



BUILDING CONSTRUCTION PROGRESS

&

COMMENCEMENT REPORT SYSTEM

USER MANUAL FOR WEB APPLICATION

OCTOBER, 2013

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INTRODUCTION

This tool is a web browser based application accessible through internet connection. The tool allows enhancing citizen satisfaction through user-friendly approach in applying for building construction permissions and related formalities that the citizen accomplishes by visiting AUDA (Ahmedabad Urban Development Authority), in person.

The tool automates new building construction/commencement permission process & other processes and aims to put the application on public domain where the applicant submits the building construction permission applications with the relevant fee submission to AUDA, updates progress and commencement reports and finally receives the CMP application number from AUDA. This tool enables authorities to check the building construction permission related documents and follow the approval processes, construction progress reports etc.

It is expected to facilitate online services:

- Online applications for building construction and their relevant permissions.
- Fee payment from web portal.
- View existing challans
- POR registration
- Existing file registration for Progress/Commencement
- Status and notification system on key events.
- Mobile application for progress report & commencement report submission.
- Internal approval system of applications and their progress status check.
- Reporting and monitoring on activities.

The tool will be used by the citizen, POR (Person On Records), AUDA authorities and administrator. The detailed features / functionalities of the tool are explained further from the next section onward.

System Requirements

It is designed for Microsoft Internet Explorer 7.0, 8.0 & 9.0, Mozilla Firefox or higher, Google Chrome 25.0 or higher for Web interface and android for Mobile interface. The web application will perform best on computers with a high-speed internet connection similar to digital subscriber line (DSL), cable, or faster.

Launching the Web Application

To get started with accessing the web application, type the following URL on your web browser or click on the link:

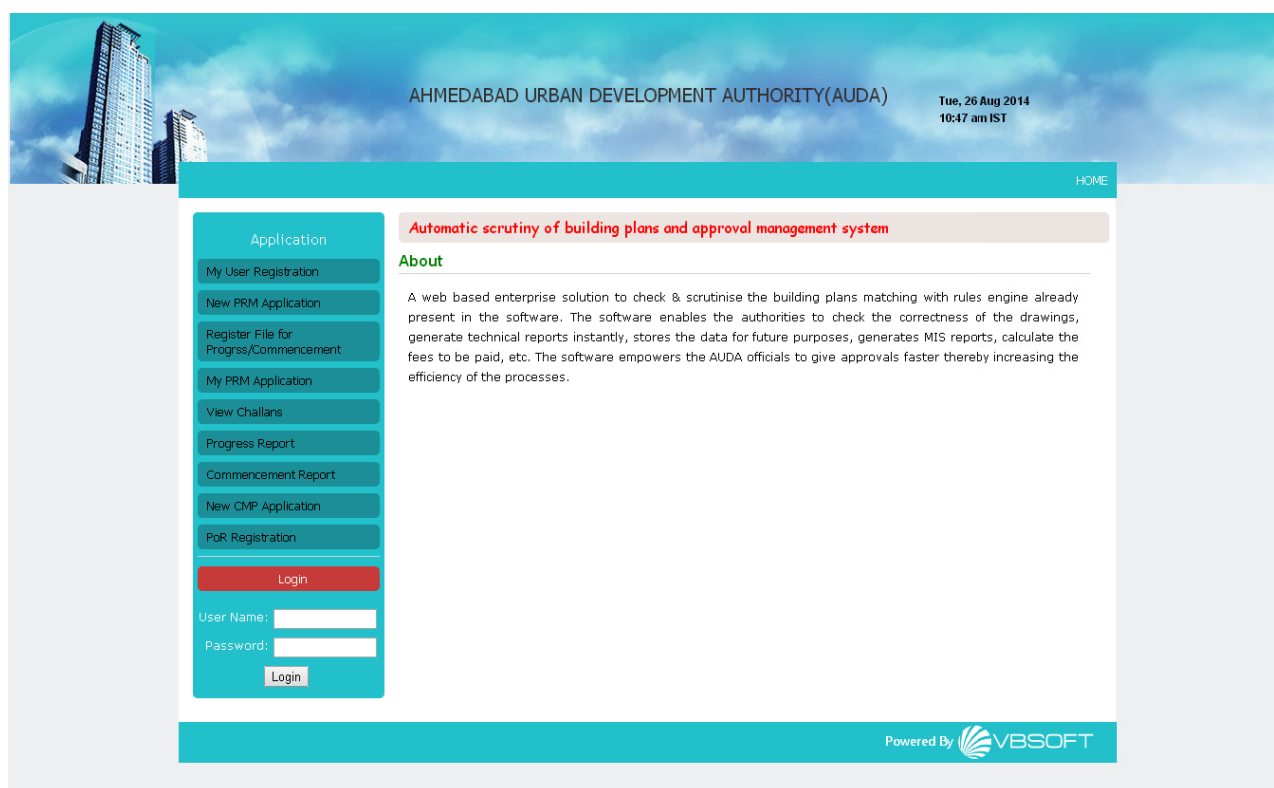
<http://117.239.178.28/AudaBPA/Portal/View/Home.aspx>

NOTE: The tool is to be used only by the Builders, Site Owners and/or Person On Record (POR), with their own credentials and any other user category or representative shall not be permitted access or perform any actions on the tool on behalf of builders, site owners or POR. The applications submitted by any other user shall be rejected by AUDA.

CHAPTER 1. Web Interface

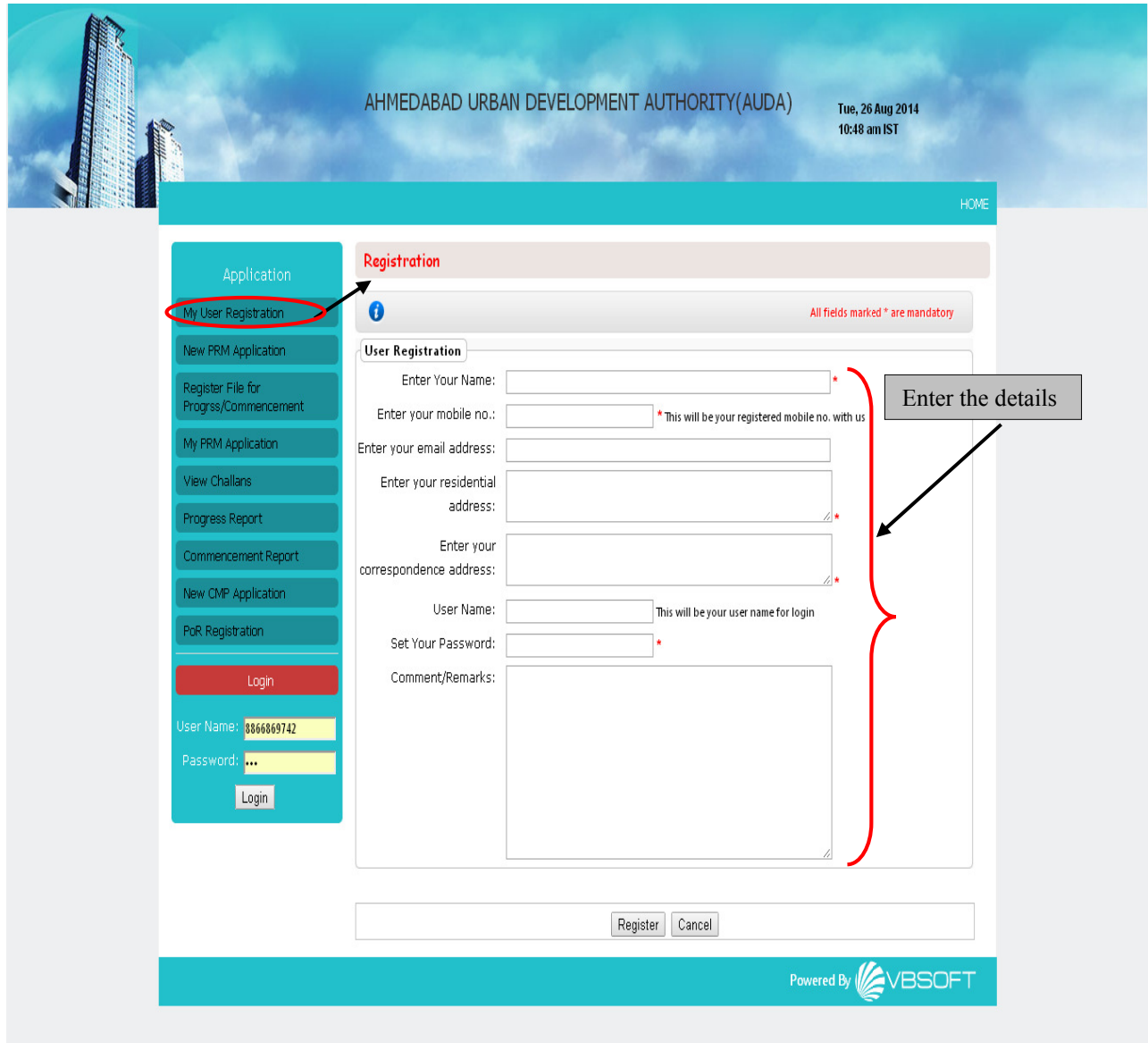
This manual is for the end-users who are the owners or builders wanting to apply for the building construction permissions with AUDA. This manual will guide them with the process to apply for the construction permissions online without visiting AUDA, in person. The user will have to first register themselves on the tool before applying or making use of any of the application features.

Upon entering the AUDA's URL, the users will be able to view the below Home page screen. The home page provides the facility to the citizens to register, apply for building construction permission/s, apply for commencement permission/s, check application/s status or submit progress Report. Each of these features/facilities are discussed in the following sections.



1.1 User Registration

This page is for users to register themselves on the tool and continue with the building construction permission application process. Click on the 'My User Registration' tab under 'Application' on left of the home page screen as shown below.



Enter all the relevant details of the user. The username is, by default, user’s mobile no. entered here. Click on ‘Register’, once the details are updated. Click on ‘Cancel’ to discard the changes.

1.2 New PRM Application

This tab is for the users who wish to create a PRM application and acquire development permission from AUDA. User needs to update the application form with the relevant information related to the site, existing land and the proposed land information as shown below.

New Application

Application for development permission under sections 27,34 and 49 of G.T.P. & U.D. Act. 1976.

