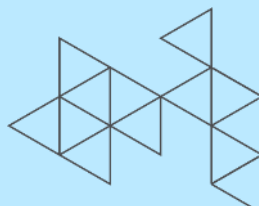


Bhurat Bengaluru Mahanagara Palike

User Manual for Licensed Architect (Applicant)



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Empowering Transformation





Document Revision History

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1. Introduction

Building Construction Permit plays one of the major roles in the city like Bengaluru. Bengaluru also commonly known as Silicon city of India is the IT hub, where start-ups have sprouted up over the last couple of years and seeing more progress towards the same. In such a rapidly developing business filled city, this department which is made up of enthusiasts' looks forward to make sure that the need of every resident is fulfilled.

The whole process of Building Construction Permit requires a total of 10 plus department's clearance is to make sure all the emergencies and requirements are dealt with the utmost care by following the rules and regulations. However, approaching so many departments in one stretch when time might be less can prove to be very difficult. As a solution to this, this particular reform aims to bring all these departments into one segment making the process quicker, better and hassle-free, thereby, looking forward to improving the service in the best possible way.

2. Intended Audience

This manual is for an architect or a user, who wants to know about **Online Building Permission System (OBPS)** application and how to apply for the proposal through the OBPS portal.

3. RuleBuddy Integration

RuleBuddy Portal offers instant and easy online access to DC rules and compliance requirements. RuleBuddy works to provide specific rules related to your project just by providing basic keywords and/or project information.

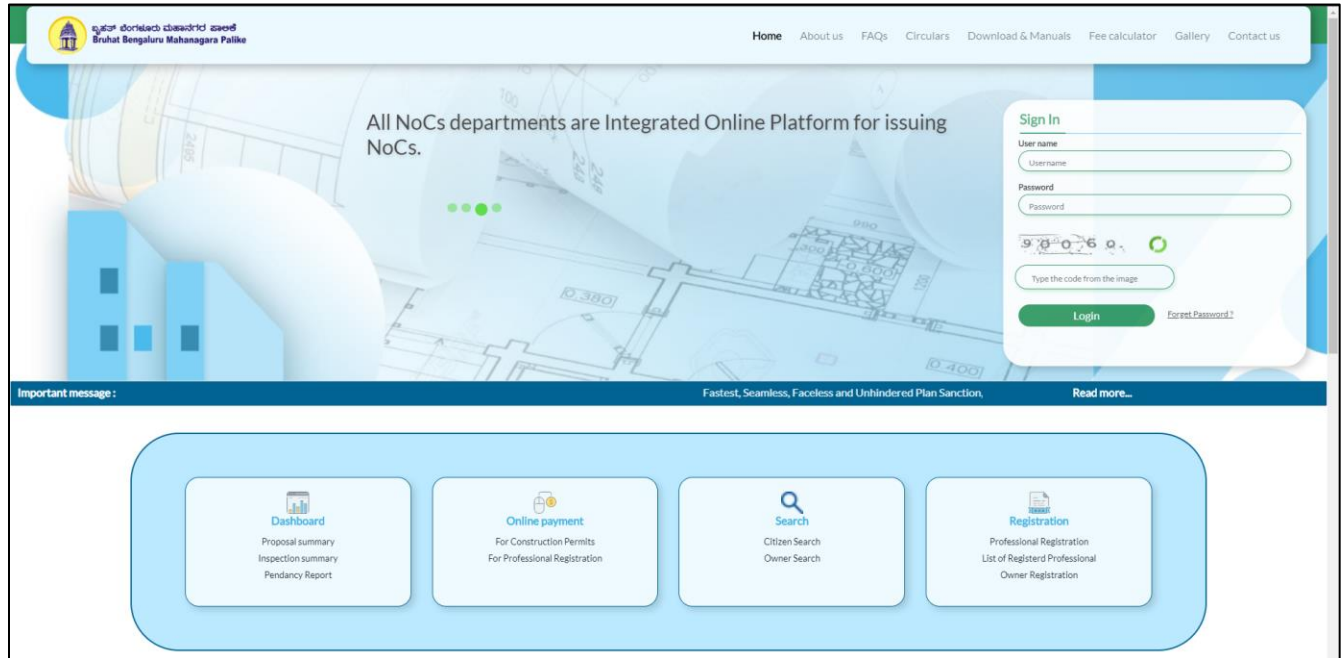
RuleBuddy saves the crucial time that is spent by you in rework, giving you ample time for creative energies in designing better buildings, thereby gaining revenue and customer satisfaction.

The integration of RuleBuddy Plan Check Service with the **Online Building Permission System (OBPS)** in **Bhurat Bengaluru Mahanagara Palike (BBMP)** will bring transparency in the system, which will make the entire process interruption-free for end users. The auto-scrutiny feature aids an architect to save time and in a quick generation of scrutiny reports.

4. BBMP Login Page

This Architect's User Manual will illustrate the basic steps to be followed for the submission of a proposal in the Online Building Permission System (OBPS).

The below page is the login page for an architect and officers, where both can enter his/her user-name and password and enter the captcha to login into the system.



The screenshot shows the BBMP Online Building Permission System (OBPS) login page. The header includes the BBMP logo and name in Kannada and English, and a navigation menu with links: Home, About us, FAQs, Circulars, Download & Manuals, Fee calculator, Gallery, and Contact us. The main banner features a background image of a building plan and the text: "All NoCs departments are Integrated Online Platform for issuing NoCs." Below the banner is a "Sign In" form with fields for "User name" (labeled "Username"), "Password", and a captcha. A "Login" button and a "Forgot Password?" link are at the bottom of the form. Below the login form is an "Important message" bar with the text: "Fastest, Seamless, Faceless and Unhindered Plan Sanction." and a "Read more..." link. At the bottom, there are four service tiles: "Dashboard" (Proposal summary, Inspection summary, Pendency Report), "Online payment" (For Construction Permits, For Professional Registration), "Search" (Citizen Search, Owner Search), and "Registration" (Professional Registration, List of Registered Professional, Owner Registration).

Figure 1: Login Page of BBMP Online Building Permission System application

The other features available for the user on the login page of BBMP, as shown in the above figure 1.

1. Dashboard
2. Online Payment
3. Search
4. Registration

5. Registration

For a New architect, you need to register first (**one time process**) with BBMP, and only then you can apply for building permission. After successful registration, you will get login credentials to log in to the OBPS system.

For the Registration of new architects, follow the given steps:

Select **Professional Registration** (Licensed technical person), in the Registration box as shown in the below figure:

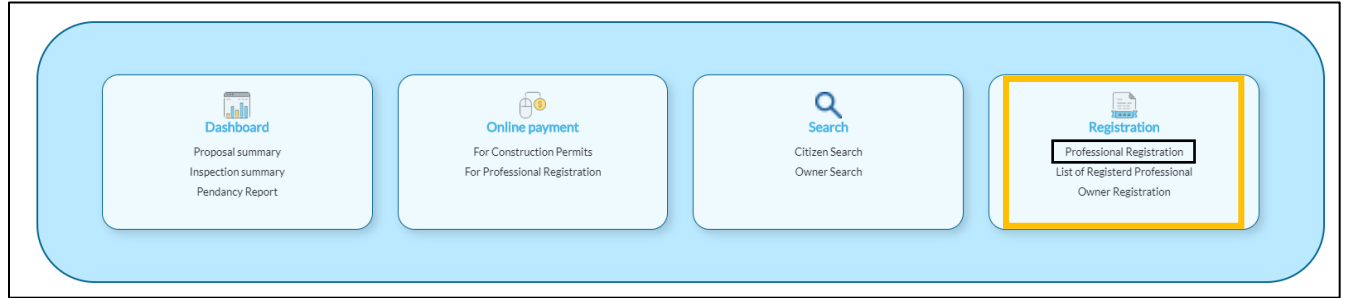


Figure 2: Registration Form

A brief description of the different items in the Registration box is mentioned below for reference:

S. No.	Options Button	Description
1.	LTP/ Professional Registration	Select the option, when you are a new Architect or Licensed technical person (LTP) who wants to register yourself with BBMP.
2.	LTP List/ Registered Professional	Select the option, when you want to check the details of an existing Architect, Licensed Engineer, and Structural Engineer.
3.	Owner Registration	Select the option, when you are a developer (as an owner) of the land. Fill the form and acquire login credentials to log in into the OBPS system.

The new tab opens, the form needs to be filled by the user/applicant. The form is shown below for reference:

4.1 LTP Registration Form

Fill all the mandatory fields, and select the checkbox and enter the captcha and then click **Submit**.

Welcome to Professional/ Consultant Registration Portal

Personal Information

*Name: Mr. First Name Middle Name Last Name

*Professional Category: Select

Qualification:

Total Experience (in years):

Firm Name (Employed or Self Registered):

Short Profile (Experience Summary):

*Member of: Select

*PAN Number:

*Aadhaar Number:

Contact Information

Postal Address:

State: Select City:

*PIN Code: *Mobile Number:

*E-mail:

Login Information

*Login Name:

*Password:

*Re-Enter Password:

*Security Question: Select

*Answer:

 YQT 30
 Generate New Image
 Type the code from the image

☐ I hereby declare that above information is correct.

Figure 3: LTP Registration Form

Note: Asterisk (*) fields in the form are mandatorily filled by an architect.

After the Successful registration, a certain amount will be generated, to which the professional needs to pay online.

Consultant - Registration - Google Chrome

Not secure | 3.7.228.21/AutoDCR.Signup/Consultant/Add5.aspx?ival=1&&isName=1&iCId=0&isSER=1

Welcome to Professional/ Consultant Registration Portal

 **Registration Successfully**

You have been registered successfully.

Registration No. : BCCL/BL-3.6/A-0011/20-21

Challan No. : BBMP/0051/REG/CH/2020

Amount : 5000.00/-

4.2 License Technical Person List

LTP List shows the list of Structural Engineers, Architects, and License Engineers registered with BBMP.

 ಬೃಹತ್ ಬೆಂಗಳೂರು ಮಹಾನಗರ ಪಾಲಿಕೆ Bruhat Bengaluru Mahanagara Palike										
Architect License Engineer Structural Engineer Enter keywords to search for Filter Clear										
NAME	REG. NO.	VALID UPTO	MOBILE NO.	EMAIL ID	ADDRESS	FIRM NAME	QUALIFICATION	CITY	STATE	PANCARD
Ashok Kumar.P	BCC/BL-3.6/StrLE:47:08-09	30 Mar 2014	9346101097	ashokpacas@yahoo.in	#60, 1st cross, 2nd main, dollars colony, J.P.Nagar 4th phase, #60, 1st cross, 2nd main, dollars colony, J.P.Nagar 4th phase.	-	-	Bangalore	Karnataka	
DERICK ROLPHY DSOUZA	BCC-BL-3.6/SE-235/2016-17	02 Mar 2022	9886838384	albinaconsultants@gmail.com	#371, 1ST STAGE, 2ND PHASE, THIMMIAH RD, MANJUNATHANAGAR, #371, 1ST STAGE, 2ND PHASE, THIMMIAH RD, MANJUNATHANAGAR.	-	-	BANGALORE	Karnataka	
DERICK ROLPHY DSOUZA	BCC/BL-3.6/SE-235/16-17	18 Feb 2020	9886838384	albinaconsultants@gmail.com	NO-371, 1ST STAGE 2ND PHASE THIMMIAH ROAD MANJUNATHA NAGAR RAJAJINAGAR	ALBINA CONSULTANTS	M.TECH	BANGALORE	Karnataka	
Divakar Y	BCC/BL-3.6/SE/282/2018-19	13 Sep 2020	9686665676	sun@sundesigners.co.in	19.20th main road, West of chord road, Rajajinagar	Sun Designers	M tech	Bangaluru	Karnataka	
GIRISH R PATIL	SE-0327/2019-2020	17 Sep 2020	9886731825	GIRISHRPATIL@GMAIL.COM	K906, PURVA HIGHLANDS, HOLIDAY VILLAGE ROAD, OFF KANAKAPURA ROAD, MALLASANDRA, BANGALORE SOUTH	DIXCONS CONSULTING ENGINEERS	BE CIVIL	BANGALORE	Karnataka	
K MANJAPPA	BCC/BL-3.6/SE-0312/2018-19	21 Mar 2024	9844083296	prhikarthikassociates@gmail.com	NO-2240, 4TH CROSS, SHIVANANDA NAGAR, NAGARA BHAVI MAIN ROAD, BANGALORE-560072	KARTHIK ASSOCIATES	B.E.CIVIL.FIV	BANGALORE	Karnataka	
KV.R.D PRASAD	BCC/BL-3.6SE-192/2015-16	07 Jul 2020	7022997900	kvrdprasad@gmail.com	NO.28,1ST MAIN, 1ST STREET, BHAVANI NAGAR, RAILWAY LAYOUT, LULLAL MAIN ROAD NO.28, 1ST MAIN, 1ST STREET, BHAVANI	-	-	BANGALORE	Karnataka	

Figure 4: List of LTP

4.3 Owner Registration/ Developer Registration

If you are the owner or a developer, select the **Owner Registration** option, it opens the registration form and after successful registration, you will get login credentials for login into the OBPS system.

Developer Registration

Firm Information

Items marked with * are mandatory.

☐ Owner As Developer
 ☐ Developer As Firm

*Firm/Developer Name

*Type

Select

*PAN Card No.

AADHAAR No.

Contact No./ Telephone No.

*Email Id

*Address

*Pin Code

*Mobile No.

No. of Proprietors / Partners / Directors

1

Bank Information

Name of Bank

Select

Branch

A/C No.

Login Information

*Login Name

*Password

*Re-Enter Password

☐ I hereby declare that above information is correct.

Save

Figure 5: Owner or Developer Registration form

Bhurat Bengaluru Mahanagara Palike (BBMP)@2020

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6. Architect's Console

On entering your user-name and password, which you have received after registration, the below screen appears.

Dear Applicant, please activate your subscription and get advantage of self scrutinizing your plan. [Activate Now](#)

Select Project: [Dropdown] Construction Permits: [Dropdown] [Go](#) [Project Action](#) [Applications](#)

Application Type	Draft	Due Payment	In Process	Shortfall	Approved or Verified	Final Proceeding
Plan Approval	1	0	0	0	0	0
Commencement	0	0	0	0	0	0
Occupancy	0	0	0	0	0	0

Dear professionals please find the document "Enhancement in the latest updated predcr" on the BBMPAS webpage (<http://218.248.45.142/BMPASClient/login.aspx>). To ease the usage of predcr certain changes are incorporated in the predcr, the user manual contains the detail description on the updation and the process to be followed, the latest updated predcr will be live shortly

Developed on AutoOCR® Platform ©

Figure 6: Architect's Home Page

In the above table, the first column represents the stages of building permission in **BBMP** and all other columns represent the stages of the file process.

After successfully login into the architect console, the below message appears where an architect can activate the account for a self-scrutiny of submitted drawing for an interruption-free process. Or can skip for now and can activate it later, which is explained below in Account & Download Section.

7. Account Activation and Downloading AutoDCR BBMP

The new feature is integrated for an architect to self-scrutinize the uploaded drawing with the help of RuleBuddy Plan Check Services for smoothening the whole process.

With the following easy steps, an architect can activate the account and download the **Plan Check Tool** (AutoDCR BBMP) for scrutinizing a submitted drawing.

➤ **There are three ways an architect can activate the account:**

1. When an architect login into the console, the below activation screen appears. Click **Activate Now** to proceed further or click **Skip for Now** to do it later.

