

Building plans and Occupation Certificate in case of Industrial buildings:

- i. The building plans shall be got certified by the allottee from an empanelled Architect before starting any construction activity on the plot. The building plans must be as per the Haryana Building Code 2017 (as amended from time to time) as well as the zoning plan of the plot.
- ii. Before occupying the building, the allottee shall obtain the occupation certificate of the building from the Competent Authority as per the rules and regulations framed under the Haryana Building Code 2017 (as amended from time to time) as well as the zoning plan of the plot.
- iii. In case any violation of the building byelaws/zoning regulations is observed at a later stage, the allottee shall be liable for strict penalties as per applicable law/terms and conditions of allotment.
- iv. **Chapter 2 & Chapter 4** of the Haryana Building Code 2017 (as amended from time to time) explain the procedure for approval of Building Plans and Occupation certificates for all type of buildings. The same is available on the official website i.e. <http://hsiidc.org.in/downloads>.

Procedure for Approval of Building Plans under self certification(in case of Industrial buildings) :

1. HSIIDC has simplified the self certification procedure in case of Industrial buildings. While submitting the duly certified building plans (industrial Category) by Empanelled Architect the following documents will be required from allottee side:
 - i) Documents as prescribed under para 2.1 of Haryana Building Code- 2017.
 - ii) Scrutiny fees and malba fees.
 - iii) Augmentation charges (if applicable) {the same can also be deposited after issuance of building plans}.
2. After receiving the above documents and the Building plans duly certified by Empanelled Architect (through www.investharyana.in portal), the Corporation issues an auto generation receipt mentioning that Building plans duly certified by Empanelled Architect have been received and the same are being kept in the office for record with this understanding that these plans have been prepared as per the provision of approved zoning plan and Haryana Building Code 2017 (as amended from time to time). Based on these certified plans the construction can be started at site. In case of default, HSIIDC reserves the right to take action against the empanelled architect as well allottee in accordance with the provisions of the Haryana Building Code -2017

Note : No site inspection is conducted by HSIIDC for obtaining approval of Building plans in case of industrial buildings.

Procedure for obtaining the Occupation Certificate under self certification (in case of Industrial buildings) :

1. The Empanelled Architect who has certified/ approved the plans under self certification shall submit an application (through www.investharyana.in portal) for grant of occupation certificate on **Form BRS-III** along with completion drawings, Completion Certificate (by third Party) on **Form BRS-IV** and along with the documents prescribed under Code 4.11 (1).
2. The concerned field office shall proceed for single joint site inspection of the subject building in reference to the Completion Certificate submitted by the Architect (Third party).
3. After the single joint site inspection, the case is placed before Building Plan Approval Committee (BPAC). If the Committee observes that the case is clear from Planning, Estate (w.r.t. Ownership) & Public Health point of view then show cause-cum-Demand notice is issued to the allottee mentioning that either he may remove the deviations (if any) done at site from Sanctioned building plans or pay composition fee. If the Committee does not find the case fit for granting the Occupation certificate then observations of the Committee shall be conveyed to the allottee as well as Architect.
4. After receiving the composition fee, Occupation Certificate (**FORM BRS V**) is granted by the concerned DTP/STP.
5. If no communication is received from the Competent Authority within Eight working days of submission of the application for "Occupation Certificate", the owner is permitted to occupy building, considering deemed issuance of "Occupation certificate" and the application form i.e. Form BRS-III shall act as "Occupation Certificate."

Procedure for conducting Site Inspection for Occupation Certificate :

1. After receiving the request of Grant of Occupation Certificate, the Officer/official of the concerned Field Office of the Corporation shall inspect the subject building viz-a-viz the approved Building Plan and Zoning Plan.
2. The photographs of the site are to be captured.
3. Based on the current status, the Officer/official has to prepare the inspection report containing site details.
4. Inspection report shall be uploaded on the web portal within 24 hours after conducting the site inspection.

