

# Building Plan Approval System

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## Building Plan Scrutiny

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## About eGovernments

**eGovernments Foundation** is a best-in-class technology solutions developer for electronic governance and smart cities with over 13 years of experience in transforming urban governance. Building a comprehensive, intelligent platform for technology-powered, mobile-enabled urban governance is the only work we do. Our products are relied upon by millions of people across India, both in government as well as citizens in their day-to-day lives. They offer exceptional possibilities to organizations engaged in developing/integrating solutions and applications in the e-governance domain.

Key components of our e-Governance platform:

- **ERP** - to fully digitize civic body operations •
- **CRM** - digital service delivery to citizens •
- **Payment System** – enabling government offices to go cashless both internally as well as with citizens
- **Financial Management** – includes budgeting, forecasting and financial accounting that are compliant with National Municipal Accounting Standard
- **Dashboards for State / City / Town level monitoring and control**

- **Mobile apps** for citizens to pay taxes, raise and resolve complaints
- **Mobile apps** for civic body employees
- **Data Analytics**
- We are committed to collaborate with reputed solution/application developers and system integrators to make Digital India a reality and transform urban governance globally.

### Our strength:

eGovernments Foundation is promoted by two visionary technocrats – Nandan Nilekani, ex CEO, Infosys, former Chairperson of the Unique Identification Authority of India (UIDAI) and former Head of Government of India's Technology Committee, and Srikanth Nadhamuni, CEO, Khosla Labs, and ex CTO UIDAI – with a vision to transform urban governance through cutting edge technology.

- Our benefactors include Omidyar Network and Tata Trust
- Over the past decade, we have gained deep insights into eGovernance space at a very granular level
- Our state-of-the-art, ERP-based platform – with 22 modules – for urban governance is built on advanced Open Source technologies for better flexibility, interoperability and faster implementation

- Our products enable administrators in information-driven decision-making, enhanced citizen connect, intelligent financial management; and help citizens to interact with government in an easy, transparent, and real-time fashion.

## About this User Guide

This User Manual describes the features, benefits, workflow, and roles offered by the Building Plan Approval module of eGovernments platform, and a step-by-step-by guide to using the module by different users.

## Conventions

The conventions used in this manual are:

- 1) Navigation > Arrow '>' notation describes the flow of navigation in the app.

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## 1 Getting Started

### 1.1 Building Plan Approval

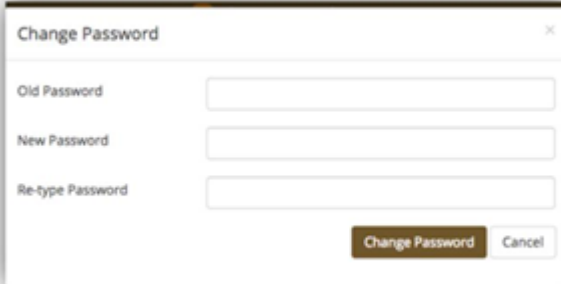
- Building Plan Approval module is available as part of the eGovernments platform.  
To log into eGovernments platform / your citizen services portal, on your web browser, type <URL> and click on **enter**.
- Upon entering the web page, you will see the following options in the home page.
- Use your log in details - **Mobile Number/Login ID** and
- **Password** - and click on **Sign in**.



### 1.2 Change Password

- In the top panel, on the right hand top corner, click on the photo icon next to the user name (as shown in Update Profile).

- In the drop down, click on Change Password option.
- Provide Old Password, New password, Retype new password, and click on Change Password.



