



# Government of Odisha

## Directorate of Town Planning, Odisha

Power House Square, Unit – V, Bhubaneswar – 751001

Phone Number: 91-0674-2390596

Email Address: dtpodisha@gmail.com

Website: www.urbanodisha.gov.in

### ADVERTISEMENT

No. 2452 /DTP..

Dt. 29.05.2017

Applications are invited for registration of Technical Persons under rule 25 and 27 (1) of the Odisha Development Authorities (Common Application Form) Rules, 2016.

For complete information regarding qualification, eligibility criteria, application form and other details, interested persons may download the same from the Housing and Urban Development Department's website [www.urbanodisha.gov.in](http://www.urbanodisha.gov.in) under 'Notification' and 'What's New' links, from 1<sup>st</sup> June, 2017. Applications are also available at the office of **Director, Directorate of Town Planning, Odisha, Bhubaneswar** between 10:00 am and 4:00 pm, Monday to Friday from 1<sup>st</sup> June, 2017. The registration fee for the same is Rs. 5,000 (Five Thousands Only) per applicant.

The complete application in all respect along with the registration fee in shape of a crossed demand draft of a nationalized bank or bank having financial transaction with Government of Odisha, issued in favor of **Director, Town Planning, Odisha** payable at Bhubaneswar can be submitted in person or through registered post at the office of “ **The Director, Directorate of Town Planning, Odisha, Power House Square, Unit - V, Bhubaneswar-751001, Odisha**”.

**Director,  
Directorate of Town Planning,  
Odisha, Bhubaneswar.**

# Directorate of Town Planning, Odisha

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No. 2452 /DTP.,

Dt. 29.05.2017

## NOTICE INVITING APPLICATION FOR REGISTRATION OF TECHNICAL PERSON AT DIRECTORATE OF TOWN PLANNING, ODISHA

Applications are invited for registration of Technical Persons under rule 25 and 27(I) of the Odisha Development Authorities (Common Application Form) Rules, 2016. The application as prescribed in the Form -VII of Odisha Development Authorities (Common Application Form) Rules, 2016 along with the eligibility criteria can be downloaded from [www.urbanodisha.gov.in](http://www.urbanodisha.gov.in) w.e.f. **1<sup>st</sup> June, 2017**. Applications are also available at the office of The Director, Directorate of Town Planning, Odisha, at **Power House Square, Unit – V, Bhubaneswar** between 10:00 am and 4:00 pm, Monday to Friday from 1<sup>st</sup> June, 2017.

The registration fee for the same is Rs. 5000 (Five Thousands Only) per applicant.

The eligibility criteria for Registration of Technical Persons vide Govt. of Odisha Notification No. 5442 dated 07.03.2017 is as follows;

Sl. No.	Professional	Qualifications	Competence / Function
1.	Civil Engineer	The minimum qualification for a registered Engineer shall be Degree in Civil Engineering/ equivalent, registration with the Institution of Engineers, India and not be in arrears of subscription.	The registered Engineers shall be competent to carry out the work related to the building permit as given below and shall be entitled to submit: (i) All plans and information connected with building permit. (ii) Structural details and calculations of buildings on plot up to 500 square meters and up to five storeys excluding basement/ stilt or below 15 meter in height. (iii) Certificate of supervision and completion for all buildings. (iv) Preparation of all service plans and related information. (v) Issuing certificate of supervision for development of land for all area.
2	Structural Engineer	The minimum qualification for a registered structural engineer shall be degree in Civil Engineering/ equivalent, registration with the Institution of Engineers, India	The Registered structural Engineers shall be competent to submit the structural details and calculations for all buildings and undertake supervision. In case of buildings having special

Sl. No.	Professional	Qualifications	Competence / Function
		<p>and not be in arrears of subscription with minimum 2 years of experience in structural engineering practice.</p> <p><i>Note- The 2 years of experience shall be relaxed to one year in the case of Post Graduate degree in Structural Engineering/ higher qualification.</i></p>	structural features, as decided by the Authority, they shall be designed only by structural engineers.
3.	Town Planner	The minimum qualification for a Registered Town Planner shall be recognized Graduate or Post Graduate Degree/Diploma in Town Planning and registered membership of ITPI and not be in arrears of subscription.	<p>The licensed Town Planner shall be entitled to submit:</p> <p>(i) All plans and related information connected with development of land of all areas including integrated township.</p> <p>(ii) Certificate of supervision for development of land of all areas.</p>
4	Supervisor	The minimum qualifications for a Registered Supervisor shall be Diploma in Civil Engineering/ Architectural Assistantship from recognized institute with 2 years working experience or Civil Draftsmanship from ITI with 5 years experience under a qualified Architect/Civil Engineer for building construction and Supervision.	<p>The Registered supervisor shall be entitled to submit;</p> <p>(i) All plans and related information connected with building permit for residential buildings on plot up to 100 sq.m. and up to two storey's.</p> <p>(ii) Certificate of supervision for buildings as per (i).</p>
5.	Electrical Engineer	The minimum qualifications for a Registered Electrical Engineer shall be Degree in Electrical Engineering/ equivalent with 5 (Five) years of experience in installation, operation and maintenance of Electrical installations and have obtained Supervisory Certificate (MV, HT, EHT) from Electrical Licensing Board, Odisha.	The registered Electrical Engineers shall be competent to submit building services plans, designs and undertake supervision of electrical installation, Air conditioning and heating system, Lifts and escalators, Generators and Transformers including its locations and all other details of Electrical Services for buildings as provided in National Building Code of India, rules or regulations in force in this regard.

