

INSPECTION PROCEDURE (While issuing the Building Permission)

After receipt of the application Online, the file will be simultaneously transmitted to Officer for Title Scrutiny, Technical Scrutiny and the Inspecting Officer, who is assigned randomly by computer for Site Inspection.

The inspector will “plan a site visit” schedule.

The date and time will be intimated to the applicant through System Generated SMS. On the scheduled date and time, the Site Inspector shall conduct the inspection as per the checklist enclosed and upload the Inspection Report within 48 hours.

The inspector shall visit the site and record his remarks as per the checklist placed on the website and shall take photographs of the site and surroundings and the report has to be uploaded into DPMS within 48 hours.

The applicant can view the site visit report at any time by clicking the “site visit report” button available in his/her console. Even the citizens can also view this from the Dashboard of DPMS Website.

The Inspection has to be completed within 7 days from the date of receipt of application. The Inspector will use the prescribed checklist.

INSPECTION CHECKLIST (While issuing the Building Permission)

S. No.	Description	As on Plan	As on Site	Observation	Remarks
1	Whether approach road existing at site (Yes / No)				
2	Whether approach road connected with an existing public road (Yes / No)				
3	Nature of approach road (Katcha / WBM / BT / CC)				
4	Width of approach road in mts.				
5	Services over approach road (viz, Drains, Storm Water Drains, Telephone Wires and Electricity: HT Lines (33 KV) / LT Lines (11 KV)				
6	Whether approach road side drain exists (Yes / No)				
7	Nature of Drain at approach road				
8	Does plot dimensions tallies with site? (Yes / No)				
9	Work (Commenced / Not Commenced)				
10	If commenced, the status of construction at the time of inspection				
11	Number of existing structures				
12	Type of Structures (Temporary / Permanent Structures)				
13	Does area of existing structures tallies with drawing? (Yes / No)				
14	Whether existing structures to be demolished? (Yes / No)				
15	Does plot boundaries tallies with the site? (Yes / No)				
16	Whether the site is affected by / in the vicinity (below 200 m) of any Water Body? (Yes / No) If yes, distance from the water body to be mentionedMtrs.				
17	Nature of water body (viz, Nala, Vagu, Kunta, Cheruvu, River, Streams)				
18	Whether high tension line passing over the site? (Yes / No)				
19	Does proposed site falls under Restricted Zone? (Defense Area / Air Funnel Zone) (Yes / No)				
20	Site and surrounding features				
	East				
	South				
	West				
	North				
21	Site terrain (Plain Land / Undulated / Rocky)				
22	Site enclosed with Fence / Compound wall / No Compound wall / Boundary Stones.				
23	Specific remarks of the Inspecting Officer (if any)				