Talreja

Slum Rehabilitation Authority

Ease of doing Business

Manual of Procedure for Slum Rehabilitation Scheme (S.R.S.) Approvals

Prepared under the Guidance and Directions

of

Hon'ble CEO SRA

Shri. Vishwas Patil (I.A.S.)

Released by

Hon'ble Minister of Housing

Shri. Prakash Mehta

on

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Index

Circular

Slum Rehabilitation Authority

Circular No.: SRA/ENG/4338/2017
Date: 9th March 2017

CIRCULAR

Subject: **Ease of doing Business** - Manual of Procedure for Slum Rehabilitation Scheme (S.R.S.) Approvals

Vision:

To achieve standardized and simplified processes and to bring about predictability thereby ensuring the goal of Slum free Mumbai in shortest possible time.

Preamble:

To speed up the approval process this circular envisages parallel approvals of majority of the requirements of the S.R.S., so that different processes operate simultaneously and converge at the time of approval. The circular read with manual aims to ensure time-bound approvals in a transparent manner.

The Manual of S.R.S. Approval has been prepared based on wide consultations with all the departments within S.R.A. The procedures relating to M.C.G.M. departments have been adopted from a similar manual for approval of building approvals adopted by M.C.G.M.

The Manual for S.R.S. Approval (version I) is the first step towards achieving the vision as mentioned in this circular. The manual shall be updated periodically for further improving effective implementation. It will ensure speedier construction permits resulting in overall cost reduction for the Industry and increasing overall efficiency. This circular and manual shall be followed by all the departments of Slum Rehabilitation Authority meticulously.

I) Acceptance of the Proposal:

Architect/L.S. shall submit Annexure I (Technical & FSI Details), II (List of Eligibilities, Slum Plan, Annexure – II Certificate etc.), II(a) (Plane Table Survey Slum Plan prepared by Surveyor/Architect and List of existing Slum dwellers and commercial users with their areas), Annexure-III (F.C.'s NOC) along with works/scheme in hands, IV (Ownership Details - CTSO), V (ARS Certificate), VI (Town Planning NOC) & VII (Title Certificate from advocate and undertaking cum

affidavit from developer, promoter and society office bearers) as mentioned in manual for S.R. Scheme approval version I for submission of proposal to an accepting officer, designated by S.R.A. for this purpose along with the registered undertaking stating that all documents submitted are in order. Designated officer will check the no. of the documents as per the check list mentioned in Manual for Approval of S.R. Scheme version(I). The Certified check list along with the proposal shall be submitted to the concerned Sub Engineer within a calendar day. The concerned Sub Engineer shall scrutinize and communicate his findings within seven working days to the Architect/L.S.. Scheme should be accepted if it is prima facie found complete in all respect and confirming that there is no overlapping of schemes.

In case, observations are received and the Architect/ L.S. has submitted his say, a consolidated report shall be submitted to C.E.O. (S.R.A.) within seven working days by Engineering Section. The proposal shall be accepted/ recorded on the 15th working day as per orders of C.E.O. (S.R.A.) and the same shall be communicated to Architect/L.S. by the Deputy Chief Engineer.

II) Pre LOI Stage:

On acceptance of the proposal, all Annexures shall be forwarded to respective departments within 3 working days by Engineering section.

After the proposal is accepted, it shall be simultaneously scrutinized by the Finance Department and the Engineering Department, without waiting for Annexure II as per the provisions of cl 3.12 of Appendix IV to regulation 33(10) of DCR 1991. However, if any discrepancy is noticed in the certification from Competent authority with respect to number of slum dwellers, slum scheme boundary, area of slum scheme or any other matter, the LOI shall be revised at that time and the same will be binding on society/developer.

1) Annexure-II (Comprising of Annexure-II(a) and final Annexure-II):

i) **Final Annexure II (complete list of eligible slum dwellers along with certified slum plan, consents and Annexure-II certificate) -** On acceptance of the proposal, S.E.(SRA) shall forward the draft Annexure-II (comprising of Annexure-II(a) and final Annexure-II) submitted by the Architect / L.S. to Dy. Collector (SRA) within 3 working days of acceptance. The Dy. Collector (SRA) shall forward the same to the respective competent authority within 2 working days of receipt from Engineering section. Competent Authority shall verify and certify the list of slum dwellers and area only, within 1 month for area up to 500 huts, 1 1/2 months for area up to 1000 huts and 2 months for area above 1000 huts in the form of Annexure-II(a). Thereafter the competent authority shall certify the eligibility of slum dwellers and consents thereto in the form of final Annexure-II. This certified final Annexure-II shall be issued within 3 months from receipt of the Draft Annexure-II from SRA.

ii) **Annexure-II(a) (part of Annexure-II – comprising only of certified slum plan and list of existing slum dwellers with areas of commercial users)** - Annexure-II(a) certified by the competent authority shall be submitted to SRA immediately on receipt of the same from competent authority.

2) **Annexure III:**

On acceptance of the proposal, S.E. (SRA) shall forward the Pro-forma Annexure - III submitted by the Architect/L.S. to F.C. (SRA) within 2 days of acceptance. Assistant Accounts Officer (AAO) shall scrutinize the documents and communicate the shortcomings if any to Architect/ L.S. and Developer within 5 working days of receipt of papers. Architect/L. S. or developer shall comply and submit requisite papers within 5 working days to Finance Department.

The AAO shall verify financial statements and other documents submitted along with Pro-Forma Annexure III by the L.S./Developer for that number of tenements as communicated by AE/EE. AAO shall submit the Annexure - III file to the Accounts Officer in 4 days, after verifying residual capacity of the developer, as per net worth certificate issued by C.A. Accounts Officer shall verify the same and submit with comments, if any, to Finance Controller (S.R.A.) within next 2 days. F.C. (SRA) shall verify the same and certify Annexure-III. Annexure-III shall be issued within 15 days of receipt of all compliance/documents by the Developer/Architect/LS.

3) **Annexure IV (Ownership Documents - CTSO NOC):**

Annexure IV shall be submitted to Designated Officer appointed by CEO(SRA) within 15 days from submission of the proposal.

III) LOI Stage:

The Architect / L.S. shall submit the draft note for consideration and approval of CEO (SRA) which should include all the details, concessions sought for and scheme parameters.

Sub-Engineer shall scrutinize the proposal within 15 days of submission of proposal in the format hereinabove and submit a report to the Assistant Engineer. Assistant Engineer shall submit a report to Executive Engineer with comments within seven days. Executive Engineer shall submit the report to Dy. Chief Engineer with comments within four days. Dy. Chief Engineer shall submit the report to Secretary (S.R.A.) with comments within two days. Secretary (S.R.A.) shall submit the proposal to C.E.O.(S.R.A.) with comments within two days. CEO(SRA) shall approve/reject the proposal, as the case may be. In the event of approval, LOI shall be issued within 3 days of receipt of proposal for grant of LOI.

All concessions necessary for approval of Layout, buildings (Sale and Rehab) shall be obtained at the time of approval of LOI, itself, so that the proposal can be processed and approved by C.E.O.(S.R.A.) at one go.

Thereafter, Layout, IOA will be issued concurrently subject to NOCs from Govt. Authorities which bar the development. On submission of 70% consents/individual Agreements from eligible slum dwellers, CC/Further CC shall be issued for Rehab building/s for construction area up to 20,000 sq.mt. for a height within a permissible AGL max. up to 24.00 Mt. till submission of CFO NOC and subject to compliance of the requisite conditions.

Thereafter, in case of Government/MHADA/M.C.G.M. lands, a letter in form of 2.8 NOC as per clause no. 2.8 of Appendix-IV shall be sent to the respective land owning authority. Developer shall publish the LOI in at-least two newspapers, one English and one in Marathi published from Mumbai. The same shall also be published on the website of SRA.

The LOI, layout, plans of building (IOA) shall be approved and issued without waiting for certified annexure-II to VI if the same is not received till the LOI is taken up for processing and approval by Engineering Department. However, all the Annexures duly approved and certified by respective authorities must be furnished before demolition of any slums structures or issue of CC to first rehab building whichever is earlier.

IV) Appointment of Consultants:

The Owner/Developer shall appoint qualified consultants for technical guidance and design of the various aspects of the S.R.S. as mentioned in the Table 1 and who shall offer detailed reports for submission to S.R.A. The certificate to that effect will be submitted to SRA. The Consultant's Remarks, Design, and Completion Certificate submitted by the developer shall be considered sufficient for processing the proposal. The details of the consultants offering remarks and completion certificate and the qualification of consultants shall be furnished along with application for grant of LOI.

Table – 1

Sr. No.	Particulars of remarks and completion certificate in case of individual plots and Layout / Subdivision / Amalgamation	Remarks / Certification by	Minimum qualification of the consultant to be appointed by developer
1.	Internal layout roads / Street Lights / Set back / D. P. Road.	Consultant	Graduation in Civil Engineering with three (3) years' experience in relevant field / Architect registered with council of Architect.
2.	Internal sewerage system / STP/ Septic Tank in case of in case of absence of sewer line in the Vicinity	Consultant	Graduation in Civil Engineering with three (3) years' experience in relevant field / Architect registered with council of Architect.
3.	Parking layout and maneuverability.	Consultant	Architect registered with council of Architect / Licensed Surveyor Registered with MCGM having three (3) years of experience in relevant field.
4.	Storm water drain	Consultant	Graduation in Civil Engineering with three (3) years' experience in relevant field.
5.	Internal Water Works	Consultant	Graduation in Civil Engineering with three (3) years' experience in relevant field/Architect registered with council of Architect.
6.	Mechanical & Electrical works Ventilation	Consultant	Graduation with three (3) years' experience or Diploma with six (6) years' experience in Mechanical Engineering for Mechanical works.
7.	HVAC		Graduation with three (3) years' experience or Diploma with six (6) years' experience in Electrical Engineering for HVAC works.
8.	Electrical Works		Graduation with three (3) years' experience or Diploma with six (6) years' experience in Electrical Engineering for Electrical works
9.	Horticulture works and Tree mapping	Consultant	Graduation in Horticulture, Botany or Agriculture with minim um 2 years' experience in relevant field
10.	Fire Safety Consultant	Consultant	Graduate with three (3) years' experience in Fire Safety Engineering.

Table 1 contd……

Sr. No.	Particulars of remarks and completion certificate in case of individual plots and Layout / Subdivision / Amalgamation	Remarks / Certification by	Minimum qualification of the consultant to be appointed by developer
11.	Rain Water Harvesting	Consultant	Graduation in Civil Engineering with three (3) years' experience or Graduation in Environmental Engineering with 2 years' experience / Architect registered with council of Architect.
12.	Geologist	Consultant	Masters degree in Geo Tech. Engineering / Soil Mechanics.
13.	R. C. C/ structural Work	Consultant	As per the grades prescribed from time to time by M.C.G.M.
14.	Title clearance certificate	Advocate or Solicitor	Minimum three (3) years' experience in field
15.	Site Elevation and Latitude – Longitude Coordinates	Authorized Consultant/ Authority	As approved by Airport Authority of India.

Note:

i. In place of consultant the Owner/ Developer can appoint institution like I IT, VJTI, SP College of Engineering or equivalent institutions for above said consultancy.

ii. The Owner/ Developer will have option to obtain rem arks/ completion certificate, from the respective MCGM department on payment of fees, charges, etc. as prescribed by MCGM.

V) Internal Services:

The design, laying & providing of internal services within a single building or within a Layout proposal shall be the responsibility of the Developer/Consultant. Developer/Architect shall obtain remarks/design from consultants for each of the Internal Services for full potential of development on the Land under Development, incorporating guidelines and specification as laid down by the Authorities. The completion certificate of the work done in accordance with the remarks shall also be insisted from the consultants only. Architect/developer shall submit such remarks/design/completion to S.R.A. for record purpose only. MCGM shall issue remarks/completion/NOC within seven (7) days & only in respect of connectivity of each such service to the MCGM facilities.

VI) Tree Authority NOC / Superintendent of Garden (S.G.) Remarks:

(i) In case of cutting and transplantation of trees:

The application along with the Tree Plan prepared by the Consultant for NOC from Tree Authority shall be accepted by S.G. Dept. of M.C.G.M. The Architect/ L.S. can make application before submission of S.R. Scheme and

S.G. shall process such application without insisting for L.O.I. or building permission. S.G. shall process such applications received as per norms laid down by M.C.G.M. in this regards for approval of building proposals in M.C.G.M. Tree Authority NOC shall be insisted by Engineering Section at the time of issue of C.C. of first rehab building/ Plinth CC of any other building in the scheme, whichever is earlier. The revised Tree Authority NOC shall be required only in case the foot print of the proposed building line, basement/podium line, is extended outwards.

(ii) In case of no cutting of trees:

Architect/ L.S and Owner/Developer shall submit the certified copy of the Tree plan prepared by the consultant, showing the trees on the plot as per the site condition, with details of trees as per the Annexure V of manual, duly signed by both consultant & owner/developer, to Executive Engineer (S.R.A.), along with the Building Permission application. Consultant and Owner/Developer will be responsible for correctness of number and location of trees shown the plan and will be held responsible for misrepresentation or for providing false Information. Executive Engineer (S.R.A.) shall forward the copy of tree plan with details to Superintendent of Garden Office for their information, record & NOC in such cases will not be required.

VII) Insecticide Treatment Charges from Pest Control Office (P.C.O.):

The insecticide treatment charges shall be one time for a block of five years and shall be calculated on the total built up area of the proposed building under construction. The said charges shall be as may be prescribed by the MCGM from time to time. This payment shall be made at the office of M.C.G.M. The payment receipt shall act as sufficient compliance of requirements by PCO.

VIII) NOC for availability of water supply:

The applicant may submit the application for Remarks for availability of water Supply from the MCGM considering the full potential of the plot under development along with the Consultant's report specifying the requirement of water supply for the project. The Executive Engineer (Planning & Research) Water Works, M.C.G.M. shall accept and process such application without insisting L.O.I. or building approvals and shall issue its Remarks within 7 days of the receipt of the application, as is being done in case of M.C.G.M. building proposals.

IX) Remarks for Underlying Water main / Water trunk / Aqua Duct / Sewerage Line etc.:

The applicant may submit the application for Remarks for water main / water trunk / aqua duct & sewerage line, underneath the plot under development. The Executive Engineer (Planning & Research) Water Works, M.C.G.M. & Executive Engineer (SP), M.C.G.M. respectively shall accept and process such application without insisting L.O.I. or building approvals and shall issue its Remarks within 7 days of

the receipt of the application, as is being done in case of M.C.G.M. building proposals.

X) ULC NOC:

The developer/owner shall be responsible for compliance of the ULC NOC for the land under development. The developer/owner shall submit the registered undertaking cum indemnity bond on stamp paper as applicable indemnifying SRA & as per the directives & along with draft for the same issued by Dy. Director(UD) u/no-ULC-10(2008)/CR-1/2008/ULCA-1 dt.1.3.2008.

XI) Debris Management, Vermiculture and Property Tax:

The Owner/Developer shall submit self-certifications for Debris Management, vermiculture and Property Tax.

XII) Remarks from Consultants:

All remarks by the consultants will be submitted by the Architect/ L.S. along with the application for building permission for records of the S.R.A. The respective Consultant & Owner/Developer shall be responsible for any defects in the internal services which may crop up due to any shortcomings / mistakes in the remarks by the consultant. The design, adequacy and execution of all internal services whose remarks are issued by the Consultant will strictly be the responsibility of the respective consultant and Owner/Developer. Architect/L.S. shall be responsible for ensuring the incorporation of all the remarks given by various consultants for various services (except, R.C.C. details) required for the proposal.

XIII) Clearance from following departments shall be submitted along with the application, wherever required:

I. Forest/National Board for Wild Life (NBWL) in respect of properties affected by Forest.
II. MHCC in respect of properties under Heritage List.
III. Land owning authority. e.g. MHADA, Collector.
IV. Archeological survey of India.
V. Railway NOC in case of property affected by Railways.
VI. MCZMA in case of property affected by CRZ.
VII. Ward Office / Estate in case of estate properties
VIII. Maharashtra Pollution Control Board,
IX. MOEF
X. Commissioner of Police,
XI. Department of Industry
XII. Electric Company for Overhead Lines,
XIII. MHADA Board,
XIV. MMRDA,
XV. Metro/Mono Railway
XVI. PWD in case of access from Highway

XVII. Arthur Jail / Byculla Jail.
XVIII. Defense Department.
XIX. Collector clearance in case of Leased Property from collector.
XX. HRC
XXI. Plot boundary/Reservation demarcation from Competent Authority.
XXII. C.F.O.

XIV) Commencement Certificate up to Plinth for Rehab buildings except mentioned hereinabove at LOI stage and Sale buildings:

On receipt of appropriate NOCs & Remarks from all the applicable authorities and remarks from consultant for infrastructure and utility services, along with the proposal, the same shall be scrutinized by S.E.(S.R.A.), A.E.(S.R.A.) & approved by E.E.(S.R.A.) within 7 days.

XV) Further Commencement Certificate:

1) If all the compliances required for further CC of Rehab and Sale Buildings are complied at the time of CC itself then further CC shall be granted along with Plinth CC itself by taking approval of Dy.Ch.Eng./SRA. However, Developer/L.S. shall inform SRA on completion of Plinth immediately and sub- Engineer shall inspect site and carry out Plinth checking within 7 days.

2) Application for Further CC along with the report shall be submitted by the Architect/L.S. in accordance with the Annexure-VI of the Manual. The same shall be scrutinized along with the site visit by S.E.(SRA) and approved by S.E.(SRA), A.E.(SRA) and approved and issued by E.E.(SRA) within 10 days of date of application.

3) The application for further CC shall be submitted along with clearances (if any) required. In case of proposal where construction area exceeds 20,000 Sq.mt., the application shall be accompanied with clearance from MOEF.

4) The further CC for height of proposed building beyond 70 Mt. or as permissible as per Civil Aviation requirement, whichever is lower, shall be issued, after obtaining clearance from High Rise Committee (HRC) and Civil Aviation Authority.

5) The developer shall obtain NOC from Electrical Service Provider for Substation / Receiving Station for the full potential of the plot at the time of Further CC of last building in the layout.

6) Co-relation between Rehab component and sale component shall be maintained as per DCR or as decided by CEO(SRA).

XVI) For Layout / Subdivision / Amalgamation:

The layout proposal along with plan submitted, by Architect / L.S. shall be scrutinized by S.E.(S.R.A.), A.E.(S.R.A.) & E.E.(S.R.A.) within 10 days. Based on the scrutiny Report of the Layout Approval submitted by S.E.(S.R.A.), A.E.(S.R.A.) & E.E.(SRA) will be approved by Dy.Ch.E.(S.R.A.) within 03 days thereafter.

