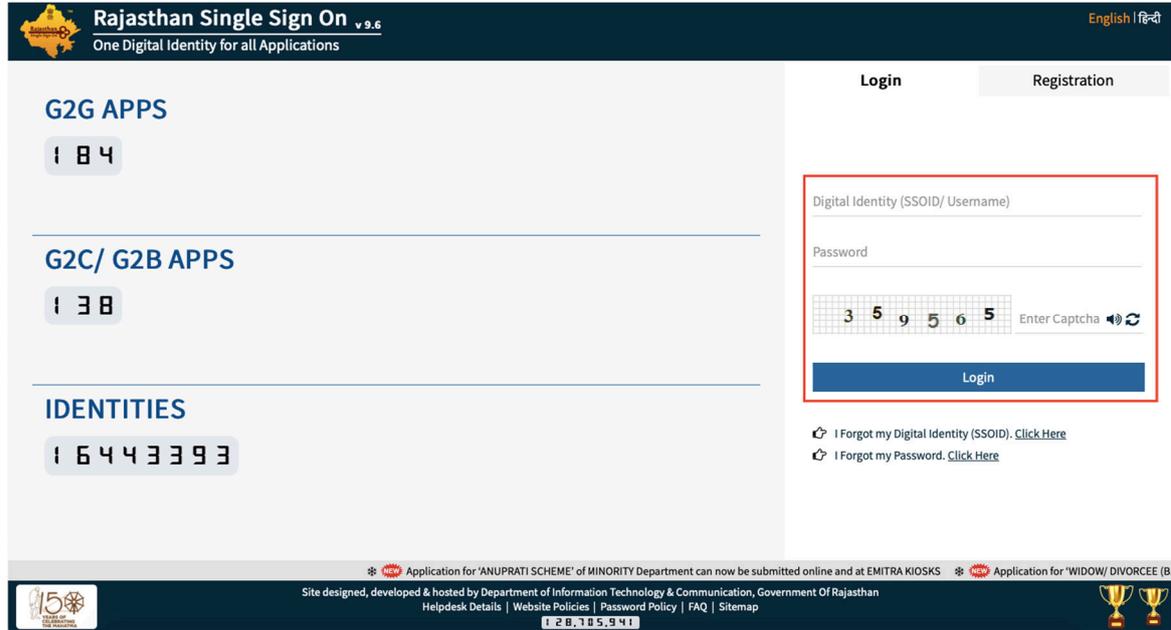




ONLINE APPLICATION DISPOSAL PROCEDURE

**E-INTIMATION FOR PLINTH LEVEL CONSTRUCTION COMPLETION (PLCC)
(POST E-INTIMATION OF COMMENCEMENT OF CONSTRUCTION)**

- 1. Dept. Officer (preferably SECRETARY/ ZONE-DC) sign-in (login) to RajSSO (<https://sso.rajasthan.gov.in>) portal using his/ her SSOID as shown in figure below.



- 2. After successful sign-in (login), SECRETARY/ ZONE-DC selects “BUILDING PLAN APPROVAL (LSG)” or “BUILDING PLAN APPROVAL (UDH)” from the available list of applications as shown in figure below.





3. SECRETARY/ ZONE-DC will see the following interface i.e. DASHBOARD where all the applications pending for his/ her disposal in this stage would be listed.

Building Plan Approval System (UDH)
Government of Rajasthan

Help Back to SSO Sign Out TEST3

DASHBOARD OIC-UIT ALWAR

STATUS ALL APPROVED REJECT PENDING (Applicant) PENDING (Dept.)

Please Search here...

Show 10 entries

S.No.	Application ID	Submission Date/Time	Applicant Name	Application Type	Status	View
1	ALW/2019-20/BPAS/2 (UIT ALWAR)	21/10/2019	RAVI TIWARI,DVDVDFV	e-INTIMATION OF PLINTH LEVEL CONSTRUCTION COMPLETION (UDH)	PENDING WITH SECRETARY (20/10/2020)	

Showing - 1 to 1 of 1 rows

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4. SECRETARY/ ZONE-DC clicks on the VIEW button (eye symbol) as highlighted in the figure below to access the application sent by the applicant as e-Intimation for PLCC.

Building Plan Approval System (UDH)
Government of Rajasthan

Help Back to SSO Sign Out TEST3

DASHBOARD OIC-UIT ALWAR

STATUS ALL APPROVED REJECT PENDING (Applicant) PENDING (Dept.)