Application Information:

Application Information

Applicant Name: *

Postal address for correspondence: Applicant Address

Address of land in question: Land Street Address *
 Land Address line1 *
 Land City Name *
 Land Postal Code *

Applicant Mobile No: *

Applicant Email ID: *

Applicant Interest/Title in land with respect of record of rights:

Building Type: SELECT *

Upload Applicant Photographs

Applicant Photo: No file chosen

Enter the details

The PRM application form is divided into various collapsible panels under ‘[New PRM Application](#)’ tab and each of these panel information can be individually updated and saved as and when necessary before submitting the final application. Click on ‘[New PRM Application](#)’ tab under ‘[Application](#)’ menu and update the relevant details on each of the fields as shown above. The fields with ‘*’ are mandatory fields.

Update the required fields under each of the collapsible panel shown below for existing & proposed land/site and attach the required scanned documents under checklist(Screenshot attached in the next page).

Land Details - Legal:
Statement of POR:
Site Details :
Land Use Detail :
Development Details :
Area Statement for land:
Land Area (Existing):
Floors (Existing):
Dwelling Units(Existing):
Basement And Parking(Existing):
Land Area (Proposed):
Floors/Levels:
Dwelling Units:
Basement and Parking (Proposed):
Build to line:
Building Detail:

The system allows only one file attachment for each field. To attach more than 1 file, the user is required to first generate a combined PDF file clubbing each file to be attached and then attach the consolidated pdf file to the path provided against the document checklist.

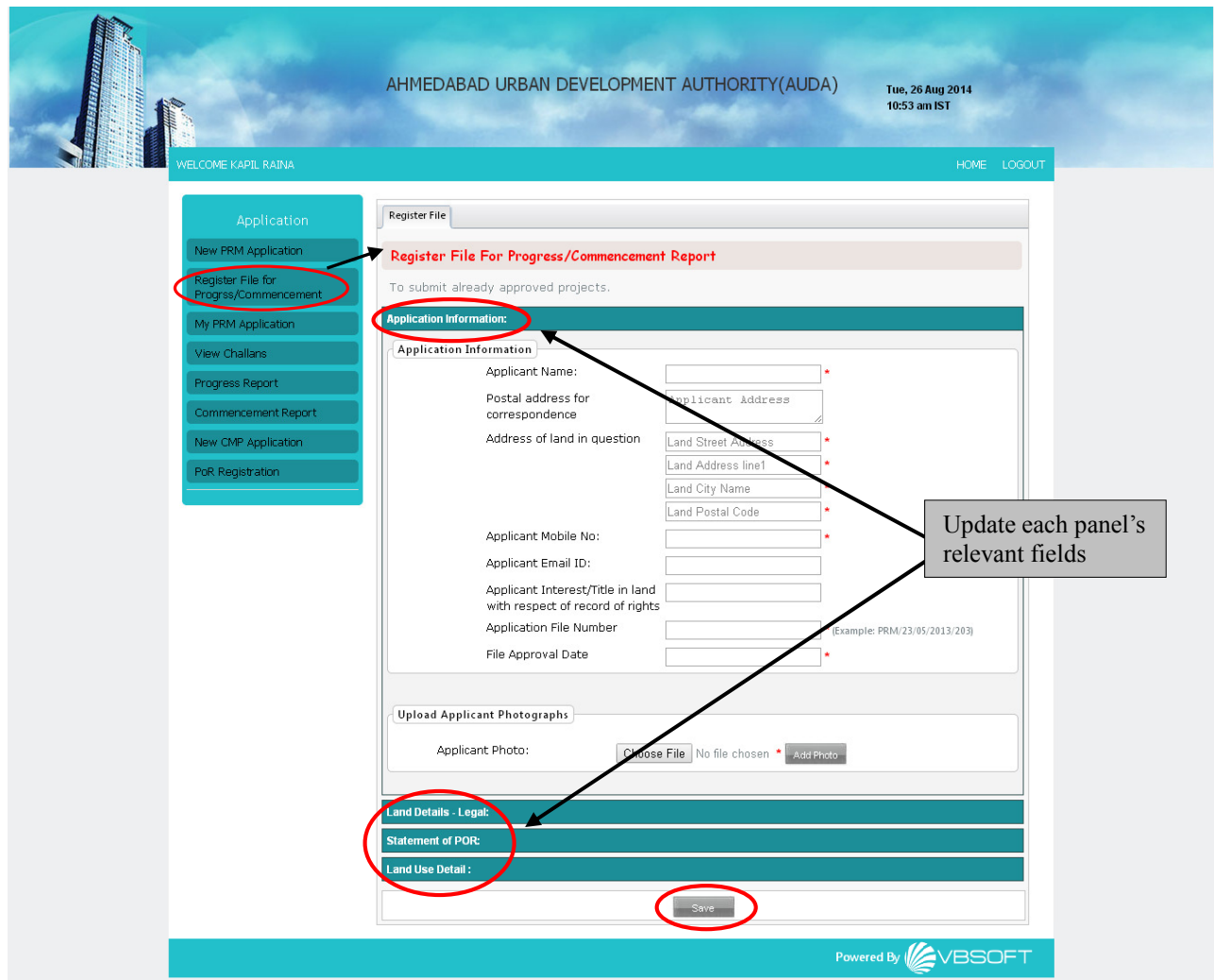
Click on '[Submit](#)' button(Shown below) once all the mandatory fields are updated for the PRM application.

Check list				Page No	Engineer Remark	Auda Remark
Details to be furnished						
Documents						
Ownership document		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Record of 7/12		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Entries of 6 No.		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Property Card		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Land allotment order from AUDA / AMC / Other authority & possession Receipts		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Any other if applicable		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
NA Permission		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Photographs of plot from four sides with TP/FP No.		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Registration proof of Architect / Engi.		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Plan (Drawing File in pdf/jpg)		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Registration proof of Structural Engineer		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Registration proof of Clerk of Work		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Registration proof of Developers		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Ownership related documents						
Scrutiny form		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Power of Attorney with Lease deed		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Society NOC & Copy of share certificate		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Land related Documents						
Zoning Certificate		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
T.P/D.P Part Plan		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Form "F"		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tippan		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sanad		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Hissa Form II(a) - Hissa Mapani		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
City Survey sheet in case of Gamtal		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Certificate Panchayat or Talati with attested copy		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Approved plan form any other Authority in force at that time		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Certificate from Charity Commissioner in case of Public Charitable Trust		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Others if applicable		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
NOC & opinions						
Society NOC in case of sub		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
NOC from Estate / concerned branch in case of land allotted by Authority		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Consent & details of Co-owner		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Possession, undertaking from concerned land		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Rasta karar, 7/12 from concerned land owners		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
(a) Soil Testing Report		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
(b) Soil absorption certificate		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Opinion from T.P.O		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Opinion from TP / DP branch		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Railway NOC		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Chief fire officer's opinion		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
NOC from Airport Authority		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Heritage NOC		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Structural / Monument NOC		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Certificate stability certificate for Hoarding / telephone tower		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Others details if applicable		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
NOC of GIDC / (in case of sub division plan in GIDC area)		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Bonds & Affidavits						
Litigation		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Kabja Pavti / Kabja Karar in case of Draft scheme		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
T.P / D.P deduction		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
Undertaking for Boundaries, Boundary measurement area location		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
2A		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
2B		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
2C		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
2D		<input type="button" value="Choose File"/>	No f... sen	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="Save"/>						
<input type="button" value="Submit"/>						

1.3 Register File Number For Progress/Commencement

This tab is for those users who have already got the approval for their projects and wanting to submit progress/commencement report but are not yet registered on this application. This File No(PRM No.) will be used to submit application for BU (CMP No). The user is required to register their approved file no. Click on ‘Register File for Progress/Commencement’ tab under ‘Application’ menu and update the relevant details on each of the collapsible panel shown below. Click on ‘Save’ to submit the application information on the tool.

Once the application information is updated, the user can submit the progress & commencement report of the construction status online via this tool, going forward.



1.4 My PRM Application

This tab is for the users to check the status of their applications to AUDA and also to view the applications & Form7 (Javak) which is a form for applications that are refused on valid grounds by AUDA. This tab is also used to make online payment to AUDA for the accepted applications. Form 7 provides the necessary information to the user, based on which, they can make the necessary

updates to the applications and resubmit it to AUDA for further processing.

Click on 'My PRM Application' to view the list of applications of the logged in user. The user can view the application details by clicking on the icon (📄) under 'View' column. Form 7 column provides the details of the application refused by AUDA and can be viewed by clicking on (📄) shown below. In case a particular application is to be searched, the same can be done by entering the application reference number and clicking on (🔍)

Application Reference Number: 🔍

Reference No	Name	Date	Status	View	Form 7	Pay	Report
JSK/7/2014/0264	Kapil	25-Jul-2014	Application submitted - New	📄	📄	👤	🖨️
JSK/7/2014/0262	gfgfhgh	25-Jul-2014	Application created - New	📄	📄	👤	🖨️
JSK/7/2014/0261	Vijay	25-Jul-2014	Application submitted - New	📄	📄	👤	🖨️
JSK/7/2014/0260	Kapil	25-Jul-2014	Application submitted - New	📄	📄	👤	🖨️
JSK/6/2014/0188	Mr XYZ	13-Jun-2014	Application created - New	📄	📄	👤	🖨️

Page 1 of 1

Below screen will appear when the user clicks on Form 7 icon and clicking on icon under View column shall provide further details related to the application refusal by AUDA.

