

Standard of Report Format for Single Joint Inspection

- I. Inspection report format for Pre-Construction stage (to be conducted within 1-2 weeks of submission of building plan application/self certification:

Name of the Applicant.....	Address of Site/Building Pilot No. Khasra No. Sector/Area Colony	Application No.
Geo-Coordinates of the site: Lat/Long points:(as many required to survey the site.	Area of Site..... (in square feet)	Building use type <ul style="list-style-type: none"> • Residential • Commercial • Industrial • Institutional • Any other

Name of Department.	Appointed Nodal officer for Joint Inspection.	Inspection Details.	Inspection Parameters.	Sign of Nodal officer.
Srinagar Municipal Corporation	Concerned Divisional Town Planner	Site Inspection w.r.t Site Dimension area.	<ul style="list-style-type: none"> • Area of site • Site dimension along with Geo-Coordinates • Physical features • Applicability of Acts on site/HT Line/Gas Line 	
PHE/ I&FC Department (Kashmir)	To be Nominated by the Concerned Department	Temporary Water Connection.	As per Department requirement.	
Inspector General of Traffic, Kashmir	To be Nominated by the Concerned Department		As per Department requirement	
Forest Department	To be Nominated by the Concerned Department	Inspection for any acquisition or grabbing of forest land or any cutting of marked trees.	As per Department requirement.	
Inspector General of Police, Kashmir	To be Nominated by the Concerned Department		As per Department requirement.	

Srinagar Development Authority	To be Nominated by the Concerned Department		As per Department requirement.	
Lakes & Waterways Dev. Authority	To be Nominated by the Concerned Department		As per Department requirement	
Power Dev. Department (Kashmir)	To be Nominated by the Concerned Department		As per Department requirement	
R&B Department (Kashmir)	To be Nominated by the Concerned Department		As per Department requirement	
UEED Department (Kashmir)	To be Nominated by the Concerned Department		As per Department requirement	
Fire & Emergency Services	To be Nominated by the Concerned Department		As per Department requirement	
Drainage Circle SMC	To be Nominated by the Concerned Department		As per Department requirement	
Assistant Commisioner (Revenue)	To be Nominated by the Concerned Department		As per Department requirement	
Assistant Commissioner (Nazool)	To be Nominated by the Concerned Department		As per Department requirement	
Department of Labour	To be Nominated by the Concerned Department		As per Department requirement	
Airport Authority of India	To be Nominated by the Concerned Department		As per Department requirement	
National Monument Authority	To be Nominated by the Concerned Department		As per Department requirement	
Department of Archives & Archeology	To be Nominated by the Concerned Department		As per Department requirement	

SRINAGAR MUNICIPAL CORPORATION

II. Inspection report format for during Construction stage (to be conducted within 1-2 week of submission of self certified DPC Level certificate:

Name of the Applicant.....	Address of Site/Building Pilot No. Khasra No. Sector/Area Colony	Application No.
Geo-Coordinates of the site: Lat/Long points:(as many required to survey the site.	Area of Site..... (in square feet)	Building use type <ul style="list-style-type: none"> • Residential • Commercial • Industrial • Institutional • Any other

Name of Department.	Appointed Nodal officer for Joint Inspection.	Inspection Details.	Inspection Parameters.	Sign of Nodal officer.
Srinagar Municipal Corporation	Concerned Divisional Town Planner	Site Inspection w.r.t Site Dimension area.	<ul style="list-style-type: none"> • Area of site • Site dimension along with Geo-Coordinates • Physical features • Applicability of Acts on site/HT Line/Gas Line 	
PHE/ I&FC Department (Kashmir)	To be Nominated by the Concerned Department	Temporary Water Connection.	As per Department requirement.	
Inspector General of Traffic, Kashmir	To be Nominated by the Concerned Department		As per Department requirement	
Forest Department	To be Nominated by the Concerned Department	Inspection for any acquisition or grabbing of forest land or any cutting of marked trees.	As per Department requirement.	
Inspector General of Police, Kashmir	To be Nominated by the Concerned Department		As per Department requirement.	
Srinagar Development Authority	To be Nominated by the Concerned Department		As per Department requirement.	

