

**GOVERNMENT OF TELANGANA  
MUNICIPAL ADMINISTRATION DEPARTMENT**

O/o Director of Municipal  
Administration,  
T.S., Hyderabad.

**C I R C U L A R**

**Roc.No.153823/2019/M1,**

**Dt.27/02/2020.**

**Sub:-** Property Tax – Self Assessment of Property Tax and levy of penalties of Property Tax on unauthorized constructions as per Section 94 of Telangana Municipalities Act, 2019– Certain instructions – Reiterated – Regarding.

**Ref:-** This office Circular Roc.No. 153823/2019/M1, dt. 29.11.2019 addressed to the Municipal Commissioners of all ULBs

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The attention of the Municipal Commissioners of all the Municipalities & Corporations in the State is invited to the reference cited wherein it was informed that online Self Assessment of Property Tax is mandatory as per Section 94 of Telangana Municipalities Act, 2019 and therefore it was directed to encourage and popularize the Self Assessment Property Tax System to citizens and to improve the count of assessment through this application avoiding manual processing.

2. As regards to newly constituted Municipalities and merged Gram Panchayats in old ULBs, it was informed that NIC has developed new application for Self Assessment of Property Tax and Linked with payment gateway. To bring the new system into the usage, the Municipal Commissioners were directed to encourage and popularize the Self Assessment System to citizens and stop manual process of Property Tax assessment applications immediately.

3. In continuation of the above instructions, the Municipal Commissioners of all ULBs are directed once again to strictly implement Section 91 of Telangana Municipalities Act, 2019 i.e. online Self Assessment of Property Tax system by encouraging the citizens and popularizing the System duly dispensing the manual process of Property Tax assessment applications.

4. Further, the Municipal Commissioners of all ULBs are directed to strictly implement Section 91(4) of Telangana Municipalities Act, 2019 wherein penalties of property tax to be levied on unauthorized constructions or usage are defined. They are therefore directed to implement the said act provisions scrupulously without fail.

**DR N SATYANARAYANA IAS  
DIRECTOR OF MPL ADMN**

To

All the Commissioners of the Municipalities & Municipal Corporations

Copy to all the Chairpersons and Mayors of Municipalities & Municipal Corporations

Copy to the Regional Director cum Appellate Commissioners of Municipal Administration, Warangal and Hyderabad with a request to monitor on daily basis and take necessary action in the matter.

Copy to all Collectors and District Magistrates of all Districts of the State for information

Copy to all Addl Collectors of all Districts in the state for information & action.

Copy to the OSD to Hon'ble Minister for MA & UD Department, Hyderabad

Copy submitted to the Principal Secretary to Government, MA & UD Department,