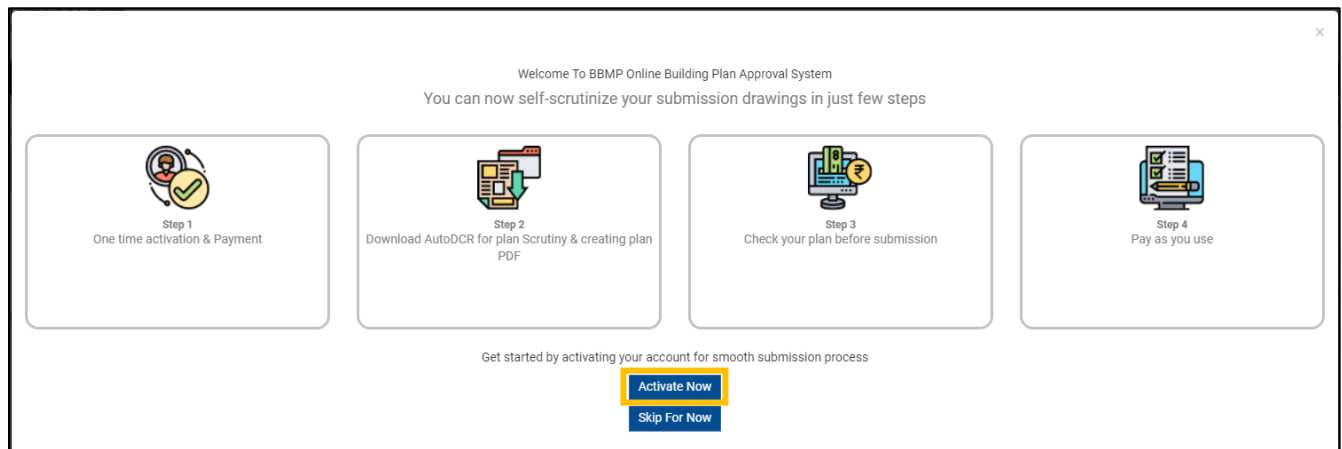


Figure 7: Activation of Architect's account

2. The message appears on the screen to activate your subscription before creating a project.

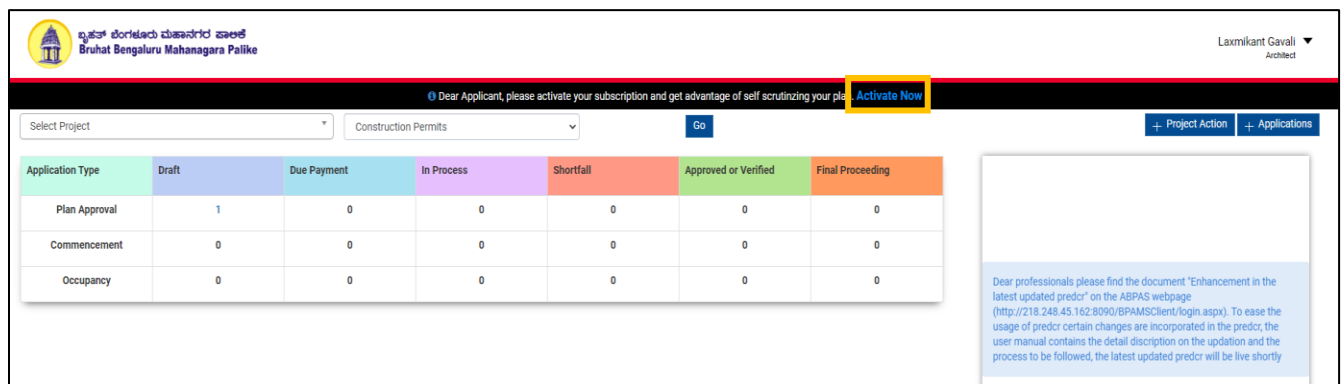


Figure 8: Activation from Architect's Home Page

Note:- It is recommended to activate your subscription/account before creating a project to ease the process.

- After the creation of a project and new application, there is a provision to activate the account before scrutinizing the submitted drawing as shown below.

Architect's Dashboard -> **Drawing** -> **Get Started** -> Attach Drawing -> **Click Here**.

Figure 9: Activation from the Drawing Section

The system shows the activation message until you complete/activate the subscription.

Choose any of the above options to proceed further

- Click **Activate Now**, it redirects to the RuleBuddy Plan Check service page as shown below.
- Enter the UTR Number, select the Payment Date, and then click **Proceed**.

Figure 10: RuleBuddy Plan Check Services Page

- Now the unique Key is generated, click **Copy**, to copy the activation key to the clipboard.

- Click **Plan Check Tool** to download the AutoDCR BBMP or Click **View my all activations** page.

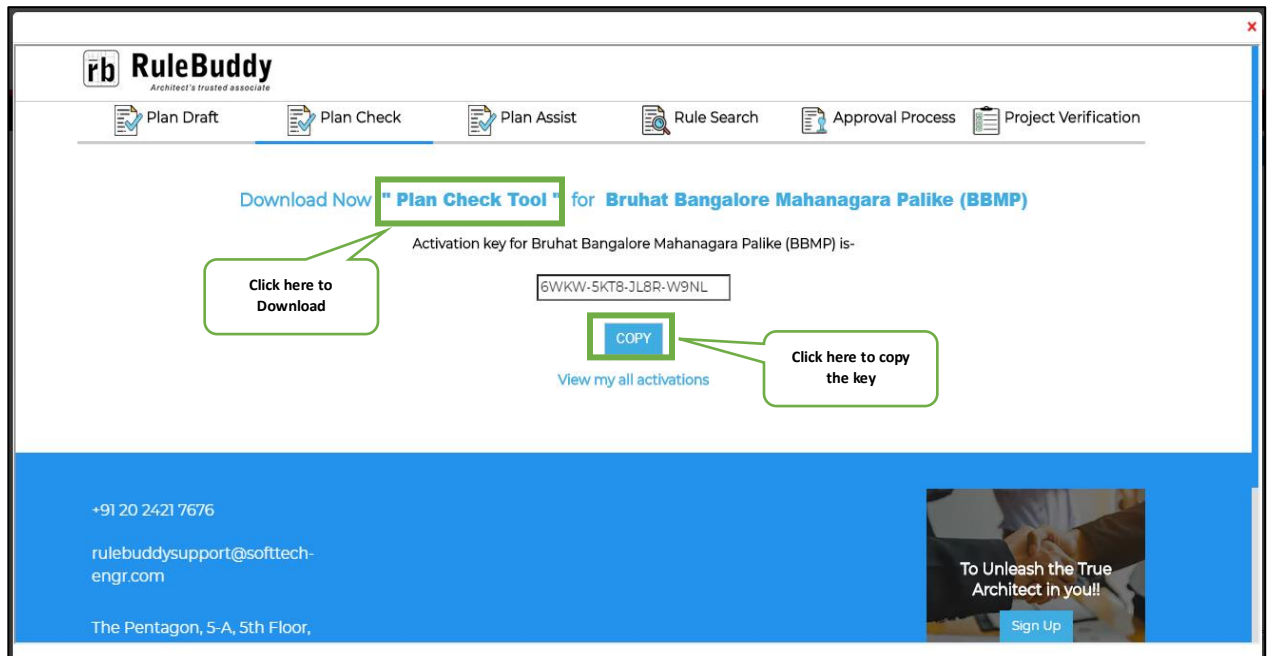


Figure 11: Copying Activation Key

- Here an architect can see all the activations list. After clicking Plan Check Tool the download will get started

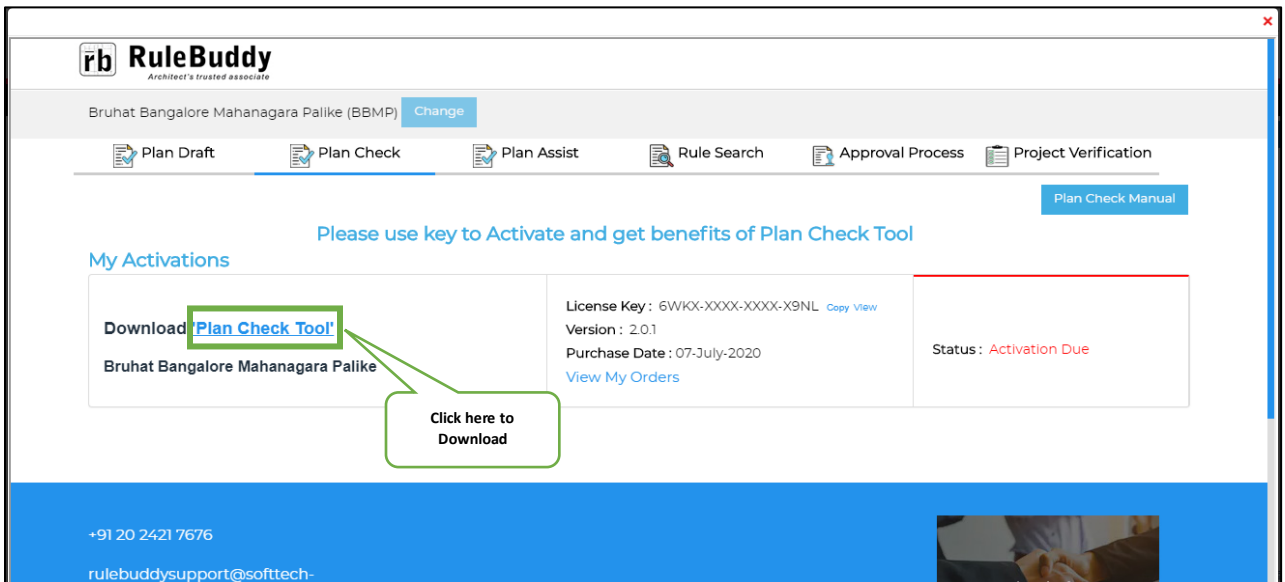


Figure 12: Downloading Plan Check Tool (AutoDCR BBMP)

The downloaded AutoDCR Software can be seen on the bottom of the screen as highlighted below.

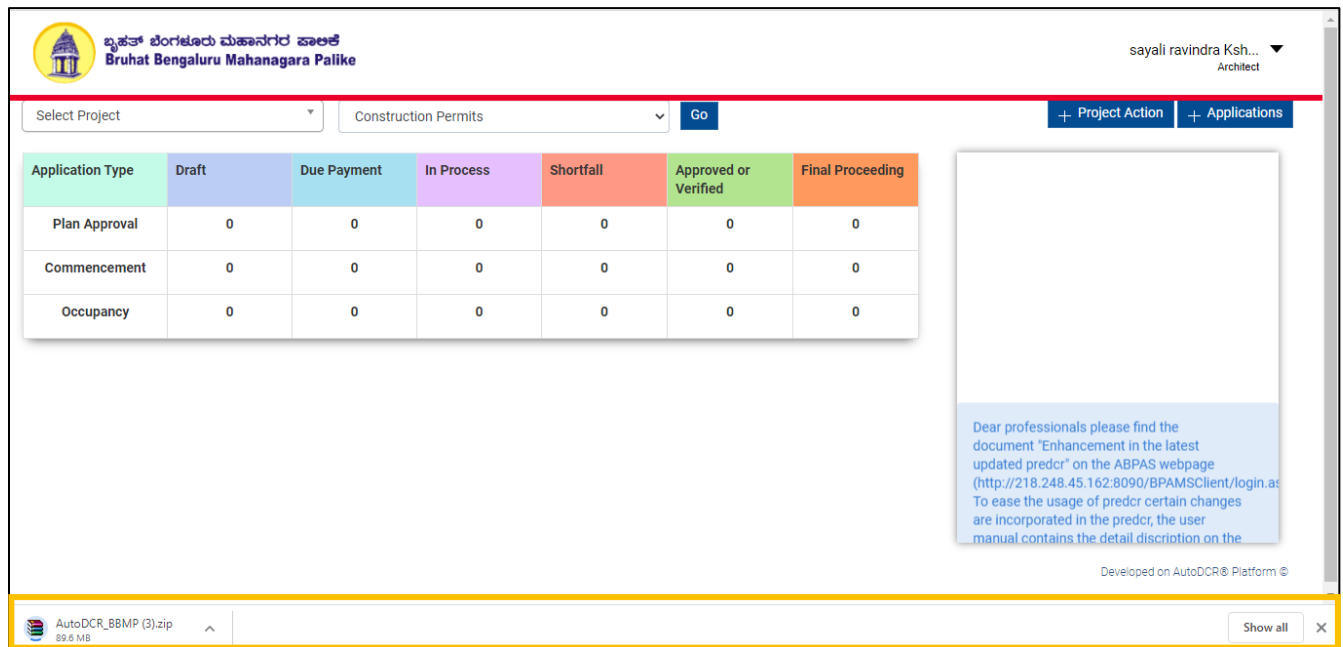


Figure 13: Downloading AutoDCR.zip File

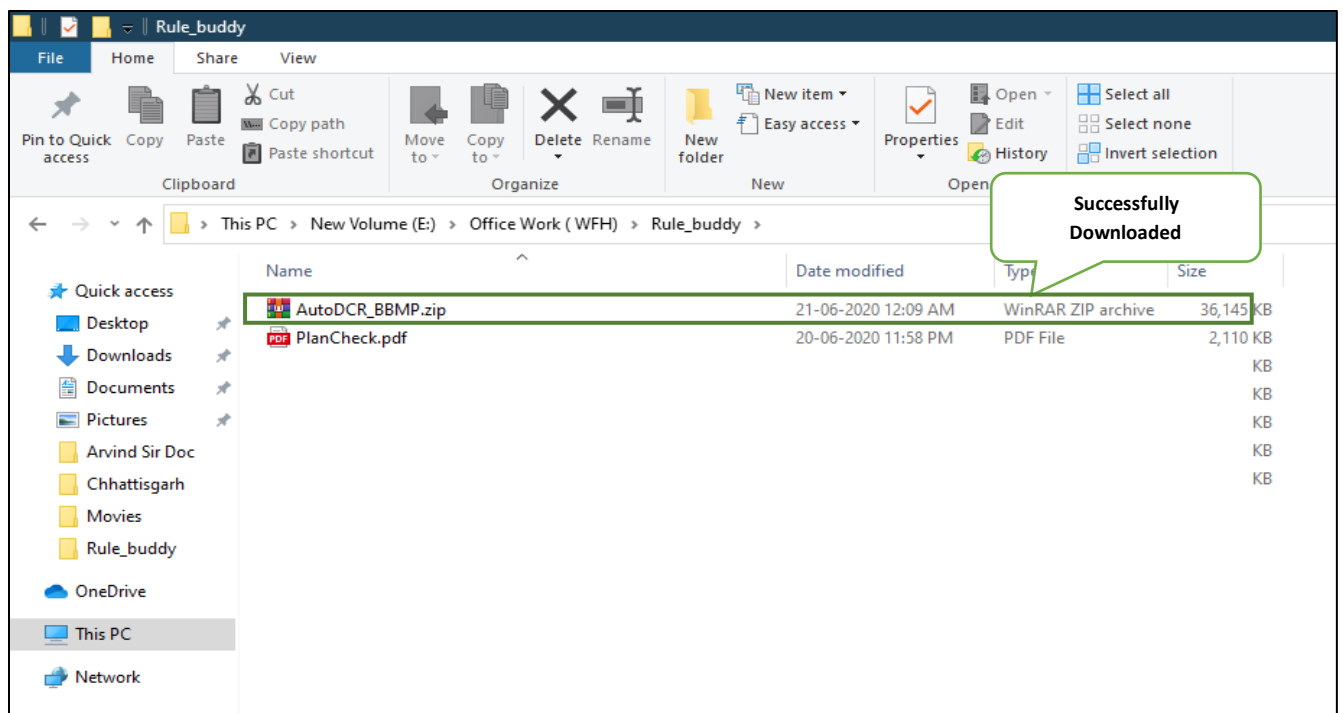


Figure 14: Successfully Downloaded File

7.1. Installing AutoDCR (BBMP)

- (i) Extract the zip folder in a saved location.