On approval of the layout by Engineering department, the same shall be forwarded to City Survey Department of S.R.A. for processing the subdivision/amalgamation proposal for entering the same in Revenue records, within 15 days and shall be put up for approval of CEO (SRA). On receipt of approval of CEO (SRA) the same shall be communicated to concerned C.T.S.O. for doing the needful in the case.

XVII) The Labour / Transit Camp/Temporary Structures like RMC Plant, material storage shed, site office etc.:

The Transit Camp permission for construction work shall be scrutinized by S.E.(SRA), A.E.(SRA) and approved by E.E.(SRA) for the slum dwellers within 10 days on receipt of the proposal from Architect/L.S.

The Labour Camp permission for construction work shall be issued by treating them at par with transit camps for the slum dwellers & copy of the approval shall be forwarded to the respective A.E.(Ward) office of M.C.G.M. for information.

The permission for construction work of Temporary Structures like RMC Plant, material storage shed, site office etc. shall be scrutinized by S.E.(SRA), A.E.(SRA) and approved by E.E.(SRA) for the slum dwellers within 10 days on receipt of the proposal from Architect/L.S.

The validity of such permissions shall remain till completion of project or completion of rehab component as may be applicable without any necessity of applying for renewal but subject to payment of renewal charges as may be applicable at the time of grant of permission itself.

XVIII) Amendments to Building Plans and Layout:

Building plans approved are required to be amended while the construction is being carried out. The Amendment are required to be done for many reasons, including site conditions, market requirements, Tenants/occupants requirements and many other reasons. Since work is ongoing, and any stoppage of work will result into financial loss because of, customer and slum dwellers complaints and claims, and such other reasons, it is noticed that such amendment are incorporated at the site, but are submitted to S.R.A. for its approval at the time of seeking OCC of the building or a wing. The S.R.A. is intending to create an environment of compliance and for such reason states, that any amendment to building plan or layout of the ongoing project shall be approved within 15 days by E.E.(SRA) if the proposal does not contain concessions beyond what is already approved. Otherwise it shall be

approved within 30 days and such cases shall be taken up on priority to any other new or miscellaneous proposals.

1) Where amendments of Building Plans, do not require any revision of CFO NOC or Tree NOC or concessions granted, then such amendments shall be approved within a period of 10 days of submission of the amended plans with Fact Sheet and Report for amendment by Architect /L.S. Fact Sheet shall be scrutinized by S.E. (S.R.A.) within 4 days of submission and shall be further scrutinized by by A.E. (S.R.A.) within 7 days. The Report of the amendment to plans shall be simultaneously scrutinized by A.E. (S.R.A.) and forwarded to E.E.(S.R.A.) who shall approve the plans of building approval within 10 days of the submission of application for amendment to building approval.

2) Where amendment to Building plans require revision of CFO NOC, then Architect/L.S. shall submit the amended plans to CFO for its amended remarks and CFO shall scrutinize the such amended plans and issue the amended Remarks as per policy and timeframes prescribed by M.C.G.M. for processing the building permissions.

3) Where amendment to Building plans require revision of S.G Remarks, then Architect/L.S. shall submit the amended plans to S.G. for its amended remarks and S.G. shall scrutinize such amended plans and issue the amended Remarks as per policy and timeframes prescribed by M.C.G.M. for processing the building permissions.

4) Where amendment to Building Plans require revision of concession already approved, and then the Architect/ L.S. shall submit the Fact Sheet for amended building permission as per the Form 20 of Section I-E of the Manual. The fact sheet shall be submitted along with Revised Remarks (if any) from C.F.O. and S. G. and the amended plans shall be scrutinized by Sub Engineer (S.R.A.) and Assistant Engineer (SRA) and approved by E.E.(SRA) within 10 days from date of submission of proposal by the Architect/L.S. The concession report for amended plans submitted by the Architect /L.S. shall be scrutinized by S.E.(SRA), A.E.(SRA), E.E.(S.R.A.) & Dy.Ch.E. (S.R.A.). and same shall be submitted for approval of CEO(SRA) within 15 days from the receipt of proposal.

5) The approval to amended Building Plans shall be issued by E.E.(S.R.A.) within 4 days of receipt of approval to concession report and receipt of revised remarks of C.F.O. (if any) and NOC from S.G. (if any).

6) Amendment to Layout, shall be submitted by Architect /L.S. to Engineering Section and shall be processed in accordance with para XVI of this circular.

XIX) Municipal Services:

All permissions/ services to be offered to S.R.A. projects by M.C.G.M. agencies like ward office, H.E. Department etc. shall be offered as per the procedure specified for building proposals by M.C.G.M.

XX) Occupation Certificate (OC) / Building Completion Certificate (BCC) Stage:

The Architect /L.S. shall submit compliance reports along with completion certificate obtained from the consultants to the CFO and Tree Authority wherever applicable.

1. The CFO and Tree Authority shall complete the site inspection within 7 days of receipt of such application along with the completion reports of the Consultant through the Architect. On the satisfactory completion of the site visit, the CFO and S.G. shall issue completion certificate within 7 days thereafter. In case the completion certificate is not issued within 15 days of the date of application by the Architect or any observation/objection is not communicated to the Architect / L.S., then the application requesting for the completion certificate shall be deemed to have been approved by the S.G. and CFO respectively.

2. The Architect / L.S. shall submit compliance reports along with completion certificate obtained from S.G. and CFO Department, as per the Annexure VII and VIII of the manual respectively, to the Engineering Section.

3. The Architect/L.S. shall also submit completion certificate in respect of the building along with completion report from various consultants in respect of internal services and self-certifications as may be required.

4. The Architect /L.S. shall also submit Assessment NOC or latest paid bill of Assessment Tax along with application for OCC/BCC in respect of plot on which each of the Building or a wing is constructed.

5. **In cases of single building:**

   On submission of BCC by Architect/L.S., OC and BCC shall be issued simultaneously and within 15 days by Executive Engineer (S.R.A.) subject to compliances of the approval conditions without insisting certificate u/s 270 A of MMC Act.

6. **In case of a Building or wing of a Building in the layout.**

   On submission of BCC by Architect/L.S. for each of a building or a wing in the layout (except for the last building/ wing in the layout) OC and BCC shall be issued simultaneously and within 15 days by Executive Engineer (S.R.A.), subject to compliances of the approval conditions in respect of such

building/ wing & without insisting certificate u/s 270 A of MMC Act. Layout completion shall not be the precondition for issue of OC and BCC for each of a building or a wing (except for the last building/ wing) in the layout & on layout compliance as stated in Para-IX, below. The OC and BCC of the last building or wing in the layout shall be issued simultaneously with layout completion certificate.

7. The Communication of refusal to O.C. and BCC with detail reasons, shall be issued within 7 days from the date of application and submission of requisite compliances

8. O.C. will be issued only after making all necessary payment due at that stage including maintenance deposit.

9. Allotment of rehab tenement shall be made by drawal of lots as detailed in circular No.162.

The process followed by MCGM for grant of OC shall be followed mutatis-mutandi.

XXI) Layout, Subdivision, Amalgamation Completion:

1. All Reservations and Public Amenities provided within Layout shall be handed over to MCGM, on or before grant of OCC/BCC for the area exceeding 75% of the approved Sale Built up Area of the Plot.

2. All infrastructures in Layout shall be completed on or before grant of OCC/BCC of area exceeding 90% of the approved Sale Built up area of the plot.

3. Layout Completion Certificate shall be issued by A.E. (S.R.A.) within 15 days of application being made for the same by Architect / L.S.

XXII) Handing over of Reservations, Amenity and Area under D.P. Road.

All Buildable, Non-Buildable Reservations and area under D.P. Roads shall be handed over to Development Plan Department of M.C.G.M. as per the procedure laid down in respect of Building Proposals.

The copy of the possession receipt of Area under the Setback and application to the City Survey Office shall be forwarded to S.R.A. for further action.

XXIII) General:

1. All communications to Architects/ L.S./ Developers shall be communicated by Email/ SMS along with letters.

2. All payments for fees, charges, deposits, premium etc. payable in respect of the S.R. Scheme shall be paid at the finance department of SRA. Whenever

the online payment gateway for such payments is ready the developer will have option to make payment online.

3. The Architect / L.S. shall submit the last paid assessment bill receipt for property under development, along with self-certification received from the Developer / Owner to S.R.A. The NOC from Assessment Department of MCGM shall be insisted only for granting OCC/BCC for the last sale building. The NOC from Assessment Department of MCGM shall not be insisted for obtaining any other remarks or permissions or connections from any departments of MCGM.

4. Since the potential of land exhausts on encumbrance of slum dwellers the slum schemes do not permit any zonal FSI while granting approvals. Thus, the value of the land is independent of the zonal FSI when the said land is encumbered with slums, rather the value of land was initially being considered as zero at the inception of SRA schemes. Benefits accruing out of slum rehabilitation schemes for insitu rehabilitation of slum dwellers are restricted to only incentive FSI against the construction and handing over of rehab component free of cost.

   Therefore, the land premium shall be charged at ready reckoner rates applied to land area only.

5. Labour Cess:

   i) In case of single building before grant of building permission
   ii) In case of more than one building in the project labour cess to be charged @ ready reckoner rates for construction applied on built-up area (FSI) in stages along with MR&TP development charge.

6. Separate remarks or NOC shall not be insisted from M.C.G.M. Departments where the remarks from the consultants as detailed in serial number I-3 of this circular or self-certification as applicable are submitted for the building proposal / layout on land under development.

7. It is therefore proposed, in order to expedite the demolition process for speedier implementation of scheme, SRA should itself grant the permission for demolition of toilet blocks captured in the slum plan subject to (i) payment of cost of toilet block which in turn would be transferred by SRA to respective public authority and (ii) in case the toilet blocks were being used by neighboring slum dwellers also then making provisions of adequate Mobile Toilet blocks with in the slum plot or outside at suitable place for the balance neighboring slum dwellers.

8. All Applications, Remarks, Reports and completion certificates etc. shall be as per the standard format prepared in the manual.

9. Wherever the remarks and completion have to be obtained from Consultants, the same also shall be in accordance with the format prepared in this manual.

10. All Remarks by the MCGM shall remain valid for the entire project period.

11. All remarks by MCGM and Consultants, shall be issued for the full potential of the project as requested by the applicant and shall be issued without insisting for Layout or Building proposal approval. No fresh Remarks shall be insisted in the event of modifications to the layout or building proposal plans unless there is more than 10% variation in the parameters of the remarks. For example, in case of Remarks issued for Water requirement of the project, no new Remark shall be insisted /required unless the amendment or modification proposed to the layout or plan of the building results in increase of more than 10% of the total water requirement of the project from the total Water requirement as per the remarks issued earlier. However, this condition will not be applicable CFO Remarks which shall be obtained for all those amendments / modification in the building proposal which requires revised approval of C.F.O.

12. Site Inspections wherever required must be carried out within 3 days of receipt of application.

13. The formats, requirements and checklists given in the Manual, shall be followed and no other documents or requirements will be asked for. However, in case of any special need, any document or requirement are necessary to process the proposal then the reason for seeking such additional document or requirement shall be communicated to the Developer/Owner and Architect/L.S. by S.R.A. The Developer/Owner and Architect/L.S. can refer the matter to the Secretary (S.R.A.) in case of disagreement to the reasons given for seeking such additional documents beyond those mentioned in the Manual for Slum Rehabilitation Schemes. The decision of the Secretary (S.R.A.) shall be final and binding.

14. Wherever the concerned officer has any observation in respect of building proposal, he shall communicate the same to the Architect/L.S. and Developer/Owner, within 10 days of receiving application along with specific reasons and also with suggestion of corrective measures. Such communication in respect of remarks/ NOCs/ Approvals/ CC /Further CC etc. can be given only once along with valid reasons and on compliance to these reasons in the form of additional documentation and /or justification by Architect, the proposal shall be processed immediately.

15. The developer shall be entitled to change his consultants appointed provided the remarks/ completion offered by the new consultants are in consonance with the remarks offered by earlier consultant and the fees etc. of the earlier consultant are paid in full by the Developer. The change in consultant appointed by developer if any shall be communicated to SRA forthwith along with details of qualification and experience of new consultant.

16. The number of working days for processing of the proposal stated in this circular shall be binding on the concerned officers. In case of a failure of complying with the time frame by the officer, the next higher authority will assign the work to another officer.

17. Secretary (S.R.A.) shall monitor that all the proposals are processed as per the manual and as per the time period mentioned in this circular and this manual. Any file or proposal, which is delayed beyond the period mentioned in this circular or manual, shall be called for by the Secretary (S.R.A.) within a period of 7 working days of such delay and joint meeting with Concerned officers along with Architect/L.S. and Owner/ Developer shall be called by Secretary (S.R.A.) within next 4 days and it will be ensured that all issues are resolved in such joint meeting. If there are any issues which cannot be resolved at the meeting of the Secretary (S.R.A.), then the matter shall be referred to C.E.O.(S.R.A.) by Architect/Owner or Secretary (S.R.A.), who shall give suitable directions to ensure that proposal is cleared within 10 days of implementation of such directions.

18. The H.O.D. shall submit monthly report of all the pending proposals and movement of each of the Proposal Files in his Department and its status to Secretary (S.R.A.) and he should review the report and call for explanations and reasons from concerned officers for all proposals and files which are being delayed beyond the period mentioned in this circular or manual.

19. The departments shall provide the details on S.R.A. web site in co-ordination with Secretary (S.R.A.) office so as to make available the data on line.

20. Architect/L.S. shall check & submit quarterly progress report along with photographs, about the construction of the proposed building/s, stating that the work is carried out as per the approved plans. Architect/L.S. shall also inform immediately, in writing to respective S.R.A. section in case the construction work is found to be deviating from the approved building plans and shall submit the amended plans for approval of the Building Proposal Section.

21. **Annexure – III**

    i. The total amount of bank guarantee shall be 5% of the construction cost as directed by The Authority. Five Bank Guarantees each of amount equivalent to 20% of total bank guarantee amount can be submitted instead of submitting Single Guarantee. One Bank Guarantee, shall be released after completion of the building for that part of the scheme for which part OC has been issued. Other Guarantees can be released in similar manner.

    ii. The developer may deposit Fixed Deposit Receipts of equivalent amount of Bank Guarantee having auto renewal facility with a lien

marked in favour of SRA in any Scheduled Bank for a term of five years. The FD shall be auto-renewed for period of one year thereafter till completion of rehab component. The developer will get the principal amount of such FDR along with interest accrued thereon after completion and NOC from Engineering Department to lift the lien. Five FDR's each of amount equivalent to 20% of total FDR amount can be submitted instead of submitting Single FDR. One FDR, shall be released after completion of the building for that part of the scheme for which part OC has been issued. Other FDR can be released in similar manner.

iii. Details as requisite under income tax act of current Partners/AOP's Directors on record only shall be submitted.

iv. Bank Guarantee shall be submitted in the attached format from any scheduled bank.

v. Banker/Financing Partner/Expert shall be allowed to be Co-Developer at the option of the developer after hearing managing committee of proposed society without GBR from society, if insisted by Engineering Department and Co-Op. Department.

vi. For clubbing and amalgamation of two or more SRA Schemes being implemented by two or more different Entities / firms/Pvt. Ltd. Companies with common (at least 26% holding) partners or stakeholders, the said Entities / firms/Pvt. Ltd. Companies shall be considered for amalgamation/clubbing subject to furnishing of registered undertaking cum indemnity bond regarding joint development if proposed by Engineering Department.

XXIV) Transitional

1. All existing proposals of Layout and Buildings shall henceforth be processed as per the Manual for Building Approval and as per this circular.

2. The concession/ L.O.I. files which have been submitted to C.E.O.(S.R.A.) can be processed as per the old system.

3. The Developer/Owner shall have an option to appoint various consultants as per this circular and obtain fresh remarks from such consultant for the ongoing proposals. The consultant shall ensure that the earlier remarks given by the MCGM are considered, while issuing the fresh remarks. Wherever the Developer opts for the Consultant then the completion report shall also be issued by the Consultant.

4. The Developer may opt to continue to implement the proposal in respect of ongoing buildings as per the remarks issued by the MCGM. In such event the Completion Certificate must be obtained from the department which has issued the remarks.

5. In case of a Layout the buildings for which work is ongoing on the date of this circular, the Developer may follow what is stated in Sr. No. 3 and 4 above for such ongoing buildings. For the buildings for which no work has commenced in a Layout, the permission for such building shall be obtained as per this circular and as per Manual.

6. In case of ongoing Layout, the developer shall have an option to obtain remarks from the consultant in respect of services and infrastructure to be provided within the Layout. The consultant while issuing the remarks shall ensure that the remarks given by the MCGM are considered while issuing their remarks.

7. In event of such option being exercised the completion shall be obtained from the Consultant. The Developer may opt to continue to implement the proposal in respect of ongoing layout as per the remarks issued by the MCGM. In such event the Completion Certificate must be obtained from the department which has issued the remarks.

This circular shall supercede all the earlier circulars relevant to the subject matter herein which are inconsistent with the provisions contained in this circular.

The above directives shall be followed by all S.R.A. departments with immediate effect.

Chief Executive Officer
Slum Rehabilitation Authority

Formats and Annexures

नमुना क्र. १

झोपडपट्टी क्षेत्र घोषित करणे — विहित अर्ज

दिनांक —

प्रति,
मा. मुख्य कार्यकारी अधिकारी,
झोपडपट्टी पुनर्वसन प्राधिकरण,
प्रशासकीय इमारत, अनंत काणेकर मार्ग,
बांद्रा (पुर्व), मुंबई ५१.

विषय:— झोपडपट्टी पुनर्वसन क्षेत्र घोषित करणे बाबत.
महाराष्ट्र झोपडपट्टी (सुधारणा, निर्मुलन आणि पुनर्विकास) अधिनियम १९७१ मधील कलम ३(क)(१) अन्वये झोपडपट्टी पुनर्वसन क्षेत्र घोषित करणे बाबत.

१. अर्जदार —

२. अर्जदाराचा पत्ता, फोन व फॅक्स —

ई—मेल आयडी —

३. झोपडपट्टी पुनर्वसन क्षेत्र घोषित करावयाचे नगर भूमापन क्रमांक/भूकर क्रमांक

गावाचे नांव —

नभूक्र —

४. घोषित करावयाचे अंदाजे क्षेत्र —

५. घोषित करावयाचे क्षेत्र झोपडपट्टी पुनर्वसन प्राधिकरणाकडे यापुर्वी दाखल योजनेमध्ये समाविष्ट आहे काय ?