WELCOME KAPIL RAINA

HOME LOGOUT

Issued Form 7

Search Reference Number: 🔍

Application Number	Reference number	Status	Issue Date	View
JSK/7/2014/0264	AUDA/F7/8/2014/0024	Refusal	23-Aug-2014	📄

Powered By VBSOFT

FORM NO. 7. DEVELOPMENT PERMISSION	
Permission is hereby refused under Section 29(1) (i)/29(1)(ii)/29(1)(iii)34,49(1)(b) of the Gujarat Town Planning and Urban Development Act, 1976 under Section 253 and 254 of Bombay Provincial Corporation Act, 1949.	
Application Reference number:	JSK/7/2014/0264
Form7 Reference number:	AUDA/F/8/2014/0024
To (Name of person):	Kapil
For (Description of work):	test
Status:	Refusal
Grounds: (in case of refusal)	test
Docsnts/N.O.C. etc:	Scrutiny form,Ownership document,Record of 7/12,Entries of 6 No.
Site Clearance:	N.A
Site Clearance:	N.A
Scrutiny of Layout:	N.A
Scrutiny of Building Requirements:	N.A
Other Requirements:	test

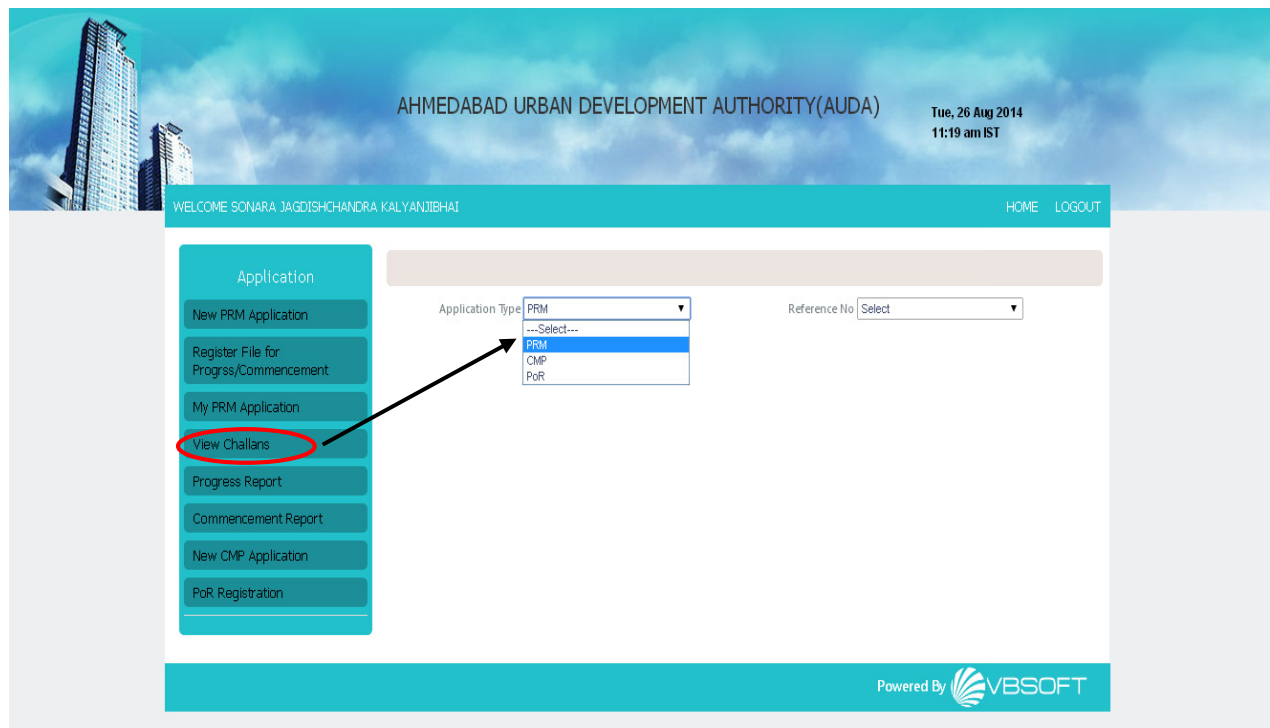
For AUDA
Ahmedabad


1.5 View Challans

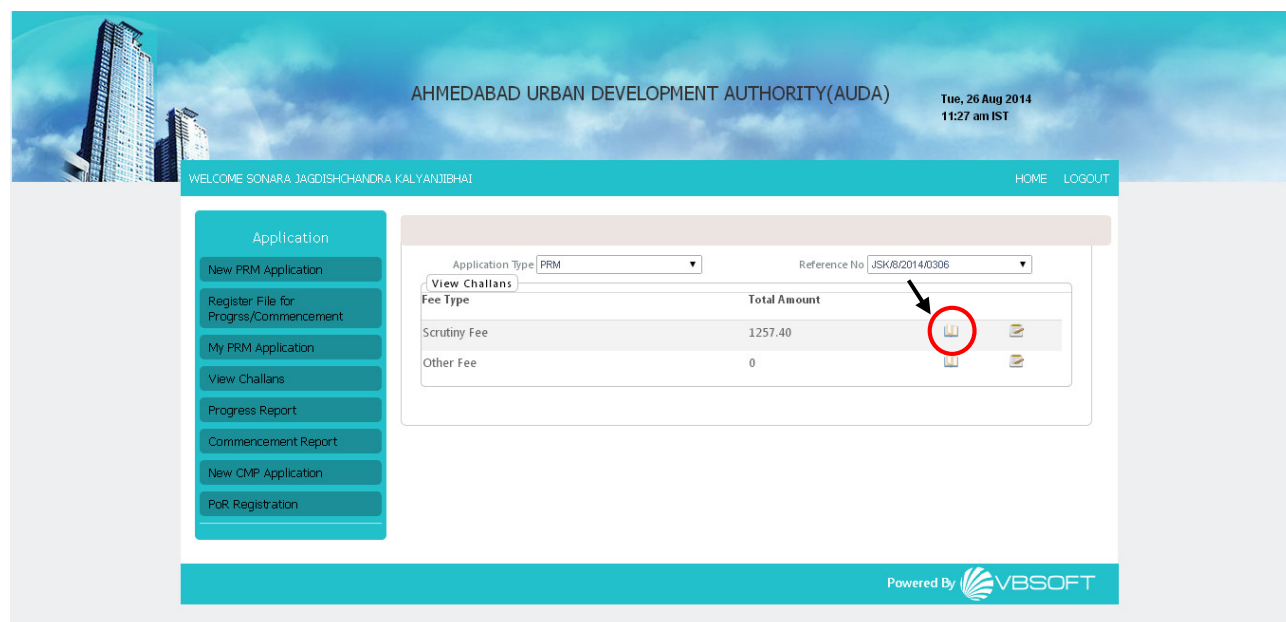
This is a information only tab for the users to view their applications related to PRM, CMP or POR. The user needs to click on ‘[View Challans](#)’ and select the relevant application type from the drop-down. Once the application type is selected, the Reference no. drop-down shall be updated with the list of applications of user based on the selection made under ‘[Application Type](#)’.

Incase the user wants to make the pending payment to AUDA manually instead of making online payment from ‘[My PRM Application](#)’ tab, the same can be done by taking the print of relevant challan under this tab.

To make the manual payment of PRM application, click on ‘[View Challans](#)’ and select the PRM application type from the drop-down as shown below. The reference number drop-down shall be generated with the user’s list of PRM applications that are approved and accepted by AUDA.



Select the relevant reference no. from the drop-down and click on icon () as shown below.



The user needs to take the print of the below shown page and make the payment to AUDA, in person.



AUDA
AHMEDABAD URBAN DEVELOPMENT AUTHORITY

Ahmedabad Urban Development Authority

Sardar Patel Bhavan, Usmanpura, Ashram Road,
Ahmedabad-380014 Phone:27545051/52/53/54

[Office Use Only](#)
AUDA:General
SB A/C No.: 2826
United Bank of India,Ashram Road, Am.davad,
Planning Branch

Date: 26/08/2014

Subject: Development/Permission of Use/Regularization Fee/Deposit Fee

File No: JSK/8/2014/0306

Name: HARSHAD BHAI NATHUBHAI PATEL

Address: C/127, KUNTHUNAGAR, CO.OP. HOUSING SOL.LTD.

Village: ZUNDAL

TP Scheme: 69 (Zundal,Chandkheda)

TP No.: 69 (Zundal,Chandkheda)

Revenue Survey No: 390/1/1,390/1/2,391

Final Plot No.: 169/1,169/2,169/3

Sub Plot No.:

Block No.:

Type of Use: PRM

Date of Application 21/08/2014

Particulars.	Builtup Area(per sq. metre)	Rate per sq. metre	Amount(Rs.)
Scrutiny Fee	125.74	10.00	1257.40

Total Amount 1257.40


Planning Asst.