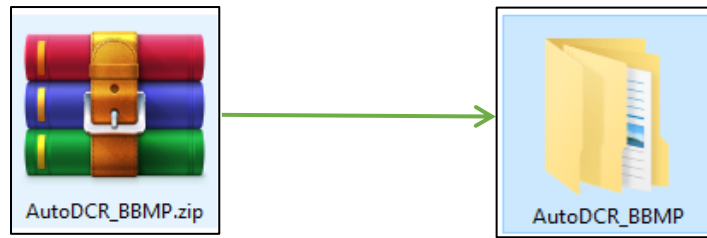


Figure 15: Extracting the AutoDCR_BBMP.zip File

- (ii) Open the **AutoDCR_BBMP** folder and run the setup file.

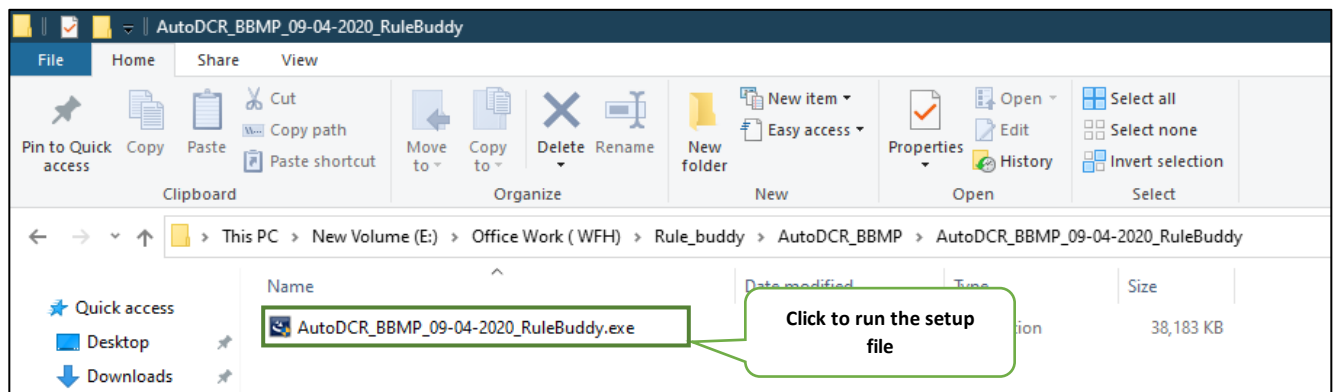


Figure 16: Running the Setup File (.exe)

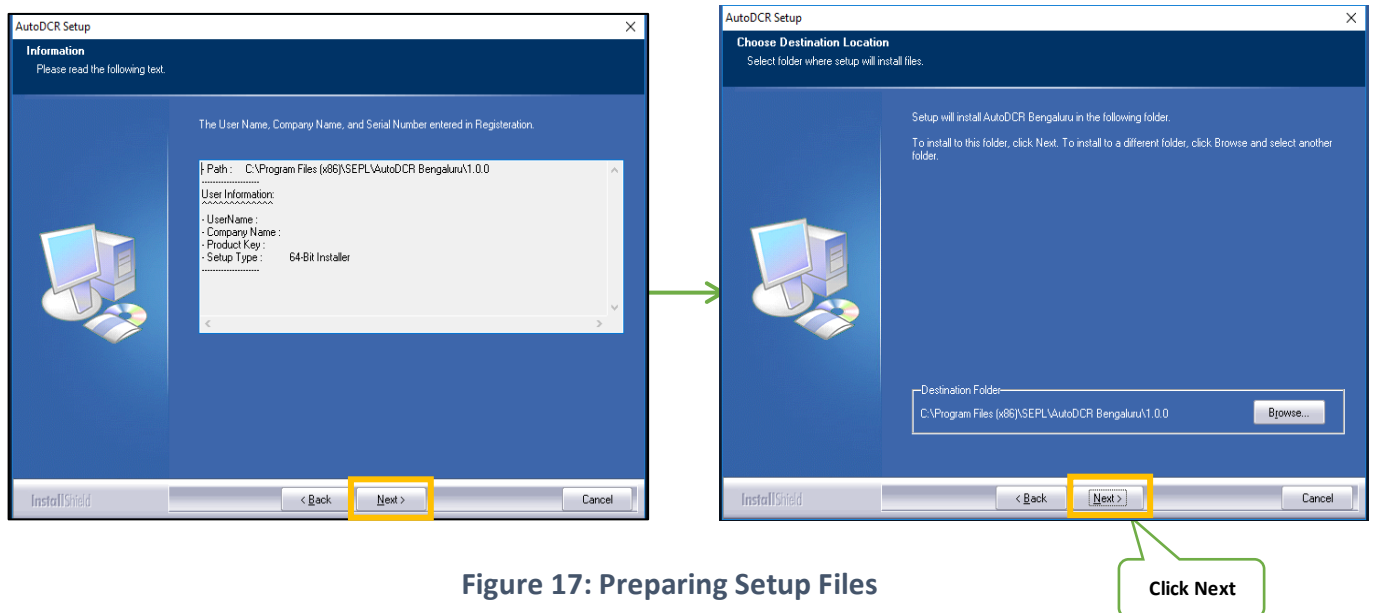


Figure 17: Preparing Setup Files

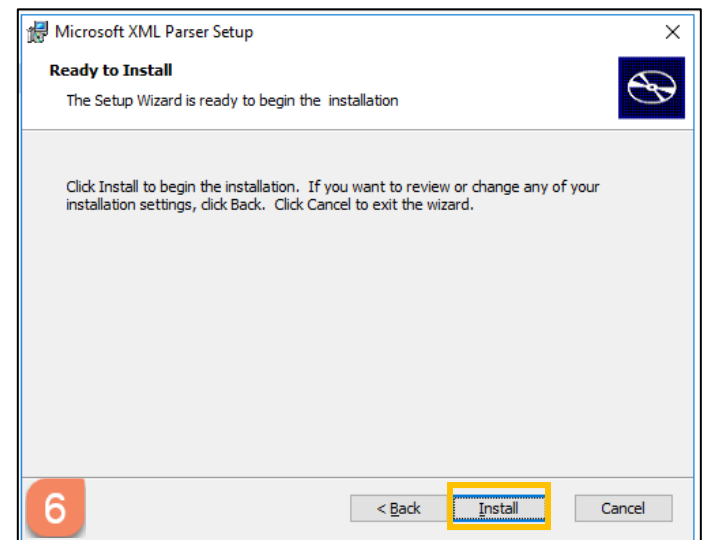
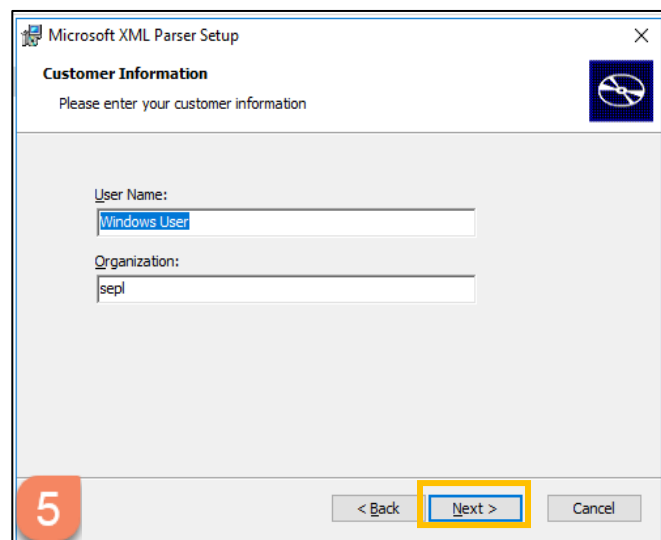
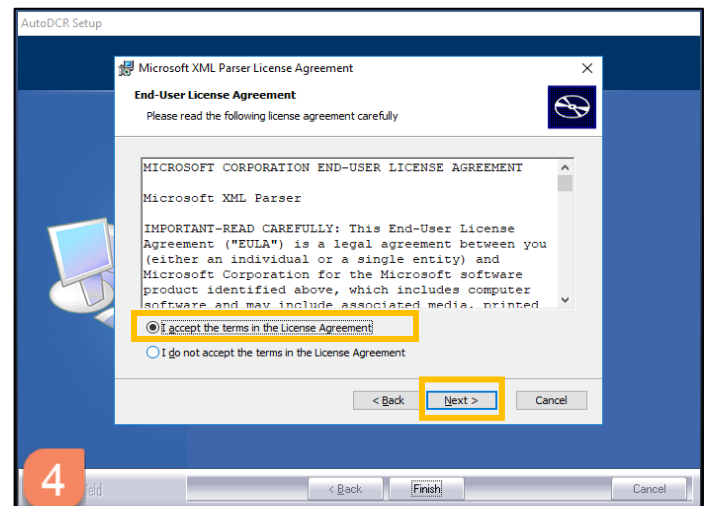
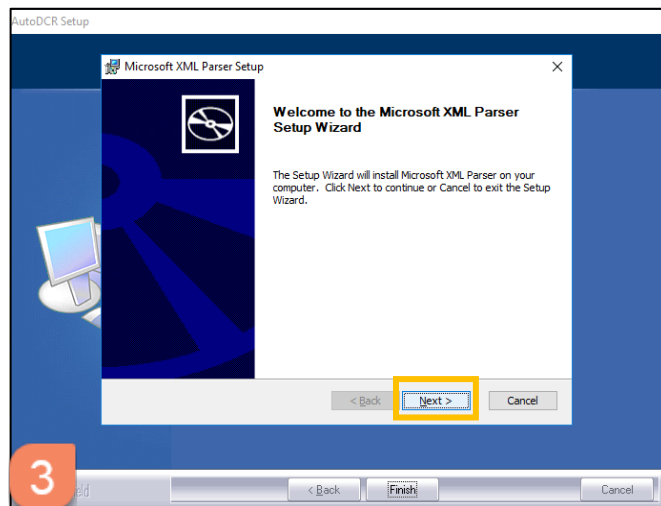
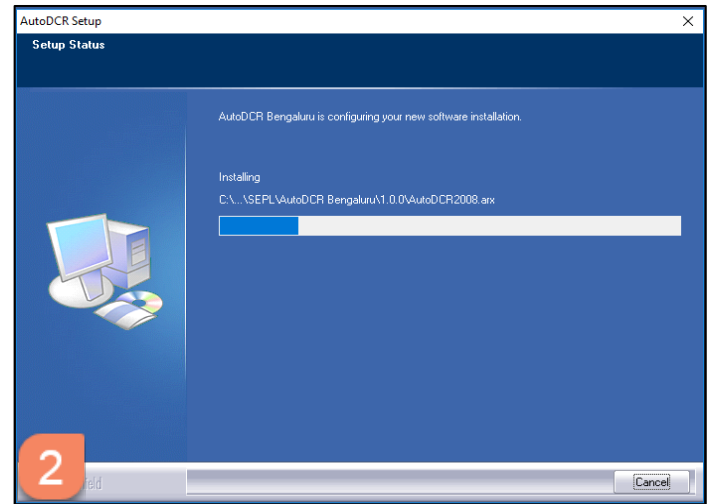
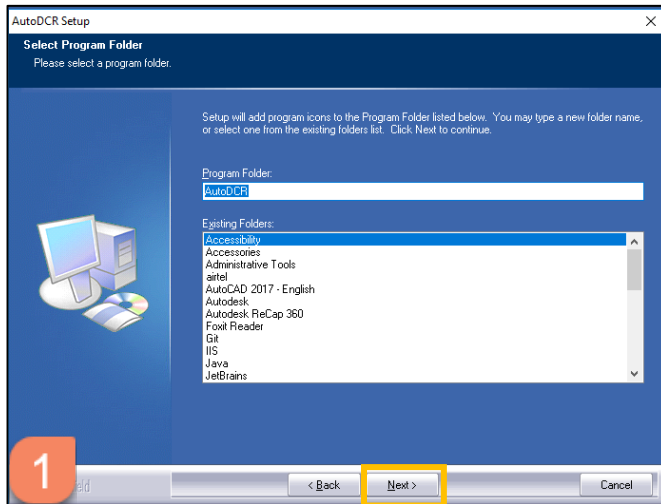


Figure 18: Installing AutoDCR and XML Parser

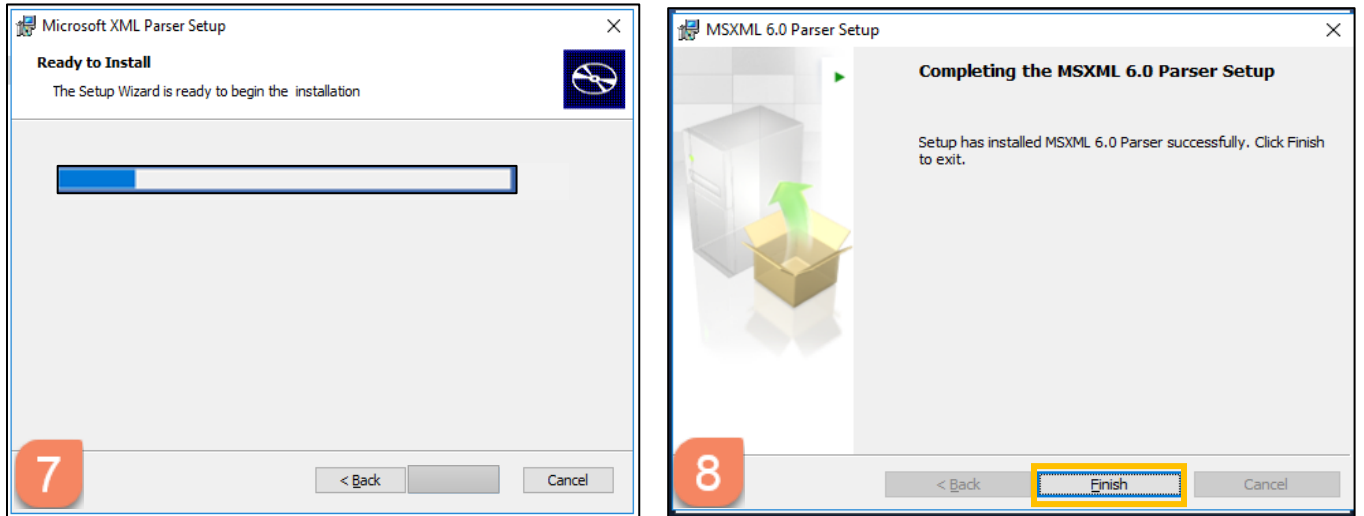


Figure 19: Installation Successfully Completed

Click Finish to end the setup and to proceed further.

After completing the above process, now an architect can be able to perform the self-scrutinizing process. Refer Attaching Drawing section ([Click Here](#))

8. Creating New Projects and Editing Project

8.1. Creating New Projects

To apply for building permission, as a first step, the user must create new projects, and then by selecting the particular project, the user can apply for Building permission as well as NOC.

To create the new project, click **Project Action**, and then select **New Project**.

The screenshot shows the dashboard of Bruhat Bengaluru Mahanagara Palike. At the top, there is a header with the logo and name. Below the header, there is a navigation bar with a 'Project Action' dropdown menu. The dropdown menu is open, showing options: 'New Project' (highlighted) and 'Edit/View Project'. Below the navigation bar, there is a table with columns: 'Application Type', 'Draft', 'Due Payment', 'In Process', 'Shortfall', 'Approved or Verified', and 'Final Proceeding'. The table contains data for 'Plan Approval', 'Commencement', and 'Occupancy'. A 'Go' button is visible next to the 'Construction Permits' dropdown. A message box on the right side of the dashboard reads: 'Dear professionals please find the document "Enhancement in the latest updated predcr" on the ABPAS webpage (http://218.248.45.162:8090/BPAMSCient/login.aspx). To ease the usage of predcr certain changes are incorporated in the predcr, the user manual contains the detail description on the updation and the process to be followed, the latest updated predcr will be live shortly'.

Application Type	Draft	Due Payment	In Process	Shortfall	Approved or Verified	Final Proceeding
Plan Approval	20	0	11	0	1	0
Commencement	0	0	0	0	1	0
Occupancy	0	0	0	0	1	0

Figure 20: Creating New Projects

On selecting New Project, the below page appears. User must provide all the necessary project related information and then click **Save**. After saving all the details the next tab opens for the user.