Please Search here...

Show 10 entries

S.No.	Application ID	Submission Date/Time	Applicant Name	Application Type	Status	View
1	ALW/2019-20/BPAS/2 (UIT ALWAR)	21/10/2019	RAVI TIWARI,DVDVDFV	e-INTIMATION OF PLINTH LEVEL CONSTRUCTION COMPLETION (UDH)	PENDING WITH SECRETARY (20/10/2020)	

Showing - 1 to 1 of 1 rows

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5. SECRETARY/ ZONE-DC scrolls down to the end of the application form and will see a section for sending “e-Intimation for PLCC” as highlighted in the figure below.

Building Plan Approval System (UDH)
Government of Rajasthan

APPLICATION FOR BUILDING PLAN APPROVAL/ भवन योजना स्वीकृति के लिए आवेदन

Building Pan Approval Date: 20/10/2020 Building Pan Approval Certificate: DOWNLOAD

BPAC Document
View 1

e-Intimation for Commencement of Construction

I/ We do hereby declare that by sending this e-Intimation for Commencement of Construction, I/ We assure of compliance of the applicable rules and bye-laws and that the construction will be strictly done in accordance to the approved building plan. Also, I/ we will timely send e-Intimation for Plinth Level Construction Completion (PLCC) as prescribed in applicable rules and bye-laws.

e-Intimation of Plinth Level Construction Completion (PLCC)

PLCC Start Date * 27/10/2020 PLCC End Date * 31/10/2020

A14	Uploaded Picture *	View
	PLCC Inspection Report	View

JEN * TEST USER 2 (TEST2 [NON-SCHEME AREA])

Remarks *

Remaining Characters: 250/250

Object (PLCC) Send to JEN (PLCC) Close

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6. SECRETARY/ ZONE-DC reviews the e-Intimation details including PLCC START DATE, END DATE and actual SITE PHOTOGRAPH(s) uploaded by the applicant as highlighted in the figure below.

Building Plan Approval System (UDH)
Government of Rajasthan

APPLICATION FOR BUILDING PLAN APPROVAL/ भवन योजना स्वीकृति के लिए आवेदन

Building Pan Approval Date: 20/10/2020 Building Pan Approval Certificate: DOWNLOAD

BPAC Document
View 1

e-Intimation for Commencement of Construction

I/ We do hereby declare that by sending this e-Intimation for Commencement of Construction, I/ We assure of compliance of the applicable rules and bye-laws and that the construction will be strictly done in accordance to the approved building plan. Also, I/ we will timely send e-Intimation for Plinth Level Construction Completion (PLCC) as prescribed in applicable rules and bye-laws.

e-Intimation of Plinth Level Construction Completion (PLCC)

PLCC Start Date * 27/10/2020 PLCC End Date * 31/10/2020

A14	Uploaded Picture *	View
	PLCC Inspection Report	View

JEN * TEST USER 2 (TEST2 [NON-SCHEME AREA])

Remarks *

Remaining Characters: 250/250

Object (PLCC) Send to JEN (PLCC) Close

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7. SECRETARY/ ZONE-DC, after reviewing the e-Intimation details and if finding them correct and suitable for site-inspection, selects a JEN from the list of officers mapped in the system, enters REMARKS for him/ her and finally clicks on “SEND TO JEN (PLCC)” button as highlighted in the figure below to forward the application to him/ her for site-inspection followed by inspection report. Also, the applicant is notified by SMS/ Email of this event/ progress.

Note: - At this stage, SECRETARY/ ZONE-DC shall wait for the online submission of the PLCC INSPECTION REPORT by respective JEN.

The screenshot shows the 'APPLICATION FOR BUILDING PLAN APPROVAL/ भवन योजना स्वीकृति के लिए आवेदन' form. The 'e-Intimation of Plinth Level Construction Completion (PLCC)' section is active. It includes fields for 'PLCC Start Date' (27/10/2020) and 'PLCC End Date' (31/10/2020). Below these are fields for 'A14', 'Uploaded Picture', and 'PLCC Inspection Report'. The 'JEN' dropdown menu is set to 'TEST USER 2 (TEST2 [NON-SCHEME AREA])'. The 'Remarks' field is empty. The 'Send to JEN (PLCC)' button is highlighted with a red box.