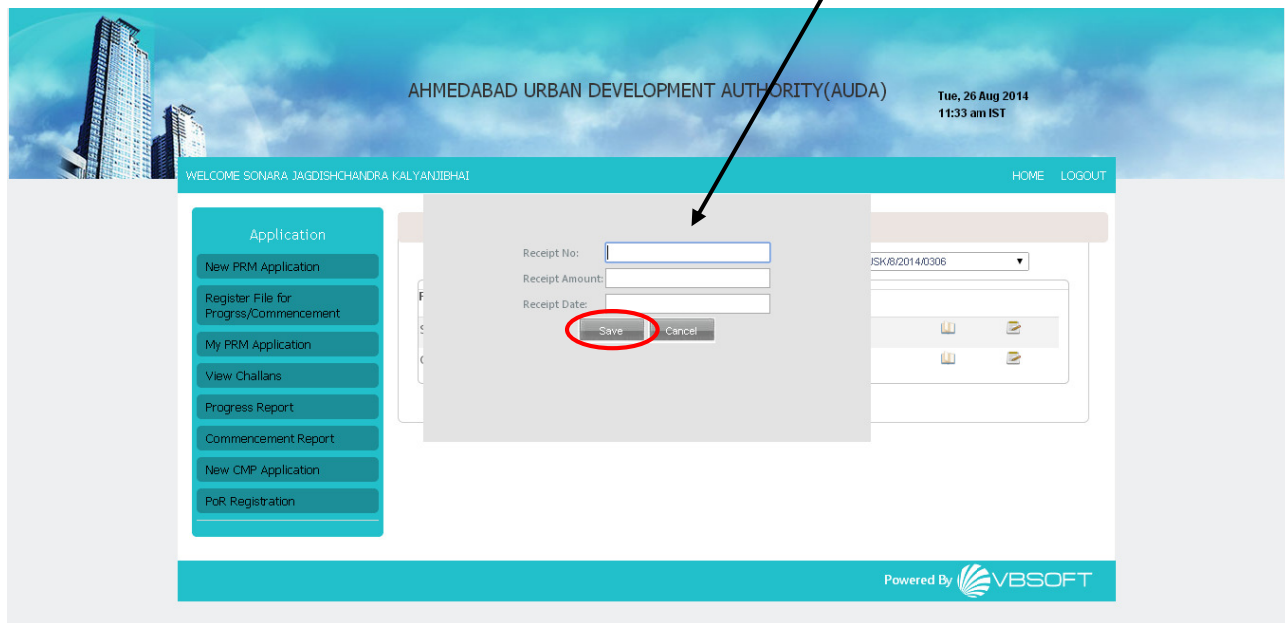
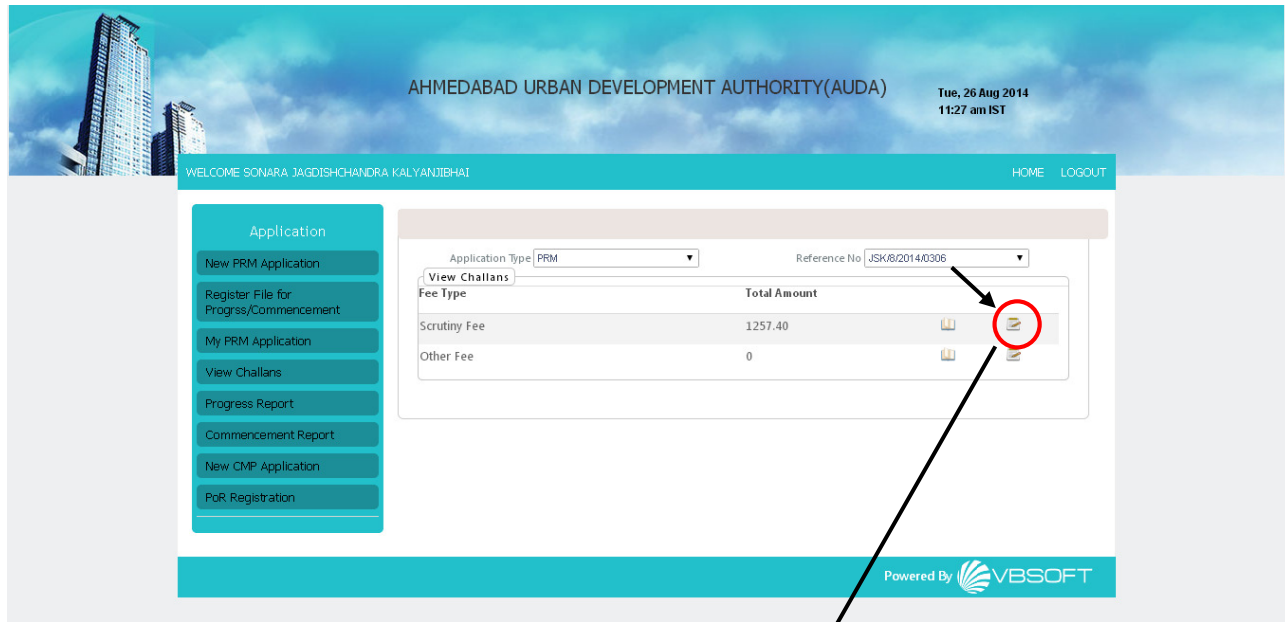
Asst. Town Planner

Note: Please provide the Payment Receipt Detail in online system

Print Cancel

Once the payment is made, the user shall receive the payment receipt from the AUDA authority and this receipt information is to be updated online in the system by the user as shown below.

To update the payment receipt, the user needs to click on the update receipt icon () as shown below and enter the relevant information before clicking on ‘[Save](#)’



1.6 Progress Report

The progress report can be submitted via web based application and android mobile, both. The mobile based progress report submission is discussed in the next section.

This menu is used to submit / view the construction progress details on the tool. Click on the 'My Progress Report' tab under 'Application' menu. The user can search the particular application file number to update its progress details on the tool by entering the file no. and clicking on search

() icon.

The screenshot displays the 'Progress report' section of the AUDA portal. On the left, a teal sidebar lists navigation options, with 'My Progress Report' highlighted. The main content area features a search bar containing the application file number 'PRM/02/8/2013'. Below the search bar is a table titled 'Progress List' with the following data:

View/File No.	Progress Status	Applicant Name	TP No.	Village Name	Final Plot	Building No.
PRM/02/8/2013	Plinth Level	Nisarg	48	Koteshwer	1	22
PRM/02/8/2013	Plinth Level	Nisarg	48	Koteshwer	1	1
PRM/02/8/2013	Plinth Level	Nisarg	48	Koteshwer	1	hf
PRM/02/8/2013	Middle storey	Nisarg	48	Koteshwer	1	hc
58694	Plinth Level	myname	56	village	67	22

At the top right, there is a link that says 'Click Here To submit new form 11'. The page is powered by VBSOFT.

To verify the progress details of specific file no, click on ‘View’ column’s () icon against the application. To submit the progress report (Form 11), click on the ‘**Click Here To submit new form 11**’ on the top right corner of the page as shown above and a new page will appear with the fields to be updated for the Form 11 submission.

Select the file no. from the list of the user’s applications in the drop-down. The progress report of the construction is always updated at 4 stages: Plinth level, Ground Floor, Middle Storey and Last Storey. Select the correct stage, through the radio buttons, for which the updates are to be provided and update the building number details. Upload the image showing construction status and enter the remarks, if any.

Click on ‘Submit’ and this progress report will be viewed by the AUDA authorities who will be inspecting the site as per the progress report details and take further action for approval.

- Help Manual
- Checklist for Building Application
- DOs and DONTs
- Application
 - New Building Construction Permission
 - Register File for Progrss/Commencement
 - My Building Construction Applications
 - My Progress Report
 - My Commencement Report

Submit form11

File No:

Proposed building(Title):

Plot Number: 1

Area of the Plot:

Proposed building address: 1003,satellite road,ahmedabad

Building Number:

This is to notify you that the construction of the proposed building has reached the following stage.

Stage: Plinth Level Ground Floor Middle Storey Last Storey

The Construction of the building is in compliance with the sanctioned drawings and the Development regulations. We declare that the amended plan is not necessary at this stage.



Progress Image: No file chosen

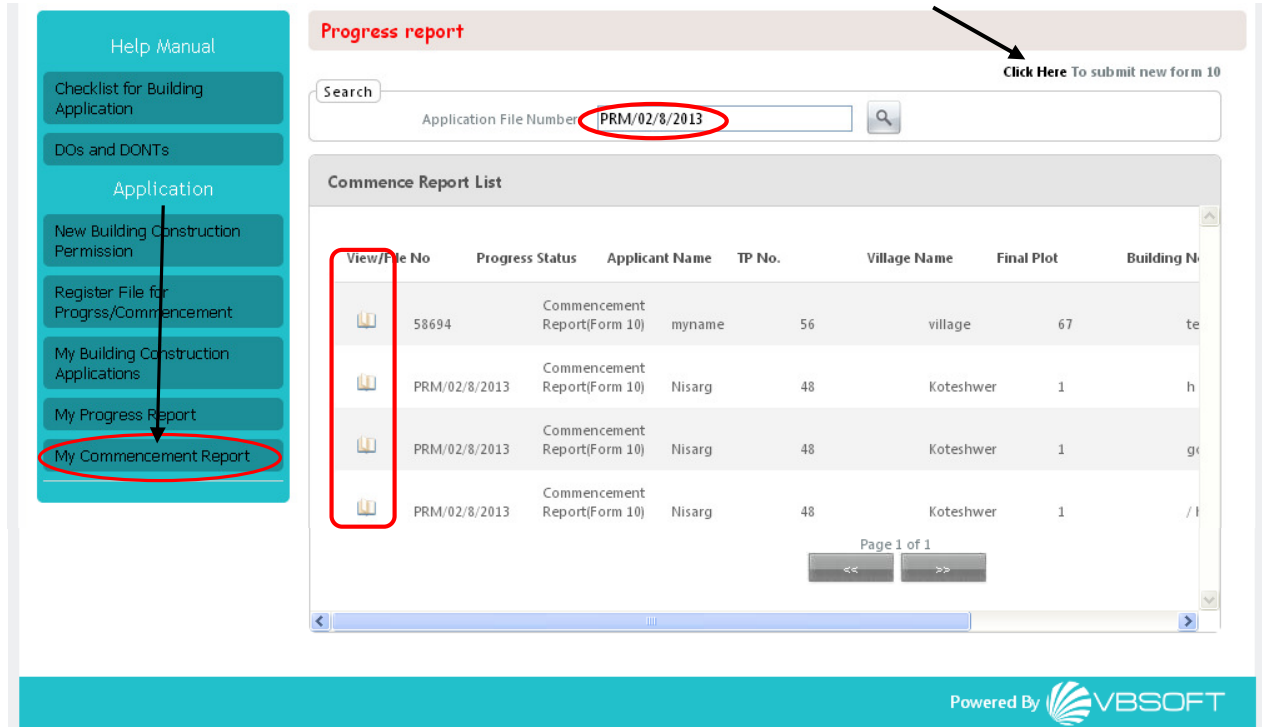
Remark:

AOR/EOR Info Name of AOR/EOR: Kaswala Himatlal Bhagvanbhai Registration No.: ENGG/001 Address: Contact number:	COWOR Info Name of COWOR: Registration No.: Address: Contact number:
Owner/Developer Info Name of Owner: Nisarg Address: 1001, pinnader tower,phrakladnagar road,ahmedabad,380015 Contact number:	SEOR Info Name of SEOR: Ruwala Kautuk Pradipbhai Registration No.: SD-1/089 Address: Contact number:





1.7 Commencement Report

This menu is used to submit / view the commencement details on the tool. To go to the commencement report page, click on the 'My Commencement Report' under 'Application' tab. The user can view the list of commencement reports submitted and can search the particular application file number to update/view its commencement details on the tool by entering the file no. and

clicking on search () icon. To verify the Form 10 of commencement report of specific file no, Click on view () icon against the application (shown below).