The screenshot shows the 'CREATE PROJECT' form. On the left, there is a sidebar with a 'CREATE PROJECT' section containing a 'Submit Project' button and a list of tabs: 'General Information' (selected), 'Applicant Information', 'Plot Parameters', 'Building Details', 'Project Library', and 'GEO Location'. The main area is titled 'Project Info' and contains a 'Save' button. Below the title, there is a note: 'Note : Dear Applicant, you will not be able to edit project if any application submitted for this Project. You can edit/ add information before submitting any application.' The form fields are organized into two columns. The left column contains: 'Project title' (with a note: '(Note: [.,] - characters are not allowed in title)'), 'Pincode', 'Zone' (dropdown), 'Location' (dropdown), 'Plot No.', 'Locality / Street of the property', and 'PID No. (As per Khata Certificate)'. The right column contains: 'Property address', 'Landmark', 'Ward' (dropdown), 'Planning District' (dropdown), 'City Survey No.', and 'Khata No. (As per Khata Extract)'. A 'Verify PID' button is located at the bottom right of the form. A footer note at the bottom right reads: 'Enter atleast any one detail i.e., PID No. or Khata No.'

Figure 21: General Information Tab

8.1.1. Applicant Information

Selecting Applicant Tab:

Fill all the information in the Applicant Information tab and attach the signed photo. Click **Save**, to save the changes.

Figure 22: Applicant Information Tab

Selecting Consultant Tab:-

- Under the Applicant/Authorized person drop-down button, select the options from the drop-down list. (For example - say, Structural Engineer and also select the concerned name from the list of registered Structural Engineers).

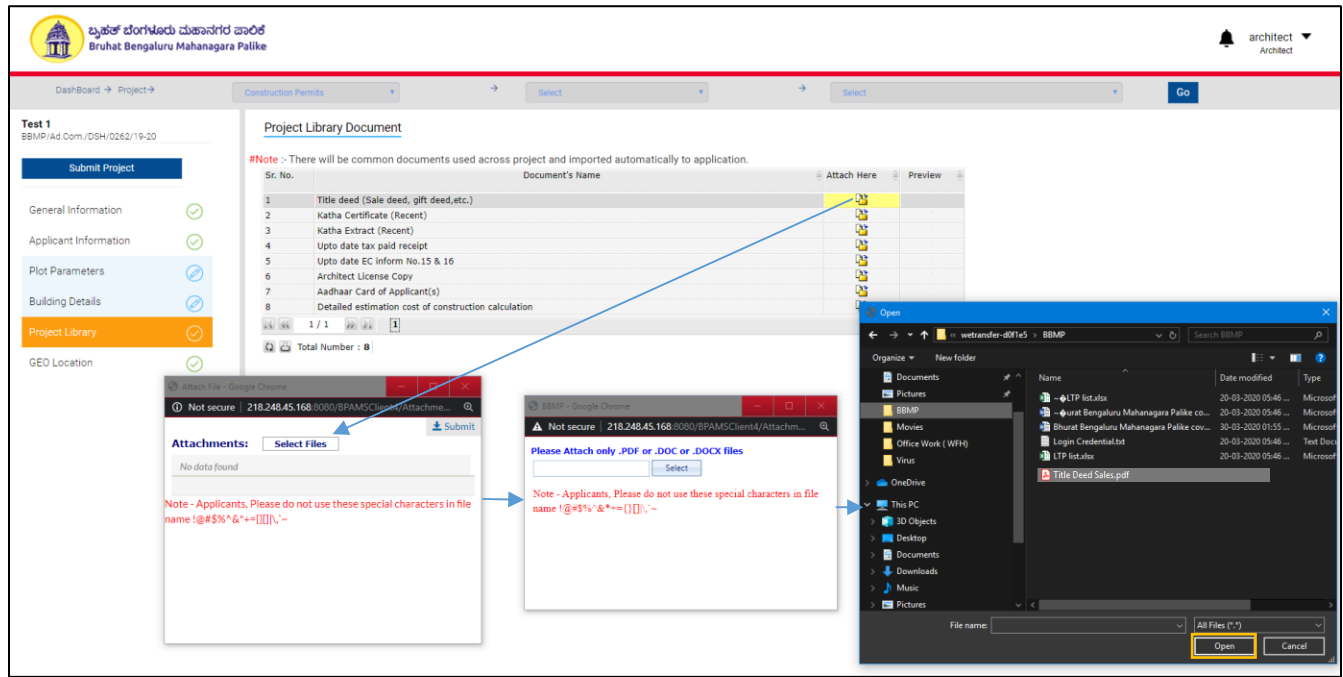
This enables the system to auto-fetch the information from the database, as shown in the below figure 23.

- Click Save, to save the information. Likewise, fill up all the mandatory details in the Plot Parameters tab and Building Details tab.

Figure 23: Consultant Tab

8.1.2. Document Attachment

After completing the previous steps select the Project Library to attach the required documents.



Project Library Document

#Note :- There will be common documents used across project and imported automatically to application.

Sr. No.	Document's Name	Attach Here	Preview
1	Title deed (Sale deed, gift deed, etc.)		Preview
2	Katha Certificate (Recent)		Preview
3	Katha Extract (Recent)		Preview
4	Upto date tax paid receipt		Preview
5	Upto date EC inform No.15 & 16		Preview
6	Architect License Copy		Preview
7	Aadhaar Card of Applicant(s)		Preview
8	Detailed estimation cost of construction calculation		Preview

Total Number : 8

Attachments: [Select Files](#)

No data found

Note - Applicants, Please do not use these special characters in file name !@#\$%^&*+=(){}[]\;'-

Please Attach only .PDF or .DOC or .DOCX files

Note - Applicants, Please do not use these special characters in file name !@#\$%^&*+=(){}[]\;'-

File name: All Files (*.*)

[Open](#) [Cancel](#)

Figure 24: Attaching Documents

After uploading all the documents the user / Architect can see the attached file by clicking on the [Preview](#) button.

8.1.3. Geo-Location

Select the Geo-location tab, to select the area on the map with latitude and longitude.

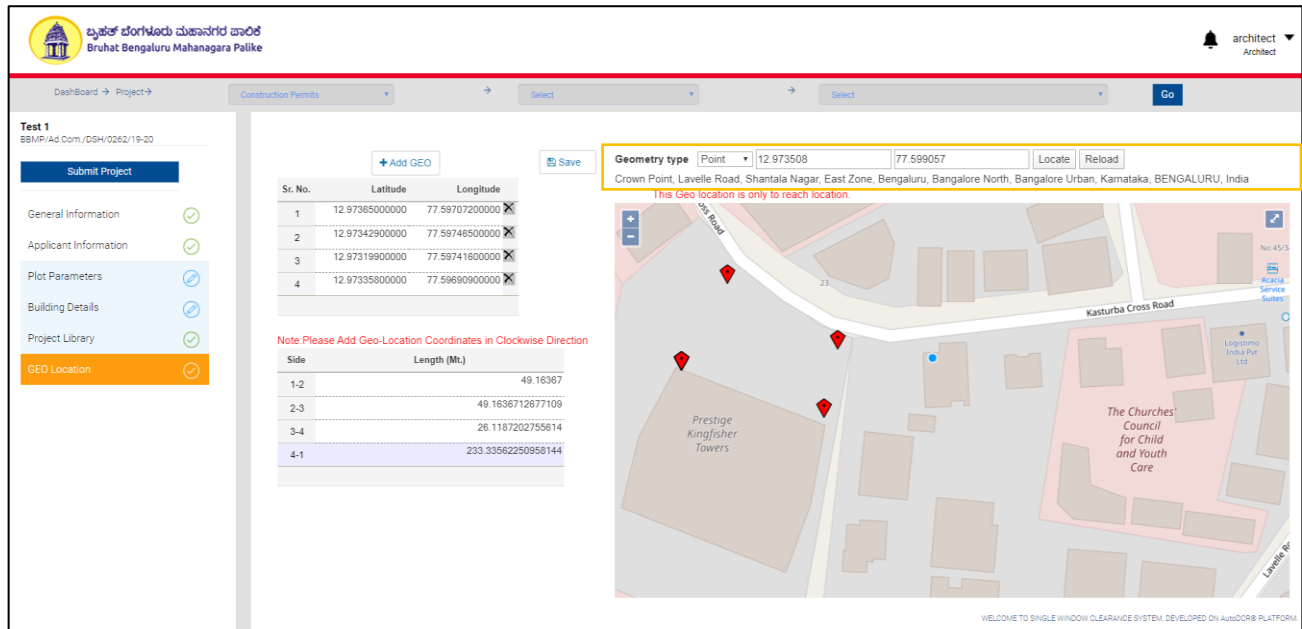


Figure 25: Geo-Location

Follow the steps given below to select the co-ordinate on the map

1. Click **Add GEO**.
2. Zoom on the map, where you want to select the area.
3. Hover the cursor over the area and select in the clock-wise direction.
4. Click **Save**. On saving, the blue-dot changes into the red location mark.

In case you want to manually enter the latitude and longitudes, you can do the same under the **Geometry Type** section and fill the required details manually and click Locate. The area will be shown on the map or click reload, again to find any new location.

If in case, you want to reload the area on the map then click the **Reload** button.

8.1.4. Submitting the Project

After filling all the necessary information in their required fields. It is important to submit the project for further process.

Click **Submit Project**, now the projects can be used for creating a new application.

The screenshot shows the BBMP web portal interface. On the left sidebar, the 'Submit Project' button is highlighted. The main content area is titled 'Plot Abutting Details' and contains the following information:

Plot direction		
* North	* Plot number	
Plot	23	
* South	* Existing width (in Mtr.)	Proposed width (in Mtr.)
Road	3	5
* East	* Plot number	
Plot	45	
* West	* Plot number	
Plot	32	

A 'Save' button is located at the top right of the form. The footer of the page reads: 'WELCOME TO SINGLE WINDOW CLEARANCE SYSTEM, DEVELOPED ON AUDDORR PLATFORM'.

The screenshot shows a confirmation message in the 'Information' section. The message reads: 'Project successfully submitted'. An 'OK' button is located at the bottom right of the message box.

Figure 26: Submitting a project

8.2. Editing Existing Project

Go to the architect's home page and click **Project Action** and then select the **Edit/View** project.

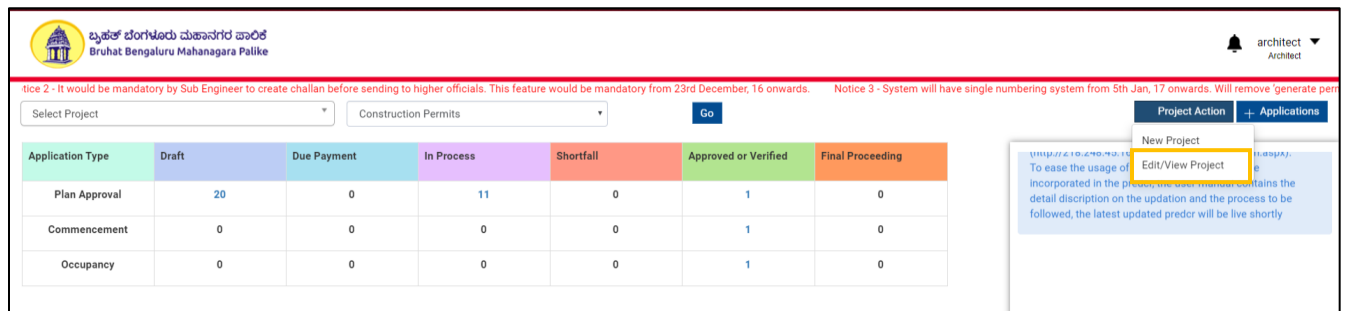


Figure 27: Editing existing Project

The new window pops-up from the dropdown list, select the project that you want to edit. And then click **Edit**, it redirects to the project page.

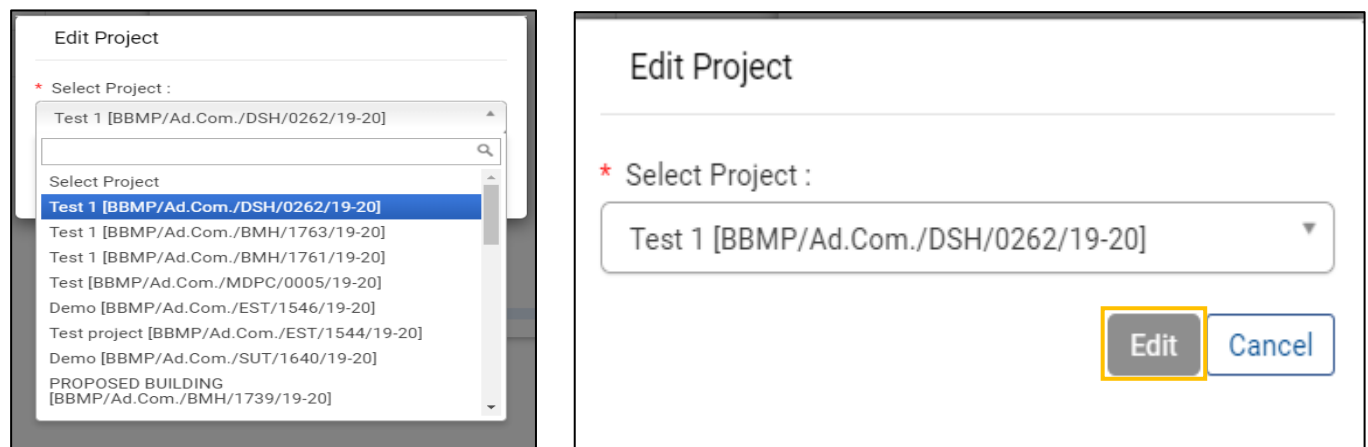


Figure 28: Selecting and editing the project

Note:- Similar steps as mentioned earlier may be followed to make any necessary modifications in the project.

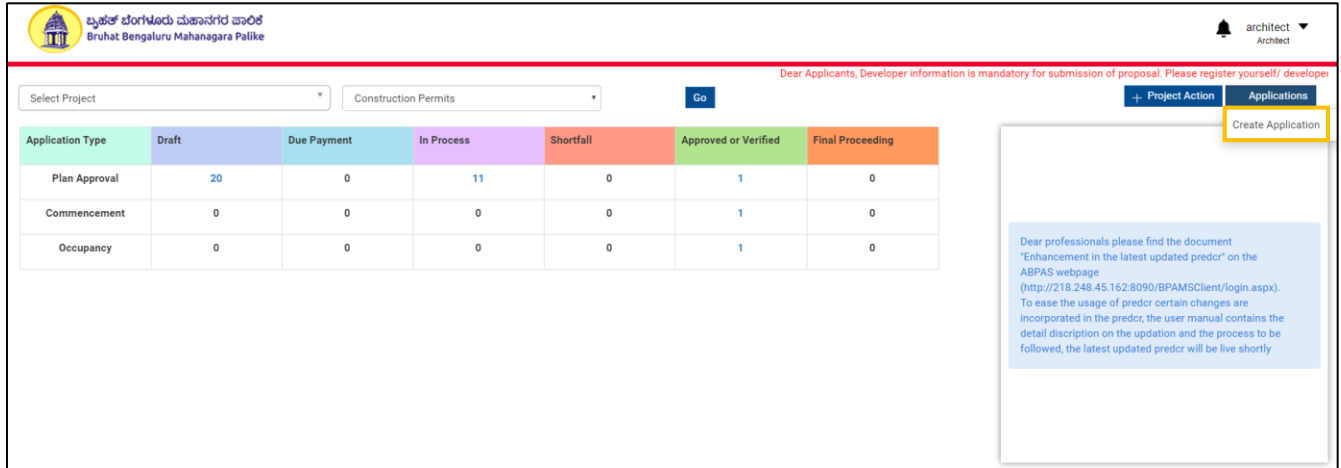
Note:- The project details can only be editable before creating the new application of the selected project.