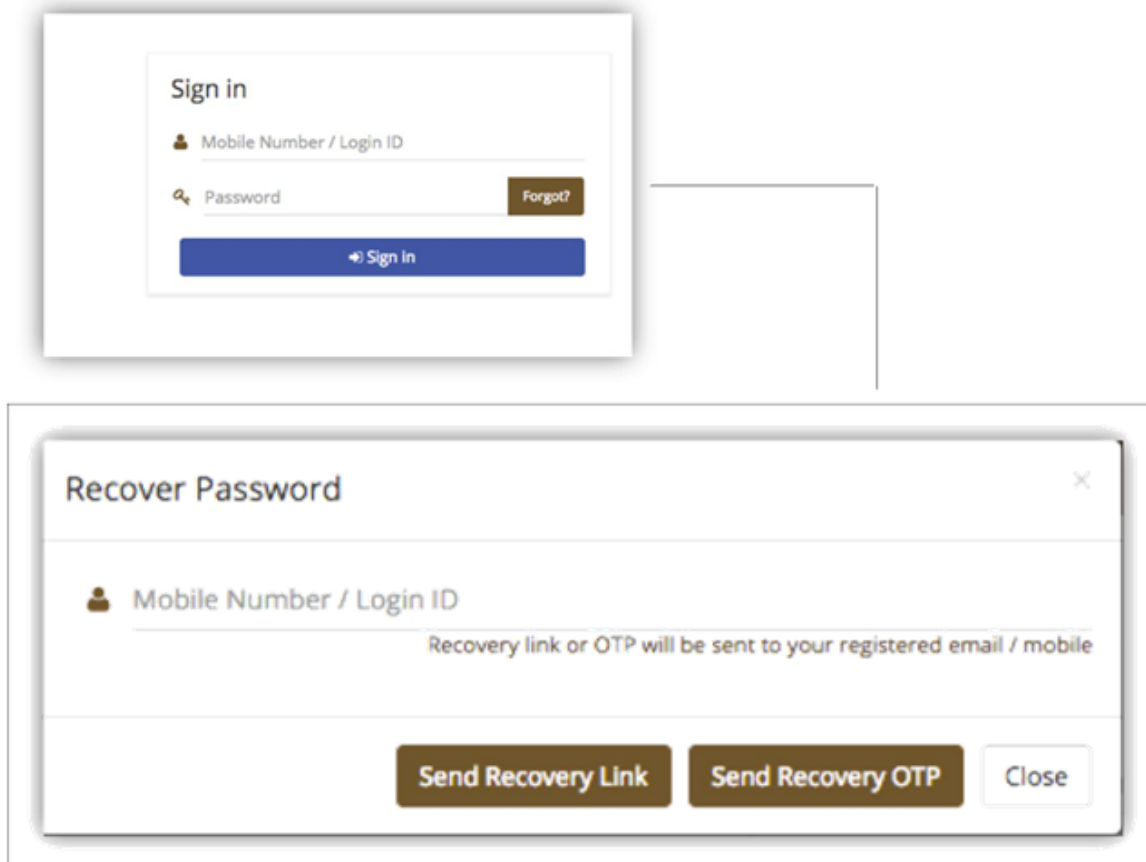
A screenshot of a 'Change Password' dialog box. It has a title bar with the text 'Change Password' and a close button (X). Inside the dialog, there are three input fields labeled 'Old Password', 'New Password', and 'Re-type Password'. At the bottom right, there are two buttons: 'Change Password' and 'Cancel'.

### 1.3 Sign out

- In the top panel, on the right hand corner, click on the photo icon next to the user name (as shown in Update Profile).
- In the drop down click on **Sign out**.

## 1.4 Recover Password

- If you forget your password, in the log in page click on **Forgot** in the Password box
- In the Recover Password window that opens, enter your Mobile Number or Email ID, and choose the password recovery option (either my OTP to mobile phone or password recovery link to email)



The diagram illustrates the password recovery process. It starts with a 'Sign in' form containing fields for 'Mobile Number / Login ID' and 'Password'. A 'Forgot?' button is located next to the password field. A line connects this button to a 'Recover Password' window. This window has a title bar with a close button (X). It contains a field for 'Mobile Number / Login ID' and a note: 'Recovery link or OTP will be sent to your registered email / mobile'. At the bottom, there are three buttons: 'Send Recovery Link', 'Send Recovery OTP', and 'Close'.



