

SRINAGAR MUNICIPAL CORPORATION

Subject: - **Renewal of licence for RTP (Draftsman/ Architect/ Structural Engineer) for designing building plans for construction of Residential/ Commercial Structures within Srinagar Municipal Corporation limits.**

ORDER No. _____

DATED: _____

In pursuance of Sub-Section (2), Section 243, Chapter-XIV of Jammu and Kashmir Municipal Corporation Act 2000 read with Sub-Class (z-32) class (1.2.2), Section (1); Sub-Section 3.1, Section 3.0 of J&K Municipal Corporation Building Bye-Laws-20 11 & as per the orders issued by Joint Commissioner(Adm), SMC vide No. 1033 of 2017 dated:06-06-2017 sanction is hereby accorded to the renewal of Licence No: _____ dated: _____

issued in favour of Registered Technical Person RTP (**Draftsman/Architect/ Structural Engineer**), Mr/Miss/Mrs _____ **S/o, D/o, W/o** _____

R/o _____ on following terms and condition.

1. That the above said RTP (**Draftsman/Architect/ Structural Engineer**) shall be authorized to design/ prepare drawings/plans for the structure measuring up to/ above 1800 Sft of plinth area;
2. That this licence shall be valid up to _____
3. That the drawings/plans must be designed in accordance with the norms prescribed under:-
 - i. Master Plan of Srinagar City-2000-21,
 - ii. Town Planning Act (Currently in force),
 - iii. J&K Municipal Corporation Act-2000,
 - iv. J&K Municipal Building Bye-laws-2011,
 - v. Any other law, rule, bye-laws in force governing the subject.
4. That the RTP shall keep the applicant well informed and educate him with the relevant provision of law, rules and bye-laws governing in the state and regulating the proposed construction and the norms contained in the approved scheme/plan. He shall educate applicant/owner about land uses of the area under approved Master Plan, Town Planning Act and norms prescribed under above stated Acts Byelaws.
5. That the RTP shall be bound by all such orders and instructions of the licensing Authority which may be communicated to him from time to time.
6. Every plan prepared by a registered RTP shall bear the signature/ thumb impression of the applicant as well as the signature and stamps of the licensed RTP in the following form:-

<u>APPROVED MUNICIPAL RTP</u>
Name:- _____
Registration _____
Date of Registration: _____
Renewed Vide Order No. _____ dated _____
Valid Upto: _____

7. The RTP shall be bound to prepare a plan within 10 days from the date he/she has been asked to do so by the applicant and shall handover the complete documents in all respect to the person requiring him to prepare the plan.
8. The RTP shall maintain a register of site-cum-building plans prepared by him from time to time in the pro-forma and shall submit a copy of site-cum-building plan to Section Officer Disposal Section for record also, as detailed below :-

REGISTER SHOWING DETAILS OF SITE-CUM-BUILDING PLANS PREPARED BY Mr. _____

S. No.	Date of Preparation of Plans	Particulars of Applicant with Parentage & Residence	Location of the Site	Purpose of Plan	Total land Premises	Plinth area of Proposed Construction	Date of Registration in SMC	Particulars of Registration	Initials of the Licensee
1	2	3	4	5	6	7	8	9	10

Note: - (The license shall be responsible to keep on record the copy of the site and building plans attached with register in a separate file cover).

9. That in case of default on the part of the RTP constituting violation of any of the provision of these condition or submission of incorrect site plans and building plans, his/her registration/licence shall be liable for cancellation by the Authority.
10. Every licenced RTP shall exhibit at a conspicuous place near his residence and office a sign board of his being a Registered Technical person of the Municipal Corporation.
11. That the licence shall be valid for one financial year only and the applicant is required to submit application in a prescribed format for renewal of licence in the month of February every year.

By order

Assistant Secretary (General),
Srinagar Municipal Corporation.

No: SMC/Gen/

Dated

Copy to the:-

1. F.A/Chief Accounts Officer, SMC for information.
2. Joint Commissioner (Planning) SMC for information
3. Divisional Town Planner (Right/Left) SMC for information.
4. Chief Enforcement Officer, SMC for information
5. Private Secretary to Commissioner SMC for information.
6. Section Officer, Building Section SMC for information
7. Mr/Miss/Mrs _____ S/o, D/o/W/o _____
R/o _____ Srinagar for information and necessary action.
8. G.O/P file