9. Creating a New Application based on Created Projects

9.1. Creating new application

Once the project is created, you can apply for Plan Approval. For selecting the existing project.

1. Click **Applications** and then select **Create Application**.



Dear Applicants, Developer information is mandatory for submission of proposal. Please register yourself/ developer

Select Project Construction Permits Go

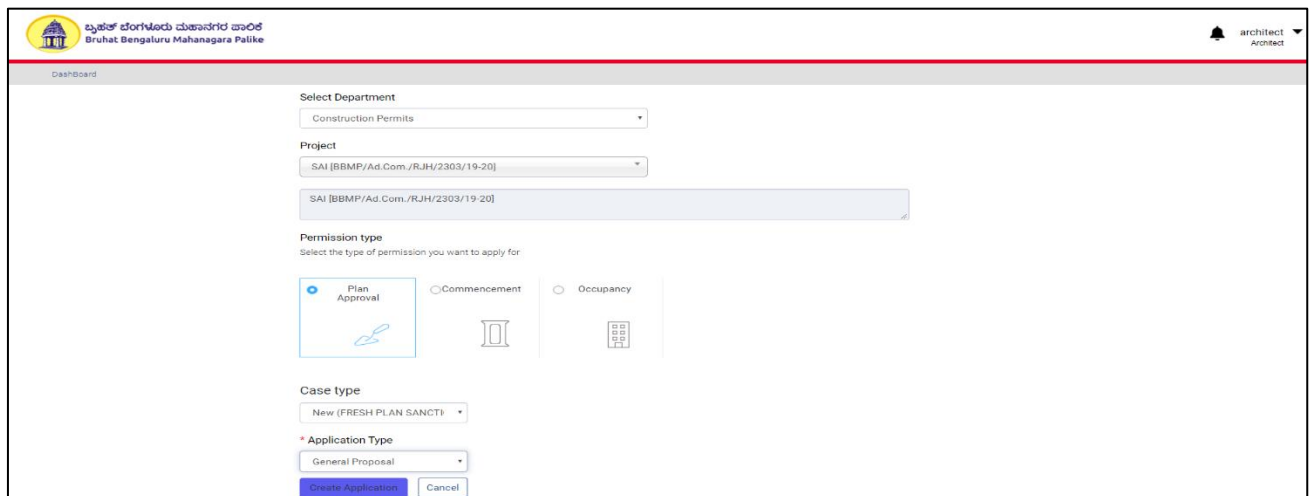
Project Action Applications Create Application

Application Type	Draft	Due Payment	In Process	Shortfall	Approved or Verified	Final Proceeding
Plan Approval	20	0	11	0	1	0
Commencement	0	0	0	0	1	0
Occupancy	0	0	0	0	1	0

Dear professionals please find the document "Enhancement in the latest updated predor" on the ABPAS webpage (<http://218.248.45.162:8090/BBPMSClient/login.aspx>). To ease the usage of predor certain changes are incorporated in the predor, the user manual contains the detail discription on the updation and the process to be followed, the latest updated predor will be live shortly

Figure 29: Creating Application

2. Select the **Department** (is it for Construction Permits or Acquiring NOCs')
3. Select the project from the drop-down.
4. Select the permission type - Plan Approval/Commencement Certificate/Occupancy Certificate. Refer to the table below for the details on the three permission types/approval stages.
5. Select the Case Type and Application type.
6. Click **Create Application**.



Dashboard

Select Department Construction Permits

Project SAI [BBMP/Ad.Com./R/JH/2303/19-20]

SAI [BBMP/Ad.Com./R/JH/2303/19-20]

Permission type
Select the type of permission you want to apply for.

☒ Plan Approval ☐ Commencement ☐ Occupancy

Case type
New (FRESH PLAN SANCTI)

* Application Type
General Proposal

Create Application Cancel

Figure 30: Selecting Project & Permission Type

Sr.No.	Permission Type	Description
1.	Plan Approval	Select the option if your proposal is new, and it is mandatory to get the approval of the plan first.
2.	Commencement	Select the option, if your plan is approved and you want the commencement certificate.
3.	Occupancy	Select the option, if you have already received plan approval and commencement certificates. The building construction has been completed and you want the occupancy certificate approval.

Sr.No.	Case Type	Description
1.	New	Select the option, when the proposal is new.
2.	Addition & Extension (Alteration)	Select the option, when you want addition & alteration in the existing plan (Choose existing proposal).
3.	Modify (Modified Sanction Plan)	Select the option, when you want to modify the sanction plan (Choose earlier Plan number)

Sr.No.	Application Type	Description
1.	Suvarna Paravanige	Select when the proposal strictly falls under Residential type up to 4000 sq. ft (371.61 sq.mt.)
2.	General Proposal	Select when it's a general proposal (except Suvarna Paravanige)

After clicking the create application, the below page appears.

The screenshot displays the 'Draft Application' page. The sidebar on the left contains a list of tabs: 'Application Summary' (active), 'General Information', 'Applicant Info', 'Plot Parameters', 'Building Details', 'GEO Location', 'Project Library', 'TDR & Metro Corridor', 'Drawing', 'Apply NOC's', 'View NOC's', 'Document CheckList', 'Site Progress', and 'View Challan'. The main content area shows the application status as 'Draft' and 'Your application is in Draft'. It includes a 'Risk Category' of 'Very High Level: BS'. The 'Application Details' section shows 'Proposal Submission For: Plan Approval only', 'Application Type: Environment Clearance', and 'Proposed Application: NA', 'Case Type: NEW'. The 'Application Progress' bar shows the current status as 'Draft' and 'Started on: 01-04-2020'.

Figure 31: Draft Application

The above page shows the status of the proposal file and the **Risk Category**. The option on the left-hand side of the page, from the general information tab to the project library tab is already filled by the user while creating a new project.

The remaining tabs i.e. from TDR & Metro Corridor tab to View challan tab, the data needs to be filled by the user.

9.1.1. TDR & Metro Corridor

Select the **TDR & Metro Corridor** tab as shown in the page below. Fill in the required fields.

The screenshot displays the 'TDR & Metro Corridor' tab in the BBMP online system. The sidebar on the left lists various application steps, with 'TDR & Metro Corridor' highlighted. The main form area contains the following fields and options:

- Building Line Specified as per Z. R.:** A dropdown menu showing 'K.B.G. Road'.
- Guidance value of the Site by the sub Registrar in Rs / Sq. Mt.:** A text input field containing '230'.
- Nature of Site:** Radio buttons for 'Approved Layout' (selected) and 'UnApproved Layout'.
- Sanction No.:** A text input field.
- Sanction Date:** A date picker showing '15 April 2020'.
- Do you want to utilize TDR?:** Radio buttons for 'Yes' and 'No'.
- Total Estimated amount (in Rs.):** A text input field containing '34000'.

A 'Save' button is located at the top right of the form area. A calendar pop-up is visible for the 'Sanction Date' field, showing the month of April 2020 with the 15th selected.

Figure 32: TDR & Metro Corridor Tab

1. Select the option from the drop-down under the **Building Line Specification as per the Z.R** option.
2. Select the Nature of Site based on the option, a **Sanction Number**, and **Sanction Date** fields enable (if you select the **Approved Layout**). Fill all other mandatory information, then click **Save**, to proceed further.

9.1.2. Attaching Drawing

1. In the drawing section, Click **Get Started**. The New window pops-up.

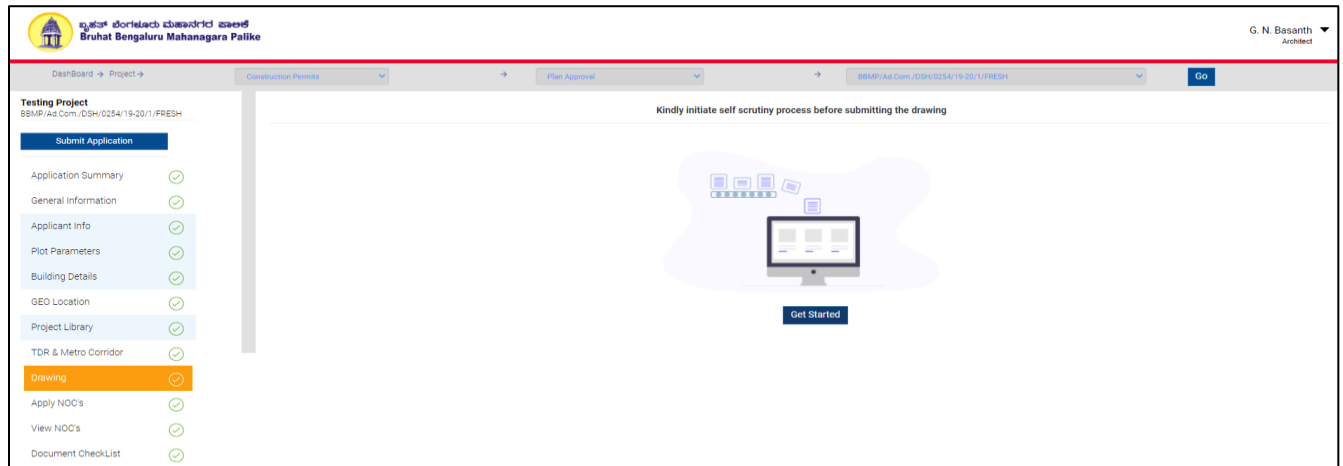


Figure 33: Drawing Tab

2. Click **Attach Files** or drag the .dwg (Drawing file) drop it in the **Drag and Drop** section as highlighted below.

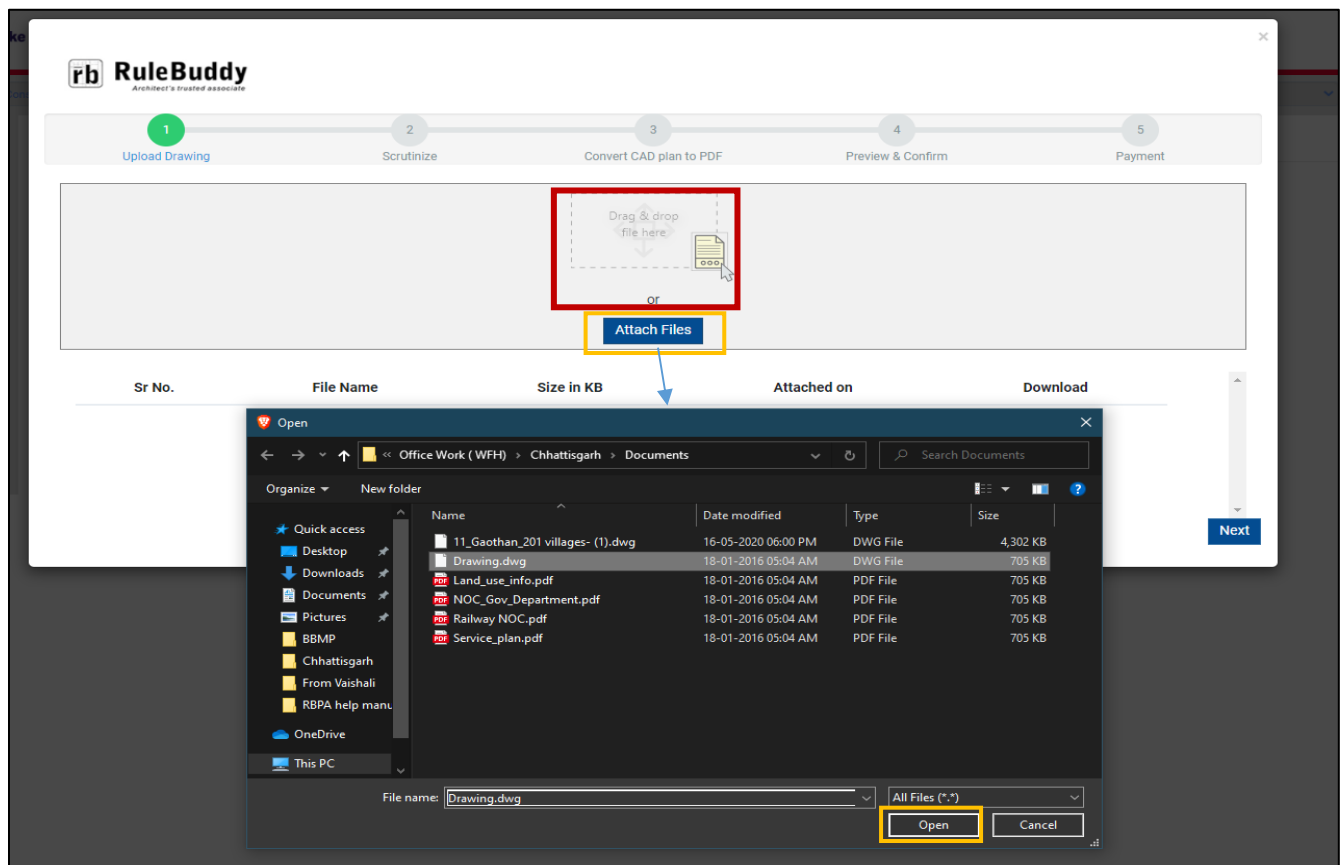


Figure 34: Attaching Drawing

- Click **Run Scrutiny**, if the account is already activated.

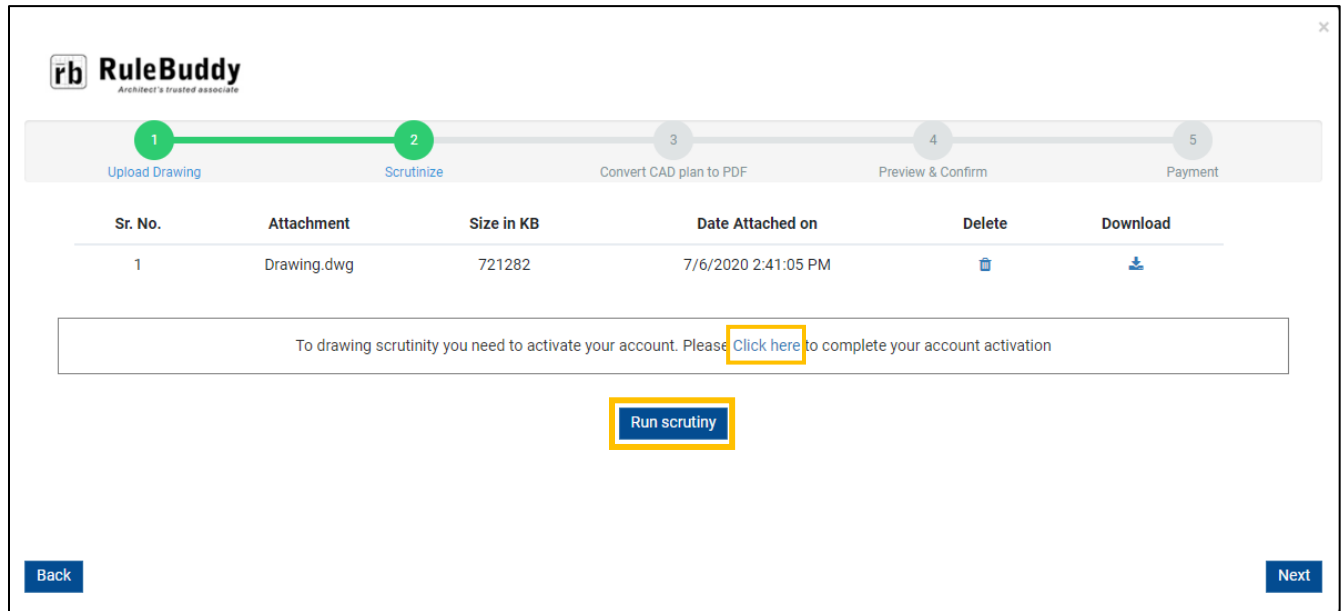


Figure 35: Running Scrutiny

If not Press **Click Here** button as shown on the page above, it redirects you to the RuleBuddy Plan Check Page. (Refer [Account Activation and Downloading AutoDCR](#)) section.