६. अ.क्र. ५ होय असल्यास सदर सहकारी गृहनिर्माण संस्थेचे नांव व विकासकाचे नांव

७. सोबत जोडावयाची कागदपत्रे.

अ.क्र.	जोडलेली कागदपत्रे	पान.क्र.

१	मिळकत पत्रिका व नगर भूमापन नकाशा (तीन महाचे आतील)	
२	७/१२ उतारा व कमी जास्त पत्रक	
३	अर्जदार सहकारी गृहनिर्माण संस्था असल्यास — १. मुख्य प्रवर्तक/अध्यक्ष यांच्या स्वाक्षरीने झोपडीधारकांची यादी	
	२. मुख्य प्रवर्तक/अध्यक्ष यांच्या स्वाक्षरीने झोपडीस्थित कच्चा नकाशा.	
४	अर्जदार जमीन मालकाशिवाय इतर असल्यास — संस्थेच्या सर्वसाधारण सभेच्या ठरावाची प्रत अथवा झोपडीधारकांचे संमती पत्र.	
५	जमिन मालकी हक्काबाबतची कागदपत्रे. उदा. अभिहस्तांतरण करार, कुलमुख्यत्यार पत्र, विकास करारनामा इ.	
६	जमिन मालकाचे नाहरकत पत्र/संमती पत्र. (असल्यास)	
७	मतदार यादी १९९५.	
८	सध्यस्थित झोपडपट्टी क्षेत्राची छायाचित्रे.	
९	अर्जदार यांचे ओळखपत्र (पॅन कार्ड/वाहन चालक परवाना)	

ठिकाण :—

दिनांक :— **अर्जदाराची स्वाक्षरी**

१) अर्ज परिपूर्ण असुन स्विकृत करणेत येत आहे.
२) अर्ज अपुर्ण असुन समक्ष परत करणेत येत आहे.
{लागु असेल त्यास (√) अशी खुण करावी, गैरलागु असेल ते खोडावे}

दिनांक :

जिल्हा अधिक्षक भूमि अधिकारी/झोपुप्रा.

टिप— अर्जदाराने सदरचा अर्ज जिल्हा अधिक्षक भूमि, झोपुप्रा यांचकडे समक्ष हजर राहून सादर करावा. त्यांनी तो स्वत: तपासुन स्विकारावा असा निर्णय घेतल्यानंतर तो नियमित टपालात देवुन त्याची पोहच घ्यावी. अपुर्ण अर्ज तात्काळ नाकारण्यात यावा व अर्जदाराकडे समक्ष परत करावा.

नमुना क्र.२
भूसंपादन अर्जाचा नमुना

(जिल्हा अधिक्षक भूमि अभिलेख, झोपडपट्टी पुनर्वसन प्राधिकरण यांना अर्जदाराने समक्ष दोन प्रतीत सादर करावा)

दिनांक:

प्रति,

मा. मुख्य कार्यकारी अधिकारी,
झोपडपट्टी पुनर्वसन प्राधिकरण,
प्रशासकीय इमारत, बांद्रा (पुर्व),
मुंबई — ४०० ०५१.

विषय: झोपडपट्टी पुनर्वसन योजनेसाठी महाराष्ट्र झोपडपट्टी (सुधारणा, निर्मुलन व पुनर्विकास), अधिनियम १९७१ चे कलम १४(१) अन्वये जमिन भुसंपादित करून मिळणेबाबत.

१. विकासकाचे नांव, पत्ता :
फोन, फॅक्स, ई—मेल आयडी :

२. वास्तुविशारदाचे नांव, पत्ता :
फोन, फॅक्स, ई—मेल आयडी :

३. मुख्य प्रवर्तकाचे नांव, पत्ता :
फोन, फॅक्स, ई—मेल आयडी :

महोदय,

विषयांत नमूद केलेल्या महाराष्ट्र झोपडपट्टी (सुधारणा, निर्मुलन व पुनर्विकास), १९७१ या कायद्याच्या तरतुदीप्रमाणे आमच्या गृहनिर्माण संस्थेसाठी खालीलप्रमाणे केलेली जमीन संपादन करून मिळणे आवश्यक आहे. त्यानंतर झोपडपट्टी पुनर्वसन योजनेच्या विकासासाठी विकास नियंत्रण नियमावली ३३(१०) अन्वये या जमिनीचा वापर केला जाईल.

१) झोपडपट्टी पुनर्वसन योजनेचे नांव व पत्ता:
२) गलिच्छ वस्ती/झोपडपट्टी पुनर्वसन क्षेत्र घोषित केलेल्या अधिसूचनेचा क्र. व दिनांक :
३) विकास आराखडा अभिप्राय :
४) जमिन संपादित करावयाच्या गावाचे नांव :

५) नगर भूमापन क्रमांक :

आमच्या गृहनिर्माण संस्थेने वरील जमीन संपादन करण्यासाठी सर्वसाधारण सभेचा ठराव घेतला आहे. तसेच सदर झोपडपट्टीच्या पुनर्वसन योजनेच्या अंमल बजावणीसाठी विकासक व वास्तुविशारद यांचीही नेमणूक केली आहे. सदर जमिनीवरील झोपडपट्टीचे पुनर्वसन करण्यासाठी विकासकाने योजना दाखल केली आहे. भूसंपादन करावयाच्या क्षेत्राचा तपशिल सोबत जोडला आहे.

संपादन करावयाच्या जागेचा तपशिल

अ.क्र.	नगर भूमापन क्रमांक	एकूण क्षेत्र (चौ.मी)	भुसंपादित करावयाचे क्षेत्र (चौ.मी.)	संपादित करावयाच्या जमिनीची चतु:सिमा

सदर भुसंपादन हे विषयात नमूद करावयाच्या तरतुदीनुसार होईल व झालेले भुसंपादन आम्हास मान्य राहिल. विनंती करण्यात येते की वरील जमिन संपादन करून मिळावी.

सोबत जोडलेली कागदपत्रे:—

अ.क्र.	जोडलेली कागदपत्रे	पानांक
१	भूसंपादन करणेबाबत संस्थेच्या सर्वसाधारण सभेचा ठराव	
२	मिळकत पत्रिका (तीन महिन्यांचे आतील मुळ नक्कल प्रत)	
३	नगर भूमापन नकाशा (मुळ नक्कल प्रत)	
४	मिळकत पत्रिका शेती असल्यास क.जा.प. व ७/१२ च्या प्रती (मुळ नक्कल प्रत)	
५	गलिच्छवस्ती/झोपडपट्टी पुनर्वसन क्षेत्र घोषित केल्याबाबतची अधिसूचना / राजपत्र	
६	संपादित करावयाच्या क्षेत्राचा मुख्य प्रवर्तक व वास्तुविशारद/सर्वेअर यांनी स्वाक्षरी केलेला झोपडीस्थित नकाशा (चतु:सिमासहीत)	

७	मुख्य प्रवर्तकांचे स्वाक्षरीने संपादित करावयाच्या क्षेत्राच्या मिळकतीवर राहत असलेल्या झोपडीधारकांची यादी	
८	संपादित करावयाच्या क्षेत्राच्या जमिन मालक/पट्टेदार/कब्जेदार/ईमला मालक व इतर हितसंबंधीतांची नावे व सध्याचे पत्ते	
९	नियोजित गृहनिर्माण संस्थेच्या पदाधिकाऱ्यांची नावे व सध्याचे पत्ते	
१०	विधानसभा मतदार संघाची संबंधित विभागाची सन १९९५ ची मतदार नोंदणी अधिकाऱ्याने साक्षांकित केलेली मतदार यादी (मुळ प्रत व दोन साक्षांकित प्रती)	
११	अर्जदार याचे ओळखपत्र (पॅन कार्ड/वाहन चालक परवाना)	

विकासक **वास्तुविशारद/सर्वेअर** **मुख्य प्रवर्तक**

१) अर्ज परिपूर्ण असुन स्विकृत करणेत येत आहे.
२) अर्ज अपुर्ण असुन समक्ष परत करणेत येत आहे.
{लागु असेल त्यास (√) अशी खुण करावी, गैरलागु असेल ते खोडावे}

दिनांक:

उपजिल्हाधिकारी/झोपुप्रा.

नमुना क्र. ३

विकास नियंत्रण नियमावली १९९१ नियम ३३(१०) अंतर्गत झोपडपट्टी पुनर्वसन योजना दाखल करण्यासाठीचा अर्ज

(हा अर्ज सोबतची सर्व कागदपत्रे दोन प्रतीत मुख्य लिपीक व नंतर कार्यकारी अभियंता/झोपुप्रा यांना समक्ष सादर करावा)

दि.

प्रति,
मा. मुख्य कार्यकारी अधिकारी,
झोपडपट्टी पुनर्वसन प्राधिकरण,
प्रशासकीय इमारत, अनंत काणेकर मार्ग,
बांद्रा (पुर्व), मुंबई — ४०० ०५१.

विषय: मुंबई, महानगरपालिका विकास नियंत्रण नियमावली १९९१ मधील नियम ३३(१०) अंतर्गत झोपडपट्टी पुनर्वसन योजना दाखल करणेबाबत.

मौजे/विभाग : .....,
तालुका : .....,
न.भू.क्र./भू.क्र./अं.भू.क्र. : .....,
योजनेचे प्रस्तावित क्षेत्र : ..... चौ.मी.

१) विकासकाचे नांव : .....
पत्ता : .....
.....
.....
फोन क्र./फॅक्स क्र. .....
ईमेल आयडी : .....

२) वास्तुविशारदाचे नांव : .....
पत्ता : .....
.....
फोन क्र./फॅक्स क्र. .....
ईमेल आयडी : .....

महोदय,

वरील विषयात नमुद मिळकतीवर झोपडपट्टी पुनर्वसन योजना दाखल करणे करीता हा अर्ज दोन प्रतीत सादर करीत आहोत. त्याबाबत खालील कागदपत्रे सोबत जोडण्यात आलेली आहेत.

१. परिशिष्ट—I चा विहित नमुना व आवश्यक कागदपत्रे पान क्रमांक .... ते ....
२. परिशिष्ट— II चा विहित नमुना व आवश्यक कागदपत्रे पान क्रमांक .... ते ....
३. परिशिष्ट— III चा विहित नमुना व आवश्यक कागदपत्रे पान क्रमांक .... ते ....
४. परिशिष्ट— IV चा विहित नमुना व आवश्यक कागदपत्रे पान क्रमांक .... ते ....
५. परिशिष्ट— V चा विहित नमुना व आवश्यक कागदपत्रे पान क्रमांक .... ते ....

आमच्या संस्थेने खालील सही करणार यांना विकासक व वास्तुविशारद नेमले आहे असे मुख्य प्रवर्तक म्हणून मी/आम्ही घोषित करतो.

खाली सही करणार विकासक म्हणून झालेली नेमणूक आम्ही स्विकृत करत आहे.

प्रमाणित करण्यात येते की परिशिष्ट I ते V सोबत सादर केलेल्या कागदपत्रांच्या सत्यतेबाबत खात्री केली आहे. कागदपत्रांच्या सत्यतेबाबत काही तक्रार सिध्द झाल्यास त्याबाबत आम्ही पूर्णपणे जबाबदार आहोत.

विनंती करण्यात येते की आमची योजना स्विकृत करावी.

(स्वाक्षरी)	(स्वाक्षरी)	(स्वाक्षरी)
मुख्य प्रवर्तक	**विकासक**	
वास्तुविशारद		
नांव:	नांव:	नांव:

१) अर्ज परिपूर्ण असून स्विकृत करणेत येत आहे.
२) अर्ज अपूर्ण असून समक्ष परत करणेत येत आहे.
(लागू असेल त्यास (V) अशी खूण करावी, गैरलागू असेल ते खोडावे)

मुख्य लिपीक,
अभियांत्रिकी विभाग/झोपुप्रा

कार्यकारी अभियंता,
झोपडपट्टी पुनर्वसन प्राधिकरण

टिप— अर्जदार यांनी सदरचा परीपूर्ण अर्ज प्रथम मुख्य लिपीक व कार्यकारी अभियंता/झोपुप्रा यांचेकडे समक्ष जावून दाखल करावा. त्यांनी तो तपासून दाखल करून घ्यावा अशी मान्यता दिल्यानंतर तो नियमित टपाल मध्ये दाखल करावा व त्याची रितसर पोहच घ्यावी.

SLUM REHABILITATION SCHEME

ANNEXURE – I

(Technical and FSI Details)

1	Name of the Slum/ Location / Municipal ward/ Name of prop. CHS (Tel. If any)	
2	Name of the Architect Firm of Architect & Address with Telephone no. & Email ID.	
3	Application u/Sec. 44/69 (complete in all respects)	
4	Survey No. / CTS No./ C. S. No. /F. P. No. of Village /Division Name of Road Pin code.	
5	Status of Slum a) Notification No b) Year of Census c) Area of slum declaration/ Censuses slum	
6	**Details of existing hutments** **(As submitted by Developer / Society)** a) Residential (R) b) Residential Cum Commercial (R/C) c) Commercial shop/ work shop/ Factory shop/ Economic activities. (c) d) Existing Amenity structure /Welfare Hall, Balwadi, Schools, Gymnasium and Religious Structure Etc. **Total Nos. of hutments dwellers (a+b+c+d)**	----------Nos. ----------Nos. ----------Nos. ----------Nos. ----------Nos.
7	D.P. Remarks (Reservations) (valid up to date)	
8	A.E. Survey Remarks (with special remarks for CRZ, if applicable) (page no)	
9	A.E. (Maint.) Remarks (for status of road/ Access if required) (page no)	
10a	Super Imposed Plan (Hard Copy of Slum Plan/ D P Plan / CTS Plan along with hatched Slum boundary) (page no)	
10b	GIS dat of the outer boundary of the Slum Rehabilitaion Scheme by undertaking ground control survey using Differential Global Positioning System (DGPS)	

	(to be submitted in properly tagged Compact Disc (CD) (e.g. proposal number and Scheme Name) in 3 (three) sets. (page no)	
11	Amenities available on site /abutting to site a) Water supply b) Sewerage system c) Electrical poles (street light) d) Width of Access road to plot (page no)	Yes / No Yes / No Yes / No _____ mtr.
12	Architect's Certificate along with Plans showing that the scheme is viable	
13	Major concessions required in order to make the S.R. Scheme viable as per D.C. Reg. 1991 (Attached herewith)	
14	Survey of the slum boundary through an empaneled surveyor and a detailed slum plan along with the WGS84 coordinates of the slum boundary in hard as well as soft copy format.	
15	Certified true copies of documents under which the authority of the signatory of the application for development of the land is established.	

(Signature of Architect) **(Signature of Developer)**

ANEXURE II

Name of the Society: _____

Name of the Architect and Address: _____

Name of the Developer and Address: _____

Sr. No.	Name of Head of family occupying Hut at present as verified on site	Name and Separate Structure Number appearing in Electoral Roll (Specify the year of the Electoral Roll the Structure No and the Serial No. reflected in Electoral Roll)			User Residential / Commercial / Residential-cum-Commercial/ Amenity Structures/ Religious Structures	Carpet Area of Non-Residential User Prior to 1/1/2000	Documentary Evidence for (i) Separate identity (ii) Carpet area (iii) Existence prior to 1/1/2000 in case of Non Residential Users	Whether Individual slum dwellers have consented for the scheme (yes/No)	If Individual slum dweller has consented for the scheme his signature / Thumps Impression	Remarks of the Competent Authority on Eligibility as per Approved DCR 33(10)	
		Year of Electoral Roll	Sr. No. In Electoral Roll	Structure No. in Electoral Roll						Eligible (if Not reasons)	Carpet Area in case of Nonresidential Users

Chief Promoter of CHS/Owner/ Developer /NGO

Note: Separate commercial user shall be considered only if it is in a separate built-up premise and not through common wall.
Every page of Annexure-II should be signed

N.A. - strike out what is not applicable

Annexure II(a)

Copy of slum plan duly certified by the Architect/L.S., Chief Promoter and minimum two office bearers of society showing slum boundary, plot area, slum area, non-slum area and no. of slum structures, etc.

Sr.No.	Particulars	Page No.
1	Slum Plan (Total Station Survey Plan)	
2	Area of plot	
3	Slum area	
4	Non-Slum area	
5	No of slum structures	
6	Area of each commercial (Nonresidential) structures (mention details)	
7	Area of each residential cum commercial structure (mention details)	

Chief Promoter **At least two Office Bearers of society**

Architect/LS

(On Letterhead of Developer)

ANNEXURE III

Annexure to assess the financial capability of the Developer to execute the SRA Scheme.

1. Name of the Slum Co. Op. Society: _____
_____

2. Address of the Slum Co. Op. Society: _____
_____

3. Name of the Chief Promoter / President: _____
& Secretary of the Slum Co. Op. Society _____

4. Name and Address of the Architect: _____
_____

5. Name and Address of the Developer: _____
_____

6. Tentative Number of Rehab Tenements: _____
To be constructed as per Annexure II _____

7. Status of the Developer's Firm: _____
(Proprietary / Partnership / Company) _____

8. Whether Memorandum of Association/
Registered Partnership Deed attached? Yes/No

9. Whether inome tax Clearance Certificate
for the last three consecutive years
including that of the last year attached? Yes/No

10. Whether Audited Statements of last three
consecutive years of Accounts attached? Yes/No
if yes,
(I) Year _____ Yes/No
(II) Year _____ Yes/No
(III) Year _____ Yes/No

11.

a) Funds required for construction of _____ Rehab. Tenements

Number of Rehab. Tenements x cost of one tenements.
_____ (No. of Tenements) X Rs. 4,50,000/- = Rs. _____

b) 20% of the Amount in (a) above as initial
investment ready for investment in the scheme
proof of the funds available Rs. _____

c) Balance capability in terms of no. of tenements _____.

d) Plan for 80% of the amounts in (a) above, that required for completing the scheme will be made available from the following sources.