8. Upon clicking the “SEND TO JEN (PLCC)” button, SECRETARY/ ZONE-DC is presented with a confirmation message as highlighted in the figure below. SECRETARY/ ZONE-DC clicks YES button to forward the application to selected JEN for site-inspection and submission of inspection report.

The screenshot shows the same form as above, but with an 'Alert' dialog box overlaid. The dialog box contains the text 'Are you sure? You want to submit.' and two buttons: 'Yes' and 'No'. The 'Yes' button is highlighted with a red box.



9. SECRETARY/ ZONE-DC is presented with a confirmation message as highlighted in the figure below and application status is updated as "PENDING WITH JEN". Also, the applicant is notified by SMS/ Email of this event/ progress.

Building Plan Approval System (UDH)
Government of Rajasthan

APPLICATION FOR BUILDING PLAN APPROVAL/ भवन योजना स्वीकृति के लिए आवेदन

1. Applicant/ Firm Details/ आवेदक का विवरण

Application ID/ आवेदक आईडी: ALW/2019-20/BPAS/2
 Current Status/ वर्तमान स्थिति: PENDING WITH SECRETARY-UDH UIT ALWAR
 Application Date/Time / आवेदन तिथि/समय: 21/10/2019
 Applicant Category/ आवेदक श्रेणी: JOINT

S.No.	Applicant Name	Father/ Husband Name	Address	Mobile No.	Email ID
1	RAVI TIWARI	TEST	TEST ADDRESS	8285065262	3D.GIS@RAJASTHAN.GOV.IN
2	DVDVDFV	DDDD	DBD DB	8285065262	3D.GIS@RAJASTHAN.GOV.IN

State (राज्य): JAIPUR
 City (शहर): WARD NO- 10
 PIN Code (पिन कोड):

2. Proposal and Site Details (As per L...)

UIT: RESIDENTIAL
 Application Type/ आवेदन के प्रकार: NO
 Is your proposal under 250 sqm of area, G+1 structure excluding basement, height upto 8 meters?: NO
 Property ID/ संपत्ति आईडी: NA
 Risk Category/ जोखिम की श्रेणी: LOW RISK BUILDING
 Proposal for Green Building/ प्रस्ताव ग्रीन बिल्डिंग को शिकायत: PLATINUM
 Is Scheme Area?: YES
 Category/ श्रेणी: INDEPENDENT HOUSE
 Purpose of Land use (As per Lease Deed)/ भूमि उपयोग का प्रयोजन: RESIDENTIAL
 District/ जिला: ALWAR
 Tehsil/ तहसील: ALWAR
 Revenue Village/ राजस्व ग्राम: ALWAR CITY
 Khasra No./ खसरा नम्बर: TEST KHASRA
 Plot No./ भूखण्ड संख्या: TEST-1
 Scheme Name/योजना का नाम: TEST SCHEME
 Area of site as per Lease Deed/ लीज डीड के अनुसार साइट का क्षेत्रफल (Sq. Mts.): 320
 Application and Scrutiny Fees/ आवेदन शुल्क: Rs.3100
 Corner Plot (कॉर्नर प्लॉट): NO
 Front road width as per site plan (In meters)/ साइट योजना के मुताबिक फ्रंट सड़कों: 15

Information/ सूचना
 e-Intimation for PLCC against your building plan proposal no. ALW/2019-20/BPAS/2 has been forwarded to JEN for site inspection.

Close

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10. SECRETARY/ ZONE-DC, if required, can verify the application status as highlighted in the figure below.

Building Plan Approval System (UDH)
Government of Rajasthan

DASHBOARD OIC-UIT ALWAR

STATUS: ALL APPROVED REJECT PENDING (Applicant) PENDING (Dept.)

Please Search here... [Q] [X]

Show 10 entries

S.No.	Application ID	Submission Date/ Time	Applicant Name	Application Type	Status	View
1	ALW/2019-20/BPAS/2 (UIT ALWAR)	21/10/2019	RAVI TIWARI,DVDVDFV	e-INTIMATION OF PLINTH LEVEL CONSTRUCTION COMPLETION (UDH)	PENDING WITH JEN (21/10/2020)	

Showing - 1 to 1 of 1 rows

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11. Once the application is forwarded to JEN, he/ she also log-in to BPAS system as shown in steps 1 to 3 of this document to access the forwarded application pending for his/ her inspection.