The screenshot displays the user interface for submitting and viewing commencement reports. On the left, a navigation menu highlights 'My Commencement Report'. The main content area shows a search bar with 'PRM/02/8/2013' entered. Below the search bar is a table titled 'Commence Report List' with the following data:

View/File No	Progress Status	Applicant Name	TP No.	Village Name	Final Plot	Building No	
	58694	Commencement Report(Form 10)	myname	56	village	67	te
	PRM/02/8/2013	Commencement Report(Form 10)	Nisarg	48	Koteshwer	1	h
	PRM/02/8/2013	Commencement Report(Form 10)	Nisarg	48	Koteshwer	1	g
	PRM/02/8/2013	Commencement Report(Form 10)	Nisarg	48	Koteshwer	1	/

At the bottom right of the page, there is a link that says 'Click Here To submit new form 10'.

To submit the commencement report (Form 10), click on the 'Click Here To submit new form 10' on the top right corner of the page and a new page will appear with the fields to be updated for the Form 10 submission as shown below.

Select the file no. from the list of the user's applications in the drop-down. Select the commencement date and update the building number details. **The commencement date will always be present or a past date.** Upload the image showing construction status and enter the remarks, if any. Tick the check box for declaration statement and upload the case attachments, if any.

Click on 'Submit' and this commencement report will be viewed by the AUDA authority that will be inspecting the site as per the report details and take further action.

Submit form11

File No: PRM/02/8/2013

Proposed building(Title):

Plot Number: 1

Area of the Plot:

Proposed building address: 1003,satellite road,ahmedabad

Building Number:

Commence on(Date):

This is to notify you that the construction of the proposed building shall commenced.The Construction of the building shall be undertaken in compliance with the sanctioned design and specification and the Development Regulations

The Construction of the building is in compliance with the sanctioned drawings and the Development regulations. We declare that the amended plan is not necessary at this stage.

Progress Image: No file chosen

Remark:

Attachment

Title * Attach Case No file chosen

AOR/EOR Info

Name of AOR/EOR: Kaswala Himatlal Bhagvanbhai

Registration No.: ENGG/001

Address:

Contact number:

Owner/Developer Info

Name of Owner: Nisarg

Address: 1001, pinnader tower,phrakladnagar road,ahmedabad,380015

Contact number:

COWOR Info

Name of COWOR:

Registration No.:

Address:

Contact number:

SEOR Info


Name of SEOR: Ruwala Kautuk Pradipbhai

Registration No.: SD-1/089


Address:

Contact number:

Powered By VBSoft

Below shown screen will appear once the commencement report is submitted and viewed by the user. The user can download the Form 10 report by clicking on the icon  and selecting the required format report of Excel, PDF or Word.

FORM 10.



Report download

Notice for Commencement of Constuction (See Regulation No. 6.5.1)

Application Reference number : AUDA/8/2013/0002
 Application File number : **PRM/02/8/2013**
 Inspection Date : **10-Jul-2013**
 Proposed building : **Agricultre,Assembly,Business,Dwelling**
 Applicant Name : **Nisarg**
 Position : **Latitude:23.0072192 Longitude:72.5057909**
 Plot number : **j**
 Land Address : **1003,ahmedabad,380015**
 Village Name : **Koteshwer**

This is to notify you that the construction of the proposed building has reached the following stage.
 Status :
 Building Number : **/h h**
 Remark : **n hch**

The Construction of the building is in compliance with the sanctioned drawings and the Development regulations. We declare that the amended plan is not necessary at this stage.

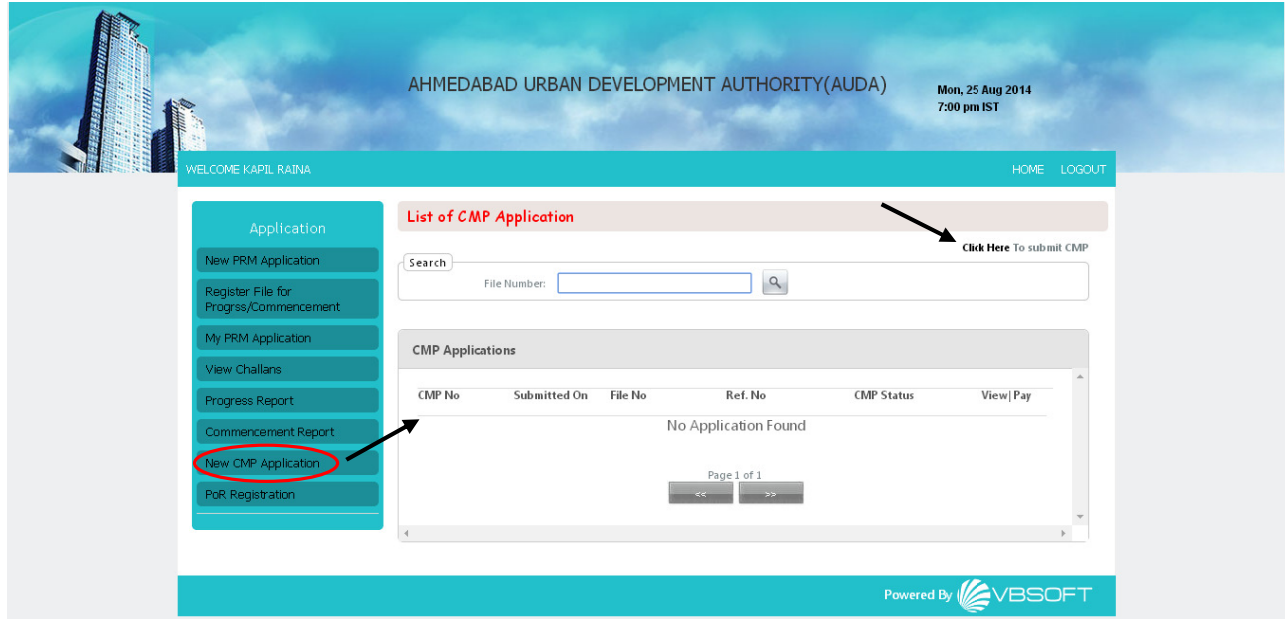
Image : 

AOR/EOR		Owner/Developer	
NAME : Kaswala Himattal Bhagvanbhai	NAME : Nisarg	REG No : ENGG/001	ADDRESS : 1001, pinnacler tower,phrakladnagar road,ahmedabad,380015
ADDRESS : ...	CONTACT :	CONTACT :	
SEOR		COWOR	
NAME : Ruwala Kautuk Pradipbhai	NAME :	REG No : SD-1/089	ADDRESS :
ADDRESS :	CONTACT :	CONTACT :	

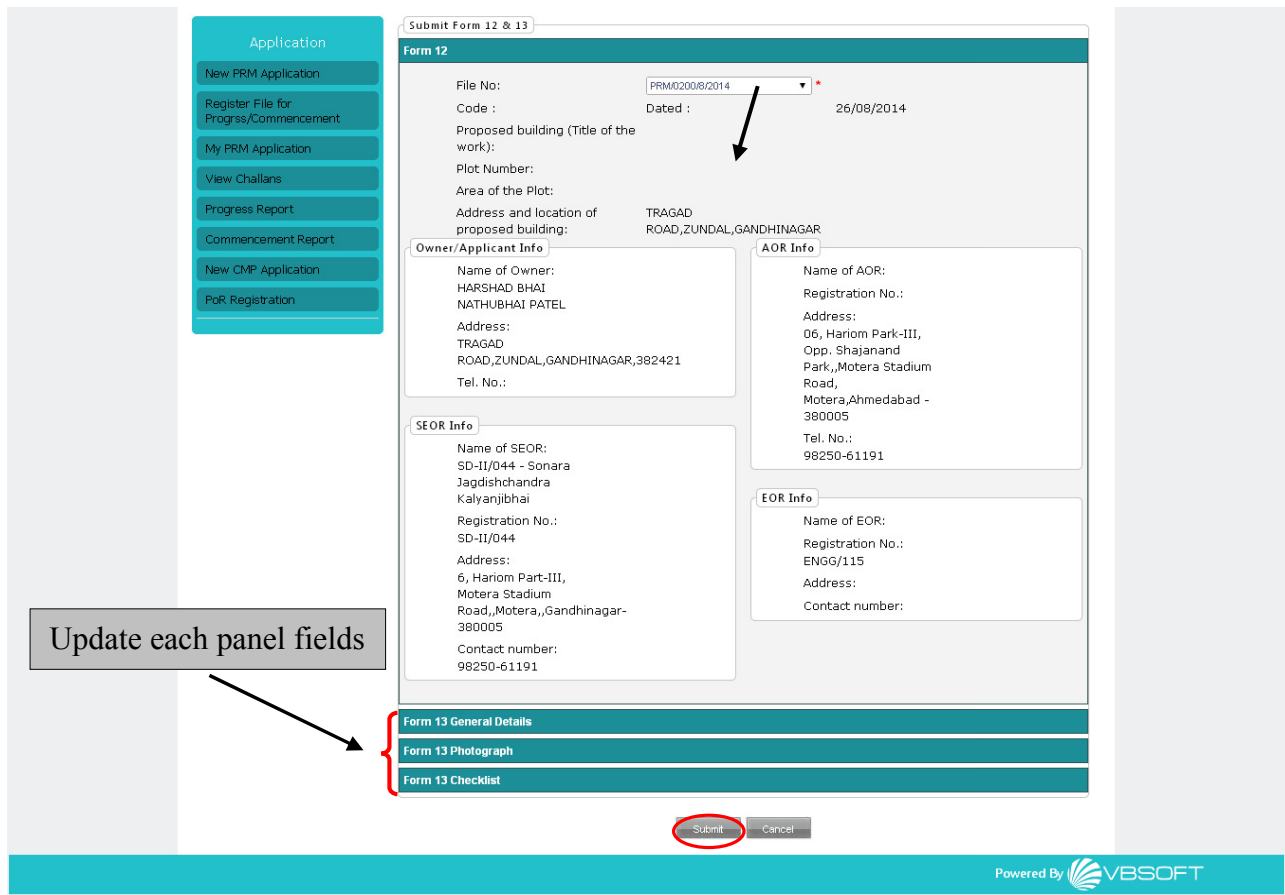
1.8 New CMP Application

This tab is for the users to apply for commencement and building usage permission related applications and to submit the requisite payment for the same online.

To submit the CMP application, user needs to click on ‘[Click Here To submit CMP](#)’ link provided on the top right corner of the tab as shown below. The relevant file number shall be generated for only those applications for which the final stage of progress report is already submitted by the user online.