## 1.5 Home Page

Elements	Functionalities
Left Panel	<ul style="list-style-type: none"> <li>Provides two options – <b>BPA</b> and <b>EDCR</b>.</li> <li><b>BPA</b> enable you to submit application for different service types.</li> </ul>
Top Panel	<ul style="list-style-type: none"> <li>Enables you to view <b>dashboard</b> and <b>Notifications</b>.</li> <li>In addition, the Top Panel enables you to update your profile.</li> </ul>
Right Panel	<ul style="list-style-type: none"> <li>Shows <b>list of submitted applications</b>, <b>Drafts</b>, and <b>Notifications</b> in List View sorted chronologically with most recent on top.</li> <li><b>Notifications</b> contain the tasks with any changes occurred</li> </ul>

## 2 Building Plan Scrutiny

### 2.1 Users

- Valid Business Licensee: Architect, Building Designer A, Building Designer B, Engineer A, Engineer B, Town Planner A, Town Planner B, Supervisor A and Supervisor B.

### 2.2 Overview

- A business user resembles the one who has valid license from ULB in order to submit a “Building Plan Approval” (BPA) application.
- Only a business user can submit a **Building Plan Approval** application.
- A business user can do plan scrutiny for “n” number of times for a single plan and can submit and scrutinize multiple building plans for ‘n’ number of time.
- Business user and citizen will be completely in sync with each and every details related to building plan approval application, via Building Plan Approval system, throughout the application cycle

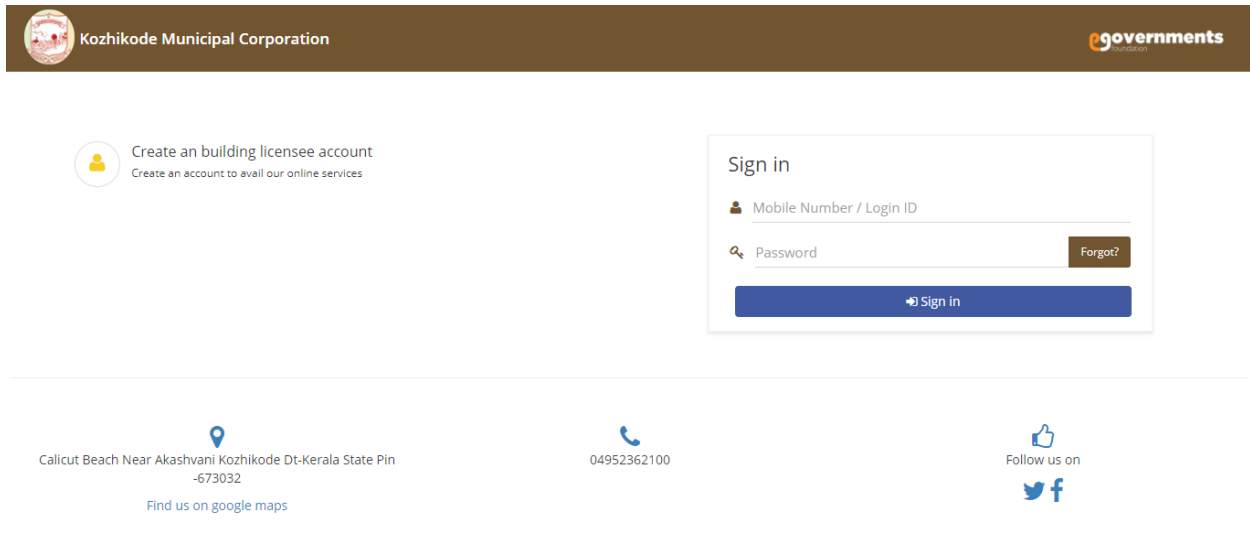
### 2.3 Building Plan Scrutiny:

In order to make a complete automated and transparent process for scrutinizing a building plan and getting the government approval for the same, eGovernments foundation has created an open source software (built on all open source tools) for ‘Building Plan Scrutiny’ and ‘Building Plan Approval System’

### 2.4 Steps to submit a Building Plan Scrutiny

- 1) For registration of Business licensee, click on new registration on <http://kozhikode.egovernments.org>
- 2) A business user will be able to login or will receive the unique login credentials only after approval from the ULB authority.

