



GOVERNMENT OF KERALA

**Abstract**

Local Self Government Department - Implimentation of Building Permit Approval Management System(BPAMS) for 100 wards of Thiruvananthapuram Corporation Sanctioned - Orders issued.

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**LOCAL SELF GOVERNMENT (RA) DEPARTMENT**

G.O(Rt)No. 1196/2012/LSGD

Dated, Thiruvananthapuram, 26.4.2012

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Read:- (1) Proceedings of Secretary, Thiruvananthapuram Corporation.No.69/PIUTVM/09/01 dated 22/10/2011  
(2) Letter No.69/PIUTVM/BPAMS/09 dated 9/1/2012 from Secretary, Thiruvananthapuram Corporation

**ORDER**

As per the proceedings read as 1st paper above, the Corporation of, Thiruvananthapuram has decided to shift the scrutinizing and processing of building application in all 12 offices of the Corporation comprising of 100 wards from manual to online processing and vide letter 2nd cited the corporation has requested Government to issue an order for making the system perfect and mandatory.

Government have examined the matter in detail and are pleased to accord sanction for all the building applications, except residential buildings having plinth area less than 60 M<sup>2</sup>, shall apply only through online for obtaining the building permits with the following conditions in all 12 offices of corporation comprising of 100 wards of the corporation with immediate effect.

1. Only licensed/authorised architects, engineers, designers or supervisors can apply through online system.
2. The scrutiny of application will be held in Corporation based on the seniority of submission.
3. After approving the submitted plan by the DCR Cell of Thiruvananthapuram Corporation, the applicant can submit the original documents along with a copy of the check list in the office concerned of the corporation based on the place of living of the applicant.

4. The Officer authorised to accept the hardcopy should verify the documents and online records. All the remarks shall be made in the space provided for this in the online console of the employee and submit/forward to next higher level.
5. When the application is rejected by any level of processing, the reason for rejection should be clearly stated in the remarks column.
6. The maximum time for processing the application by each level of officers given below.
  - a. Clerk - 2 days/48 working hours
  - b. Overseer -10 working days/240 working hours
  - c. Assistant engineer -4 working days /96 working hours
  - d. Assistant Executive Engineer -3 working days/ 72 working hours
  - e. Executive Engineer -2 working days/48 working hours.
  - f. Superintending Engineer and Secretary -2 working days/48 working hours
7. All the remarks and transaction in the file should be made available in the official website of Corporation.
8. All internal transferring and postings in the town planning shall be on the geographical collaboration with BPAMS software. geographical binding (clubbing of wards) shall be kept unchanged. Otherwise suitable arrangements shall be made before doing so without affecting the service delivery.

The system will scrutinise these applications and applicants can submit their documents with a copy of the check list approved by the system in the office concerned under their jurisdiction. The officers at various levels should login to the system with their login name and password. They should process the application and type the remarks including queries in the system itself and the same will be making available through the official website. The updated hard copy should be kept for further reference.

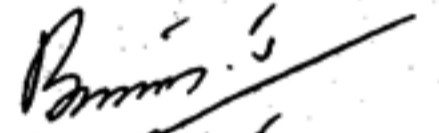
**(By Order of the Governor)**  
**Rjesh Kumar Singh**  
Secretary to Government

To

Secretary, Corporation, Thiruvananthapuram  
Director of Urban Affairs, Thiruvananthapuram.

Chief Town Planner Thiruvananthapuram  
Regional Town Planner, Thiruvananthapuram  
Senior Town Planner (Vigilance)LSGD  
Director, Information and Public Relations  
Executive Mission Director, Information Kerala Mission, Pratheeksha  
Towers, Pangappara, Thiruvananthapuram.  
Stock File/O.C.

Forwarded/By Order



Section Officer.