Once the user selects the appropriate file no. from the drop-down, the Form 12 details are generated by default. The user is required to update the Form 13 related panels with their relevant fields and click on 'Submit' as shown below.



1.9 POR Registration

This tab is for the Person on Record (POR) registration and renewal of their registration online.

Incase the user is a new candidate and wish to get registered as authorised POR for AUDA, he/she needs to click on 'PoR Registration' tab as shown below and select the 'Application Type' as New.

The screenshot displays the AUDA web portal interface. At the top, it shows 'AHMEDABAD URBAN DEVELOPMENT AUTHORITY(AUDA)' and the date 'Tue, 26 Aug 2014 11:47 am IST'. A navigation bar contains 'HOME' and 'LOGOUT'. The left sidebar lists various application options, with 'PoR Registration' circled in red. The main content area is titled 'PoR Application' and contains a form for 'PoR Registration'. The form includes a 'PoR Type' dropdown menu set to 'Architect', an 'Application Type' section with radio buttons for 'New' (selected) and 'Renewal', and several text input fields: 'Enter Your Name:', 'Local Address:', 'Permanent Address:', 'Enter your mobile no.:', 'Telephone / Fax No:', 'Enter your email address:', 'Enter your Qualification:', 'Membership of Professional Associations:', 'Experience (No. of years):', and 'Name of Employer (if employed):'. A red asterisk next to each field indicates it is mandatory. At the bottom of the form, the 'Submit' button is circled in red, along with a 'Cancel' button. The footer of the page reads 'Powered By VBSOFT'.

Select the 'PoR Type' from the drop-down and enter the mandatory details in the fields provided before clicking on 'Submit'. Once the PoR registration is accepted by the AUDA authorities, the same will reflect under 'View Challans' tab and the PoR is expected to make the relevant payment with AUDA - The online and manual payment process is already discussed under 'View Challans' section above.

For the PoR whose registration is expired and wish to renew their registration with AUDA, select Renewal option as the application type and the system shall by default update the relevant fields with user details. The 'Your Name:' field shall populate the list of existing registered PoR (Shown below) whose registration can be renewed in the system.

Enter all the relevant information in the fields provided and click on 'Submit' to register or renew the registration in the system. Renewal charges can be paid by the user from 'View Challans' tab as discussed previously for the approved and accepted applications by AUDA.

Application

- New PRM Application
- Register File for Progress/Commencement
- My PRM Application
- View Challans
- Progress Report
- Commencement Report
- New CMP Application
- PoR Registration

PoR Application

All fields marked * are mandatory

PoR Registration

PoR Type: Architect

Application Type: New Renewal

Your Name: --Select--

--Select--

SD-1/089 - Ruwala Kautuk Pradipbhai

SD-0/001 - Kaswala Himatlal Bhagwanbhai

SD-0/002 - Vagadia Virendra Chandulal

SD-0/003 - Shah Rajendra Chimanlal

SD-0/004 - Parikh Kirit Chimanlal

SD-0/005 - Dave Gaurang Bhaskarbhai

SD-0/006 - Bhavsar Kirankumar Ramlal

SD-0/007 - Patel Mukes Amrutlal

SD-0/008 - Patel Jayesh Baldevbhai

SD-0/009 - Patel Govind Maneklal

SD-0/010 - Shah Bipin Dineshbhai

SD-0/012 - Rami Bhikhubhai Ramjibhai

SD-0/013 - Shah Devang Vinodbhai

SD-0/016 - Shah Vinodbhai Sakarchand

SD-0/017 - Shah Gunvant Bababhai

SD-0/018 - Soni Vasant Ganpatlal

SD-0/020 - Shah Shashin Kanaiyatal

SD-0/022 - Doshi Rajendra Jashvantlal

SD-0/023 - Mehta Narendra Manilal

Local Address: *

Permanent Address: *

Enter your mobile no.:

Telephone / Fax No.:

Enter your email address:

Enter your Qualification:

Membership of Professional Associations: *

CHAPTER 2. Mobile Interface

The user has the facility to submit / view the progress report or submit / view commencement report via android mobile as well. Any changes made in the user's building construction permission applications via android mobile, will make the realtime updates on the web based application as well.

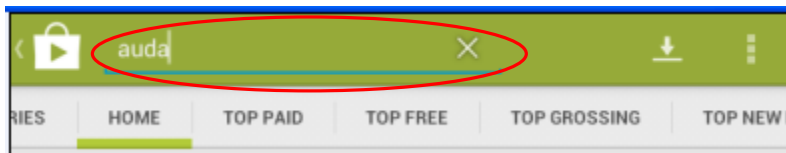
The application can be accessed by going to the Applications gallery of the user's Android Phone.

The user can download the AUDA Android apps to the Android mobile using the Google Play Store app or through the computer. Since the user can download content using the device's Internet connection, there's no need to connect the device to computer via USB to download content on Google Play.

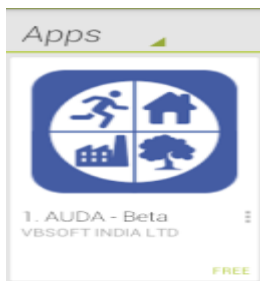
2.1 Application Installation

➤ **Steps to follow for downloading AUDA app via device:**

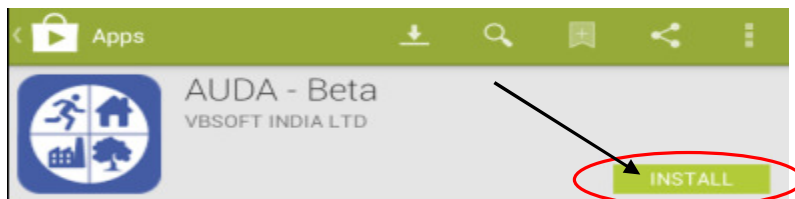
- a. Open the Google Play Store app. from the device's 'Application' page by tapping on
- b. Search AUDA



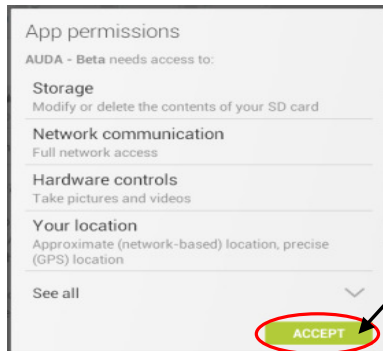
- c. Tap the AUDA icon as shown below



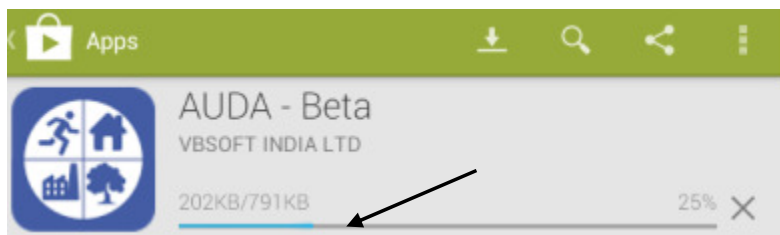
- d. To install the app on your device, touch **Install**.



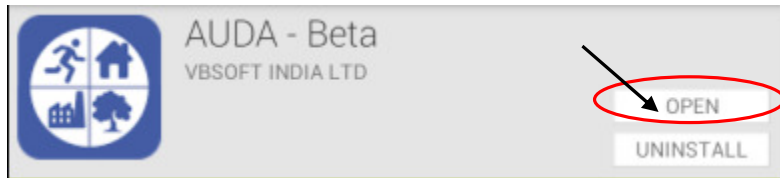
e. Tap 'Accept' to accept the app's permissions and start the download.



f. The installation progress will show on the device as shown below



g. Tap the 'OPEN' button to begin using the AUDA application

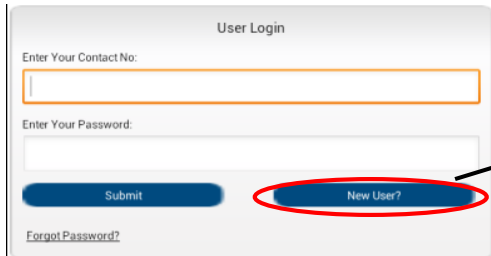


➤ **Steps to follow for downloading AUDA app via computer:**

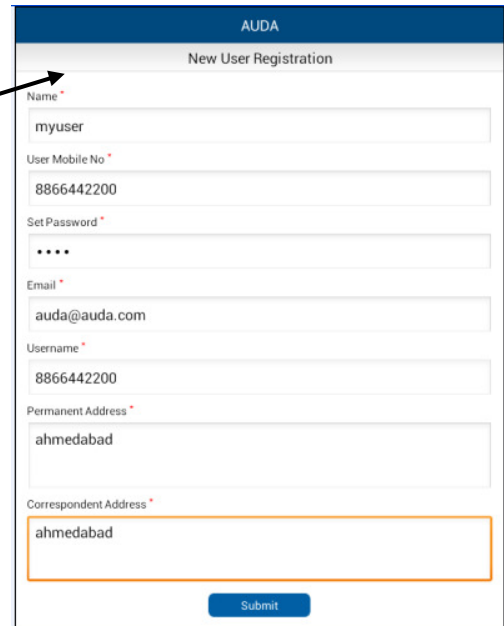
- 1 Visit <https://play.google.com/store/apps> via computer.
- 2 Search AUDA
- 3 Click on AUDA App to install.
- 4 From the app's detail page, click 'Install'.
- 5 Review the app's permissions and choose the intended device from the drop-down menu.
- 6 Click 'Install' to accept the permissions for the app and begin your download.

2.2 New User

- a) Open AUDA application and click on 'New User?'



The 'User Login' screen features two input fields: 'Enter Your Contact No.' and 'Enter Your Password'. Below these fields are three buttons: 'Submit', 'New User?' (circled in red), and 'Forgot Password?'. An arrow points from the 'New User?' button to the 'New User Registration' screen.



The 'New User Registration' screen is titled 'AUDA' and 'New User Registration'. It contains several input fields: 'Name' (filled with 'myuser'), 'User Mobile No.' (filled with '8866442200'), 'Set Password' (masked with '....'), 'Email' (filled with 'auda@auda.com'), 'Username' (filled with '8866442200'), 'Permanent Address' (filled with 'ahmedabad'), and 'Correspondent Address' (filled with 'ahmedabad'). A 'Submit' button is located at the bottom.