- 3) Login as registered business user using the user name and password send via SMS and Email.
- 4) URL for login: <http://kozhikode.egovernments.org>.



Kozhikode Municipal Corporation

egovernments foundation

Create an building licensee account  
Create an account to avail our online services

Sign in

Mobile Number / Login ID

Password [Forgot?](#)

Sign in

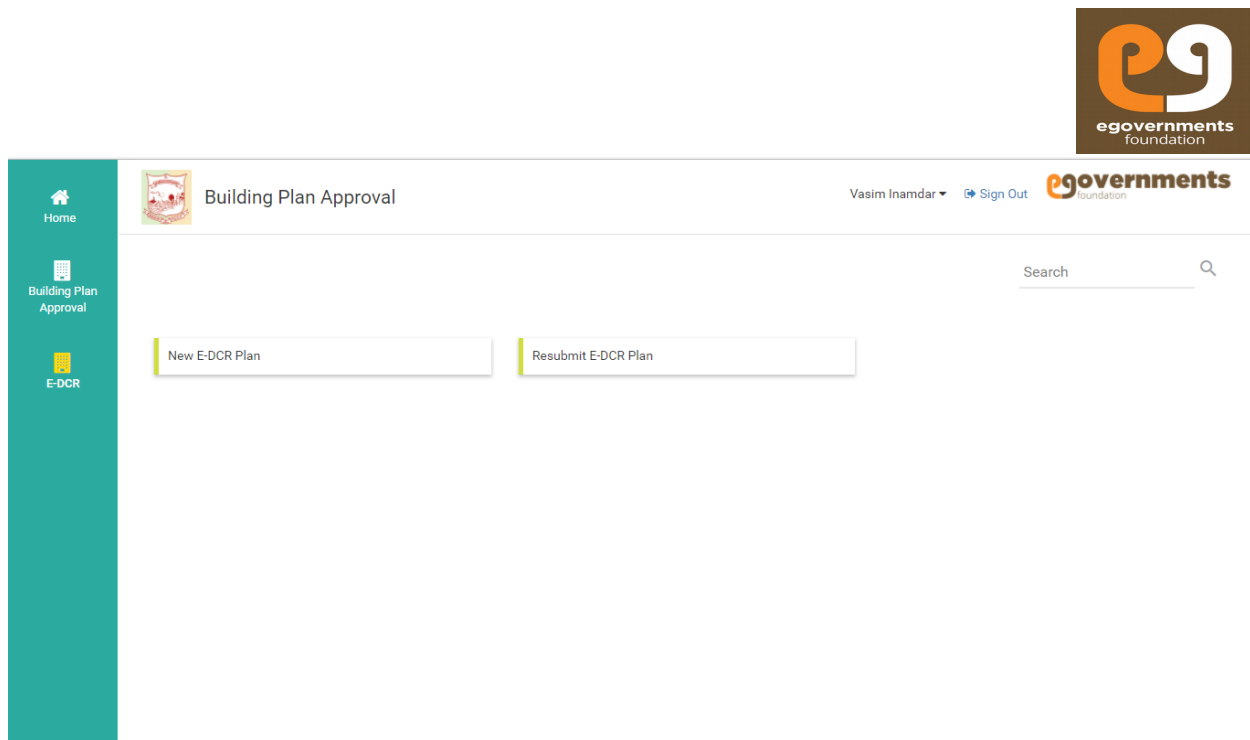
Calicut Beach Near Akashvani Kozhikode Dt-Kerala State Pin -673032  
[Find us on google maps](#)

04952362100

Follow us on  
[Twitter](#) [Facebook](#)

### 2.4.1 EDCR- Building Plan Scrutiny

1. On the left panel dashboard click on **EDCR** icon.
2. Two options will appear on the screen.
3. A) **New EDCR** Plan
4. B) **Resubmit EDCR** Plan



### 2.4.2 New EDCR Plan

- For submitting the 'Building Plan Scrutiny', the user can upload only **.DXF** type of cad drawing file. Maximum size of the file can be up to **20MB**.