Building Plan Approval System (UDH)
Government of Rajasthan

DASHBOARD UIT ALWAR (JEN)

STATUS APPROVED REJECTED PENDING (Applicant) PENDING (Dept.) PENDING WITH ME

Please Search here...

Show 10 entries

S.No.	Applicant ID आवेदक आईडी	Submission Date आवेदन दिनांक	Applicant Name आवेदक का नाम	Application Type आवेदन का प्रकार	Status स्थिति	Action
1	ALW/2019-20/BPAS/2	21/10/2019	RAVI TIWARI,DVDVDFV	e-INTIMATION OF PLINTH LEVEL CONSTRUCTION COMPLETION	PENDING WITH JEN (21/10/2020)	

Showing - 1 to 1 of 1 rows

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12. JEN clicks on the VIEW button (eye symbol) as highlighted in the figure below to access the application and to review the details. He/ she then conducts on-site inspection to verify the e-Intimation of PLCC request submitted by the applicant.

Building Plan Approval System (UDH)
Government of Rajasthan

DASHBOARD UIT ALWAR (JEN)

STATUS APPROVED REJECTED PENDING (Applicant) PENDING (Dept.) PENDING WITH ME

Please Search here...

Show 10 entries

S.No.	Applicant ID आवेदक आईडी	Submission Date आवेदन दिनांक	Applicant Name आवेदक का नाम	Application Type आवेदन का प्रकार	Status स्थिति	Action
1	ALW/2019-20/BPAS/2	21/10/2019	RAVI TIWARI,DVDVDFV	e-INTIMATION OF PLINTH LEVEL CONSTRUCTION COMPLETION	PENDING WITH JEN (21/10/2020)	

Showing - 1 to 1 of 1 rows

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13. After concluding the site-inspection, JEN comes back to the system and clicks the “SUBMIT INSPECTION REPORT (PLCC)” button as highlighted in the figure below to submit the INSPECTION REPORT.

Building Plan Approval System (UDH)
Government of Rajasthan

APPLICATION FOR BUILDING PLAN APPROVAL/ भवन योजना स्वीकृति के लिए आवेदन

Building Pan Approval Date: 21/10/2020 Building Pan Approval Certificate: DOWNLOAD

BPAC Document
View 1

e-Intimation for Commencement of Construction

I/ We do hereby declare that by sending this e-Intimation for Commencement of Construction, I/ We assure of compliance of the applicable rules and bye-laws and that the construction will be strictly done in accordance to the approved building plan. Also, I/ we will timely send e-Intimation for Plinth Level Construction Completion (PLCC) as prescribed in applicable rules and bye-laws.

e-Intimation of Plinth Level Construction Completion (PLCC)

PLCC Start Date *: 27/10/2020 PLCC End Date *: 31/10/2020

A14	Uploaded Picture *	View
	PLCC Inspection Report	View

JEN *: TEST USER 2 (TEST2 [NON-SCHEME AREA])

Remarks *:

Remaining Characters: 250/250

Submit Report (PLCC) Close

Site designed, developed & hosted by Department of Information Technology & Communication, Govt. of Rajasthan.

14. Clicking the “SUBMIT INSPECTION REPORT (PLCC)” button will present to JEN a online INSPECTION REPORT form as highlighted in the figure below. JEN fills the form and clicks the SUBMIT button as highlighted in the figure below.

Building Plan Approval System (UDH)
Government of Rajasthan

PLCC INSPECTION REPORT

Inspection Date *

Size of Plot (Dimensions) * Remark (Max. Character- 250) *

Ground Coverage * Height of Plinth *

Setbacks

Front * Side 1 *

Side 2 * Rear *

Basement (If Approved)

Ramp (Slope) * Staircase *

Front * Side 1 *

Side 2 * Rear *

Stilt Floor (If approved)

Ramp (Slope) * Staircase *

Any other observation (Max. Character- 250) *

Submit Close



15. JEN is presented with a confirmation message as highlighted in the figure below wherein JEN clicks YES to submit the report back to SECRETARY/ ZONE-DC.

The screenshot shows the 'Building Plan Approval System (UDH)' interface. A modal alert box is displayed in the center, asking 'Are you sure? You want to submit.' with 'Yes' and 'No' buttons. The background shows the 'e-Intimation for Commencement of Construction' form with a table of actions.