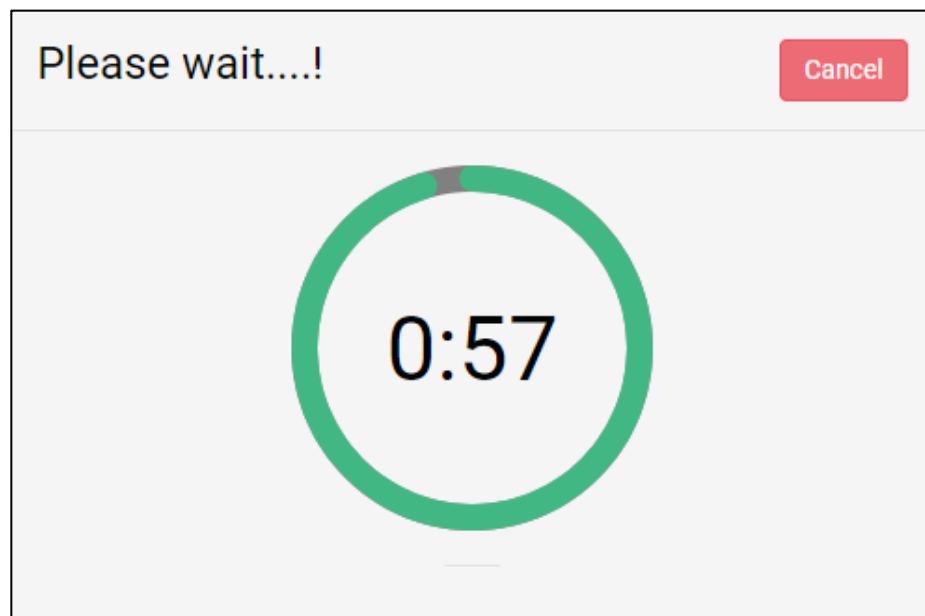


Figure 36: Timer for Scrutiny

The below AutoDCR software will open which will process the details and scrutinize the submitted drawing.

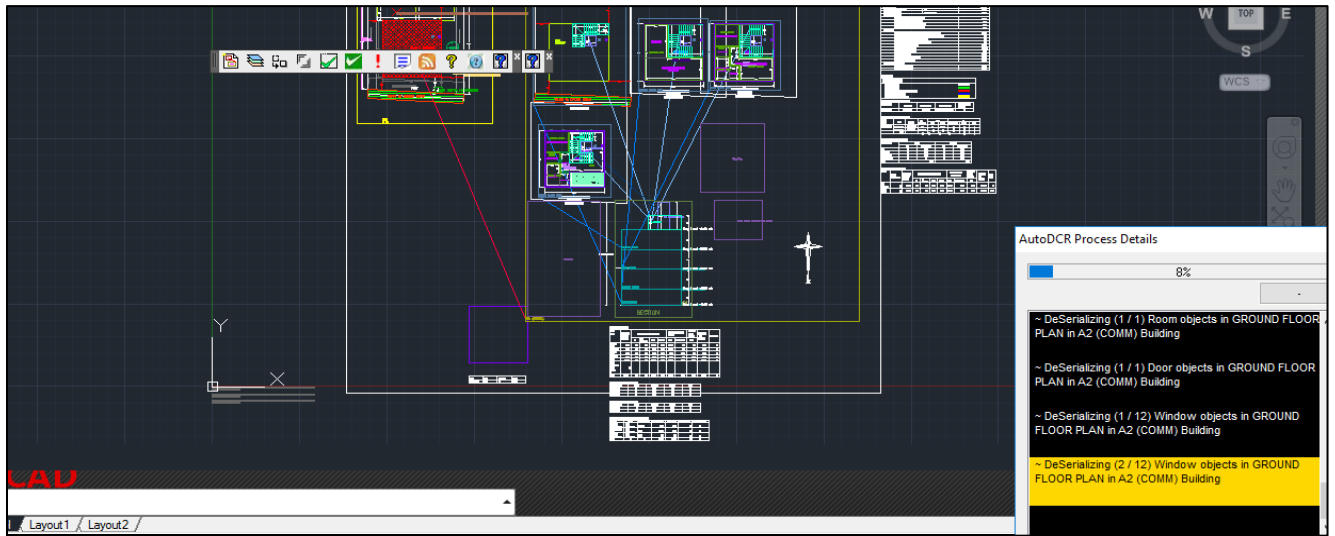


Figure 37: Processing Drawing Details

In the given timer, the drawing will automatically scrutinize and the below prompt message appears.

4. Click Yes if the drawing is successfully scrutinized or if not then select No.

The Drawing (.dwg) will convert into PDF format

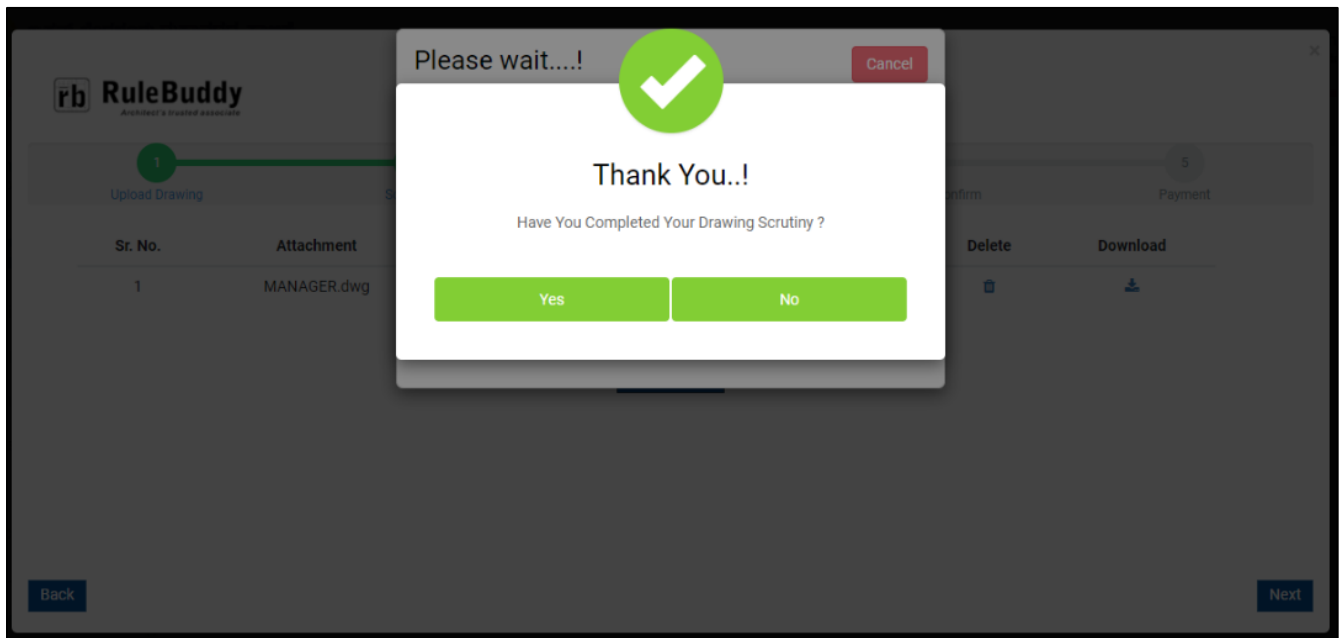
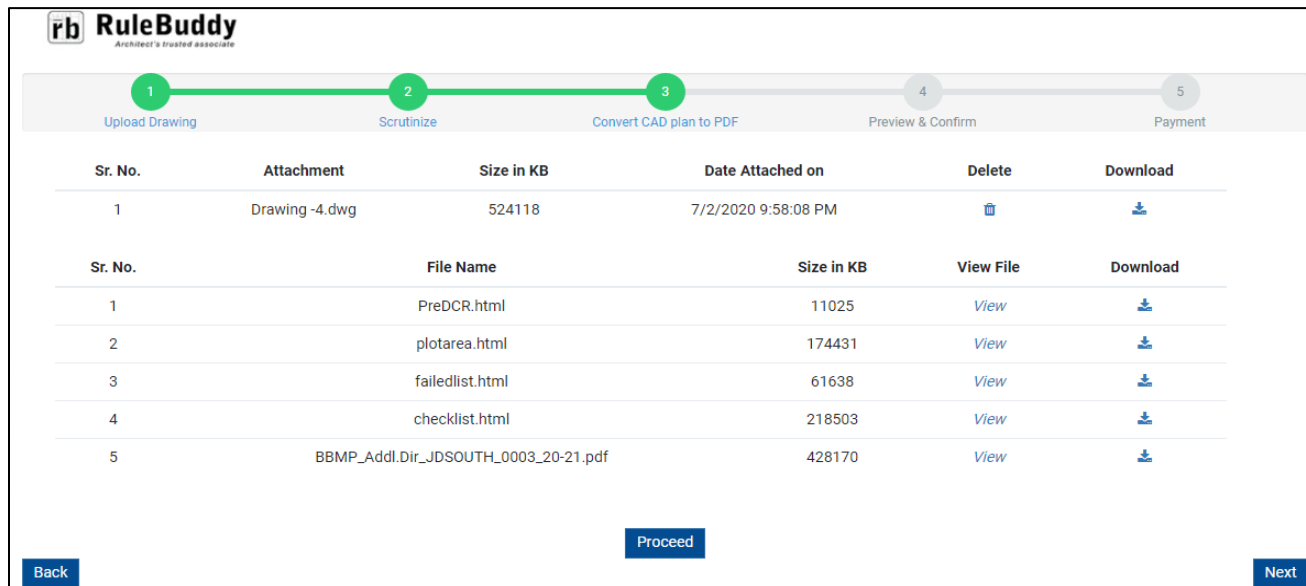


Figure 38: Drawing Completed Prompt Message

5. The scrutiny report gets generated as shown below. Click Proceed for scrutiny payment.



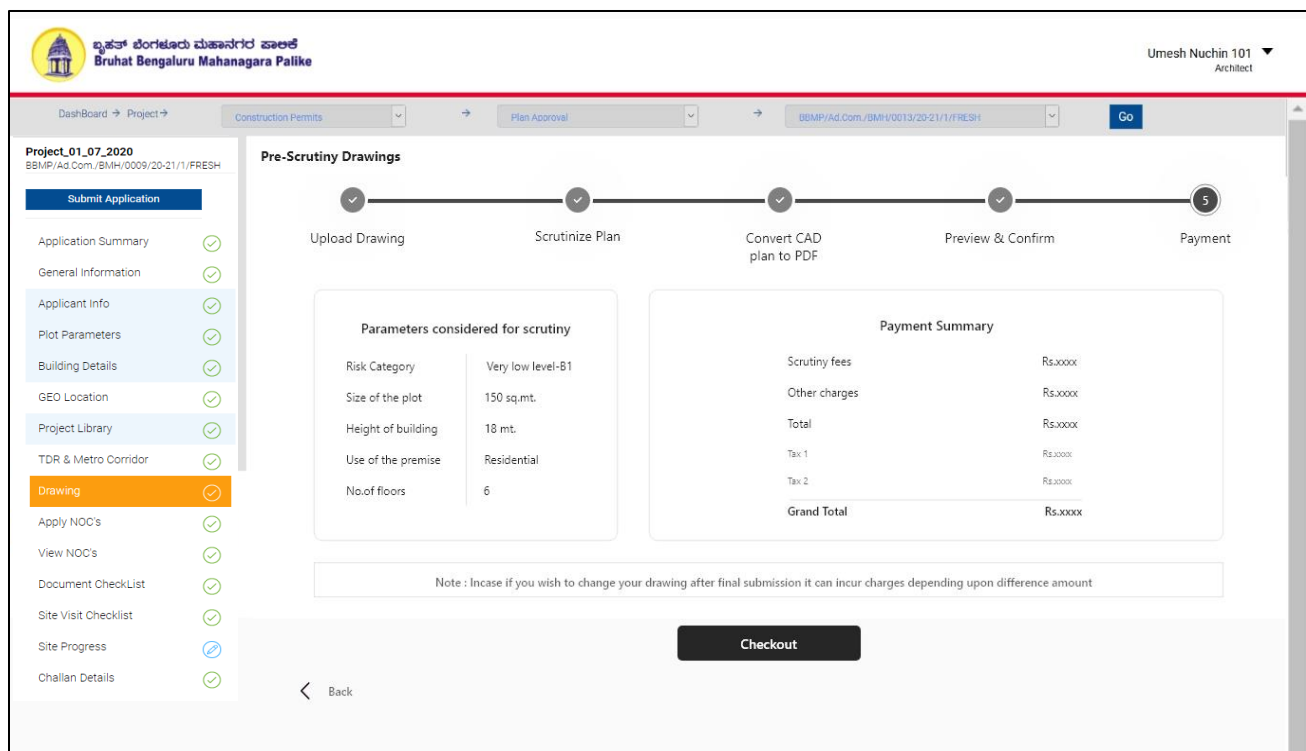
Sr. No.	Attachment	Size in KB	Date Attached on	Delete	Download
1	Drawing -4.dwg	524118	7/2/2020 9:58:08 PM		

Sr. No.	File Name	Size in KB	View File	Download
1	PreDCR.html	11025	View	
2	plotarea.html	174431	View	
3	failedlist.html	61638	View	
4	checklist.html	218503	View	
5	BBMP_Addl.Dir_JDSOUTH_0003_20-21.pdf	428170	View	

[Back](#) [Proceed](#) [Next](#)

Figure 39: Converting CAD plan to PDF

6. Click **Checkout**, to pay a scrutiny fee online on the RuleBuddy portal.



Project_01_07_2020
BBMP/Ad.Com./BMH/0009/20-21/1/FRESH

[Submit Application](#)

- Application Summary
- General Information
- Applicant Info
- Plot Parameters
- Building Details
- GEO Location
- Project Library
- TDR & Metro Corridor
- Drawing**
- Apply NOC's
- View NOC's
- Document Checklist
- Site Visit Checklist
- Site Progress
- Challan Details

Pre-Scrutiny Drawings

Upload Drawing Scrutinize Plan Convert CAD plan to PDF Preview & Confirm Payment

Parameters considered for scrutiny

Risk Category	Very low level-B1
Size of the plot	150 sq.mt.
Height of building	18 mt.
Use of the premise	Residential
No.of floors	6

Payment Summary

Scrutiny fees	Rs.xxxxx
Other charges	Rs.xxxxx
Total	Rs.xxxxx
Tax 1	Rs.xxxxx
Tax 2	Rs.xxxxx
Grand Total	Rs.xxxxx

Note : Incase if you wish to change your drawing after final submission it can incur charges depending upon difference amount

[Back](#) [Checkout](#)

Figure 40: Proceeding for Scrutiny Payment

rb RuleBuddy
Architect's trusted associate

Dear applicant, please make sure to submit correct submission drawing as it cannot be modified once payment is confirmed.

would you like to confirm and proceed further for payment ?

Yes No

Figure 41: Payment Confirmation Page

Enter the UTR Number, Payment date, and then click **Proceed** for payment.

rb RuleBuddy
Architect's trusted associate

Kindly pay the fees towards drawing scrutiny on below provided bank details.

Would request to provide transaction details to proceed further.

Name of the Account :
SoftTech Engineers Limited
Type of Account : Current Account
Account Number : 914030010558002
IFSC Code : UTIB0001636

Welcome To Plan Check Service

This will help you doing plan scrutiny and converting drawing to PDF(printing)

- ✓ Provide payment details.
- ✓ You will be paying one time scrutiny charges.