① kozhikode.egovernments.org/edcr/edcrapplication/new

#### New E-DCR Application Submit

Upload E-DCR \*

Only dxf file format allowed with maximum 20 MB

Applicant Name \*

Occupancy \*

Residential

Service Type \*



New Construction


Amenities

☐ Well  
☐ Compound Wall  
☐ Shutter or Door Conversion/Erection u  
☐ Roof Conversion under rule 100 or 101

- The user needs to enter the applicant name occupancy type and service type (along with amenities if any) mandatorily.




New E-DCR Application Submit


Upload E-DCR \*  #SAMPLE 17.dxf

Delete

Only dxf file format allowed with maximum 20 MB

Occupancy \* Residential

Applicant Name \* vasim inamdar

Service Type \* New Construction

Amenities

☐ Well  
☐ Compound Wall  
☐ Shutter or Door Conversion/Erection u  
☐ Roof Conversion under rule 100 or 101

Create

Close

- Click on **create** in order to scrutinize the building plan
- Click **close** to close the tab.
- The system scrutinizes the submitted plan automatically in few seconds and output report is generated along with the status of the report as shown in the below screenshot
- The first tabular form the screen shows the submitted **EDCR Application details** before doing building plan scrutiny of the submitted file.
- In **EDCR Application details** the system generates an unique application number.
- The table with the header '**EDCR Processing Details**' gives details of submitted 'Building Plan Scrutiny' file. The table contains details like **uploaded file name, report output file name, uploaded date and time and status of the submitted** 'Building Plan'.



## Success E-DCR Application Details



E-DCR application submitted successfully.

### E-DCR Application Details

Application Number	01606-2018-EG	Application Date	03/04/2018
Applicant Name	vasim inamdar	Occupancy	Residential
Service Type	New Construction	Amenities	N/A


### E-DCR Processing Details

Serial No.	E-DCR Number	Uploaded File	Report Output File	Uploaded Date And Time	Status
1	N/A	#SAMPLE 17.dxf	01606-2018-EG-v1.pdf	2018-04-03 18:55:43.889	Not Accepted

Close

- Click on **close** button to close the tab.
- On clicking **report output file** that is generated after system doing the building plan scrutiny, the in detailed report of the scrutiny file is generated as shown in the below screens.
- The **report** is generated based on latest version of **KMBR** rules.

01606-2018-EG-v1.pdf 1 / 2



KOZHIKODE MUNICIPAL CORPORATION  
AUTOMATED BUILDING PERMIT APPROVAL SYSTEM  
PLAN DOCUMENT SCRUTINY REPORT

APPLICATION DETAILS			
1. APPLICANT NAME	vasim inamdar	6. PLOT RESURVEY NUMBER	
2. APPLICATION NUMBER	01606-2018-EG	7. WARD	
3. APPLICATION DATE	03/04/2018	8. DESOM	
4. OCCUPANCY TYPE	Residential	9. VILLAGE	
5. LICENSEE			

AREA DETAILS		OTHER GENERAL DETAILS	
1. TOTAL BUILT UP AREA	587.9186 m2	1. APPLICABILITY OF CRZ	NO
2. TOTAL FLOOR AREA	575.5010 m2	2. AVAILABILITY OF NOC TO ABUT SIDE OF THE PLOT	YES
3. TOTAL CARPET AREA	460.4008 m2	3. AVAILABILITY OF NOC TO ABUT REAR OF THE	NO
4. PLOT AREA	1270.47 m2	4. WHETHER SITUATED IN SECURITY ZONE?	NO
5. FAR	0.453	5. VOLTAGE OF OVERHEAD ELECTRIC LINE	33.0 KV
6. COVERAGE	15.470 m2	6. HEIGHT OF BUILDING	9.75 m

Status of Report: Not Accepted  
Errors

1. Cul-de-sac road, Shortest Distance not defined in the plan.

- The report explains **rule number, rule description, required as per rule, provided as per drawings and accepted/Not accepted** in a tabular form as mentioned in the below screen.
- The report also clearly mentioned for which rule the plan is accepted or not accepted. Based on the rule wise status output, the user can re-submit the plan again by correcting the submitted plan for all the rules which shows 'Not Accepted' status in the report.