1)
2)
3)
4)

Signature of C.A. & Seal

Signature of Authorised /Director
Partner of the company
& Company Seal

Documents Required for Annexure-III

Sr. No.	Description
1	Pro forma Annexure - III signed by Developer and his C.A.
2	Documents showing legal status of the Developer e.g. partnership deeds, Memorandum and Articles of Association, J.V. agreement etc. and registration certificate. Form No. 32 for appointment /cessation of directors in case of company
3	Last 3 years Income Tax returns of the Developer (and Partners /Directors) Year 2013-14, 2014-15, 2015-16.
4	a. For 20% Net worth - Audited Financial Statements of the Developers (and Partners /Directors) for last 3 years (2013-14, 2014-15, 2015-16) and provisional balance sheet of current/previous month Certificate of C. A. for Net worth in prescribed format (enclosed) b. For 80% Net worth - Cash flow of sale and other proofs c. Bank Guarantee of Rs. (4,50,000 X 5% X no. of tenements)
5	a. Declaration regarding Names of Partners/Directors and Shareholders/ Members b. Copy of PAN Cards and Passport of Partners/Directors and Shareholders/Members
6	Bank Balance Certificate and Photo /Signature identity of Partners/Directors and Shareholders / Members verified by Bank.
7	Letter of Authority signed by all partners **OR** Board resolution signed by CS/MD **OR** power of attorney showing authority for signature
8	Affidavit on stamp paper of Rs. 500/- regarding abiding to future rules regulations, for keeping 20% Net worth till completion of project, renewal of Bank Guarantee and Affidavit showing all documents submitted by developer.

SIGNATURE AND PHOTO VERIFICATION FORM
TO BE ISSUED BY BANK

Name of Firm:_____

Folio No._____ Tel No._____ Mobile No._____

Email ID: _____

Address: _____

Bank Account Details:

Bank Name		Bank A/c No.	
Bank A/c Type		Bank Branch & City	
IFSC Code (11 digit)		MICR Code (9 digit)	

Signature/s (as per mode of Holding in Folio):

Name			
1st Applicant	**2nd Applicant**	**3rd Applicant**	**4th Applicant**
Guardian / Authorized Signatory (Nominee/ Legal Heir in case of transmission)			

Signature Verified
(Signature of the Branch Manager/ Authorized Official with their Seal and Bank Stamp)

Name: _____

Designation: _____

Employee Code: _____

Phone Number: _____

Date: _____

Note:

Mandatory that Branch Manager should sign and affix seal across the photo of each applicant.

Format for Partnership Firm

TO,

The Finance Controller
Sum Rehabilitation Authority
Anant Kanekar Marg, Bandra (East)
Mumbai-400 051.

This is to certify that we have verified the Balance Sheet and Capital Accounts of M/s _____ for the period from _____ to _____ and we do certify that funds infused in firm by way of introduction of capital net of withdrawals and as reflected in capital accounts are Rs. _____ /- during the period from _____ to _____

Details of which are as follows:

S. No.	Name of Partners	Amounts in Rs.	Period
1			
2			
3			
4			
5			
	Total Rs.		

I/we have verified the necessary documents / records for issuing this certificate. I/We fully understand that, this certificate is issued for the purpose of assessing financial capacity of the developer and any incorrect /false information will render me/us liable for the any penal action or other consequences as may be prescribed in the law or otherwise warranted.

Chartered Accountants

Partner
Membership No.
Date:

Signature of authorized Partners on behalf of Partnership Firm.

Format for Company

TO,

The Finance Controller
Sum Rehabilitation Authority
Anant Kanekar Marg, Bandra (East)
Mumbai-400 051.

This is to certify that we have verified the Financial Statement of M/s _____ for the period from _____to _____ and we do certify that total Net worth of the company as reflected in the Balance Sheet dated _____ is as follows.

S.R. No.	Particulars	Amount in Rs.
1	Capital	
2	Premium	
3	Reserves	
	Total Rs.	

I/we have verified the necessary documents / records for issuing this certificate. I/We fully understand that, this certificate is issued for the purpose of assessing financial capacity of the developer and any incorrect /false information will render me/us liable for the any penal action or other consequences as may be prescribed in the law or otherwise warranted.

Chartered Accountants

Partner
Membership No.
Date:

Signature of authorized Directors on behalf of Company.

परिशिष्ट - IV

(मालकी हक्का बाबत)

१. अर्जदाराचे नांव -	
२. नियो. सह. संस्थेचे नांव -	
३. गावाचे/ विभागाचे नांव -	
४. न. भू. क्र. / भू. क्र. /अ.भू.क्र. -	

५. योजनेत सामिल मिळकतीचा तपशील

अ. क्र.	न.भू.क्र., भूकर क्र., अं.भू.क्र.	मिळकत पत्रिकेनुसार क्षेत्र	योजनेत सामिल मिळकतीचे क्षेत्र	मिळकतीचे धारकाचे नांव
१.				
२.				

६. मिळकत पत्रिकेस धारणाधिकार सदरी शेती असल्यास तपशील

अ. क्र.	न.भू.क्र.	क.जा.प. नुसार सर्व्हे नं. /हि.नं.	७-१२ नुसार धारक	योजनेत सामिल क्षेत्र
१.				
२.				

७. मिळकत पत्रिका किंवा ७/१२ वर विकासकाचे नांव नसल्यास खालील कागदपत्रे आवश्यक

अ.क्र.	जोडलेली कागदपत्रे	पानांक
१	मिळकत पत्रिका किंवा ७/१२ मध्ये नमुद असलेल्या धारकांकडुन घेतलेले नोंदणीकृत खरेदीखत.	
२	खरेदीखत नसल्यास मिळकत पत्रिका किंवा ७/१२ वर धारक सदरी असलेल्या धारकाकडुन घेतेले नोंदणीकृत विकास करारनामा व कायमस्वरुपी कुलमुखत्यारपत्र.	
३	वरील काहीही नसल्यास खाजगी मिळकत जमीन झोपडपट्टी पुनर्वसन (सु.,नि.,आणि पु.) अधिनियम १९७१ चे कलम १४(१) नुसार संपादन करणे बाबत विकासकाचा संस्थेच्या वतीने अर्ज. विकासकास या साठी संस्थेने प्राधिकृत केल्याचा ठराव.	

८.अ)	योजनेच्या क्षेत्राचा वसलेवार गणना तक्ता जोडावा व झोपडीस्थित नकाशा.	
ब)	वास्तुविशारदाचे योजनेच्या क्षेत्राबाबतचे विवरणपत्र व दाखला.	

(विकासक) **(अर्जदाराची स्वाक्षरी)**

परिशिष्ट -V

योजना सादर करण्यापुर्वी सर्वसाधारण सभेचा वृत्तांत तपासणी नमूना

१)	नियोजित संस्थेचे नाव	:
२)	नियोजित संस्थेचा पत्ता / सीएस क्र.	:
३)	सभेच्या नोटीसचा दिनांक	:
४)	सभेचा दिनांक व वेळ	:
५)	सभेचे ठिकाण	:
६)	प्रारुप परिशिष्ट-२ मधील झोपडीधारक संख्या	:
७)	सभेस उपस्थित झोपडीधारकांची संख्या	:
८)	ठरावास पाठिंबा दिलेल्या झोपडीधारकांची संख्या	:
९)	ठरावास विरोध करणाऱ्या झोपडीधारकांची संख्या	:
१०)	मुख्य प्रवर्तक, सुचक व अनुमोदक यांनी सर्वसाधारण सभेत उपस्थिती बाबत स्वाक्षरी केल्याचा अनु. क्रमांक	:
११)	प्रारुप परिशिष्ट - II मधील मुख्यप्रवर्तक, सुचक व अनुमोदक यांचा अनुक्रमांक	:
१२)	निवडलेल्या विकासकाचे नाव व पत्ता.	:
१३)	निवडलेल्या वास्तुविशारदाचे नाव व पत्ता.	:
१४)	सभेच्या कामकाजाचे व्हिडीओ शुटिंग / फोटोग्राफी सोबत जोडली आहे काय ?	:
१५)	सभेचे कामकाज विषय पत्रिके नूसार झालेले आहे काय ?	:

The sworn Affidavit from Chief Promoter and atleast two office bearers of the society stating that the above information is correct and submitted without any force or coercion.

(विकासक) **(मुख्य प्रवर्तक)**

Architect/L.S.

Annexure – VI

(Town Planning NOC)

Annexure – VII

Certificates

1. From Advocate Regarding Title, Slum Declaration / Status of Slum, POA

(i) Copy of certificate of the Title of the land / Development Rights & Slum Declaration / Census Slum Certificate under development and Power of Attorney, (if any) in favor of the applicant, is valid and subsisting.

(ii) Certificate of the Title of the land/Development Rights & Slum Declaration / Census Slum Certificate under development alongwith report regarding subsistence of the said declaration.

(iii) Certificate from the same advocate certifying that the Power of Attorney, (if any) in favor of the applicant, is valid and subsisting.

2. C.A. Certificate for Financial Capability of the Developer

A networth certificate for the Developer's firm/ Group under the seal and signature of a Chartered Account.

3. Architect's certificate for Plot Area

A certificate from Architect certifying the area of plot taken up for slum rehabilitation scheme incorporating both slum and non slum areas (if any), reservation areas, etc alongwith Triangulation measurement sheet.

4. Certificate from Chief Promoter and office bearers of society

Certificate from Chief Promoter and office bearers of society stating that the consents are indeed signed by the slum dwellers whose names appear in the Draft Annexure-II and the slum dwellers are present occupiers of the slum structures at site and are members of the society.

All Certificates / documents shall be self-certified by the owner/developer/Chief Promoter/Architect/LS.

Annexure – VII (contd)

Comprehensive Affidavit-cum-Undertaking

1. **From Chief Promoter and atleast two office bearers of the society regarding** no. of Slum Dwellers listed in Draft Annexure-II alongwith the carpet area of commercial slum dewellers, slum plan & minimum 70% Consents from Slum Dwellers, GBR & Slum Declaration Certificate/ evidence of Censused Slum (photo passes)

   Affidavit-cum-Undertaking signed by the Chief Promoter and at least two office bearers of the society, stating that no. of Slum Dwellers listed in Draft Annexure-II alongwith the carpet area of commercial slum dewellers, slum plan & minimum 70% Consents from Slum Dwellers, GBR & Slum Declaration Certificate/ evidence of Censused Slum (photo passes) to be submitted to S.R.A. are true and correct and have not been obtained by cheating, false or mis-representation or under duress of any kind along with C.D. of Video recording of General Body meeting and bio metric consents.

2) **From Developer and Chief Promoter and atleast two office bearers of the society regarding Slum boundary & Video Recording**

   A) Affidavit singed by Chief Promoter & at atleast two office bearers of the society stating that slum boundary surveyed by empaneled surveyor is correct. The developer shall indemnify SRA against any claims that may arise in future with respect to slum boundary.

   B) Video recording of the slum dwellers meeting along with a Affidavit jointly signed by the Chief Promoter of the society and the developer about the authenticity of the video recording alongwith the proposal.

3) **From Developer Regarding Plot / Reservation Area / Indemnity Bond for Title, Slum Status**

   A) Affidavit stating that the area of the Slum plot and Non-Slum plot alongwith Reservation area if any, are Correct.

   B) Indemnity bond indemnifying S.R.A. against any claims that may arise in future on title of the Land, slum declaration/Census slum certificate.

नमुना क्र. ४

Application form for submission of S.R. Scheme under regulation 33(14) of DCR 1991.
(To be presented in person to Head Clerk & Ex. Engg.)

Date :

To,
The Chief Execuitve Officer,
Slum Rehabiliation Authourity
Administrative Bldg,
Bandra (East), Mumbai – 400 051.

Sub : Proposed S.R. Scheme under Regulation 33 (14) of DCR 1991 on plot bearing C.T.S. No.--------- ---------- at Village---------- of ---------- Ward.

1)	**Name of Architect**	:	----------
	Address		----------

	Phone / Fax No.	:	----------
	E-mail ID	:	----------
2)	**Name of Developer**	:	----------
	Address	:	----------

	Phone / Fax No.	:	----------
	E-mail ID	:	----------

Sir,

Please find enclosed herewith my application (two copies) for submission of proposal under regulation 33(14) for acceptance. I/we have enclosed following documents.

i. Enclosure – A in format and enclosed document at pg. --- to pg.---

ii. Enclosure – B in format and enclosed document at pg. --- to pg.---

It is requested that our proposal for the scheme under regulation 33(14) D of DCR 1991 be admitted a process further action an earliest

Architect/License Surveyor

No overlapping scheme on this C.T.S. No., hence taken and submitted to EE for further action.

Head Clerk

1) The application is complete and is taken for further scrutiny.
2) The application is in-complete and hence return personally.

[Mark [✓] which is applicable, strike out which is not applicable]

Ex. Engineer (SRA)
PRO (SRA)

Note: The application is presented in person to head clerk. After his decision to take in, it is forwarded by the head clerk in person to concern Ex. Engg. The Ex. Engg. should verify it in presence of applicant and take decision on spot only. If application is accepted for further processing, then it is sent to in-ward tapal and the applicant be given the receipt of the same.

S.R. Scheme under Reg. 33(14) of DCR-1991

Enclosure – A

Sr. No.	Item	Information/Paper to be attach	Page no.
1	Name of Proposal		
2	Name of Architect / License Surveyor. Architect Appointment Letter by Developer Up to date Architect Registration, License of M.C.G.M./Council of Architect.) Supervision Acceptance Letter from the Architect		
3	Name of Developer		
4	Survey No. /CTS No. /CS No. /F.P. No. of Village / Division name of Road Address.		
5	Plot Area 1. Architect plot area certificate 2. Owner's plot area affidavit 3. Plot area calculation by Triangulation Method 4. As per PRC	Sq.mts.	
6	Application u/s 44/69 of MRTP Act duly filled		
7	Whether the proposal on this land is previously submitted to MCGM & Sanction under reg. 32 of DCR 1991	Yes/No	
8	If yes than present status of Proposal		
9	Land Ownership status d) Name of Developer e) Name on P.R. Cards f) If a & b are different then justification for it. g) Attach P.R. Cards and other document for justification.		
10	C.T.S. Plan (Original) issued within year.		
11	Details of Existing tenement / hutments a) Residential (R) b) Commercial (C) c) Res. cum Comm. (R/C) d) Religious Structure e) Existing Amenities		
12	Reservation as per D.P. Remarks (D.P. remarks should be of with in 1 year)		
13	Details of Zone :- Residential/Commercial/		

	Industrial/N.D.Z/CRZ etc.		
14	Remarks of A.E. (Survey)		
15	Amenities available on site/abutting to site a) water supply b) Sewerage System c) Electric poles d) Width of Access road/to plot e) Nearest Railway Station f) Nearest Metro Railway Station g) Nearest Mono Railway Station	 Yes/No Yes/No Yes/No Yes/No	
16	75% Consent	Yes/No	
17	FSI Claimed		
18	Planning: - Plans (A) Nos of P.T.C. tenament Proposed inclusive (B) Nos of amenity proposed in PTC included in FSI a) Balwadi b) Welfare Centre c) Society Office (C) List of special concessions required to be sought from CEO (SRA) and list of concessions required as per clause 64 of DCR 1994.	At pg.------- ---------- Nos ---------- Nos ---------- Nos ---------- Nos	
19	Estimated Project Completion Period.		
20	Project report including total cost.		
21	Indemnity in prescribe form from Owner on 220 Rs. Stamp paper.		

Developer **Architect/Licence Surveyor**

Enclosure B

(On Letterhead of Develover)
Annexure III

Annexure to assess the financial capability of the Developer to execute the SRA Scheme.

1. Name & Address of the Proposed S.R. Scheme: under 33 (14) _____ _____ _____

2. Name and Address of the Developer: _____
   E-mail id & Tel. No. _____
3. Name and Address of the Architect: _____
   E-mail id & Tel. No. _____ _____

4. Tentative Number of Tenements: _____
   To be constructed as per encloser A

   a) PTC: _____Nos.
   b) Amenity: _____
      i) Balwadi: _____Nos.
      ii) Welfare Centre: _____Nos.
      iii) Society Office: _____Nos.
      iv) Any Other _____Nos.
      Total: _____**Nos.**

5. Status of the Developer's Firm: _____
   (Proprietary / Partnership/Company) _____

6. Attach Memorandum of Association & Article of Association / Registered Partnership Deed.

7. Attach Audited Financial Statements & I.T. Returns of last three Consecutive Years.

   i. Financial Year ---------- :
   ii. Financial Year ---------- :
   iii. Financial Year ---------- :
   iv. Prov. Bal. Sheet dt ----------

8.

a) Funds required for construction of _____ PTC Tenements
   Number of PTC Tenements x cost of one tenements.
   _____ (No. of Tenements) X Rs. 4,50,000/- = Rs. _____

b) 20% of the Amount in (a) above as initial Rs. _____

c) Balance capability in terms of no. of tenements _____.

d) Plan for 80% of the amounts in (a) above, that required for completing the scheme will be made available from the following sources.

Signature of C.A. & Seal

Signature of Authorised /Director
Partner of the company
& Company Seal

नमुना क्र. ५

Application form for submission of S.R. Scheme under 3.11 of regulation 33(10) of DCR 1991.

(To be presented in person to Head Clerk & Ex. Engg.)

Date :

To,
The Chief Execuitve Officer,
Slum Rehabiliation Authourity
Administrative Bldg,
Bandra (East), Mumbai – 400 051.

Sub : Proposed S.R. Scheme under Clause 3.11 of 33 (10) of DCR 1991 on plot bearing C.T.S. No.----- ---------- at Village---------- of ---------- Ward.

1)	**Name of Architect**	:	----------
	Address		----------

	Phone / Fax No.	:	----------
	E-mail ID	:	----------
2)	**Name of Developer**	:	----------
	Address	:	----------

	Phone / Fax No.	:	----------
	E-mail ID	:	----------

Sir,

Please find enclosed herewith my application (two copies) for submission of proposal under clause 3.11 of regulation 33(10) for acceptance. I have enclosed following documents.

i. Enclosure – A in format and enclosed document at pg. --- to pg.--
ii. Enclosure – B in format and enclosed document at pg. --- to pg.—

It is requested that our proposal for the scheme under regulation 33(14)D of DCR 1991 be admitted and processed further action, at earliest.

Developer **Architect/Licence Surveyor**

No overlapping scheme on this C.T.S. No., hence taken and submitted to EE for further action.

Head Clerk

1) The application is complete and is taken for further scrutiny.

2) The application is in-complete and hence return personally.

[Mark [✓] which is applicable, strike out which is not applicable]

Ex. Enginner (SRA)

PRO (SRA)

Note: The application be presented in person to head clark. After his decision to take in, it is forwarde by the head clerk in person to concern Ex. Engg. The Ex. Engg. should verify it in presence of applicant and take decision on spot only. If application is accepted for further processing, then it is sent to in-ward tapal and the applicant be given the receipt of the same.