CHECK LIST

DOCUMENTS REQUIRED UNDER SELF-CERTIFICATION OF BUILDING PLAN IN CASE OF INDUSTRIAL BUILDING

1. BRS-I
2. Certificate of conformity to regulation and structural safety for the relevant buildings (depending upon type and height) in the relevant Form BRS-II.
3. A site plan as required under Code 3.2 of Haryana Building Code 2017;
4. A building plan or plans along with an un-editable Compact Disc/ DVD or any other electronic medium permissible by the Competent Authority from time to time containing the drawings in “.DWG” format as required under Code 3.4;
5. Details of specifications of the work to be executed in Form BR-II;
6. Structural drawings (for record) as per Form BR-V(A2);
7. Fire safety design as required under National Building Code or under Haryana Fire Services Act, 2009, if applicable;
8. Heating, Ventilation, Air-Conditioning (H.V.A.C.) service plan wherever required;
9. Certificate of conformity to regulation and structural safety for the relevant buildings (depending upon type and height) in the relevant Form BR-V(A2);
10. Public health services plan in un-editable compact Disc/ DVD or any other electronic medium, containing drawings in “.DWG” Format;
11. Scrutiny fees (non–refundable) at the rate of ten rupees per square metre of the covered area achieved, shall be deposited through e-challan in favour of concerned DTP of T&CP,Department, Haryana.
12. Malba Fees.

▲ For plot of size upto 500 sqm.	=	Rs. 5000.00/-
▲ For plot of size 501 to 1000 sqm.	=	Rs. 10,000.00/-
▲ For plot of size 1001 to 4000 sqm.	=	Rs. 15,000.00/-
▲ For plot of size 4001 to 20,000 sqm.	=	Rs. 25,000.00/-
▲ For plot of size 20,001 and above	=	Rs. 50,000.00/-
13. Self certified copy of qualification and work experience of Structural Engineer/ Proof Consultant.
14. Undertaking regarding insallation of Solar Photovoltaic Power Plant (if applicable).
15. Undertaking regarding ‘no vehicle shall be parked outside the site / premises’ from allottee.
16. Undertaking for obtaining NOC/clearence from Environment Deptt. under MOEF, Government of India notification No. 1533 dated 14.09.2006 (if applicable).
17. Undertaking regarding insallation of Light Emitting Diode (LED) lamps/tube lights & energy efficient lighting (more than LED) and star rating - 5 for Electric Appliances in the building.

CHECK LIST

DOCUMENTS REQUIRED FOR OCCUPATION CERTIFICATE UNDER SELF CERTIFICATION IN CASE OF INDUSTRIAL BUILDING

1. BRS -III
2. BRS -IV
3. Detail of compoundable violations from the approved building plans, if any in the building, jointly signed by the owner, Architect and Structural Engineer, along with demand draft of the due payment for composition charges of such violations at the rates determined by the Competent Authority shall be submitted along with **Form BRS-III**.
4. Both the Owner and Architect shall give an affidavit that no provision of the Haryana Building Code, 2017 has been violated excluding compoundable violations.
5. Photographs of front, side, rear setbacks, 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. An uneditable compact disc/ DVD containing all photographs shall also be submitted.
6. FIRE NOC .
7. Undertaking regarding insallation of Solar Photovoltaic Power Plant (if applicable)..
8. Undertaking regarding 'no vehicle shall be parked outside the site / premises' from allottee.
9. Undertaking for obtaining NOC/clearence from Environment Deptt. under MOEF, Government of India notification No. 1533 dated 14.09.2006 (if applicable).
10. Undertaking regarding insallation of Light Emitting Diode (LED) lamps/tube lights & energy efficient lighting (more than LED) and star rating - 5 for Electric Appliances in the building.
11. Self certified copy of qualification and work experience of Structural Engineer/ Proof Consultant.

Note :

A proforma of combined Undertakings is available on the official website i.e. <http://hsiidc.org.in/downloads>.