01606-2018-EG-v1.pdf 1 / 2

KMBR Rule No.	Rule description	Required by Rule	Provided as per drawings	Accepted / Not Accepted
23(5)	Horizontal line distance from electric line	1.85(MTR)	21.8781(MTR)	Accepted
24(1)	Every habitable room shall abut on an exterior or interior open space or verandah	Habitable Room shall abut on an exterior or interior open space or verandah	All Habitable Room (s) are abutting an exterior or interior open space or verandah	Accepted
24(3)	Front yard distance	(Minimum distance.Mean distance) (1.8,3)(MTR)	(4.029,6.50277)(MTR)	Accepted
24(4)	Rear Yard	(Minimum distance.Mean distance) ( Minimum 1 MTR , Average 2.0 MTR )(MTR)	(3.516,22.0781)(MTR)	Accepted
24(5) Side Yard 1	Minimum open space on Side 1	Minimum 1 MTR	3.619(MTR)	Accepted
24(5) Side Yard 2	Minimum open space on Side 2	1.2(MTR)	4.705(MTR)	Accepted
24(10)	No construction or hangings outside the boundaries of the site	Shades or Overhangs,Building foot print Should be inside Plot Boundary	Shades or Overhangs,Building foot print are inside Plot Boundary	Accepted

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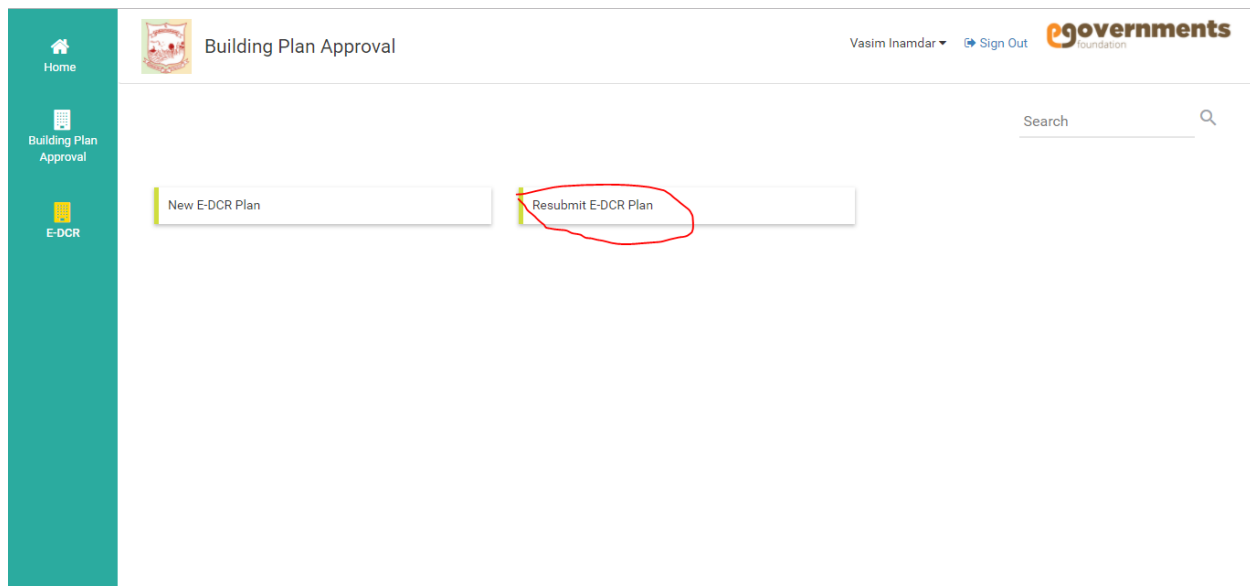
01606-2018-EG-v1.pdf 2 / 2