S.R. Scheme under Clause 3.11 of Reg.33(10) of DCR-1991

Enclosure – A

Sr. No.	Item	Information/Paper to be attach	Page No.
1	Name of Proposal		
2	Name of Architect / License Surveyor. Architect Appointment Letter by Developer Up to date Architect Registration, License of M.C.G.M. / Council of Architect. Supervision Acceptance Letter from the Architect		
3	Name of Developer		
4	Survey No./CTS No./CS No./F.P. No. of Village / Division name of Road Address.		
5	Plot Area Architect plot area certificate Owner's plot area affidavit Plot area calcuation by Triangulation Method As per PRC	Sq.mts.	
6	Application u/s 44/69 of MRTP Act duly filled		
7	Land Ownership status Name of the Developer Name on P.R. Cards If a & b are different then justification for it. Attach P.R. Cards and other document for justification.		
8	C.T.S. Plan (Original) issued within year.		
9	Details of Existing tenement / hutments Residential (R) Commercial (C) Res. cum Comm. (R/C) Religious Structure Existing Amenities		
10	Reservation as per D.P. Remarks (D.P. remarks should be of with in 1 year)		

11	Details of Zone :- Residential/Commercial/ Industrai/N.D.Z/CRZ etc.		
12	Remarks of A.E. (Survey)		
13	Amenities available on site/abutting to site water supply Sewerage System Electric poles Width of Access road/to plot Nearest Railway Station Nearest Metro Railway Station Nearest Mono Railway Station	 Yes/No Yes/No Yes/No Yes/No	
14	FSI Claimed 3.00 /4.00		
15	Planning: - Plans (A) Nos of tenament Proposed P.A.P.	At pg.------- ---------- Nos	
16	(B) Nos of amenity proposed Balwadi Welfare Centre Society Office (C) List of special concessions required to be sought from CEO (SRA) and list of concessions required as per clause 64 of DCR 1994.	 ---------- Nos ---------- Nos ---------- Nos	
17	Name of project implementing Agency (PIA) if any, in case of proposal under Clause 3.11		
18	Estimated Project Completion Period.		
19	Project report including total cost.		
20	Indemnity from Owner on 220 Rs. Stamp paper.		

Developer **Architect/Licence Surveyor**

Enclosure B - Annexure III

(On Letterhead of Developer)

Annexure to assess the financial capability of the Developer to execute the SRA Scheme.

1. Name & Address of the Proposed S.R. Scheme: under 3.11 _____

2. Name and Address of the Developer: _____

3. Name and Address of the Architect: _____

4. Tentative Number of Tenements: _____
To be constructed as per encloser A

   a) PAP: _____Nos.
   b) Amenity: _____
      i) Balwadi: _____Nos.
      ii) Welfare Centre: _____Nos.
      iii) Society Office: _____Nos.
      Total: _____**Nos.**

5. Status of the Developer's Firm: _____
(Proprietary / Partnership/Company) _____

6. Attach Memorandum of Association & Article of Association / Registered Partnership Deed.

7. Attach Audited Financial Statements & I.T. Returns of last three Consecutive Years.

   v. Financial Year ---------- :
   vi. Financial Year ---------- :
   vii. Financial Year ---------- :
   viii. Prov. Bal. Sheet dt ----------

8.
   a) Funds required for construction of _____ PAP Tenements
   Number of PAP Tenements x cost of one tenements.
   _____ (No. of Tenements) X Rs. 4,50,000/- = Rs. _____

   b) 20% of the Amount in (a) above as initial Rs. _____

   c) Balance capability in terms of no. of tenements _____.

d) Plan for 80% of the amounts in (a) above, that required for completing the scheme will be made available from the following sources.

Signature of C.A. & Seal

Signature of Authorised /Director
Partner of the company
& Company Seal

नमुना क्र. ६

उपजिल्हाधिकारी तथा सक्षम प्राधिकारी यांनी परिशिष्ट - II तयार करण्याची कार्यपध्दती

१) झोपडपट्टी पुनर्वसन प्राधिकरणाकडुन खालील कागदपत्रे प्राप्त होतील, त्याची छाननी करण्यात येईल.

i) संस्था व विकासक यांचे स्वाक्षरीची विहीत नमुन्यातील झोपडीधारकांची यादी व नकाशा.

ii) मिळकत पत्रिकेची अद्यावत प्रत.

iii) गलिच्छ वस्ती घोषित अधिसुचनेची प्रत / गणनाकृत / झोपडपट्टी पुनर्वसन क्षेत्र घोषित असलेबाबत पुरावा.

iv) दि. ०१/०१/१९९५ ची मतदार यादीची प्रमाणीत प्रत.

v) संस्थेच्या सर्वसाधारण सभेच्य ठरावाची प्रत.

२) परिशिष्ट - II च्या स्थानिक चौकशीकामी भूमापक / अव्वल कारकुन / नायब तहसिलदार यांची नेमणूक करणे.

३) सर्वेक्षणाची जाहीर नोटीसची प्रसिध्दी

सर्वेक्षणाची जाहीर नोटीस, सर्वेक्षण करण्याची मार्गदर्शक तत्वे, भूमापक, वास्तुविशारद, विकासक यांची नावे व दिनांक यासह प्रसिध्द करावी.

४) भूमापकामार्फत झोपडीस ऑईल पेन्टने क्रमांक देणे.

५) शासकीय अधिकारी/ भूमापक यांच्या उपस्थितीत छायाचित्रण व बायोमेट्रीक पध्दतीने परिशिष्ट-II मधील नाव असलेल्या झोपडीधारकांच्या बोटांचे ठसे घेणे.

६) झोपड्यांचे मोजमाप / वापर याबाबत नोंदी करणे.

७) झोपडीधारकांकडून साक्षांकित पुराव्यांचे कागदपत्रे गोळा करणे.

८) झोपडीस्थित नकाशा तयार करणे.

९) झोपडीस्थित नकाशा / पुराव्यांचे कागदपत्र व इ. बाबी भूमापक यांनी कार्यालयात नायब तहसिलदार / तहसिलदार यांचेकडे सुपुर्द करणे.

१०) प्रारुप परिशिष्ट-II तयार करणे.

११) प्रारुप परिशिष्ट-II जागेवर प्रसिध्दी बाबत फोटो पुरावे पंचनामा दप्तरी ठेवणे. हरकत आक्षेप, सुचना दाखल करणे साठी १५ दिवसांची मुदत देणे.

१२) प्रारुप परिशिष्ट-II च्या अनुषंगाने प्राप्त हरकती / दावे यांची सुनावणी व निर्णय घेणे.

१३) शासन निर्णयानुसार नायब तहसिलदार / तहसिलदार / उपजिल्हाधिकारी यांनी ठरवून दिलेल्या मानकानुसार झोपड्यांची तपासणी करणे.

१४) दाखल पुराव्यांची सत्यता असलेबाबत विहीत प्रतिज्ञापत्र व योजनेस संमती असलेबाबत नोटराईज विहीत संमतीपत्र दाखल करुन घेणे.

१५) बायोमेट्रीक / फोटोग्राफी आणि सतत वास्तव्याचे पुरावे देण्यास नकार देणाऱ्या झोपडीधारकांना सदर बाबींची पुर्तता करणेसाठी आठ दिवसांच्या मुदतीचे लेखी पत्र देण्यात यावे. त्यांनी सदर पुरावे दिल्यास ज्यांची पडताळणी करुन निर्णय घेणे.

१६) अंतिम परिशिष्ट-II तयार करताना झोपडीस्थित नकाशामध्ये योजनेची हद्द निश्चिती (चतु:सिमा), त्यातील झोपडपट्टीने व्यापलेले क्षेत्र, खुले क्षेत्र, गल्ली बोळ/ रस्ते यांनी व्यापलेले क्षेत्र यांचा स्पष्ट उल्लेख असावा. तसेच झोपडीधारकांच्या विहीत नमुन्यातील यादीमध्ये पुराव्यांच्या कागदपत्राचा स्पष्ट उल्लेख असावा.

१७) परिपुर्ण तयार झालेले अंतिम परिशिष्ट-II अपर जिल्हाधिकारी कार्यालयाकडे पाठविणे.

१८) अपर जिल्हाधिकारी कार्यालयातुन सदर प्रस्तावाची तपासणी करणे.

१९) परिपुर्ण अंतिम परिशिष्ट-II जागेवर प्रसिध्द करणे त्याचे छायाचित्र काढणे, पंचनामा करणे.

२०) परिपुर्ण परिशिष्ट-II प्रसिध्दी अहवालासह झोपडपट्टी पुनर्वसन प्राधिकरणाकडे पाठविणे.

नमुना क्र. ७ - APPLICATION FOR LOI

(To be presented in person Sub Engg. Or Asst. Engg.)

Date:

To,
The Executive Engineer (CITY/E.S./W.S.)
Slum Rehabilitation Authority,
Administrative Bldg.,
Anant Kanekar Marg,
Bandra (E), Mumbai-400 051.

Subject: Application for LOI.
S.R. Scheme on land bearing C.T.S./F.P. No./s.----------

Proposed Scheme u/s. 33(10), 33(14)D, 3.11, 32

NAME OF CHS :

Architect/L.S. Details :

Name :

Address :

Registration/License No.:

Tel.No. :

Cell No. :

Mail ID :

Copy of the valid registration/license of the Architect/L.S.: :

Name of the Developer :

Name :

Address :

Registration/License No.:

Tel.No. :

Cell No. :

E-Mail ID :

Website :

- DATE OF ACCEPTANCE OF THE SCHEME :
- DATE OF CERTIFICATION OF ANNEXURE II :

Sir,

In the above-mentioned S.R. Scheme Annexure-II is certified by the Competent Authority. *
Now, I/We request you to issue L.O.I. in the above-mentioned scheme at an earliest.
I/We am/are submitting herewith the following documents for processing the L.O.I. as per the Index.

Sr. No.	Description	Compliance with reason.	Page No.
1	2	3	4
1	Ownership of the plot. The documents shown in Col. (3) be submitted in order i.e. if (I) is available then other documents are not required and so on.	i) P.R. Card (original) ii) if holders name is not shown on property card then KJP & Concern 7/12 (original) iii) If owners name not mentioned on P.R. Card or 7/12 then Registered Conveyance Deed (Notarized xerox copy) or iv) Registered irrevocable Power of Attorney (Notarized xerox copy) or v) Registered Development Agreement with registered irrevocable power of Attorney (Notarized xerox copy)	
2	Documents regarding area of plot. All four documents in Col. (2) are required.	i. P.R. Card. ii. Annexure-II – Area. iii. Certificate by Architect/L.S. iv. Triangulation calculation by Architect.	
3	Documents regarding the access to the plot. (if not abuting public street)		
4	D.P. Remarks within 12 months, coloured Xerox duly certified by Architect.		
5	Remarks from A.E. Survey Deptt. of MCGM. Coloured xerox duly certified by Architect.		
6	Remarks from E.E.(T&C) Deptt. of MCGM for R.L. of the road. Coloured xerox duly certified by Architect.		
7 *	Details of Rehab building plan showing the computation of Rehab FSI and Component.		
8	Tentative Layout plan.		
9	If the scheme u/s. 33(14)D, consent of existing occupants.		

I/We certify that the papers, documents submitted herewith are true & correct. The Developer is ready to pay the requisite charges/premium applicable at the relevant stages as per SRA policy. So, it is requested to issue LOI at an earliest.

Thanking you,
Yours faithfully,

Date :

(Name & Signature of the Architect /L.S.)
(Seal of the firm)

---

1) The application is properly filled in and the documents shown there are attached, thus application is accepted.
2) The application is in complete and hence return in person.

[Mark [✓] which is applicable, strike out which is not applicable]

Date:-

Name & Signature of Sub-Engg./ Asst.Engg.

Note: The application be presented in person to concern Sub. Engg. / Asst. Engg. The Sub. Engg. / Asst. Engg. should verify it in presence of applicant and take decision on spot only. If application is accepted for further processing, then it is sent to in-ward tapal and the applicant be given the receipt of the same.

नमुना क्र. ८ - APPLICATION FOR IOA

(To be Submitted in person to Sub Engg. Or Asst. Engg.)

Date:
To,
The Executive Engineer (CITY/E.S./W.S.)
Slum Rehabilitation Authority,
Administrative Bldg.,
Anant Kanekar Marg,
Bandra (E), Mumbai-400 051.

Subject: Application for IOA.
S.R. Scheme on land bearing C.T.S./F.P. No./s.----------

Proposed Scheme u/s. 33(10), 33(14)D, 3.11, 32

NAME OF CHS :

Architect/L.S. Details :

Name :
Address :
Registration/License No.:
Tel.No. :
Cell No. :
Mail ID :
Copy of the valid registration/license of the Architect/L.S. :

Name of the Developer:

Name :
Address :
Registration/License No.:
Tel.No. :
Cell No. :
E-Mail ID :
Website :

Sir,

I/We am/are submitting herewith the following documents for processing the I.O.A. of above mentioned scheme as per the Index.

Sr. No.	Description		Page No.
1	2		3
1	Application u/s. 44/69 of M.R.T.P. Act duly signed by Owner/Architect/L.S.		
2	Copy of LOI/Revised LOI dtd……		
3	Details of compliance of LOI conditions in given format.		
4	Copy of D.P. Remarks, (coloured xerox duly certified by Architect)		
5	Copy of A.E.(Survey)'s remarks (coloured xerox duly certified by Architect).		
6	Draft plans as per Clause 5 of DCR 1991 (Floor plans shall have area statement on the same plan).		
7	Fungible FSI claimed for Rehab in sq.mt.		
8	Fungible FSI claimed for Sale in sq.mt.		
9	List of the Concessions requested. 1) 2) 3)	Details of hardship faced in the planning 1) 2) 3)	
10	List of Relaxations requested 1) 2) 3)	Reason – 1) 2) 3)	

Format for Compliance of LOI/Revised LOI conditions:

Sr.No.	Conditions mentioned.	Compliance
1		
2		

I/We certify that the papers, documents submitted herewith are true & correct. The Developer is ready to pay the requisite charges/premium applicable at this stage as per SRA policy. So, I/We request you to process our proposal and issue the IOA at the earliest.

Thanking you,

Yours faithfully,

Date :

(Name & Signature of the Architect /L.S.)

(Seal of the firm)

1) The application is properly filled in and the documents shown there are attached, thus application is accepted.
2) The application is in complete and hence return in person.

[Mark [✓] which is applicable, strike out which is not applicable]

Date:- **Name & Signature of Sub-Engg./Asst. Engg.**

Note: The application be presented in person to concern Sub. Engg. / Asst. Engg. The Sub Engg. / Asst. Engg. should verify it in presence of applicant and take decision on spot only. If application is accepted for further processing, then it is sent to in-ward tapal and the applicant be given the receipt of the same.

नमुना क्र. ९

विकासकाने कलम ३३अ किंवा ३३/३८ नुसार कार्यवाहीसाठी करावयाचा अर्जाचा नमूना

(उपजिल्हाधिकारी यांना समक्ष सादर करणे.)

दिनांक :

प्रति,
मा. उपजिल्हाधिकारी / सक्षम प्राधिकारी

विषय :- कलम ३३अ किंवा ३३/३८ अंतर्गत कार्यवाही करणे

योजनेचे नाव :-

आशयपत्र क्र. व दिनांक :-

महोदय,

विषयांकित मिळकतीवर झोपडपट्टी पुनर्वसन योजना राबविणेत येत आहे. सदर योजनेच्या आराखड्याचे प्रतीस (IOA) अभियांत्रिकी विभाग / झोपुप्रा यांचेकडून मान्यता देण्यात आलेली आहे. सदर योजनेमध्ये खालील झोपडीधारक झोपडी रिक्त करण्याबाबत लेखी सुचना देवून देखील त्यांच्या झोपडया निष्काषित करुन देणेसाठी विरोध करत असल्याने योजनेचे पुढील बांधकाम करता येत नाही. या झोपडीधारकांविरुध्द महाराष्ट्र झोपडपट्टी (सुधारणा, निर्मुलन व पुनर्विकास) अधिनियम १९७१ चे कलम ३३अ किंवा ३३/ ३८ अन्वये कार्यवाही करणे बाबत विनंती करीत आहे.

अ. क्र.	झोपडीधारकांचे नाव	परि-२ क्र.	पात्र /अपात्र	वापर	लेखी सूचना दिल्याची तारिख	लेखी सूचना स्विकारली अथवा नाही.
१						
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उपरोक्त झोपडीधारकांपैकी पात्र झोपडीधारकांना त्यांची झोपडी निष्कासित केल्यानंतर खालील प्रमाणे संक्रमण शिबिरामध्ये जागा उपलब्ध करुन देण्यात येणार आहे किंवा भाडे देणेत येईल

अ.क्र.	झोपडीधारकांचे नाव	परि-२ क्र.	संक्रमण शिबीर सदनिकेचा अ.क्र.	किंवा भाडे र. रु /माहे
१				
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सोबत खालील प्रमाणे कागदपत्र जोडण्यात आले आहे.

अ.क्र.	जोडलेली कागदपत्रे	पानांक
१	झोपडपट्टी पुनर्वसन योजनेच्या आराखडा प्रतीस मंजुरी दिल्याचे पत्र. (IOA)	
२	असहभागी झोपडीधारकांना लेखी सूचना दिल्याची सत्यप्रत व झोपडीधारकांना सदरहू सुचना मिळाल्याची पोच पावती अथवा सुचना स्विकारली नसल्यास पंचनामा व सुचना चिटकावल्याचा फोटो.	

विनंती करणेत येते की वरील नमूद विरोध करणाऱ्या झोपडीधारकांविरुध्द कलम ३३अ किंवा ३३/ ३८ ची कारवाई करणेत यावी.

दिनांक

विकासकाची स्वाक्षरी

नाव -

१) सदरचा अर्ज परिपुर्ण असुन स्विकारण्यात येत आहे.

२) अर्ज अपुर्ण असुन अर्जदारास परत करण्यात येत आहे.

[लागु असेल त्यास (√) अशी खुण करावी, गैरलागु असेल ते खोडावे]

दिनांक :

उपजिल्हाधिकारी / सक्षम प्राधिकारी

नमुना क्र. १०

APPLICATION FOR C.C. UPTO PLINTH

(To be submitted in person to Sub Engg. Or Asst. Engg.)

Date:

To,
The Executive Engineer (CITY/E.S./W.S.)
Slum Rehabilitation Authority,
Administrative Bldg.,
Anant Kanekar Marg,
Bandra (E), Mumbai-400 051.