UTR Number **Amount Paid** 1500 (INR)
Scrutiny fee

Payment Date

Proceed

Figure 42: Paying Scrutiny Fess

rb RuleBuddy
Architect's trusted associate

Information
Drawing Finalized successfully
ok

Parameters considered for scrutiny

- Risk Category
- Size of the plot
- Height of building
- Use of the premise
- no. of floor
- Low Level
- 205.68
- 11.4
- Residential
- 12

Summary

- Scrutiny fee
- Other charges
- Total
- Grand total
- 0
- 0
- 0
- 0

Note: Incase if you wish to change your drawing after final submission it can incur charges depending upon difference amount

Checkout

Figure 43: Drawing Finalized Message

9.1.3. Applying for NOC's

Select **Apply NOCs** tab, the list of NOC's will be displayed to the architect. Select the applicable option (Yes/No/Not Applicable) against a given list of NOC's.

1. If the NOC document is available then select **Yes**, Click on the **Attach** button and upload the document.
2. Select **No**, if an architect wants to apply for a new application for NOC.
3. If it does not applicable to your property then select **NA** i.e. Not Applicable.

Figure 44: List of Required NOC

The options that have been selected **No** will be displayed under the Common Application Form tab.

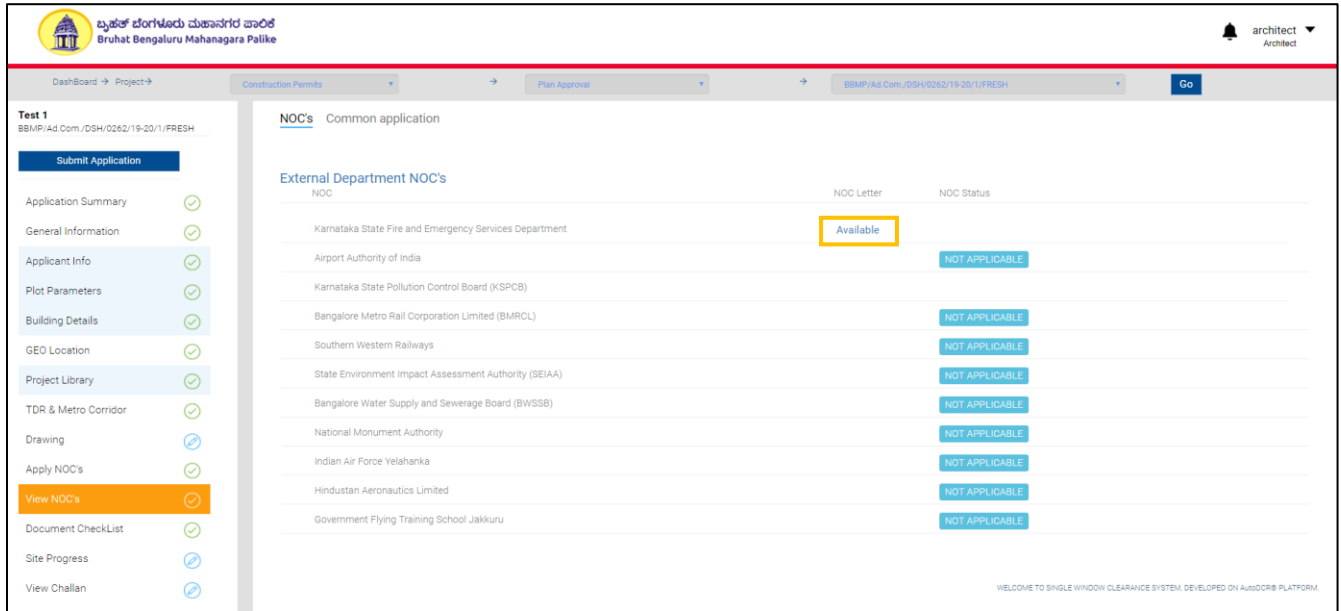
4. Select the **Common Application Tab** and fill the given fields, related to that NOC. Save the information as shown below. (e.g. KSPCB)

Figure 45: Filling NOC detail

9.1.4. Viewing Attaching NOC

The view NOC tab is to see the status of the NOC based on your selection in the **Apply NOC** tabs.

1. Click **Available**, to see the attached NOC document.

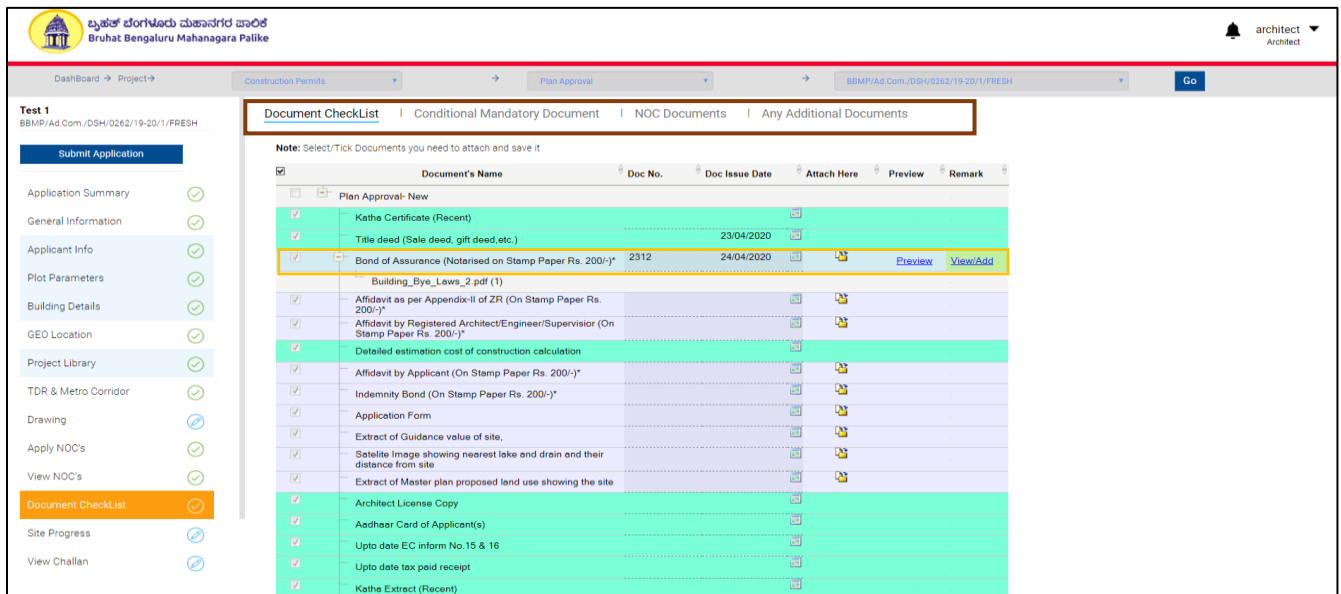


NOC	NOC Letter	NOC Status
Karnataka State Fire and Emergency Services Department	Available	
Airport Authority of India		NOT APPLICABLE
Karnataka State Pollution Control Board (KSPCB)		
Bangalore Metro Rail Corporation Limited (BMRCL)		NOT APPLICABLE
Southern Western Railways		NOT APPLICABLE
State Environment Impact Assessment Authority (SEIAA)		NOT APPLICABLE
Bangalore Water Supply and Sewerage Board (BWSSB)		NOT APPLICABLE
National Monument Authority		NOT APPLICABLE
Indian Air Force Yelahanka		NOT APPLICABLE
Hindustan Aeronautics Limited		NOT APPLICABLE
Government Flying Training School Jakkuru		NOT APPLICABLE

Figure 46: Checking for Applicable NOC

9.1.5. Attaching Documents

Based on the information that you have provided in the proposal-file, the list of required documents gets generated.



Document's Name	Doc No.	Doc Issue Date	Attach Here	Preview	Remark
Plan Approval- New					
Katha Certificate (Recent)					
Title deed (Sale deed, gift deed, etc.)		23/04/2020			
Bond of Assurance (Notarised on Stamp Paper Rs. 200/-)*	2312	24/04/2020		Preview	View/Add
Building_Bye_Laws_2.pdf (1)					
Affidavit as per Appendix-II of ZR (On Stamp Paper Rs. 200/-)*					
Affidavit by Registered Architect/Engineer/Supervisor (On Stamp Paper Rs. 200/-)*					
Detailed estimation cost of construction calculation					
Affidavit by Applicant (On Stamp Paper Rs. 200/-)*					
Indemnity Bond (On Stamp Paper Rs. 200/-)*					
Application Form					
Extract of Guidance value of site,					
Satellite image showing nearest lake and drain and their distance from site					
Extract of Master plan proposed land use showing the site					
Architect License Copy					
Aadhaar Card of Applicant(s)					
Upto date EC inform No.15 & 16					
Upto date tax paid receipt					
Katha Extract (Recent)					

Figure 47: Uploading Required Documents

1. Enter the Doc. No., and Document issue Date.
2. Click , to attach the document.
3. Click **Preview**, to view the attached document.
4. Click **View/Add**, to add the remark on the attached document.

9.1.6. Site progress

Select the **Site Progress** tab to provide information related to the site. Attach the latest site photographs and videos and save the information.

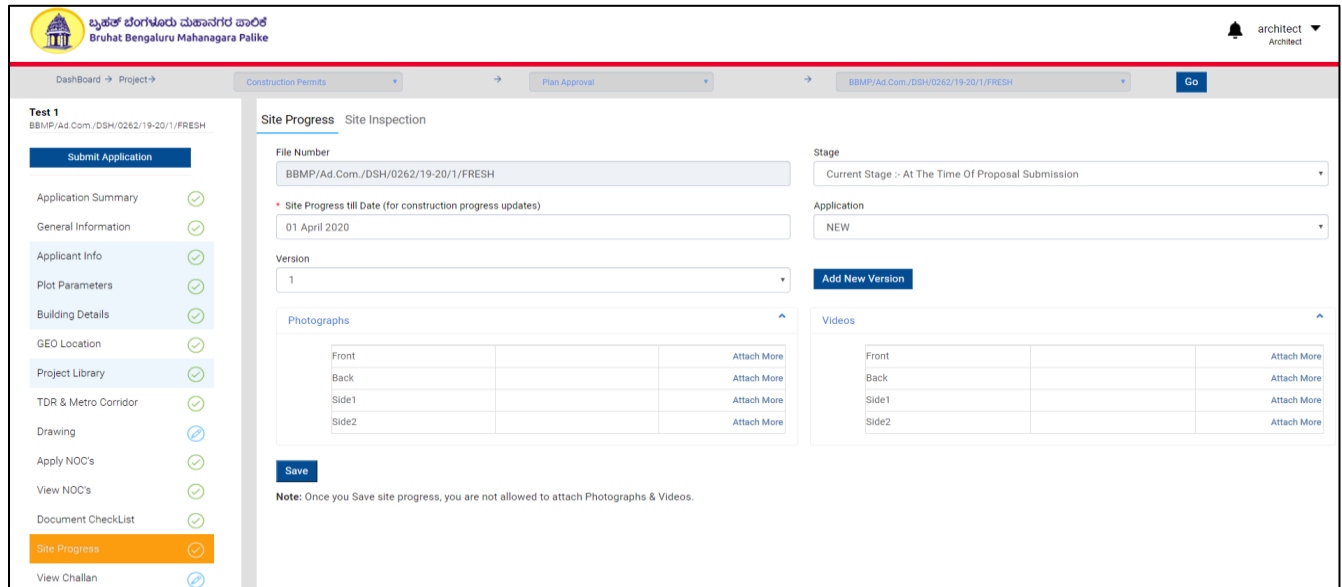


Figure 48: Site Progress Tab

Select the **Site Inspection** tab:

1. Click on the **Joint Site Inspection** button, a new screen appears, fill all details and click **Submit** for inspection of the site.

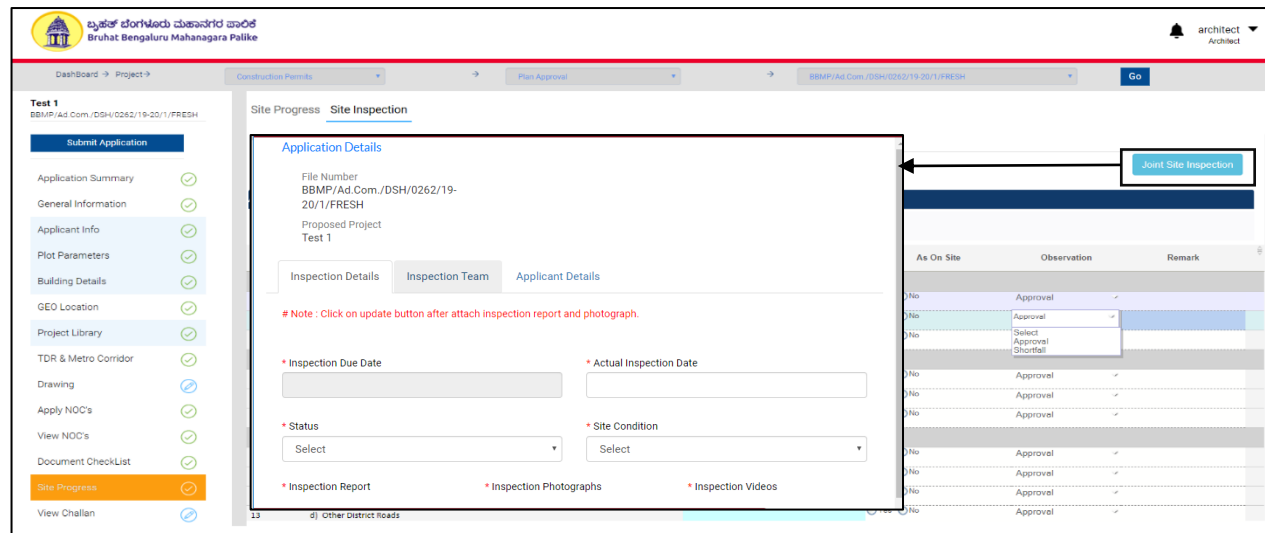
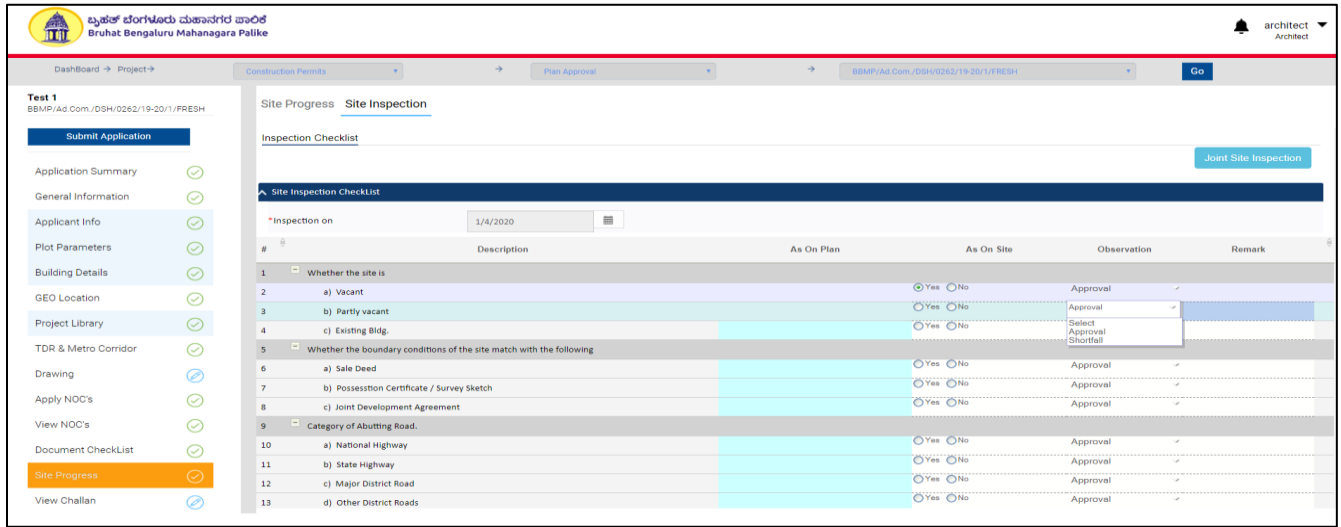


Figure 49: Joint site Inspection

1. After the joint site inspection, select the (YES/NO) option against the questionnaires. Select the observation from the drop-down and enter the remark if any.



