The plans submitted in form BRS-I for building, detailed above, are in accordance with the Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979, as amended from time to time and the zoning sheet provisions for the plot.

The structure has been designed in accordance with the provisions of the National Building Code and the relevant Indian Standard Codes (with latest amendments) including Indian Standard Codes for structures resistant to earthquakes and other natural hazards. The local soil conditions ,its load bearing capacity and the underground water table etc. have been kept in view while designing the same.

Owner

Architect

Structural Engineer.

FORM BRS VB

[See regulation 11-B (1)]

(To be submitted alongwith form BRS-I)

Structural design and certificate of conformity to regulations and structural safety of Industrial buildings and Commercial Buildings governed by Architecture control ,more than three stories or above 11 metres height.

1. Structural design for the undermentioned plot, in accordance with the provisions of National Building Code is enclosed.
2. Certificate to be submitted along with the building application in form BRS-I duly signed by the Architect, the Structural Engineer and the proof Consultant :-

Details of the building for which the certificate is being issued.

Plot No.....,Sector.....,

Urban Estate....., City.....

Name of the owner Shri/ Shrimati.....

Full address of the owner.....

.....
.....

- (a) Building plans:-
 - (i) Name of Architect.....
 - (ii) Registration No.....valid up to.....
 - (iii) Full Address.....
- (b) Structural Design:-
 - (i) Name of Structural Engineer who has undertaken the Structural Design of the Building.....
 - (ii) Registration No (if any).....
 - (iii) Qualification and Experience.....
 - (iv) Address.....
- (c) Proof Consultant.
 - (i) Name.....
 - (ii) Registration No (if any).....
 - (iii) Qualifications and Experience.....

Certificate

The plans submitted in form BRS-I for building, detailed above, are in accordance with the Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979, as amended from time to time and the zoning sheet for the plot.

The structure has been designed in accordance with the provision of the National Building Code and the relevant Indian Standard Codes (with latest amendments) including Indian Standard Codes for structures resistant to earthquakes and other natural hazards. The local soil conditions, its load bearing capacity and the underground water table etc. have been kept in view while designing the same.

Owner

Architect

Structural Engineer.

The structural design has been checked by me and has been found in order. This design is in accordance with the National Building Code and the relevant Indian Standard Code (with latest amendments) including Indian Standard Codes for structures resistant to earthquakes and other natural hazards. The site conditions, such as conditions of soil, its load bearing capacity and the underground water table etc. have been duly kept in view while designing the same

Proof Consultant.

FORM BRS-VI
[See regulation 11-N (1)]
Form of occupation certificate

From

The Estate Officer,
Haryana Urban Development Authority,
.....

To

.....
.....
.....

Memo No:

Dated:

Whereas.....has applied for the issue of an occupation certificate in respect of the building described below, I hereby-

- (i) grant permission for the occupation of the said building;
- (ii) grant provisional permission of occupation for a period of six months;
- (iii) refuse permission for the occupation of the said building for reasons given below.

Description of building

City.....Sector.....

Site No.....

Permission is granted on the basis of completion drawings, affidavits and certificates submitted by the architect and the owner. However, violations or unauthorized construction found on checking of the premises shall lead to cancellation of the occupation certificate being issued. In such an event , the owner shall have to remove all violations before applying for restoration of the occupation certificate.

Dated:

Estate Officer
Haryana Urban Development Authority,
.....

FORM BRS-VII

[See regulations 11-K and 11-L]

(To be submitted separately for excavation, damp proof course and roof level as soon as that stage is reached)

Progress certificate at excavation, damp proof course and roof level in respect of building on-

Plot No....., Sector.....,
 Urban Estate, City.....
 Name of the owner Shri/ Shrimati.....
 Full address of the owner

.....

It is hereby certified that the construction on the above mentioned plot has reached up to the following stage on the date shown:-

Stage	Date
1. Excavation.....	Affidavit as per Annexure B of set of forms enclosed.
2. Damp proof course level...	Affidavit as per Annexure C of set of form enclosed.
3. Roof level.....	

It is further certified that the construction is as per the Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979, as amended from time to time.

Signature of Architect

Signature of Applicant.

FORM BRS-VIII

[See regulation 11-M]

(To be submitted along with form BRS-III A/B)

Completion Certificate by the Contractor in respect of building on-

Plot No....., Sector.....,
 Urban Estate....., City.....
 Name of the owner Shri/ Shrimati.....
 Full address of the owner.....

It is hereby certified that construction for the above mentioned plot has been undertaken by me/our firm and has been completed to my/our satisfaction in accordance with the completion drawings and has been checked and certified to be in order by the Architect and Engineer. It is further certified that the construction is as per Haryana Urban Development Authority norms/ bye-laws.

The workmanship and all the material used meet the specifications laid down by the National Building Code.

No provision of the Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979, amended to date, and no requisition made, conditions prescribed or order issued thereunder has been transgressed in the course of the work.

Dated

Signature of Contractor.

FORM BRS-IX

[See regulation 11-M]

(To be submitted alongwith form BRS-III A/B)

Completion Certificate by the plumber in respect of building on-

Plot No....., Sector.....,
Urban Estate....., City.....
Name of the owner Shri/Shrimati.....

Full address of the owner.....
.....
.....