Subject: Application for C.C. upto plinth.
S.R. Scheme on land bearing C.T.S./F.P. No./s.----------

Proposed Scheme u/s. 33(10), 33(14)D, 3.11, 32

NAME OF CHS :

Architect/L.S. Details :

Name :
Address :
Registration/License No.:
Tel.No. :
Cell No. :
Mail ID :
Copy of the valid registration/license of the Architect/L.S. :

Name of the Developer :

Name :
Address :
Registration/License No.:
Tel.No. :
Cell No. :
E-Mail ID :
Website :

Sir,

I/We am/are submitting herewith the required documents/compliances for granting C.C. upto plinth level for Proposed Rehab/Composite/Sale building under S.R. Scheme on land/plot under subject matter. So, I/We kindly request you to grant approval for the C.C. upto plinth level.

i) Area of vacant plot available on site. :

ii) **The compliance report of LOI/Revised LOI/IOA/Amended IOA.**

Sr.No.	Compliance	Page No.
1	Compliance of LOI dtd. ---------- in format.	
2	Compliance of revised LOI dtd. ---------- in format.	
3	Compliance of IOA dtd.---------- in format.	
4	Compliance of amended IOA dtd. --------- in format.	
5	List of slum dwellers shifted on rental basis signed by Developer.	
6	List of slum dwellers accommodated in temporary Transit Camp signed by Secretary & Developer.	
7	Site Status Report of Architect.	
8	Society Registration Certificate.	

Format for compliance of LOI/Revised LOI/IOA/Amended IOA.

Sr.No.	Conditions mentioned.	Compliance.
1		
2		

I/We certify that the papers, documents submitted herewith are true & correct. The Developer is ready to pay the requisite charges/premiums/payments due at this stage as per prevailing SRA policy and submit the relevant documents required if any during the scrutiny of the proposal.

So, I/We kindly request you to grant C.C. upto plinth level for Rehab/Composite/Sale Building under reference.

Thanking you,

Yours faithfully,

Date :

(Name & Signature of the Architect /L.S.)
(Seal of the firm)

1) The application is properly filled in and the documents shown there are attached, thus application is accepted.
2) The application is in complete and hence return in person.

[Mark [✓] which is applicable, strike out which is not applicable]

Date:- **Name & Signature of Sub-Engg./Asst. Engg.**

Note: The application be presented in person to to concern Sub. Engg. / Asst. Engg. The Sub. Engg. / Asst. Engg. should verify it in presence of applicant and take decision on spot only. If application is accepted for further processing, then it is sent to in-ward tapal and the applicant be given the receipt of the same.

नमुना क्र. ११

APPLICATION FOR FURTHER C.C.

(To be submitted in person to Sub Engg. Or Asst. Engg.)

Date:

To,
The Executive Engineer (CITY/E.S./W.S.)
Slum Rehabilitation Authority,
Administrative Bldg.,
Anant Kanekar Marg,
Bandra (E), Mumbai-400 051.

Subject: Application for further C.C.
S.R. Scheme on land bearing C.T.S./F.P. No./s.----------

Proposed Scheme u/s. 33(10), 33(14) D, 3.11, 32

NAME OF CHS :

Architect/L.S. Details :

Name :
Address :
Registration/License No. :
Tel.No. :
Cell No. :
Mail ID :
Copy of the valid registration/license of the Architect/L.S. :

Name of the Developer:

Name :
Address :
Registration/License No. :
Tel.No. :
Cell No. :
E-Mail ID :
Website :

Sir,

The work of above mentioned Rehab/Composite/Sale building under S.R. Scheme up to plinth level is carried out as per relevant I.S. Codes in force. I certify that the work up to plinth level is carried out to my satisfaction as per approved plans dtd. -------. I/We am/are submitting herewith the following documents for granting further C.C. up to ---------- level.

Statement showing compliance details of LOI/IOA/Amended IOA/ Plinth C.C./Further C.C.

Sr.No.	Compliance	Page No.
1	Compliance of LOI dtd. ------ in format.	
2	Compliance of revised LOI dtd.------ in format.	
3	Compliance of IOA dtd.------- in format.	
4	Compliance of amended IOA dtd. ------ in format.	
5	Compliance of Plinth C.C. in format.	
6	Compliance of Further C.C.in format.	
7	Plinth Checking plan signed by Architects.	
8	The structural stability certificate for work carried out upto plinth/stilt/podium level from the Regd. Structural Engineer.	
9	The work completion certificate as per Appendix-XVI, Regulation 6(4) format from 1) Architect 2) Site Supervisor 3) Structural Engineer.	

Format for compliance of LOI/Revised LOI/IOA/Amended IOA/Plinth C.C./F.C.C.

Sr.No.	Conditions mentioned.	Compliance.
1		
2		

I/We certify that the papers, documents submitted herewith are true & correct. The Developer is ready to pay the requisite charges/premiums/payments due at this stage as per prevailing SRA policy during the scrutiny of the proposal.

So, I/We kindly request you to grant C.C. upto ---------- level for Rehab/Composite/Sale Building under reference.

Thanking you,
Yours faithfully,

Date : (Name & Signature of the Architect /L.S.)

(Seal of the firm)

1) The application is properly filled in and the documents shown there are attached, thus application is accepted.
2) The application is in complete and hence return in person.

[Mark [✓] which is applicable, strike out which is not applicable]

Date:- **Name & Signature of Sub-Engg./Asst. Engg.**

Note: The application be presented in person to to concern Sub. Engg. / Asst. Engg. The Sub. Engg. / Asst. Engg. should verify it in presence of applicant and take decision on spot only. If application is accepted for further processing, then it is sent to in-ward tapal and the applicant be given the receipt of the same.

नमुना क्र. १२

APPLICATION FOR O.C.C.

(To be Submitted in person to Sub Engg. Or Asst. Engg.)

Date:
To,
The Executive Engineer (CITY/E.S./W.S.)
Slum Rehabilitation Authority,
Administrative Bldg.,
Anant Kanekar Marg,
Bandra (E), Mumbai-400 051.

Subject: Application for further O.C.C..
S.R. Scheme on land bearing C.T.S./F.P. No./s.----------

Proposed Scheme u/s. 33(10), 33(14)D, 3.11, 32

NAME OF CHS :

Architect/L.S. Details :

Name :
Address :
Registration/License No.:
Tel.No. :
Cell No. :
Mail ID :
Copy of the valid registration/license of the Architect/L.S. :

Name of the Developer :

Name :
Address :
Registration/License No.:
Tel.No. :
Cell No. :
E-Mail ID :
Website :

Sir,

The work of Rehab/Composite/Sale building is completed as per the approved plans dtd.---------- & I hereby submit the required documents/compliances for granting OCC.

A) <u>Various compliances</u> :-

The compliance details of LOI/Revised LOI/IOA/Amended IOA/Plinth C.C./Further C.C./Layout/OCC.

Sr.No.	Compliance Point	Page No.
1	Compliance of LOI conditions dtd. ------- in format.	
2	Compliance of revised LOI conditions dtd.------- in format.	
3	Compliance of IOA conditions dtd. ------- in format.	
4	Compliance of amended IOA conditions dtd. ------ in format.	
5	Compliance of plinth C.C. conditions in format.	
6	Compliance of further C.C. conditions in format.	
7	Compliance of layout conditions in format.	
8	Compliance of conditions before granting OCC. In format.	
9	Site Status Report & Completion Plan on Canvas Mounted Sheet :	
10	Completion Certificates from :- a) Architect/L.S. b) Structural Engineer c) Site Supervisor.	
11	List of Relaxations requested – 1) 2) 3)	Reason 1) 2) 3)

Format for compliance of LOI/Revised LOI/IOA/Amended IOA/Plinth C.C./Further C.C./Layout.

Sr.No.	Conditions mentioned.	Compliance.
1		
2		

I/We certify that the papers, documents submitted herewith are true & correct. The Developer is ready to pay the requisite charges/ premiums/payments due at this stage as per prevailing SRA policy.
So, I/We kindly request you to grant O.C.C. for Rehab/Composite/Sale Building under reference.

Thanking you,
Yours faithfully,

Date :

(Name & Signature of the Architect /L.S.)
(Seal of the firm)

1) The application is properly filled in and the documents shown there are attached, thus application is accepted.
2) The application is in complete and hence return in person.

[Mark [✓] which is applicable, strike out which is not applicable]

Date:- **Name & Signature of Sub-Engg./Asstt.Engg.**

Note: The application be presented in person to concern Sub. Engg. / Asst. Engg. The Sub. Engg. / Asst. Engg. should verify it in presence of applicant and take decision on spot only. If application is accepted for further processing, then it is sent to in-ward tapal and the applicant be given the receipt of the same.

नमुना क्र. १३

सचिव, झोपडपट्टी पुनर्वसन प्राधिकरण यांचे समोरील कामकाज

पात्रतेसाठी अपिल अर्ज दोन प्रतीत

अर्जदाराचा फोटो	रुपये १०/- न्यायालयीन शुल्क तिकीट

१. श्री./श्रीमती _____ } .....वादी

_____

विरुद्ध

१. सक्षम प्राधिकारी नाव व पत्ता_____ } .....प्रतिवादी

_____

माझी खालील नमुद झोपडी होती शासनाचे नियमाप्रमाणे मी १-१-१९९५ या तारखेस पात्र झोपडी धारक आहे. ते सिध्द करणेसाठी माझे कडे पुरावे असुन ते मी या अर्जात नमुद करीत आहे व सोबत त्या कागदपत्राच्या प्रती जोडीत आहे. कागदोपत्री पुरावे असुनही मला सक्षम प्राधिकारी यांनी अपात्र घोषित केले आहे. या निर्णयाविरुध्द माझे अपिल दाखल करुन घ्यावे व चौकशी अंती मला पात्र घोषित करावे अशी विनंती आहे

अ.क्र.	झोपडपट्टी गृहनिर्माण संस्थेचे नांव व पत्ता	गांव	परिशिष्ट -२ मधील अनुक्रमांक	अपिलाचे प्रयोजन
				☐ निवासी पात्रता ☐ अनिवासी पात्रता ☐ निवासी-अनिवासी पात्रता (पात्रतेच्या प्रयोजन बदलण्यासाठी)

<u>वादी खालील प्रमाणे माहिती सादर करीत आहे:-</u>

१. वादी यांचे नांव व सद्याचा पुर्ण पत्ता :

मोबाईल क्रमांक

फॅक्स क्र.

मेल आयडी

२. अर्जदारास परिशिष्ट-२ मध्ये अपात्र करण्यात आले असल्याने अर्जदारास ज्ञात कारणे :

३. अर्जदार संबंधित झोपडपट्टी क्षेत्रात कधीपासून वास्तव्यास आहे त्याचा तपशील :

४. **दिनांक १/१/१९९५ रोजी व त्यापुर्वी सदर झोपडीत वास्तव्य असल्याचे सिद्ध करण्यासाठी खालील पुरावे आवश्यक आहेत** (उपलब्ध असलेल्या पुराव्यापुढे ✓ अशी खूण करावी व त्यासंबंधीचा तपशील त्याखाली भरावा.)

☐ १.१.१९९५ ची मतदार यादी.

☐ विद्युत देयकाची प्रत.

☐ पासपोर्ट.

☐ झोपडी ओळखपत्र.

☐ दुरध्वनी देयक.

☐ विक्रीकर/ व्यवसायकर/ आयकर अथवा इतर कर भरणा केल्याचा पुरावा.

☐ शासकीय/ निमशासकीय/ स्थानिक स्वराज्य संस्थेचा परवाना.

☐ परवाने (गुमास्ता परवाना/ खानावळ किंवा उपहारगृह परवाना/ औद्योगीक परवाना).

☐ १.१.१९९५ पुर्वीचे इतर कायदेशीर पुरावे.

वरीलपैकी जो पुरावा उपलब्ध आहे त्याचे नाव व पुराव्याचा तपशील खाली नमुद करावा

५. **दिनांक १/१/१९९५ पासून परिशिष्ट-२ निर्गमित करतेवेळी पर्यंत सदर झोपडीत सलग वास्तव्य असल्याचे सिद्ध करणाऱ्या पुराव्यांचा तपशील** (उपलब्ध असलेल्या पुराव्यापुढे ✓ अशी खूण करावी व त्यासंबंधीचा तपशील भरावा.)

☐ मतदार यादीची सत्यप्रत : सन

☐ विद्युत देयकाची सत्यप्रत : सन

☐ गुमास्ता परवान्याची सत्यप्रत : सन

☐ दूरध्वनी देयक सत्यप्रत : सन

६. अर्जदाराने पात्रतेसाठी यापूर्वी कोणत्या अधिकाऱ्याकडे/ न्यायालयात अर्ज केला आहे का? असल्यास त्याचा तपशील व सद्यस्थिती. :

७. अर्जदार यांच्या कुटुंबातील अन्य सदस्यांना शासकीय योजना/ झो.पु.प्रा. योजनेचा लाभ मिळाला आहे काय? मिळाला असल्यास त्याचा तपशील. :

८. अर्जदारास आवश्यक वाटेल असा त्याची पात्रता सिध्द करणारा कोणताही इतर तपशील :

९. आपले म्हणेन सिध्द करण्यासाठी सोबत जोडलेल्या कागदपत्रांची यादी

१)

२)

३)

४)

उपरोक्त नमूद केलेल्या पुराव्यांचा विचार करुन कृपया माझे अपिल अर्जाचा सहानुभुतीपुर्वक विचार व्हावा ही विनंती.

दिनांकः- अर्जदाराचे नाव व स्वाक्षरी

सत्यापन

मी अर्जदार श्री./ श्रीमती. _____ अशी प्रतिज्ञा करतो/ करते की वरील दिलेली माहिती तसेच अपिल अर्जासोबत जोडलेले पुरावे माझ्या सर्वोत्तम ज्ञानानुसार खरे असून याबाबत कुठलीही माहिती चुकीची ठरल्यास मी भारतीय दंड संहिता कलम १७७, १८२, १९९, व २०० अन्वये दंडनीय कारवाईस अथवा प्रचलित असलेल्या कायद्यांतर्गत शिक्षेस पात्र ठरेन, याची मला जणीव आहे.

स्थळ :- मुंबई
दिनांकः- **अर्जदाराचे नाव व स्वाक्षरी**

१) वरील अर्ज तपसला असुन तो पुर्ण भरला आहे. त्यात नमुद कागदपत्रे सोबत जोडली आहेत. अर्ज स्विकारण्यास हरकत नाही.
२) अर्ज अपुर्ण असुन अर्जदारास परत देण्यात येत आहे.
[लागु असेल त्यास (√) अशी खुण करावी, गैरलागु असेल ते खोडावे]

नायब तहसिलदार/झोपुप्रा.

नमुना क्र. १४

सचिव, झोपडपट्टी पुनर्वसन प्राधिकरण यांचे समोरील कामकाज

पात्रते विरुध्द अपिल अर्ज, तीन प्रतीत

अर्जदाराचा फोटो	रुपये १०/- न्यायालयीन शुल्क तिकीट

१. श्री./श्रीमती._____ } .....वादी

विरुद्ध

१. पात्र घोषित झोपडी धारकाचे नाव _____
व पुर्ण पत्ता _____
_____ } ..... प्रतिवादी

२. सक्षम प्राधिकारी नाव _____
पुर्ण पत्ता_____
_____

मी अपिल अर्जदार याव्दारे खालील नमुद खोट्या पात्र व्यक्ती विरुध्द हा अर्ज करीत आहे. माझे म्हणने सिध्द करण्यासाठी पुराव्यांचा तपशील व कागदपत्र जोडले आहेत. त्यासर्वाचा विचार करुन व माझी बाजू ऐकुन सदर व्यक्तीस अपात्र घोषित करावे अशी विनंती आहे.

अ. क्र.	झोपडपट्टी गृहनिर्माण संस्थेचे नांव व पत्ता	गांव	पात्र झोपडीधारकाचे परिशिष्ट २ मधील अनुक्रमांक	अपिलाचे प्रयोजन
				☐ निवासी अपात्रता ☐ अनिवासी अपात्रता ☐ निवासी-अनिवासी अपात्रता

<u>वादी खालील प्रमाणे माहिती सादर करीत आहे:-</u>

१. वादी यांचे नांव - :
पुर्ण पत्ता - :

मोबाईल क्रमांक - :

मेल आयडी - :

फॅक्स - :

२. पात्र दर्शविलेल्या झोपडीधारकाचे नांव - :

पुर्ण पत्ता - :

३. अर्जदाराच्या हरकतीचे / तक्रारीचे स्वरुप/ कारण :

४. हरकत/ तक्रारीच्या अनुषंगाने अर्जदाराने सादर केलेल्या पुराव्यांचा तपशील :

५. अर्जदाराचा प्रतीवादीस अपात्र घोषित करणे बाबत सविस्तर असा ठोस पुरावा / तपशील :

६. या अर्जासोबत जोडलेल्या पुराव्यांच्या कागद पत्राची यादी. : १)
२)
३)
४)

उपरोक्त नमूद केलेल्या पुराव्यांचा विचार करुन पात्र घोषित झोपडी धारकाची पात्रता रद्द करणे करीता केलेल्या अपिल अर्जाचा सहानुभुतीपुर्वक विचार व्हावा ही विनंती.

दिनांक:- **अर्जदाराचे नाव व स्वाक्षरी**

सत्यापन

मी अर्जदार श्री. / श्रीमती. _____ _____ अशी प्रतिज्ञा करतो/ करते की वरील दिलेली माहिती तसेच अपिल अर्जासोबत जोडलेले पुरावे खरे असून याबाबत कुठलीही माहिती चुकीची ठरल्यास मी भारतीय दंड संहिता कलम १७७, १८२, १९९, व २०० अन्वये दंडनीय कारवाईस अथवा प्रचलित असलेल्या कायद्यांतर्गत शिक्षेस पात्र ठरेन, याची मला जणीव आहे.

स्थळ :- मुंबई
दिनांक:-

अर्जदाराचे नाव व स्वाक्षरी

१) वरील अर्ज तपसला असुन तो पुर्ण भरला आहे. त्यात नमुद कागदपत्रे सोबत जोडली आहेत. अर्ज स्विकारण्यास हरकत नाही.
२) अर्ज अपुर्ण असुन अर्जदारास परत देण्यात येत आहे.
[लागु असेल त्यास (√) अशी खुण करावी, गैरलागु असेल ते खोडावे]

नायब तहसिलदार/झोपुप्रा.

नमुना क्र. १५

मा. उच्चाधिकार समिती समोर सादर करावयाचा अर्ज नमुना

BEFORE THE HON'BLE HIGH POWER COMMITTEE
GOVERNMENT OF MAHATASHTRA
Appeal / Application No. _____ of 201_

Mr./ Mrs .....

..... Appellant/s/Applicant/s

Versus

1. SRA
2. Concerned C. A.
3. Chairman / Secretary
_____ CHS.
4. Developer M/s _____
5. Other

..... Respondent

Application of the Applicant /Appellant above named –

1. Details of the impugned order under challenge.
2. Present status of the S.R. Scheme
3. Brief facts of the issue.
4. Grounds of Challenge
5. The grounds to be supported by Annexures (Documents)
6. Prayers clause.