Lakes & Waterways Dev. Authority	To be Nominated by the Concerned Department		As per Department requirement	
Power Dev. Department (Kashmir)	To be Nominated by the Concerned Department		As per Department requirement	
R&B Department (Kashmir)	To be Nominated by the Concerned Department		As per Department requirement	
UEED Department (Kashmir)	To be Nominated by the Concerned Department		As per Department requirement	
Fire & Emergency Services	To be Nominated by the Concerned Department		As per Department requirement	
Drainage Circle SMC	To be Nominated by the Concerned Department		As per Department requirement	
Assistant Commissioner (Revenue)	To be Nominated by the Concerned Department		As per Department requirement	
Assistant Commissioner (Nazool)	To be Nominated by the Concerned Department		As per Department requirement	
Department of Labour	To be Nominated by the Concerned Department		As per Department requirement	
Airport Authority of India	To be Nominated by the Concerned Department		As per Department requirement	
National Monument Authority	To be Nominated by the Concerned Department		As per Department requirement	
Department of Archives & Archeology	To be Nominated by the Concerned Department		As per Department requirement	

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III. Inspection report format for Pre-Construction stage (to be conducted within 1-2 week of submission of building plan application /self Certification.

Name of the Applicant.....	Address of Site/Building Pilot No. Khasra No. Sector/Area Colony	Application No.
Geo-Coordinates of the site: Lat/Long points:(as many required to survey the site.	Area of Site..... (in square feet)	Building use type <ul style="list-style-type: none"> • Residential • Commercial • Industrial • Institutional • Any other

Name of Department.	Appointed Nodal officer for Joint Inspection.	Inspection Details.	Inspection Parameters.	Sign of Nodal officer.
Srinagar Municipal Corporation	Concerned Divisional Town Planner	Site Inspection w.r.t Site Dimension area.	<ul style="list-style-type: none"> • Area of site • Site dimension along with Geo-Coordinates • Physical features • Applicability of Acts on site/HT Line/Gas Line 	
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Lakes & Waterways Dev. Authority	To be Nominated by the Concerned Department		As per Department requirement	
Power Dev. Department (Kashmir)	To be Nominated by the Concerned Department		As per Department requirement	
R&B Department (Kashmir)	To be Nominated by the Concerned Department		As per Department requirement	
UEED Department (Kashmir)	To be Nominated by the Concerned Department		As per Department requirement	
Fire & Emergency Services	To be Nominated by the Concerned Department		As per Department requirement	
Drainage Circle SMC	To be Nominated by the Concerned Department		As per Department requirement	
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SRINAGAR MUNICIPAL CORPORATION

Department: Srinagar Municipal Corporation, PHE/ I&FC Department (Kashmir, Inspector General of Traffic, Kashmir, Srinagar Development Authority, Lakes & Waterways Dev. Authority, Assistant Commissioner (Revenue) ,Power Dev. Department (Kashmir), R&B Department (Kashmir, UEED Department (Kashmir), Fire & Emergency Services, Drainage Circle SMC, Assistant Commissioner (Revenue), Assistant Commissioner (Nazool), Department of Labour, Airport Authority of India, National Monument Authority, and Department of Archives & Archeology.

Reform:

Mandate that a single Joint site Inspection will be carried out by above mentioned all concerned Line Departments/Authorities and internal Department responsible for granting construction permits in urban areas and IDC's.

Single Joint Inspection will be Carried out by various Government agencies/Authorities/Development Authorities of Srinagar on one day of the week i.e., Wednesday. There are inspection stages i.e Pre-Construction ,During Construction and Post Construction.

- 1) The competent Authority shall conduct Single Joint Inspection by Constituting a team of officials/officers including officers /official of other Govt. Department(for their respective services)of the site/Building, Whenever required ,in following steps:
 - Pre – Construction
 - During Construction
 - Post Construction
- 2) The Competent Authority shall ensure that the same inspector shall not inspect the same site/Building in Consecutive steps.
- 3) The Inspection Team shall conduct inspection of site/building on a day specified by the competent Authority and single inspection report shall be submitted within 48 hours to competent Authority.
- 4) The competent Authority may refer standard report for single Joint Inspection at “Standard of Report Format For Single Joint Inspection” or else may draft its own format.