

INSPECTION PROCEDURE AND CHECKLIST FOR OBTAINING OCCUPANCY CERTIFICATE

The applicant applies the PDA for obtaining Occupancy Certificate in the prescribed Performa given in the DCR. After receiving the application the Department carry out the inspection to ensure that the building has been constructed as per the approved plan. The following documents are required to carry out the site inspection for OC :

- 1. Completion certificate from the Registered Architect/Engineer (Annexure-13)**
- 2. Copy of approved plan.**
- 3. NOC from the Fire Department in case of Commercial/Industrial/High rise buildings.**