Verification

I Mr./ Mrs. .... the Appellant / Applicant herein above named do hereby state & declare on solemn affirmation that whatever stated in the aforesaid paras are true & correct to the best of my knowledge & beliefs & same are true.

Date :-

Place :-

(Appellant / Applicant)

Identified by me

Advocate High Court

Before me

नमुना क्रमांक १६

झोपडपट्टी पुनर्वसन योजना स्विकारण्यासाठी घेण्यात येणाऱ्या पहिल्या सर्व साधारण सभेच्या कार्यपध्दती संबधी मार्गदर्शक सूचना

झोपडपट्टी पुनर्वसन प्रकल्प राबविण्यासाठी सर्व प्रथम नियोजित सहकारी गृहनिर्माण संस्था स्थापन करणे आवश्यक असते. या संस्थेने ठराव घेवून झोपडपट्टी पुनर्वसन योजना स्विकारणे, त्यासाठी वास्तुविशारद यांची नेमणूक करणे, विकासक नेमणे यावर निर्णय घ्यायचा असतो. याबाबी करण्यासाठीचा ठराव ही योजनेत भाग घेण्याची पहिली पायरी असते. या टप्प्यावर अनेकदा बैठक योग्य पध्दतीने आयोजित न करणे, उपस्थितांची उपस्थिती न नोंदविणे, ठराव योग्य पध्दतीने पारीत न करणे व त्याचे इतिवृत्त सुस्पष्ट शब्दरचनेसह न लिहिल्यामुळे मोठया प्रमाणात तक्रारी प्राप्त होतात. यामुळे न्यायालयीन वाद निर्माण होवून योजना अनेक वर्ष रखडते. हे सर्व टाळण्यासाठी झोपडपट्टी पुनर्वसन योजना स्विकारण्यासाठी घेण्यात येणाऱ्या पहिल्या सभेची कार्यपध्दती कशी असावी याबाबत माहिती देणे आवश्यक असल्याने खालील प्रमाणे मार्गदर्शक सूचना निर्गमित करणेत येत आहेत

१) पुनर्वसन योजना स्विकारणे बाबतची प्रथम सभा आयोजित करताना सभेचे आयोजक यांनी सभेची नोटीस सभेच्या किमान ७ दिवसांपूर्वी काढावी. सदरील सभेचे ठिकाण हे पुनर्वसन योजनेच्या ५ किलोमीटर परिसरात असावे जेणेकरुन सभासदांना सोईचे होईल. सभा बोलविण्यासाठी नमुना नोटीस सोबत जोडलेली आहे. (नमुना - १)

२) सदर सभेची नोटीस स्थानिक मराठी व हिंदी दैनिक वर्तमान पत्रात ७ दिवसांपुर्वी प्रसिध्द करावी तसेच सर्व सभासदांना पोच करावी. तसेच संस्थेच्या फलकावर लावण्यात यावी व फलकाचा नोटीससह फोटो काढण्यात यावा.

३) सदरहू सभेच्या कामकाजाचे व्हिडीओ चित्रीकरण करण्यात यावे व त्याची सी. डी. तयार करावी. उपस्थितांचे फोटो काढण्याची व्यवस्था करण्यात यावी. फोटो अल्बम तयार करणेत यावे.

४) सभेच्या ठिकाणी आवश्यकतेनुसार पुरेसा पोलिस बंदोबस्त घेण्यात यावा. पोलिस स्टेशनला बंदोबस्ताबाबत दिलेले पत्र, बंदोबस्तासाठी भरण्यात आलेल्या रक्कमेची पावती संस्थेच्या दप्तरी सांभाळून ठेवावी.

५) सभेस झोपडीधारकांनी स्वतःच्या ओळखपत्रासह उपस्थित राहण्याच्या सूचना नोटीसमध्ये नमूद करण्यात यावी.

६) सदर सभेमध्ये झोपडीधारक पती अथवा पत्नी यापैकी एकालाच उपस्थित राहता येईल, इतर नातेवाईकांना प्रवेश दिला जाणार नाही हे नोटीसमध्ये नमूद करावे.

७) सभेच्या ठिकाणी प्रवर्तक मंडळाने झोपडीधारकांचे उपस्थिती बाबत खालील प्रमाणे नोंद वही ठेवावी. ज्यांना सही करता येत नाही त्यांचाही अंगळयाचा ठसा घेण्यात यावा. याचा अर्थ सर्व उपस्थितांचे अंगठयाचा ठसा घेण्यात येईल.

सभेस उपस्थित झोपडीधारकांच्या उपस्थिती नोंदवही नमुना

अ. क्र.	झोपडीधारकांचे नाव	फोटो	सही	अगंठा

८) सभेच्या कामकाजाचे नियोजन खालील प्रमाणे करण्यात यावे.

i) सभेच्या सुरुवातीला सभेसाठी अध्यक्षांची निवड करावी.

ii) विषय पत्रिकेत ठेवण्यात आलेले विषय आहेत त्या क्रमांकाने चर्चेस घेण्यात यावे.

iii) प्रत्येक विषयावरील ठरावास सूचक व अनुमोदक असावा. ठराव हा बहुमताने अथवा एक मताने सम्मत झाला याचा उल्लेख इतिवृत्तात करण्यात यावा.

iv) विषय पत्रिकेतील विषय संपल्यानंतर ऐनवेळी काही ठराव सभासदांनी मांडले तर त्यावर चर्चा करण्यात यावी.

९) सभेचा वृत्तात सोबत दिलेल्या नमुन्याच्या आधारे तयार करावा (नमुना - २)

(नमुना-१)

नियोजित ----------एसआरए सहकारी गृहनिर्माण संस्था.

-: सर्वसाधारण सभेची सुचना : -

१) सभेचा निर्णय : झोपडपट्टी पुनर्वसन योजनेत सहभागी होणे बाबत चर्चा व निर्णय करणे.
२) संस्थेचे नाव : ---------- एसआरए सहकारी गृहनिर्माण संस्था.
३) संस्थेचा पत्ता : ----------
४) सभेची तारीख व वेळ : ----------
५) सभेचे ठिकाण : ----------

वरील प्रमाणे नमूद केलेल्या तारखेस, वेळी, आयोजित केलेल्या सर्वसाधारण सभेत खालील विषयावर विचार विनियम करुन निर्णय घेण्यात येणार आहेत. तरी सभेस उपस्थित राहुन सहकार्य करावे हि विनंती.

: सभेची विषय सुची :

१) सभेसाठी सभा अध्यक्ष यांची निवड करणे.
२) सदर भुखंडावर उपस्थित झोपडीधारकांनी झो.पु.यो. स्विकारण्याबाबत निर्णय घेणे.
३) नियोजित संस्थेच्या नावास मंजूरी घेणे.
४) नियोजित सहकारी गृहनिर्माण संस्थेचे मुख्यप्रवर्तक व इतर प्रवर्तक यांची निवड करणे.
५) नियोजित संस्थेचा पुर्नविकास करण्यासाठी विकासक व वास्तुविशारद यांची निवड करणे.
६) नियोजित संस्थेच्या वतीने करार पत्रे, मुखत्यार पत्र व प्राधिकरणाकडे सादर करावयाची कागदपत्रे सादर करण्यासाठी मुख्यप्रवर्तक यांना सहयांचे अधिकार देणे.
७) आयत्या वेळी येणाऱ्या विषयावर चर्चा करुन निर्णय घेणे.

दिनांक : / /२०
ठिकाण : मुंबई.

सही/-
सभा अयोजक
(नाव :----------)

टिप :

१) कृपया सदर सभेस सर्व झोपडीधारकांनी आपले आधार कार्ड, किंवा ओळखपत्र व १ फोटोसह उपस्थित रहावे.
२) सदर सभेमध्ये झोपडीधारक पती अथवा पत्नी यापैकी एकाला उपस्थित राहता येईल. इतर नातेवाईकांना प्रवेश दिला जाणार नाही याची नोंद घ्यावी.

प्रति,
श्री / श्रीमती ---------- पत्ता ----------

(नमुना-२)

सर्वसाधारण सभा इतिवृत्तांत - नमुना ठराव

विषय क्र. १ : सभेसाठी सभा अध्यक्ष यांची निवड करणे.

सदर विषयावर उपस्थित झोपडीधारकांबरोबर चर्चा करतेवेळी उपस्थित झोपडीधारकांपैकी सभेसाठी सभाअध्यक्ष म्हणून श्री. ---------- यांचे नाव श्री. ---------- ---------- यांनी सुचविले व त्यास श्री. ---------- यांनी अनुमोदन दिले. व सदर नावास उपस्थित झोपडीधारकांची सहमती असल्याबाबत विचारले असता उपस्थित असलेल्या ------ झोपडीधारकांनी सदर सभाअध्यक्ष म्हणून श्री. ---------- यांना हात उंच करुन सहमती दिली. तसेच सदर नावास कोणाचा विरोध असल्याबाबत विचारले असता ------ झोपडीधारकाने विरोधाबाबत हात उंच केला.

ठराव क्र. १ : ठराव करण्यात येतो की, आजच्या सभेसाठी सभाअध्यक्ष म्हणून श्री. ---------- यांची निवड करण्यात आली.

सुचक :

अनुमोदक :

सदर ठरावाच्या बाजूने --------- मते नोंदविण्यात आली व ठरावाच्या विरूध्द ------- मते नोंदविण्यात आली. व तटस्थ ------ मते नोंदविण्यात आली.

याप्रमाणे ठराव बहुमताने मंजूर/ नामंजूर करण्यात आला.

विषय क्र. २ : सदर भुखंडावर उपस्थित झोपडीधारकांनी झो.पु.यो. स्विकारण्याबाबत निर्णय घेणे.

सदर विषयावर उपस्थित झोपडीधारकांमध्ये सविस्तर चर्चा करण्यात आली. संस्थेच्या भूखंडावर झोपडीधारकांची सहमती असल्याबाबत विचारले असता उपस्थित असलेल्या सर्व झोपडीधारकांनी झोपडपट्टी पुनर्वसन योजना स्विकारणेबाबत हात उंच करुन सहमती दिली. तसेच सदर बाबत कोणाचा विरोध असल्याबाबत विचारले असता कोणत्याही झोपडीधारकाने विरोधाबाबत हात उंच केला नाही.

ठराव क्र. २ : ठराव करण्यात येतो की, संस्थेच्या भूखंडावर झोपडपट्टी पुनर्वसन योजना स्विकारण्यात आली.

सुचक :

अनुमोदक :

सदर ठरावाच्या बाजूने --------- मते नोंदविण्यात आली व ठरावाच्या विरूध्द ------- मते नोंदविण्यात आली. याप्रमाणे ठराव बहुमताने मंजूर/ नामंजूर करण्यात आला.

विषय क्र. ३ : नियोजित संस्थेच्या नावास मंजूरी घेणे.

ठराव क्र. ३ : ठराव करण्यात येतो की, नियोजित संस्थेचे नाव " (नियोजित) ---------- एसआरए सहकारी गृहनिर्माण संस्था" असे ठेवण्यास उपस्थित असलेल्या झोपडीधारकांनी हात उंच करुन सहमती दिली.

सुचक :

अनुमोदक :

सदर ठरावाच्या बाजूने --------- मते नोंदविण्यात आली व ठरावाच्या विरूध्द ------- मते नोंदविण्यात आली. याप्रमाणे ठराव बहुमताने मंजूर/ नामंजूर करण्यात आला.

विषय क्र. ४ : नियोजित सहकारी गृहनिर्माण संस्थेचे मुख्यप्रवर्तक व इतर प्रवर्तक यांची निवड करणे.

सदर विषयावर उपस्थित झोपडीधारकांबरोबर चर्चा करतेवेळी उपस्थित झोपडीधारकांपैकी संस्थेचे मुख्यप्रवर्तक म्हणून श्री ---------- याचे नाव श्री. ---------- यांनी सुचविले व त्यास श्री. ---------- यांनी अनुमोदन दिले व सदर नावास उपस्थित झोपडीधारकांची सहमती असल्याबाबत विचारले असता उपस्थित असलेल्या सर्व झोपडीधारकांनी सदर मुख्यप्रवर्तक म्हणून श्री. ---------- यांना हात उंच करुन सहमती दिली.

तसेच संस्थेचे इतर प्रवर्तक यांची निवड करणेकरीता उपस्थित झोपडीधारकांबरोबर चर्चा करतेवेळी खालीलप्रमाणे नावे सभेपुढे मांडण्यात आली.

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वरीलप्रमाणे नावे उपस्थित झोपडीधारकांना वाचून दाखविल्यानंतर सदर नावास उपस्थित झोपडीधारकांची सहमती असल्याबाबत विचारले असता उपस्थित असलेल्या झोपडीधारकांनी सदर नावांस हात उंच करुन सहमती दिली.

अशा प्रकारे नियोजित संस्थेचे मुख्यप्रवर्तक व इतर प्रवर्तक यांची निवड करण्यात आली.

ठराव क्र. ४ : ठराव करण्यात येतो की, नियोजित संस्थेचे मुख्यप्रवर्तक व इतर प्रवर्तक यांची खालीलप्रमाणे सर्वानुमते निवड करण्यात आली.

मुख्यप्रवर्तक : श्री. ----------

सुचक :

अनुमोदक :

सदर ठरावाच्या बाजूने --------- मते नोंदविण्यात आली व ठरावाच्या विरूध्द ------- मते नोंदविण्यात आली. याप्रमाणे ठराव बहुमताने मंजूर/ नामंजूर करण्यात आला.

इतर प्रवर्तक :

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सुचक :

अनुमोदक :

सदर ठरावाच्या बाजूने --------- मते नोंदविण्यात आली व ठरावाच्या विरूध्द ------- मते नोंदविण्यात आली. याप्रमाणे ठराव बहुमताने मंजूर/ नामंजूर करण्यात आला.

विषय क्र. ५ : नियोजित संस्थेचा पुनर्विकास करण्यासाठी विकासक व वास्तुविशारद यांची निवड करणे.

सदर विषयावर उपस्थित झोपडीधारकांबरोबर चर्चा करतेवेळी नियोजित संस्थेचे विकासक म्हणून मेसर्स ----------, पत्ता ---------- व वास्तुविशारद म्हणून श्री. ---------- ----------, पत्ता ---------- यांचे नाव सभेपुढे मांडण्यात आले. सदर नावास उपस्थित झोपडीधारकांची सहमती असल्याबाबत विचारले असता उपस्थित असलेल्या झोपडीधारकांनी सदर विकासक व वास्तुविशारद यांना हात उंच करुन सहमती दिली.

ठराव क्र. ५ : ठराव करण्यात येतो की, नियोजित संस्थेचा पुनर्विकास करण्यासाठी विकासक म्हणून मेसर्स ---------- ----------, पत्ता ---------- व वास्तुविशारद म्हणून श्री. ---------- ----------, पत्ता ---------- यांची निवड करण्यात आली.

सुचक :

अनुमोदक :

सदर ठरावाच्या बाजूने --------- मते नोंदविण्यात आली व ठरावाच्या विरूध्द ------- मते नोंदविण्यात आली. याप्रमाणे ठराव बहुमताने मंजूर/ नामंजूर करण्यात आला.

विषय क्र. ६ : नियोजित संस्थेच्या वतीने करार पत्रे, मुखत्यार पत्र व प्राधिकरणाकडे सादर करावयाची कागदपत्रे सादर करण्यासाठी मुख्यप्रवर्तक यांना सहयांचे अधिकार देणे.

ठराव क्र. ६ : ठराव करण्यात येतो की, नियोजित संस्थेच्या वतीने करार पत्रे, मुखत्यार पत्र व प्राधिकरणाकडे सादर करावयाची कागदपत्रे सादर करण्यासाठी मुख्यप्रवर्तक यांना सहयांचे अधिकार देणेबाबत उपस्थित असलेल्या सर्व झोपडीधारकांनी हात उंच करुन सहमती दिली.

सुचक :

अनुमोदक :

सदर ठरावाच्या बाजूने --------- मते नोंदविण्यात आली व ठरावाच्या विरूध्द ------- मते नोंदविण्यात आली.

याप्रमाणे ठराव बहुमताने मंजूर/ नामंजूर करण्यात आला.

विषय क्र. ७ : आयत्या वेळी येणाऱ्या विषयावर चर्चा करुन निर्णय घेणे.

आयत्या वेळी कोणताही विषय उपस्थित न झाल्याने सभाअध्यक्ष श्री ---------- यांनी उपस्थित सर्व झोपडीधारकांचे आभार मानून सभा संपल्याचे जाहिर केले.

सही/-
सभाअध्यक्ष
(नाव : ----------)

Format of LOI

Slum Rehabilitation Authority
Administrative Bldg., Anant Kanekar Marg,
Bandra (East), Mumbai 400 051.

No.: SRA/ ENG/ / / /LOI

Date:

1. Architect : _____
_____
_____

2. Developer : _____
_____
_____

3. Society : _____
_____

Sub: Issue of LOI- Proposed S. R. Scheme on plot bearing C.S./C.T.S No.....
.....

Ref: SRA/ ENG/ / / /LOI.

Gentleman,

With reference to the above-mentioned Slum Rehabilitation Scheme and on the basis of documents submitted by applicant, this office is pleased to issue in principle approval to the scheme in the form of this **Letter of Intent (LOI)** subject to the following conditions.

1. This Letter of Intent is issued on the basis of plot area certified by the Architect and the Annexure – II issued by Competent Authority and other relevant documents.

2. This LOI is valid for the period of 3 (three) months from the date of issue. However, if IOA/CC are obtained for any one bldg. of the project then this LOI will remain valid till validity of IOA/CC.

3. The built up area for sale and rehabilitation shall be as per the following scheme parameters. In the event of change in area of plot, number of eligible huts etc. the parameters shall be got revised from time to time.

<u>The salient features of the scheme are as under:</u>

Sr. No.	Particular	Area (in Sq. mt.)
1	Area of slum plot /slum	
2	Deduction for a) Road Set back area b) Reservations if any	
3	Balance area (1-2)	
4	Deduction 15 % R.G. (if applicable)	
5	Net area of plot for computation of T/S density.	
6	Addition for FSI purpose. 2 (a & b) above	
7	Total Plot Area for FSI Purpose	
8	Max. in situ Permissible F.S.I.	
9	Max. Permissible BUA in situ	
10	Rehab Built up area	
11	Passage & Amenity (Existing & Proposed) BUA	
12	Rehab Component	
13	Sale Component	
14	Total BUA sanctioned for project	
15	Total FSI sanctioned for Project	
16	Sale BUA permissible in situ	
17	TDR generated in the scheme if any	
18	A) Nos. of slum dwellers to be re-accommodated Rehab Residential - nos. Rehab Comm. - nos. Rehab R/C - nos. Ex. Amenities - nos. B) Amenities to be provided Balwadi - nos. Welfare Centre - nos. Society Office - nos. Any Other - nos.	
19	Nos. of PAP generated in the scheme	
20	A) BUA of buildable reservation	
	B) Area of non-buildable reservation	

4. This LOI is issued on the basis of documents submitted by the applicant. If any of the document submitted by Architect / Developer /Society or Owner are proved fraudulent/misappropriated

before the Competent Court/HPC and if directed by Competent Court /HPC to cancel the LOI, then the LOI is liable to be cancelled and concerned person/Society /Developer/Architect are liable for action under version provision of IPC 1860 and Indian Evidence Act.1872.

