

DELHI DEVELOPEMNT AUTHORITY
(BUILDING SECTION)

OFFICE ORDER

No.75

Dated: 15.12.05

The Delegation of Powers for sanction/ approval of building plans and Completion certificate have been reviewed. The Officers of the Buildings Section who are delegated with the powers to sanction/ approval of various building permits are given here under. This supercedes Office Order Nos.65 & 73 dt. 1.04.2003 and 6.05.2003 respectively.

DELEGATION OF POWERS:

A. Approval of Building Permission:

(i) Residential Buildings:

- | | |
|---|---|
| (a) Standard Plans issued by DDA | Asstt.Engineer/
Asstt. Director/
Asstt. Architect. |
| (b) Plots upto 250 sq.mts. | Dy. Dir./ Jt. Dir. (Bldg.) |
| (c) Plots upto 500 sq.mts. | Director (Bldg.) |
| (d) Plots above 500 sq.mts. | Addl. Commr. (Plg.) |

(ii) Industrial, Institutional and Commercial Buildings :

- | | |
|--------------------------------------|----------------------------------|
| (a) Plots upto 500 sq. mts. | Dy. Dir./Jt. Dir. (Bldg.) |
| (b) Plots upto 2000 sq. mts. | Dir. (Bldg.) |
| (c) Plots above 2000 sq. mts. | Addl. Commr. (Plg.) |

B. Approval of Layout Plan for Societies & Others:

- | | |
|--|--------------------------------|
| (a) Approval of Layout Plan | Commissioner (Planning) |
| (b) Approval of building plans
for the Societies & others
after the approval of layout plan | Director (Building) |

Contd.....2/-

- C. For Approval of B-4 Permit (Verification of Plinth Level)**
- | | | |
|-----|--|-----------------------|
| (a) | All plots except group housing/ layout | Sanctioning Authority |
| (b) | Group Housing/ Lay out | Director (Bldg.) |
- D. Approval of Completion-cum-Occupancy Certificate:**
- | | | |
|-----|--|----------------------------|
| (a) | Approval of compounding fees upto 250 sq.mts. Plot | Dy. Dir./Jt. Dir.(Bldg.) |
| (b) | Approval of compounding fees above 250 sq. mts. Plot | Director (Bldg.) |
| (c) | Representation against levy of compounding fees for plots above 250 sq. mts. | Director (Bldg.) |
| (d) | If the party still not satisfied and appeal. | Addl. Commr. (Plg.) |
| (e) | Approval of Provisional Occupancy Certificate (Wherever applicable) | Director (Building) |
| (f) | Approval of Occupancy Certificate: | |
| | i. Plots upto 500 sq. mts. | Dy. Dir./ Jt. Dir. (Bldg.) |
| | ii. Plots above 500 sq. mts. | Director (Bldg.) |
- E. Revalidation of Sanction Plans:**
- | | | |
|-----|-------------------------|----------------------------|
| (a) | Building Plans | AE(Civil)/ AD (Plg.) |
| (b) | Scheme with Layout Plan | Dy. Dir./ Jt. Dir. (Bldg.) |
- F. Approval of various Agencies i.e DUAC & CFO (Sanction & Completion-Cum-Occupancy Certificate)**
- | | | |
|-----|--|----------------------------|
| (a) | Approval of schemes of all plots upto 500 sq. mts. for forwarding to DUAC. | Dy. Dir./ Jt. Dir. (Bldg.) |
|-----|--|----------------------------|

Contd.....3/-

- | | | |
|-----|--|---------------------------|
| (b) | Approval of all plots above 500 sq. mts. for forwarding to DUAC. | Director (Bldg.) |
| (c) | Approval of schemes of all sizes of plots for forwarding to CFO | Dy. Dir./Jt. Dir. (Bldg.) |

This issues with the approval and directions of VC, DDA that all above officers will exercise powers delegated to them with due caution and according to the provisions of various rules/guidelines on the subject, issued from time to time. This shall come into force with immediate effect.

Sd/-
(ARVIND KR. GUPTA
DIRECTOR (BLDG.)
On 8.5.2003

No.F.7(16)2002/Bldg./1304

Copy to :-

1. *Joint Director (Layout & Coordn.) Bldg.*
2. *Jt. Director (Rohini & Narela) Bldg.*
3. *Jt. Director (Commercial & Industrial) Bldg.*
4. *Dy. Director (Residential) Bldg.*
5. *JLO (Bldg.)*
6. *Asstt. Dir. (Bldg.)*
7. *Guard File*

Copy for information to:-

1. *Commissioner (Planning).*
2. *Addl. Commr. (Planning)III*
3. *OSD to VC for information of later.*