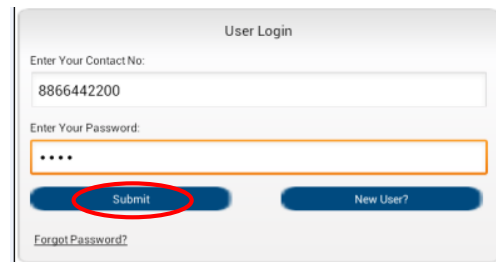
- b) Fill in all the details displayed on the screen.
c) Click on 'Submit' to save the details and complete the registration process.
d) User's mobile no. is, by default, the username for login.
e) The SMS / alerts will be received by the user on this mobile no. and the email address updated here will be used for all the notification and alerts to the user.

Note: Incase the user's registration is done via web interface, they don't need to register again for mobile interface separately. The same username/password can be used for web and mobile interface, both.

2.3 Existing User

2.3.1 Login

- a) To access the application via mobile, the existing users will need to enter their contact no. and password. Clicking on 'Submit' will take the user to the 'Registered Applications' page.



The 'User Login' screen shows the 'Enter Your Contact No.' field filled with '8866442200' and the 'Enter Your Password' field masked with '....'. The 'Submit' button is circled in red.

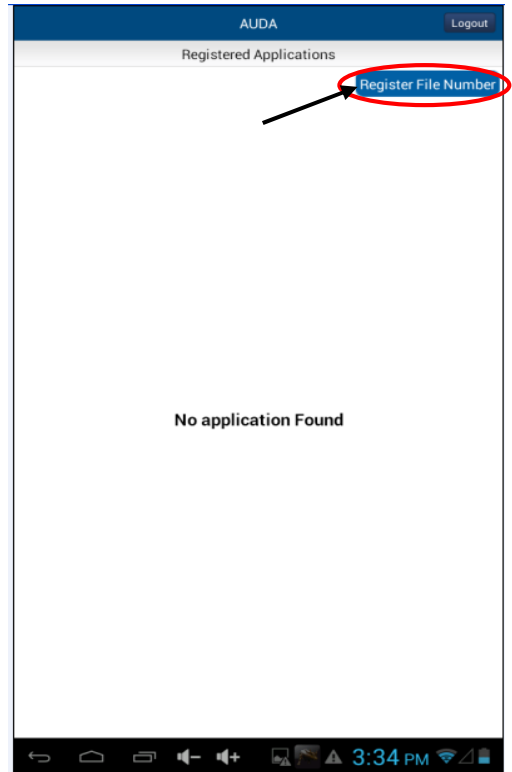
- b) Incase the user has forgotten the password to login; the same can be retrieved by clicking on 'Forgot Password?'. Enter the registered contact no. and click on 'Submit'. The user will receive the existing password to the user's registered email id.



The 'User Login' screen has the 'Forgot Password?' link circled in red. An arrow points to the 'Forgot Password?' screen, which has the 'Enter Your Contact No.' field filled with '8866442200' and the 'Submit' button circled in red.

2.3.2 Registered Applications

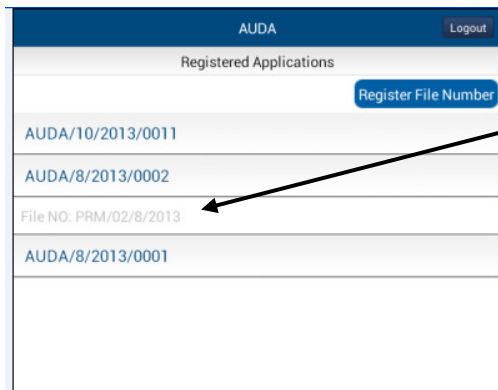
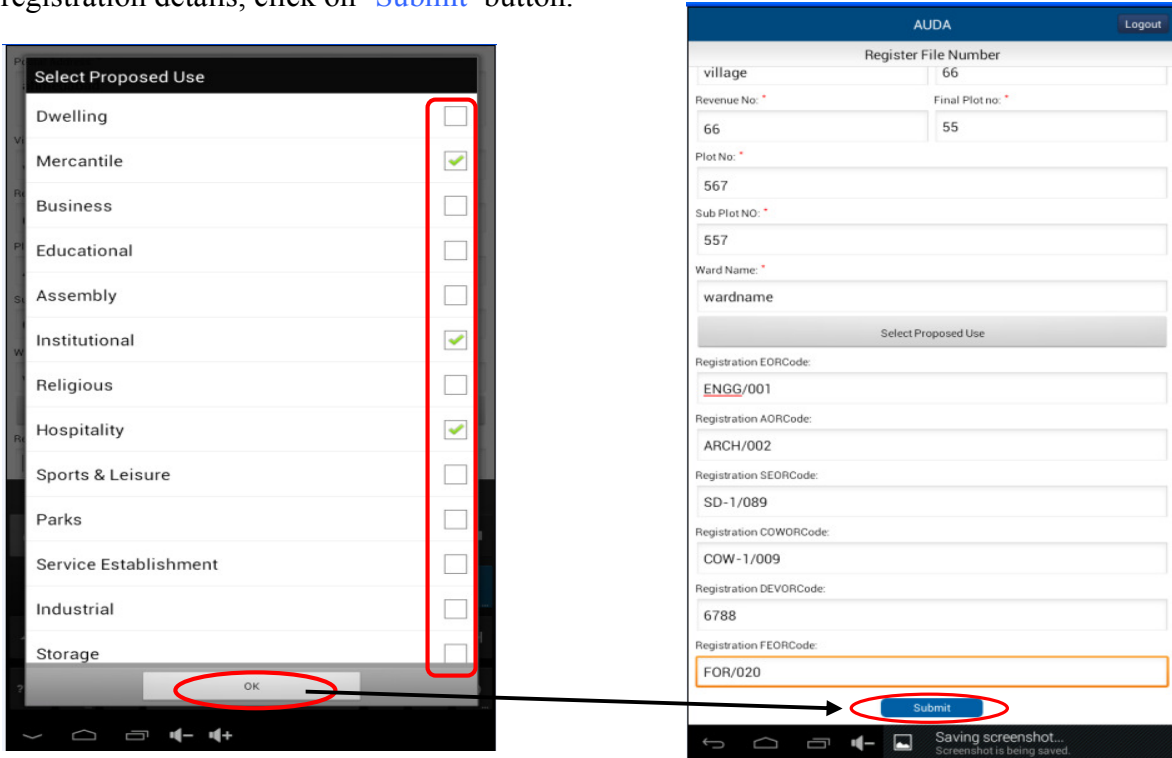
- a) The 'Registered Applications' page is for those users who have already got the approval for their projects but are not yet registered on this tool. The user is required to register their approved file no. by clicking on the 'Register File Number.' button after login.



File No. *	File approval Date. *
54545	10/7/2013
Applicant's Name. *	
myname	
Postal Address. *	
ahmedabad	
Village Name. *	TPS No. *
village	66
Revenue No. *	Final Plot no. *
66	55
Plot No. *	
567	
Sub Plot NO. *	
557	
Ward Name. *	
wardname	
Select Proposed Use	
Registration EORCode:	
ENGG/001	
Registration AORCode:	
ARCH/002	
Registration SEORCode:	

- b) Update all the fields and select the proposed use of the building by clicking on 'Select Proposed Use'

- c) Tick the relevant checkbox from the list and click on 'OK' as shown below. To save the registration details, click on 'Submit' button.



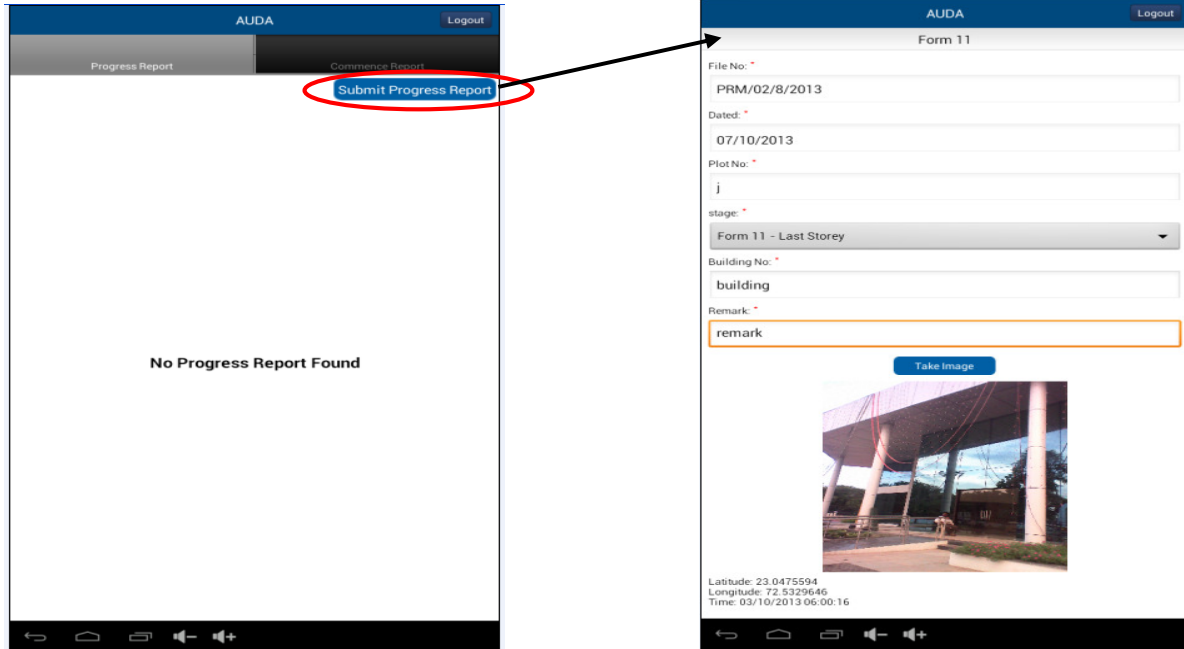
- d) The list of applications will be displayed on the page with collapsible panels. Clicking on each of the application will provide the file no. of that application.