5. Details of land ownership: -

6. Details to access :-

7. Details of D.P. remarks :-

8. If the land is owned by Govt. or public body the Developer/Society shall pay premium at the rate of 25% as per Annual Schedule Rates (ASR) and as per the Govt. notification issued u/no. TPB/4308/897/CR-145/08/UD-11 of 16/04/2008 in respect of Slum Rehabilitation scheme being undertaken on public land belonging to Govt./Municipal/MHADA and as per the stages as mentioned in the Govt. Order u/no. झोपुयो २००८/प्र.क्र.२३६/झोपसू-१ दिनांक ०२/०७/२०१० and as per Circular no.114 dated 19/07/2010.

9. The Developer shall pay to Govt. or MCGM or to all concerned Competent Authority, all the fees, charges, royalties, premiums etc. in accordance with prevailing rules and regulations, laws & acts, as applicable and levied by them.

10. The Developer shall pay Rs. 40,000/- per tenement towards Maintenance Deposit and shall also pay Infrastructural Development charges @ Rs. 560/- (Suburb)/ Rs. 840/- (City) per sq.mt.} to the Slum Rehabilitation Authority as per Circular no.7 dated 25/11/1997 as decided by the Authority or as revised by Competent Authority from time to time prevailing on the day of grant of IOA.

11. The Developer shall hand over PAP tenements if any within three months after grant of OCC. The said PAP tenements as mentioned in salient features condition no.3 above be handed over to the Slum Rehabilitation Authority/MHADA/MCGM or any designated Govt. Authority for Project Affected Persons, each of carpet area 25.00 sq.m. free of cost.

The PAP tenements shall be marked as a PAP tenement on front doors prominently. After completion of the building, PAP tenements shall be protected by the developer at his cost till handing over to the concerned authority by providing security guards etc.

12. The Amenity Tenements of Anganwadi/Balwadi as mentioned in salient features condition no.3 above shall be handed over to the Woman and Child Welfare Department, Government of Maharashtra as per Circular No. 129. Welfare Centre, Society Office as mentioned in salient features condition no.3 above shall be handed over to the slum dwellers society to use for specific purpose only, within 30 days from the date of issue of OCC of Rehab/Composite bldg. handing over / Taking over receipt shall be submitted to SRA by the developer.

13. The Developer shall rehabilitate all the additional hutment dwellers if declared eligible in future by the competent Authority, after amending plans wherever necessary or as may be directed.

14. The Developer shall submit required various NOCs including S.E.A.A. (E.C.) as applicable from the concerned authorities in the office of Slum Rehabilitation Authority from time to time during the execution of the S.R. Scheme.

15. When the project land is public land and the IOA is not obtained with in valid period of LOI then the developer is liable to pay interest at the rate 12% per Annum on balance amount of land premium payable as per Annual Schedule Rates at IOA stage.

16. If it is noticed that less land premium is charged then the difference in premium paid and calculated as per the revised land rate shall be paid by the developer as per policy.

17. The Developer shall complete the rehab component of project within the stipulated time period from the date of issue of CC to 1st rehab building as mentioned below :-

Plot area up to 4000 sq.mt.	→	36 months.
Plot area between 4001 to 7500 sq.mt.	→	60 months.
Plot area more than 7500 sq.mt.	→	72 months.

In case of failure to complete the project within stipulated time period the extension be obtained from the CEO/SRA with valid reasons.

18. The Developer shall register society of all Eligible slum dwellers to be re-housed under Slum Rehabilitation Scheme before issue of CC.

19. The Developer and chief promoter shall submit the duly notarized Indemnity Bond on Rs.220/- non- judicial stamp papers indemnifying the Slum Rehabilitation Authority and its officers against any kind of dispute, accident on site, risks or any damages or claim arising out of any sort of litigation with the slum dwellers / property owners or any others before IOA in a prescribed format.

19. The Developer shall not block existing access/easement right leading to adjoining structures/users and shall make provision of adequate access to the adjoining land locked plot, if any, and the same shall be shown on layout plan to be submitted for approval on terms and conditions as may be decided by Slum Rehabilitation Authority.

20.

A) The chief promoter of the Society and Developer shall display the copy of approved LOI and list of Annexure-II on the notice board of Society and/or in the area at conspicuous place. The photo

of such notices pasted shall be submitted to concern Ex.Engineer (SRA) with in a period of two weeks from the date of this LOI.

B) That Developer/society shall give wide publicity by way of advertisement in a prescribed format for the approval of S. R. scheme at least in one local Marathi newspaper in Marathi script & English newspaper in English script and copy of such news papers shall be submitted to concern Ex.Engineer within two months from the date of LOI.

21. The IOA/Building plans will be approved in accordance with the modified Development Control Regulations and prevailing rules, policies and conditions at the time of approval.

22. The Arithmetical error/ typographical error if any revealed at any time shall be corrected on either side.

If applicant Society/Developer/Architect are agreeable to all these conditions, then may submit proposal for approval of plans separately for each building, in conformity with the modified D.C. Regulations of 1991 in the office of the undersigned within 90 days from receipt of this LOI.

Yours faithfully,

Chief Executive Officer
Slum Rehabilitation Authority

Copy to:

1. Municipal Commissioner, MCGM.
2. Collector, Mumbai City
3. Collector, Mumbai Suburban District.
4. Assistant Commissioner, " " Ward, M.C.G.M.
4. Chief Officer, Mumbai Housing and Area Development Bord, MHADA.
5. Chief Engineer (Development Plan), M.C.G.M.
6. Add. / Dy. Collector of _____ Mumbai City/ MSD etc. as applicable.
7. Dy. Collector (SRA) – Copy for information to take further necessary action as per circular no.37.
8. Hydraulic Engineer, MCGM.
9. I.T. Section (SRA), to publish this LOI on SRA website and report compliance.

Chief Executive Officer
Slum Rehabilitation Authority

B.G. on Rs. 100/- Stamp Paper)

(Only for Scheduled Bank / Nationalized Bank)

(B.G. For DCR 33(10))

BANK GUARANTEE

To,
The Finance Controller,
Slum Rehabilitation Authority,
Anant Kanekar Marg,
Bandra(East), Mumbai- 400 051.

KNOW ALL MEN that by THESE PRESENTS that WE, _____, constituted under the Banking Companies (Acquisition and Transfer of Undertaking) Act, 1970 carrying on business of Banking in Mumbai as in other places in India and having its registered office at _____ and a Branch Office at _____ hereinafter referred to as "the said Bank" SEND GREETINGS.

WHEREAS Shri/Smt./M/s. _____* a proprietor/Partnership Firm/Company having his/its/their registered office at _____ hereinafter called the "said developer") has/have entered a development agreement with the _____ Housing Society (Proposed/*Registered) of the slum dwellers situated on the piece and parcel of land bearing Survey No. ___Hissa No. ___, C.T.S. No. _____ of Village _____ /C.S.No. ____ of Division area admeasuring _____ sq.mtrs. or thereabout (hereinafter referred to as 'the said property).

AND WHEREAS the said Developer has submitted a proposal for implementation **of Slum Rehabilitation Scheme (H**ereinafter called the "said scheme") on the said property to the Slum Rehabilitation Authority, Administrative Building, Bandra (East), Mumbai-400 051. (Hereinafter called "SRA") in accordance with the provisions under Annexure IV annexed to DCR 33(10) of the Development Control Regulations for Greater Mumbai 1991 which has come into force from 27th August,1996.

AND WHEREAS the said Developer has agreed to complete the total _____ No. or as many

additional **No. of rehabilitation tenements**/Permanent Transit Tenements to be mentioned in the Letter of Intent or Revised Letter of Intent respectively, to be issued by SRA from time to time (hereinafter called the said No. of Tenements) on the said property, within a period of //// months to be counted from the date of issue of Letter of Intent by SRA to the date of issue of Occupation Certificate by SRA (Hereinafter called the said Project Completion Period) in respect the said No. of Tenements under the said Scheme on the said property and for the Defect liability period as per SRA circular No. 108, dt. 22.01.2010.

AND WHEREAS the said Developer, for obtaining Annexure –III for implementation of the said scheme on the said property has agreed to furnish performance security in the form of Bank Guarantee in favour of SRA for the amount of Rs. _____ (**Rupees**____) for faithfully compliance of the construction of the said No. of Tenements under the said Scheme on the said Property within the said Project Completion Period.

1. WE, _____ Bank do hereby undertake to pay on demand to SRA an amount not exceeding Rs. _____ (Rupees _____) if the said Developer commits any breach in construction of the said No. of Tenements within the said Project Completion Period under the said Scheme on the said Property.

2. WE, _____do hereby undertake and agree to pay to the SRA, Mumbai without any demur merely on demand from the Finance Controller, SRA the amount due under this Guarantee. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee, shall be restricted to an amount not exceeding Rs. _____ (Rupees _____ _____).

3. WE, _____ Bank, hereby further agree that Guarantee herein contained shall remain in full force add effect during the said Project Completion Period for implementation of the said Scheme on the said Property.

4. WE, _____ Bank hereby undertake to pay SRA, the aforesaid amount merely on demand notwithstanstanding any dispute raised by the said Developer, whether by way of suit in Court of Law or otherwise in respect of the said Scheme on the said Property. The payment so made by us under this Guarantee shall be absolute and shall be deemed discharge of our liability for any payment thereunder.

5. We _____ Bank furthermore, agree that the Guarantee herein provided shall remain inforce and effect during the said Project Completion Period which is to be mentioned in the letter of Intent to be issued by SRA for implementation of the said scheme on the said

property by the said **Developer and in case the said D**eveloper has received any extension, expressed or implied, from SRA for completion of the said scheme on the said property, the Guarantee provided herein shall be deemed to cover the extended period also.

6. **We _____ Bank further agree that Slum Rehabilitation Authority shall have the fullest liberty without our consent to extend from time to time the said Project Completion Period within which the construction of the said scheme on the said Property should be completed by the said Developer.**

7. We, _____ Bank agree that the Guarantee provided hereunder shall not be discharged and shall remain in force notwithstanding the fact that there is any change in the constitution/construction of the Bank.

8. We, _____ Bank agree that the Guarantee provided hereinunder shall remain in force notwithstanding the fact that there is any change in the Firm and/or, Constitution of the partnership firm or in the pattern of shareholding of the company or in the Constitution of the Board of Director of the company.

9. We, _____ Bank further agree that the Guarantee provided hereunder shall remain in force notwithstanding the fact that the Partnership Firm has been dissolved or the Company has been wound up and the Guarantee shall always be deemed to have remained in force until SRA has been informed of dissolution or winding up by the Partnership Firm and its partners of the Company, and SRA in that event issue in writing discharge of the Bank on payment of the sum of Rs. _____ (Rupees _____) to SRA by us.

10. WE, _____ Bank hereby further agree with the Finance Controller/SRA and /or his successor or successors in the office that the slum Rehabilitation Authority shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions including the said Project Completion Period in the Letter of Intent to be issued by SRA with regards to the implementation of the Slum Rehabilitation Scheme on the said property by the said developer.

11. **WE, _____ Bank further undertake not be Revoke this Bank Guarantee during its Currency or After the expired Validity period of this Bank Guarantee, except with the previous consent of the Finance Controller, SRA in writing.**

12. Notwithstanding anything contained hereinabove this Guarantee is restricted to Rs. _____ _____ (Rupees _____) and this Guarantee is valid upto _____ (including nil claim period) We shall be released and discharged from all liabilities hereunder unless a written claim for payment under this guarantee is lodged on us on or before _____ _____ irrespective of whether or not the original Guarantee returned to us.

The confirmation of this Bank Guarantee is available with our

Controlling office at the following address:-
_____ (controlling officer)
_____ Bank
Address _____
_____
_____
Dated, this _____ day of _____

WITHNESSES:

Authorized Signature
of Bank Officer
& Bank Seal

* Strike out which is not necessary.
↑Put the date following 3 months from the date of expiry of the Said Project Completion Period.

B.G. on Rs. 100/- Stamp Paper)

(Only for Scheduled Bank / Nationalized Bank)

(B.G. For DCR 33(14) D)

BANK GUARANTEE

To,
The Finance Controller,
Slum Rehabilitation Authority,
Anant Kanekar Marg,
Bandra (East), Mumbai- 400 051.

KNOW ALL MEN that by THESE PRESENTS that WE, _____constituted under the Banking Companies (Acquisition and Transfer of Undertaking) Act, 1970 carrying on business of Banking in Mumbai and in other places in India and having its registered office at _____ and a Branch Office at _____ hereinafter referred to as "the said Bank" SEND GREETINGS.

WHEREAS Shri/Smt./M/s. _____ * A proprietor / Partnership Firm / Company having his/its/their registered office at _____ (Hereinafter called the "said developer") has/have entered a development agreement with the 33(14) D _____ Housing Society (Proposed/*Registered) of the slum dwellers situated on the piece and parcel of land bearing Survey No. _____ Hissa No. _____, C.T.S. No. _____ of Village _____ /C.S.No. _____ of Division area admeasuring _____ sq.mtrs. or thereabout (hereinafter referred to as 'the said property).

AND WHEREAS the said Developer has submitted a proposal for implementation **of Slum Rehabilitation Scheme (H**ereinafter called the "said scheme") on the said property to the Slum Rehabilitation Authority, Administrative Building, Bandra (East), Mumbai-400 051. (Hereinafter called "SRA") in accordance with the provisions under **33(14) D**.

AND WHEREAS the said Developer has agreed to complete the total _____ No. or as many additional **No. of rehabilitation tenements**/Permanent Transit Tenements to be mentioned in the Letter of Intent or Revised Letter of Intent respectively, to be issued by SRA from time to time (hereinafter called the said No. of Tenements) on the said property, within a

period of _____ months to be counted from the date of issue of Letter of Intent by SRA to the date of issue of Occupation Certificate by SRA (Hereinafter called the said Project Completion Period) in respect the said No. of Tenements under the said Scheme on the said property and for the Defect liability period as per SRA circular No. 108, dt. 22.01.2010.

AND WHEREAS the said Developer, for obtaining Annexure –III for implementation of the said scheme on the said property has agreed to furnish performance security in the form of Bank Guarantee in favour of SRA for the amount of Rs. _____ (**Rupees**_____) for faithful compliance of the construction of the said No. of Tenements under the said Scheme on the said Property within the said Project Completion Period.

1. WE, _____ Bank do hereby undertake to pay on demand to SRA an amount not exceeding Rs. _____ (Rupees _____) if the said Developer commits any breach in construction of the said No. of Tenements within the said Project Completion Period under the said Scheme on the said Property.

2. WE, _____do hereby undertake and agree to pay to the SRA, Mumbai without any demur merely on demand from the Finance Controller, SRA the amount due under this Guarantee. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee, shall be restricted to an amount not exceeding Rs. ____ (Rupees _____).

3. WE, _____ Bank, hereby further agree that Guarantee herein contained shall remain in full force add effect during the said Project Completion Period for implementation of the said Scheme on the said Property.

4. WE, _____ Bank hereby undertake to pay SRA, the aforesaid amount merely on demand notwithstanstanding any dispute raised by the said Developer, whether by way of suit in Court of Law or otherwise in respect of the said Scheme on the said Property. The payment so made by us under this Guarantee shall be absolute and shall be deemed discharge of our liability for any payment thereunder.

5. We _____ Bank furthermore, agree that the Guarantee herein provided shall remain inforce and effect during the said Project Completion Period which is to be mentioned in the letter of Intent to be issued by SRA for implementation of the said scheme on the said property by the said **Developer and in case the said** Developer has received any extension, expressed or implied, from SRA for completion of the said

scheme on the said property, the Guarantee provided herein shall be deemed to cover the extended period also.

6. **We _____ Bank further agree that Slum Rehabilitation Authority shall have the fullest liberty without our consent to extend from time to time the said Project Completion Period within which the construction of the said scheme on the said Property should be completed by the said Developer.**

7. We, _____ Bank agree that the Guarantee provided hereunder shall not be discharged and shall remain in force notwithstanding the fact that there is any change in the constitution/construction of the Bank.

8. We, _____ Bank agree that the Guarantee provided hereinunder shall remain in force notwithstanding the fact that there is any change in the Firm and/or, Constitution of the partnership firm or in the pattern of shareholding of the company or in the Constitution of the Board of Director of the company.

9. We, _____ Bank further agree that the Guarantee provided hereunder shall remain in force notwithstanding the fact that the Partnership Firm has been dissolved or the Company has been wound up and the Guarantee shall always be deemed to have remained in force until SRA has been informed of dissolution or winding up by the Partnership Firm and its partners of the Company, and SRA in that event issue in writing discharge of the Bank on payment of the sum of Rs. _____ (Rupees _____) to SRA by us.

10. WE, _____ Bank hereby further agree with the Finance Controller/SRA and /or his successor or successors in the office that the slum Rehabilitation Authority shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions including the said Project Completion Period in the Letter of Intent to be issued by SRA with regards to the implementation of the Slum Rehabilitation Scheme on the said property by the said developer.

11. **WE, _____ Bank further undertake not be Revoke this Bank Guarantee during its Currency or After the expired Validity period of this Bank Guarantee, except with the previous consent of the Finance Controller, SRA in writing.**

12. Notwithstanding anything contained hereinabove this Guarantee is restricted to Rs. _____ (Rupees _____) and this Guarantee is valid upto _____ (including nil claim period) We shall be released and discharged from all liabilities hereunder unless a written claim for payment under this guarantee is

lodged on us on or before _____ irrespective of whether or not the original Guarantee returned to us.

The confirmation of this Bank Guarantee is available with our Controlling office at the following address:-
_____ (controlling officer)
_____ Bank
Address _____
_____
_____
Dated, this _____ day of _____

WITHNESSES:

Authorized Signature
of Bank Officer
& Bank Seal

* Strike out which is not necessary.
↑Put the date following 3 months from the date of expiry of the Said Project Completion Period.