S.No.	Change Date	Status	Change By (SSOID)	Remark	Document
1	17/10/2020 11:57	INTIMATION FOR COMMENCEMENT OF CONSTRUCTION	TEST4 (TEST USER 4)	INTIMATION FOR COMMENCEMENT OF CONSTRUCTION	
2	17/10/2020 12:44	INTIMATION FOR COMMENCEMENT OF CONSTRUCTION	TEST4 (TEST USER 4)	INTIMATION FOR COMMENCEMENT OF CONSTRUCTION	
3	17/10/2020 13:06	INTIMATION FOR COMMENCEMENT OF CONSTRUCTION	TEST4 (TEST USER 4)	INTIMATION FOR COMMENCEMENT OF CONSTRUCTION	
4	17/10/2020 13:36	PENDING WITH ATP	TEST4 (TEST USER 4)	E-INTIMATION OF PLINTH LEVEL CONSTRUCTION COMPLETION HAS BEEN SUBMITTED SUCCESSFULLY.	
5	17/10/2020 16:34	PENDING WITH JEN	TEST2 (TEST USER 2)	PLS DO SITE INSPECTIO AND SUBMIT REPORT	

16. System displays a confirmation message to JEN as highlighted in the figure below and the application is returned back to SECRETARY/ ZONE-DC for further review and disposal. Also, the applicant is notified by SMS/ Email of this event/ progress.

The screenshot shows the 'APPLICATION FOR BUILDING PLAN APPROVAL/ भवन योजना स्वीकृति के लिए आवेदन' interface. An 'Information/ सूचना' modal box is displayed, stating: 'Site-inspection report is submitted by JEN for e-Intimation for PLCC against building plan proposal no. ALW/2019-20/BPAS/2.' with a 'Close' button.

S.No.	Applicant Name	Father/ Husband Name	Address	Mobile No.	Email ID
1	RAVI TIWARI	TEST	TEST ADDRESS	8285065262	3D.GIS@RAJASTHAN.GOV.IN
2	DVDVDFV	DDDD	DBD DB	8285065262	3D.GIS@RAJASTHAN.GOV.IN



17. The application status is now updated as “PENDING WITH SECRETARY/ DC (POST-VERIFICATION BY JEN)” as highlighted in the figure below.

The screenshot shows the 'DASHBOARD UIT ALWAR (JEN)' interface. At the top, there are navigation links for 'Help', 'Back to SSO', and 'Sign Out', along with a user profile 'TEST2'. The main content area features a 'STATUS' filter with options: APPROVED, REJECTED, PENDING (Applicant), PENDING (Dept.), and PENDING WITH ME. A search bar is present with the text 'Please Search here...'. Below this is a table with the following data:

S.No.	Applicant ID आवेदक आईडी	Submission Date आवेदन दिनांक	Applicant Name आवेदक का नाम	Application Type आवेदन का प्रकार	Status स्थिति	Action
1	ALW/2019-20/BPAS/2	21/10/2019	RAVI TIWARI,DVDVDFV	e-INTIMATION OF PLINTH LEVEL CONSTRUCTION COMPLETION	PENDING WITH SECRETARY (POST-VERIFICATION BY JEN) (21/10/2020)	

Below the table, it says 'Showing - 1 to 1 of 1 rows'. At the bottom of the page, a footer note reads: 'Site designed, developed & hosted by Department of Information Technology & Communication, Govt. of Rajasthan.'

18. SECRETARY/ ZONE-DC log-in back to the system to access the INSPECTION REPORT submitted by JEN as highlighted in the figure below.

The screenshot shows the 'APPLICATION FOR BUILDING PLAN APPROVAL/ भवन योजना स्वीकृति के लिए आवेदन' page. At the top, there are navigation links for 'Help', 'Back to SSO', and 'Sign Out', along with a user profile 'TEST3'. The page displays a 'Total (Rs.)' of 6000. Below this, there are sections for 'Certificate Details' and 'e-Intimation for Commencement of Construction'. The 'e-Intimation for Commencement of Construction' section includes a checkbox and a declaration: 'I/ We do hereby declare that by sending this e-Intimation for Commencement of Construction, I/ We assure of compliance of the applicable rules and bye-laws and that the construction will be strictly done in accordance to the approved building plan. Also, I/ we will timely send e-Intimation for Plinth Level Construction Completion (PLCC) as prescribed in applicable rules and bye-laws.' Below this, there is a section for 'e-Intimation of Plinth Level Construction Completion (PLCC)' with fields for 'PLCC Start Date' (27/10/2020) and 'PLCC End Date' (31/10/2020). A table below shows 'Uploaded Picture' and 'PLCC Inspection Report' with a 'View' button highlighted by a red box. At the bottom, there are buttons for 'Object (PLCC)', 'Issue Certificate (PLCC)', and 'Close'. A footer note reads: 'Site designed, developed & hosted by Department of Information Technology & Communication, Govt. of Rajasthan.'