Test 1
BBMP/Ad Com./DSH/0262/19-20/1/FRESH

Submit Application

Application Summary ✓
General Information ✓
Applicant Info ✓
Plot Parameters ✓
Building Details ✓
GEO Location ✓
Project Library ✓
TDR & Metro Corridor ✓
Drawing ✓
Apply NOC's ✓
View NOC's ✓
Document CheckList ✓
Site Progress ✓
View Challan ✓

Site Progress Site Inspection

Inspection Checklist

Joint Site Inspection

* Inspection on 1/4/2020

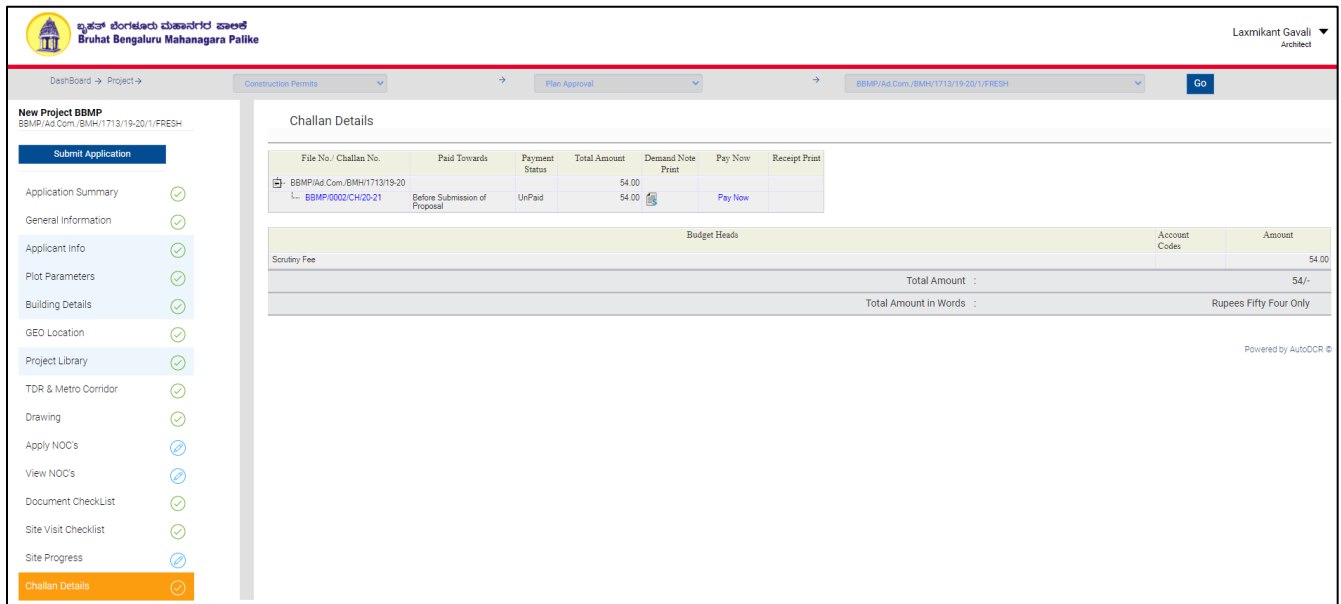
#	Description	As On Plan	As On Site	Observation	Remark
1	Whether the site is				
2	a) Vacant		☐ Yes ☐ No	Approval	
3	b) Partly vacant		☐ Yes ☐ No	Approval	
4	c) Existing Bldg.		☐ Yes ☐ No	Select Approval Shortfall	
5	Whether the boundary conditions of the site match with the following				
6	a) Sale Deed		☐ Yes ☐ No	Approval	
7	b) Possession Certificate / Survey Sketch		☐ Yes ☐ No	Approval	
8	c) Joint Development Agreement		☐ Yes ☐ No	Approval	
9	Category of Abutting Road.				
10	a) National Highway		☐ Yes ☐ No	Approval	
11	b) State Highway		☐ Yes ☐ No	Approval	
12	c) Major District Road		☐ Yes ☐ No	Approval	
13	d) Other District Roads		☐ Yes ☐ No	Approval	

Figure 50: Site Inspection Checklist

9.1.7. Challan Details

After filling all the information, the challan gets generated as shown below.

1. Click **Pay Now**, it redirected you to the new window, the payment will be done online.



New Project BBMP
BBMP/Ad Com./BMH/1713/19-20/1/FRESH

Submit Application

Application Summary ✓
General Information ✓
Applicant Info ✓
Plot Parameters ✓
Building Details ✓
GEO Location ✓
Project Library ✓
TDR & Metro Corridor ✓
Drawing ✓
Apply NOC's ✓
View NOC's ✓
Document CheckList ✓
Site Visit Checklist ✓
Site Progress ✓
Challan Details ✓

Challan Details

File No./ Challan No.	Paid Towards	Payment Status	Total Amount	Demand Note Print	Pay Now	Receipt Print
BBMP/Ad Com./BMH/1713/19-20 BBMP/002/CH/20-21	Before Submission of Proposal	UnPaid	54.00		Pay Now	

Budget Heads

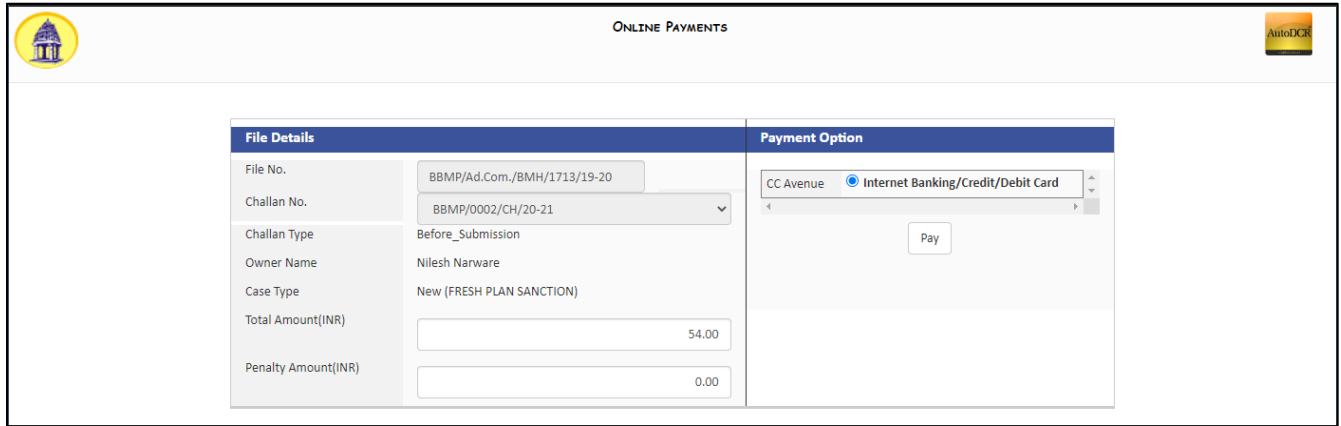
Account Codes	Amount
Scrutiny Fee	54.00
Total Amount :	54/-
Total Amount in Words :	Rupees Fifty Four Only

Powered by AutoDCR

Figure 51: Challan Details tab

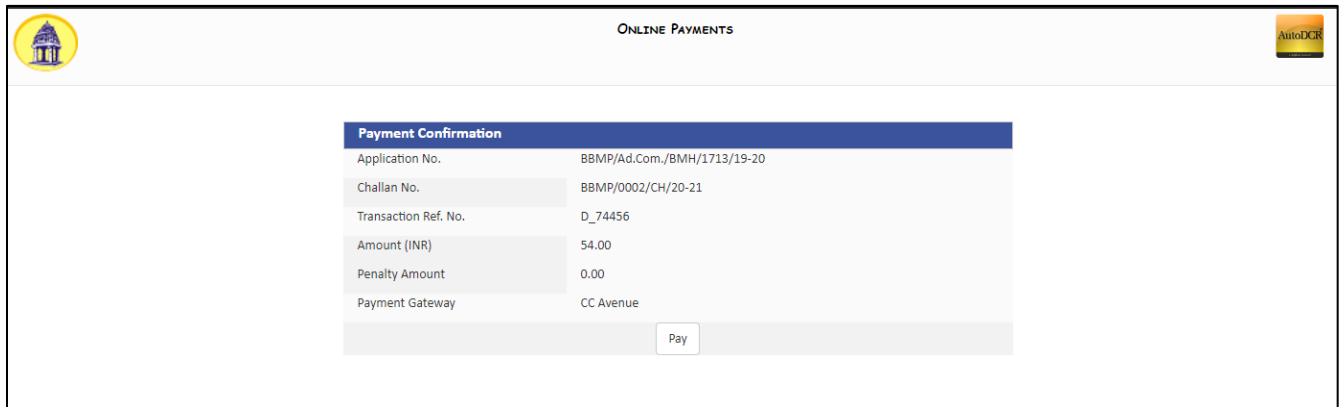
An architect has a provision of paying fees online with multiple options like internet banking, credit card, and debit card .etc.

2. Click **Pay**, it redirects to the Confirmation page and again click **Pay**.



ONLINE PAYMENTS

File Details		Payment Option
File No.	BBMP/Ad.Com./BMH/1713/19-20	CC Avenue ☒ Internet Banking/Credit/Debit Card Pay
Challan No.	BBMP/0002/CH/20-21	
Challan Type	Before_Submission	
Owner Name	Nilesh Narware	
Case Type	New (FRESH PLAN SANCTION)	
Total Amount(INR)	54.00	
Penalty Amount(INR)	0.00	

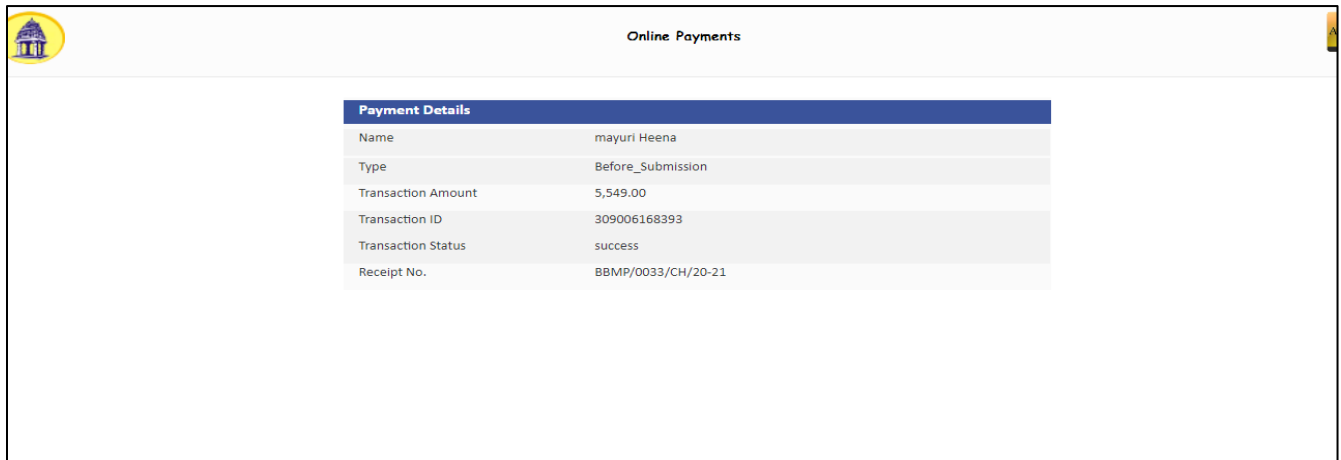


ONLINE PAYMENTS

Payment Confirmation	
Application No.	BBMP/Ad.Com./BMH/1713/19-20
Challan No.	BBMP/0002/CH/20-21
Transaction Ref. No.	D_74456
Amount (INR)	54.00
Penalty Amount	0.00
Payment Gateway	CC Avenue
Pay	

Figure 52: Payment Confirmation Page

Now the payment portal opens, enter the details of the card and then click **Pay**, the OTP will generate and sent to your respective mobile number. Enter the **OTP** for confirmation and the payment will be finalized. Once the payment is done successfully, the below page appears.



Online Payments

Payment Details	
Name	mayuri Heena
Type	Before_Submission
Transaction Amount	5,549.00
Transaction ID	309006168393
Transaction Status	success
Receipt No.	BBMP/0033/CH/20-21

Figure 53: Payment Successful Page

10. Final Submission

After completing all the above steps now an architect can be able to submit the proposal for final submission.

Project_01_07_2020
BBMP/Ad Com./BBM/0009/20-21/1/FRESH

Submit Application

Application Summary

- General Information
- Applicant Info
- Plot Parameters
- Building Details
- GEO Location
- Project Library
- TDR & Metro Corridor
- Drawing
- Apply NOC's
- View NOC's
- Document Checklist
- Site Visit Checklist
- Site Progress
- Challan Details

Your application is in Draft

Risk Category: High Level: B4

Proposal Summary

Demand Note

Application Summary

Drawing Scrutiny Report
Site Inspection Report by Applicant

Application Details

Proposal Submission For :
Plan Approval only
Application Type :
Environment Clearance

Proposed Application :
NA
Case Type :
NEW

Application Progress

Draft Payment Pending In Process Approved

Started on: 03-07-2020

Figure 54: Final Submission of a Proposal

1. Click **Submit Application**, to send the proposal file to the higher authority for further approval.

Dear Applicant, please activate your subscription and get advantage of self scrutinizing your plan. [Activate Now](#)

Select Project Construction Permits Go

Application Type **Draft** **Due Payment** **In Process** **Shortfall** **Approved or Verified** **Final Proceeding**

Application Type	Draft	Due Payment	In Process	Shortfall	Approved or Verified	Final Proceeding
Plan Approval	0	0	1	0	0	0
Commencement	0	0	0	0	0	0
Occupancy	0	0	0	0	0	0

Project Action **Applications**

Dear professionals please find the document "Enhancement in the latest updated predcr" on the BBMPAS webpage (<http://218.248.45.162:8090/BBMPASClient/login.aspx>). To ease the usage of predcr certain changes are incorporated in the predcr, the user manual contains the detail description on the updation and the process to be followed, the latest updated predcr will be live shortly

Developed on AutoCCRB Platform

Figure 55: Checking Proposal Status

Now the proposal moves from Draft to In Process column as shown above. Now an architect can check the flow of the proposal, and can see which officer is holding the file.

10.1. Checking Proposal-Flow

To check the proposal-flow

1. Select the Proposal and then select the **Application Summary** tab.
2. Click **Application Flow** as shown in the below image.

The screenshot shows the BBMP web application interface. The main content area displays 'Your application is Approved' and a 'Risk Category: Low Level: B2'. A sidebar on the left lists various application details. A modal window titled 'Proposal Status Flow - Browse' is open, showing the 'Application Details' and the 'Approval Flow' diagram.

Application Details:

File No.	BBMP/Ad.Com./WST/0007/20-21/1/FRESH		
Title/Subject	Industrial 3 July		
Zone	West	Ward Number	Ward-126
Architect/LE/SE Name	Raj Ram Rao	Inward Date	08/07/2020
Structural Engineer	-		

Approval Flow:

→ Proposal Forwarded → Proposal Returned ✓ Proposal Holder ✗ Flow Ends

Total Time: 1 Days, 3 Hours, 48 Minutes

Submission 1:

Raj Ram Rao 4days 1hrs 38min	Inward West 13min	TP/AE/JE West 56min	ADTP VEERESH ALADAKA... 3min
Chief Engineer West 54min	JC West 2min	ADTP VEERESH ALADAKA... 1days 1hrs 40min	

Figure 56: Checking Proposal Flow