

GOVERNMENT OF TELANGANA  
MUNICIPAL ADMINISTRATION DEPARTMENT

From : Dr. N. Satyanarayana I.A.S.,  
Commissioner & Director of  
Municipal Administration,  
640, A.C.Guards,  
HYDERABAD - 500 004.

To  
All the Commissioners of Municipal  
Corporations/Municipalities(except GHMC)

Lr.Roc.No.260491/2020/K2, Dt: 10/11/2020

Sir,

Sub: Office of Municipal Administration Department - Telangana State Building Permission Approval and Self Certification (TS-bPASS) Act 2020 - Online Building permission through self certification system - Constitution of Post verification Teams and conducting Post Verification - Information called for - Requested - Reg.

Ref: 1) TS-bPASS Act(Act. No 12 of 2020)  
2) Government Memo No. 2461/Plg.III/2020, dated 07-11-2020

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Kind attention is invited to the subject and reference cited above, wherein the Government have issued instructions with regard to the Online Building Permission through self-certification system - constitution of Post Verification Teams and post verification process of the applications (copy enclosed).

2. It is informed that depending upon the size of the ULBs, sufficient number of Post Verification Teams shall be constituted in consultation with the ULBs to ensure that there is no pendency in disposal of the applications.

3. In this regard, Government have requested all the District Collectors to take immediate action for constitution of the Post Verification Teams (to ensure timely completion of Post Verification process) and communicate the ULB wise Team details to the Director of Town & Country Planning, Hyderabad by 10-11-2020, as directed by the Govt., vide reference 2<sup>nd</sup> cited.

4. Therefore, all the Municipal Commissioners in the State are directed to take necessary action as per the instructions of the Government in the matter.

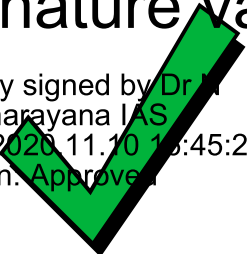
5. This shall be treated as "MOST URGENT".

Yours faithfully,  
DR N SATYANARAYANA IAS  
COMMISSIONER AND DIRECTOR OF MUNICIPAL ADMINISTRATION

Copy to the Director of Town & Country Planning, Hyderabad, for necessary action.  
Copy to RDMA Hyderabad & Warangal for immediate necessary action.  
Copy submitted to the Principal Secretary to the Government, MA&UD department,  
for favour of information.

Signature valid

Digitally signed by Dr. M.  
Satyanarayana IAS  
Date: 2020.11.10 15:45:26 IST  
Reason: Approved



**GOVERNMENT OF TELANGANA  
MUNICIPAL ADMINISTRATION AND URBAN DEVELOPMENT DEPARTMENT**

**Memo No.2461/Plg.III/2020,**

**Dated:07.11.2020**

Sub: MA&UD Dept., — Telangana State Building Permission Approval and Self-Certification (TS-bPASS) Act, 2020 — On-line Building Permissions through Self-Certification System— Constitution of Post Verification Teams and conduction of post-verification - Certain instructions issued — Regarding.

Ref: 1. TS-bPASS Act (Act 12 of 2020)  
2. Govt., Memo No.2461/Plg.III/2020, Dated: 21.03.2020  
3. Govt., Memo No. 2461/Plg.III/2020, Dated: 14.07.2020

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The attention of all District Collectors is invited to the subject and references cited. As you are aware of TS-bPASS Act (Act No. 12 of 2020) has passed, which is applicable to all Municipalities and Municipal Corporations in the State. In the said Act certain provisions are made for getting hassle free building permissions through on-line without visiting Municipal Office or contacting any of the Municipal Officials.

**Instant Registrations and Instant Approvals**

1. **Instant Registration:** No Building permission is required for construction of Ground or Ground + 1st floor residential building in plots up to 75 Sq. yds. However the applicant needs to register online with a token amount of Rs.1 duly submitting a Self-Certification regarding size of the plot and floors.
2. **Instant Approval :**In case of Individual Residential buildings having plot area of 500 sq.mts and less and building height up to 10 mts - Instant online approval based on the self-certification submitted by the applicant.

**Constitution of the Post Verification Teams**

Instant registrations and Instant Approvals obtained under the above two (2) categories shall be done by the post verification teams. For this purpose all the District Collectors are hereby directed to re-constitute Post Verification Teams with the Town Planning official from the concerned local body and any other officer from other departments as desired. The District Collector may constitute as many teams as required depending on the work load.

**Post verification process of Instant Registrations and Instant Approvals**

District Collectors shall ensure that the Post Verification Teams conduct post verification in the following manner.

1. For all approved layout plots, approved under LRS there is no need for any Post Verification Team (PVT). In such cases, whereas there shall be Desk - Based scrutiny only.
2. Upon the receiving the application in the 1<sup>st</sup> level officer consoles the Town planning officer and any other officer as appointed by the District Collector shall complete post verification such as title aspects, technical aspects and site aspects within 3 days from the date of such Instant Registration / Instant Approval and shall upload their recommendations within 24 hours from inspection. The officers shall submit the recommendations within 4 days from the date of such recommendation thus.
3. Then 2<sup>nd</sup> level officer i.e. Municipal Commissioner of the concerned ULB verifies the recommendations of the 1<sup>st</sup> level officers and issue work commencement or revocation orders within 2 days of such recommendation.
4. In case of any misrepresentation or false statements, action shall be taken as per the section of 10 of TS-bPASS Act 2020 which includes imprisonment upto three years, levy of penalty, demolition or taking over or sealing of property without any notice and necessary enforcements as applicable.

2. It is clarified that depending upon the size of ULB, the sufficient number of such teams should be constituted in consultation with the ULBs to ensure there is no pendency.

3. The District Collectors are directed to take immediate action constituting post verification teams to ensure timely completion of post verification process and ULB wise team details be sent to o/o DTCP by 10/11/2020.

**ARVIND KUMAR  
PRINCIPAL SECRETARY TO GOVERNMENT**

**To**

All District Collectors

All Additional Collectors (ULBs)

Director of Town and Country Planning, Hyderabad

Director of Municipal Administration, Hyderabad

All Municipal Commissioners (through DMA)

**Copy to**

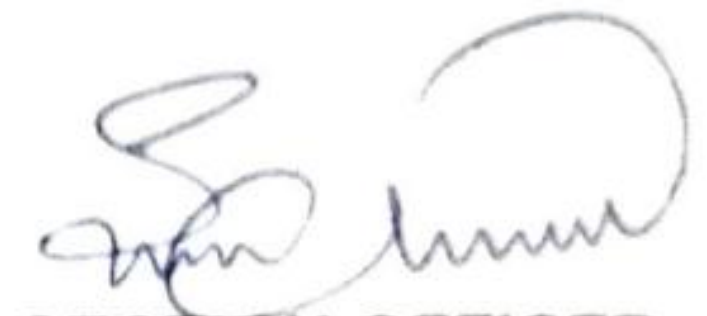
The PS to Principal Secretary to CM

The OSD to Hon'ble Minister MA&UD

The Ts-bPASS Chasing Cell

SF/SCs

**// FORWARDED BY ORDER //**



**SECTION OFFICER**