19. After reviewing the INSPECTION REPORT submitted by JEN, assuming that all is OK and as per approved building plan, SECRETARY/ ZONE-DC clicks on the “ISSUE CERTIFICATE (PLCC)” button as highlighted in the figure below to issue the PLCC Certificate/ Letter to the applicant.

The screenshot shows the 'APPLICATION FOR BUILDING PLAN APPROVAL/ भवन योजना स्वीकृति के लिए आवेदन' page. At the top, there's a header with 'Building Plan Approval System (UDH) Government of Rajasthan' and navigation links like 'Help', 'Back to SSO', 'Sign Out', and 'TEST3'. Below the header, a table shows 'Total (Rs.)' as 6000. The main content area has three sections: 'Certificate Details' with a 'DOWNLOAD' button, 'e-Intimation for Commencement of Construction' with a checked checkbox and a declaration, and 'e-Intimation of Plinth Level Construction Completion (PLCC)' with 'PLCC Start Date' (27/10/2020) and 'PLCC End Date' (31/10/2020). Below these are fields for 'A14', 'Uploaded Picture', and 'PLCC Inspection Report'. At the bottom, three buttons are visible: 'Object (PLCC)', 'Issue Certificate (PLCC)' (highlighted with a red box), and 'Close'. The footer mentions 'Site designed, developed & hosted by Department of Information Technology & Communication, Govt. of Rajasthan.'

20. Clicking the “ISSUE CERTIFICATE (PLCC)” button re-directs the SECRETARY/ ZONE-DC to the AADHAAR VERIFICATION page as highlighted in the figure below wherein SECRETARY/ ZONE-DC selects the first checkbox to give his/ her consent for AADHAAR VERIFICATION (OTP) and then clicks on “SEND OTP” button as highlighted in the figure below to receive the OTP on his/ her mobile number registered with AADHAAR. Subsequently, he/ she enters the received OTP in the next window and then clicks on the “VERIFY OTP” button.

This screenshot shows the same 'Issue Certificate (PLCC)' page as above, but with a modal window for AADHAAR verification. The modal has a title 'XXXX-XXXX-0653' and language options 'हिन्दी' and 'Eng'. It contains three icons: 'फिंगरप्रिंट' (Fingerprint), 'आइरिस' (Iris), and 'ओटीपी' (OTP). Below the icons, there's a checkbox that is checked, followed by a paragraph of text in Hindi explaining the process. At the bottom of the modal, there are two buttons: 'ओटीपी भेजे' (Send OTP) and 'रद्द करें' (Cancel). The background page is dimmed, and the 'Issue Certificate (PLCC)' button is still visible at the bottom.



21. After successful AADHAAR authentication, system generates digitally signed (eSign) CERTIFICATE/ LETTER in prescribed format as shown in the figure below and sends it to the applicant in real-time using Email and same is also attached with his/ her application. The applicant is also notified by SMS/ Email of this event/ progress i.e. issuance of the CERTIFICATE/ LETTER by SECRETARY/ ZONE-DC.

GOVERNMENT OF RAJASTHAN
UIT KOTA

Application No. KOT/2019-20/BPAS/749 Date 15-10-2020

Plinth Level Inspection Certificate

Mr./ Mrs. MOHAMMED RIYAZ SHEKH ,name of Firm **M/S OWAISH CONSTRUCTION COMPANY PVT. LTD.** resident of **9, SHAKTI VIHAR, BORKHEDA, KOTA**

It is certified that construction of building up to plinth level at plot no. **51** schemename **PUKHRAJ ENCLAVE** is found as per the approved building plan of the project.

Signature valid

Digitally Signed by DUMMY USER
Designation: ATP
Date: 2020.10.15/16:14:41 IST
Reason: Approved
Location: JAIPUR

Note: It is a digitally signed certificate and does not require a physical signature.

THANK YOU