30	Occupancy of Buildings		Residential Occupancy Defined in the plan.	Verify
31(1)	FAR	Should be less than 4.0	0.453	Accepted
31(2)	FAR Coverage	should less than 65	15.470	Accepted
33(1)	Access to building	2.0(MTR)	3.0(MTR)	Accepted
34(1)	Parking Slots Area	2.70 M x 5.50 M Minimum Area of Each parking	No violation of area in 3 parking	Accepted
34(2)	Total number of Parking	5.0 Numbers	3 Numbers	NotAccepted

egovernments 2 of 2 Powered by Egovernments Foundation 2018

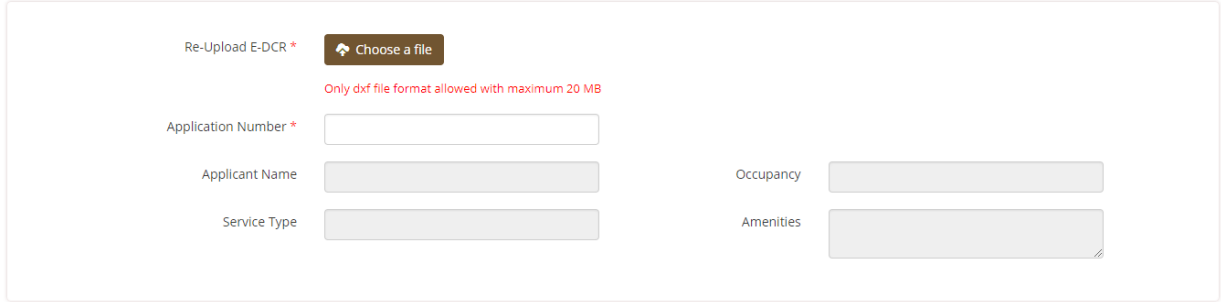
### 2.4.3 Resubmit 'Building Plan Scrutiny'

- Click on '**Resubmit EDCR Plan**' (Building Plan Scrutiny), to resubmit the building plan.



- On Click of 'Resubmit EDCR Plan' (Building Plan Scrutiny), the system navigates to below mentioned screen.

- The user needs to resubmit the corrected 'Building Plan Scrutiny' file and upload the corrected **.DXF** file.
- The user needs to enter already generated application number with previous 'Building Plan Scrutiny' report.
- Click on **update** and generate the 'Building Plan Scrutiny' report for the resubmitted file.
- Click on **close** button to close the tab.



Resubmit E-DCR Application

Re-Upload E-DCR \*

Only dxf file format allowed with maximum 20 MB

Application Number \*

Applicant Name

Service Type

Occupancy

Amenities

- The resubmitted file details will also be updated in the **E-DCR processing details**.
- The user can download the scrutinized report for the resubmitted file by clicking on the **report output file**.



## Success E-DCR Application Details



E-DCR application submitted successfully.

### E-DCR Application Details

Application Number	01606-2018-EG	Application Date	03/04/2018
Applicant Name	vasim inamdar	Occupancy	Residential
Service Type	New Construction	Amenities	N/A

### E-DCR Processing Details

Serial No.	E-DCR Number	Uploaded File	Report Output File	Uploaded Date And Time	Status
1	N/A	#Sample_17-03-03-18.dxf	01606-2018-EG-v2.pdf	2018-04-03 18:59:26.967	Not Accepted
2	N/A	#SAMPLE 17.dxf	01606-2018-EG-v1.pdf	2018-04-03 18:55:43.889	Not Accepted

Close

- Click on **close** button to close tab.
- The final accepted 'Building Plan Scrutiny' file has a **unique application number** which is used while submitting the 'Building Plan Approval' application.
- All the detail of the scrutinized and accepted building plan file which is generated is automatically attached along with the 'Building Plan Scrutiny' submitted file and accepted output report.
- The user needs to mandatorily enter the accepted 'Building Plan Scrutiny' report unique application number while submitting the building plan approval application for various service types (for required service type).

End of Document