2.3.3 Progress Report

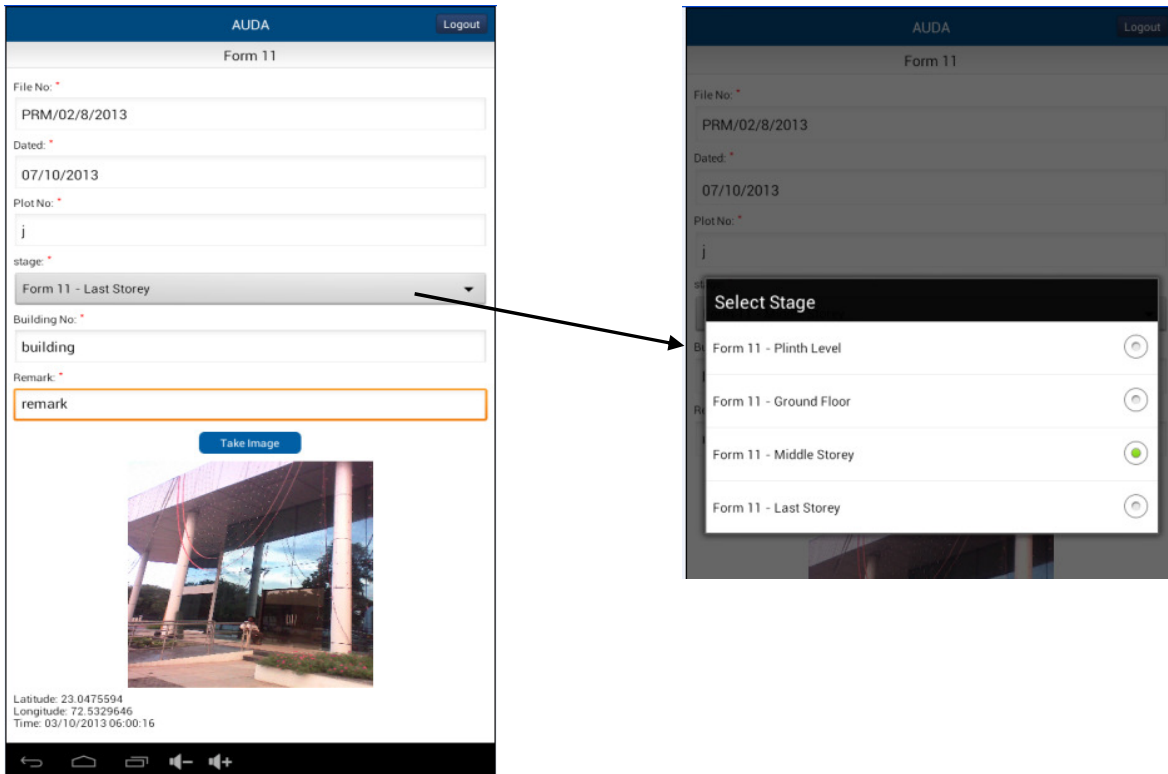
- a) For the first time users, clicking on the relevant file no. will notify the user with no progress report submitted for the selected file. The page will show 2 tabs - Progress Report & Commence Report. The active screen's tab will be highlighted in gray and the inactive tab in black color.



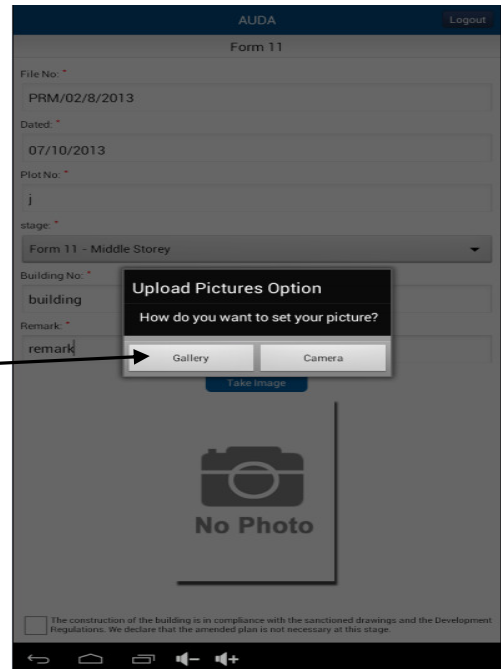
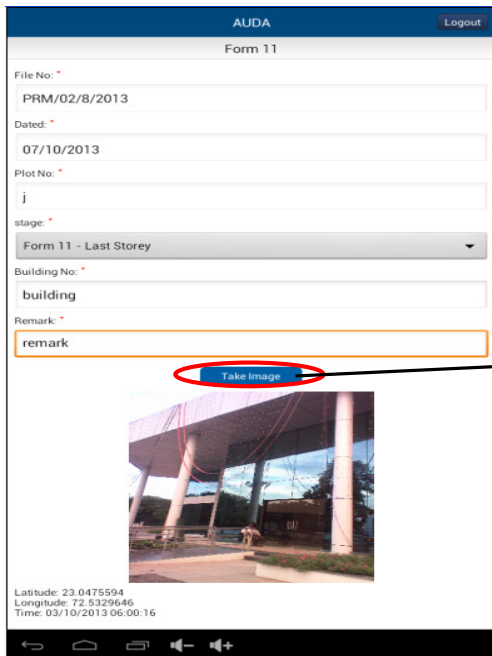
- b) To update the progress report of the selected file, click on 'Submit Progress Report' and update all the relevant fields on 'Form 11' page.



- c) Click on the 'Stage' button and select the relevant progress stage of the construction as shown.



- d) Click on 'Take Image' to upload the image of the construction progress. The application will prompt the user to either upload the image from the existing images in their mobile's gallery or to click the realtime image via mobile camera and upload the same. Make the relevant selection and provide the path of the image to be uploaded.



Note: Before the image is uploaded, the application will check whether the device's GPRS facility is enabled. If not, user will be prompted to enable the GPRS facility first, to upload the image. This is to capture the Latitude/Longitude information on the application. In case the user is capturing the image via their digital camera, the camera's data/time information should be correct & enabled while clicking the pictures.

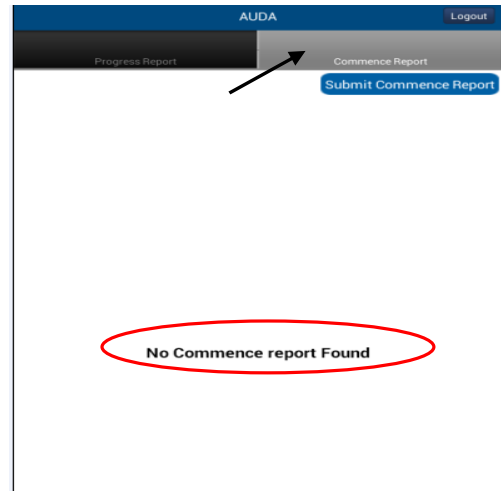
e) The image will be saved on the page along with its Latitude-Longitude & Date-time information as shown. Check the check box for declaration statement and click on 'Submit' to save the progress report.

Progress Report	Commence Report
Form 11 - Ground Floor - 11/09/2013	
Form 11 - Plinth Level - 11/08/2013	
Form 11 - Last Storey - 10/07/2013	

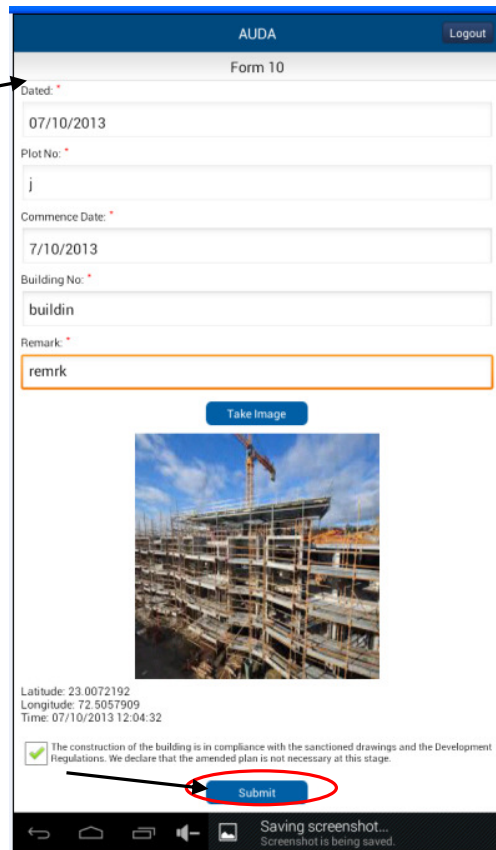
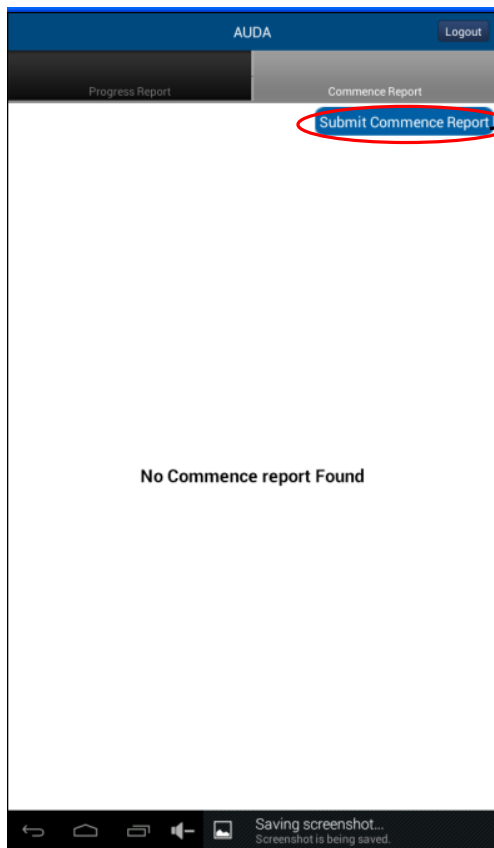
f) 'The Progress Report' page will show the list of progress reports updated for the selected file of the application.

2.3.4 Commencement Report

- a) Going to the 'Commencement Report' tab will notify the user with no commencement report submitted for the selected file.



- b) To update the commencement report, click on 'Submit Commence Report' and update all the relevant fields under 'Form 10' page. The 'Commence Date' selected can be either past or present date and it cannot be future date.



- c) Upload the image of the construction status and click on 'Submit' once all the details are updated on the page.

END OF DOCUMENT