It is hereby certified that plumbing work for the above mentioned plot has been carried out by me and has been completed to my satisfaction in accordance with the completion drawings and the same has been checked and certified by the Architect and Engineer. It is further certified that the work is as per Haryana Urban Development Authority norms/ bye -laws.

The workmanship and all the material used meet the specifications laid down in the National Building Code

No provision of the Haryana Urban Development Authority (Erection of Buildings) Regulations, 1979, amended to date and no requisition made, conditions prescribed or order issued thereunder has been transgressed in the course of the work.

Dated

Signature of Plumber.

AFFIDAVIT (Annexure A)

(To be submitted at the time of submission of Building plans/drawings)

(See Form BRS-I)

We,son/daughter/ wife of Shri.....
andson/daughter/wife of Shri.....do
hereby solemnly affirm and declare as under :-

1. That we,....., the owner of the plot no.....
sector, Urban Estate.....and.....the supervising
Architect (C.A. No.....), have under stood the zoning sheet
provisions provided by Haryana Urban Development Authority.
2. That the building plans submitted to the Authority are in conformity
to the Haryana Urban Development Authority (Erection of Buildings)
Regulations ,1979, as amended from time to time and the zoning
conditions applicable on the plot.
3. We shall abide by the zoning sheet provisions and Haryana Urban
Development Authority bye - laws during construction on the above
said plot.
4. That we shall be liable to face any action by Haryana Urban
Development Authority if the construction is found to be in
contravention to Haryana Urban Development Authority norms and
bye-laws.

(Owner)

(Architect)

Witness

Verification :-

We, the above named deponents do hereby declare that the above
statement of owner of the mentioned plot and the Architect are true and
correct to the best of our knowledge and belief and nothing has been
concealed therein.

Place

Date

Deponents

AFFIDAVIT (Annexure-B)

(To be submitted at the time of completion of excavation)

(See Form BRS-VII)

We,son/ daughter/wife of Shri.....and
.....son/wife/daughter of Shri.....do
hereby solemnly affirm and declare as under :-

1. That we,.....the owner of plot no.....
sector.....Urban Estate.....and
the supervising Architect.....(C.A. No.....
.....) have taken the proper possession / demarcation of
plot at the site.
2. That we are fully responsible for the correctness of the
construction being done as per the Haryana Urban Development
Authority (Erection of Buildings) Regulations ,1979, as amended
from time to time and zoning sheet provisions applicable on the
plot.
3. Excavation work has been completed in accordance to HUDA
bye- laws.

(Owner)

(Architect)

Witness

Verification :-

We, the above named deponents do hereby declare that the above
statement of owner of the plot and the Architect are true and correct to the
best of our knowledge and belief and nothing has been concealed therein.

Place

Date

Deponents.

AFFIDAVIT (Annexure –C)
 (To be submitted at Damp proof course Level)
 (See Form No. BRS-VII)

We,son/ daughter/wife of Shri.....
 andson/wife/daughter of Shri.....do
 hereby solemnly affirm and declare as under :-

1. That we the owner of plot no..... sector.....
 Urban Estate..... . the construction of which has
 reached Damp proof course Level under the supervision of
 Architect..... (C.A. No.....)
2. The Damp proof course has been laid entirely as per provisions of the
 Haryana Urban Development Authority (Erection of Buildings)
 Regulations, 1979, as amended from time to time and zoning sheet
 provisions made available by Haryana Urban Development Authority.
3. That we shall be liable to face any action by Haryana Urban
 Development Authority if the said construction is found to be in
 contravention to the norms/Byelaws.
4. That further construction shall not be proceeded with for a period of
 fifteen days.

(Owner)

(Architect)

Witness

Verification :-

We, the above named deponents do hereby declare that the above
 statement of owner of the plot and the Architect are true and correct to the
 best of our knowledge and belief and nothing has been concealed therein.

Place

Date

Deponents.

AFFIDAVIT (Annexure-D)

(To be submitted at the time of submission of completion drawings)

(See Form No. BRS-III A/B)

We,son/ daughter/wife of Shri.....
andson/daughter/wife of Shri.....do
hereby solemnly affirm and declare as under :-

1. That we,....., the owner of the plot no.....
sector, Urban Estate.....and.....the supervising
Architect (C.A.No.....), certify that the building on the above
said plot has been partially completed/ fully completed as per
provisions of the Haryana Urban Development Authority (Erection of
Buildings) Regulations ,1979, as amended from time to time and the
zoning sheet provisions applicable on the plot.
2. It is further certified that we shall be liable to face any action by
Haryana Urban Development Authority if the above mentioned
construction is found to be in contravention to the norms/bye-laws/
regulations of Haryana Urban Development Authority.
3. It is further certified that there is no noncompoundable unauthorized
construction and all compoundable items are with in the allowable
Haryana Urban Development Authority compounding regulations.

(Owner)

Witness

(Architect)

Verification: -

We, the above named deponents do hereby declare that the above
statement of owner of the plot and the Architect are true and correct to
the best of our knowledge and belief and nothing has been concealed
therein

Place

Date

Deponents

(Sd)...

Chief Administrator

Haryana Urban Development Authority

Panchkula.

(Sd)...

Secretary to Govt., of Haryana

Town and Country Planning Department