Sl. No.	Professional	Qualifications	Competence / Function
6.	Mechanical Engineer	The minimum qualifications for Registered Mechanical Engineer shall be Degree/ Diploma in Mechanical Engineering/ equivalent or the Firm with such Engineers having experience as required under Indian Boilers Regulations and Odisha Factories Rules, 1950.or any other such Statutory provisions as applicable from time to time.	The registered Mechanical Engineers shall be competent to submit Drawings and Designs of Mechanical Engineering Services of all developments, which require their approval under any act, rule or regulations, or National Building Code of India as in force from time to time.

The candidates who fulfil the eligibility criteria given above may submit their applications in Form VII of the Odisha Development Authorities (Common Application Form) Rules, 2016 as hosted in [www.urbanodisha.gov.in](http://www.urbanodisha.gov.in) under '**Notification**' and '**What's New**' link, along with the self-attested copies of supporting documents. The complete application along with a demand draft towards registration fee issued in favour of **Director, Town Planning** payable at Bhubaneswar can be submitted in person or through registered post at the office of "**The Director, Directorate of Town Planning, Odisha, Power House Square, Unit-V, Bhubaneswar-751001, Odisha.**"

The Director, Directorate of Town Planning, Odisha reserves the right to reject any/ or all applications received without assigning any reason thereof.

**Director,  
Directorate of Town Planning,  
Odisha, Bhubaneswar.**

**FORM-VII**  
**[See Rule-27(1)]**

**Application for registration of Technical Person**

Passport  
photographs  
(Three nos.) With  
full signature in the  
front

To

**The Director,  
Town Planning Odisha,  
Bhubaneswar.**

**Dear Sir,**

I/We hereby submit this application duly filled for approval as Technical Person/Firm along with details of documents and prescribed fees paid for your kind consideration.

- 1 Name of the Architect/Engineer/Town Planner :  
Supervisor/Structural Engineer/Others
- 2 Name of the Firm if any :
3. Registration Number with Council of :  
Architecture/AMIE(I)/ITPI/Others.

Sl.	Educational Qualification	Degree/Diploma	Year	Remarks
1	2	3	4	5
1				
2				
3				
4				

**Note: Please attach additional sheets if required**

<b>5</b>	Correspondence Address (In Block Letters)	<div style="border-bottom: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="margin-top: 10px;">Mobile No.</div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <span>Land line No.</span> <span>Email-</span> </div>					
<b>6</b>	Experience and Duration of professional practice:						
SI N o.	Name of Technical person	Designation	Institution/ Agency Where worked	Period (Month/Year)			Remarks
				From	Upto	Total period in year/ month	
1							
2							
3							
4							

**Note: Please attach individual sheet for each Technical person**

<b>7</b>	Registration Fee:	As notified in public notice
	Cash	:Money receipt No. and date
	Crossed Demand Draft of a Nationalized Bank or a bank having financial transaction with Government of Odisha in favour of <b>Director, Town Planning Odisha payable at Bhubaneswar.</b>	(a)Name of the Bank- (b)Crossed DD No. (c )Date- (d)Amount- (Original money receipt copy to be enclosed)

8. Affidavit in prescribed format is enclosed.

9. List of documents to be submitted:

(i) Application form completely filled in and signed in full.

- (ii) Copy of Registration Certificate with Council of Architecture/Associate Membership of Institute of Engineers/Membership Certificate of Institute of Town Planners, India/others.
- (iii) Copy of certificates in support of Educational Qualification
- (iv) Copy of certificate in support of Experience and professional practice.
- (v) Copy of documents in support of requisite fees
- (vi) Affidavit in original (for registration of Structural Engineers only)

Place-

Date

**Signature of the applicant**  
**(Full signature with designation)**

NB: Without submission of the original copy of deposit challan and all documents signed in full, the application is liable for rejection.

## AFFIDAVIT

### Before the Notary Public/Executive Magistrate.

I Sri/Smt./Mr./Mrs. \_\_\_\_\_ aged about \_\_\_\_\_  
years, Son/ Daughter of \_\_\_\_\_ At \_\_\_\_\_  
PO \_\_\_\_\_ PS \_\_\_\_\_ Dist \_\_\_\_\_ at  
present \_\_\_\_\_ do hereby solemnly  
affirm as follows:

1. That, I am acquainted with the general and special provisions of ODA Act, 1982, ODA Rules, 1983, ODA (CAF) Rules, 2016 and the Planning & Building Standards Regulation/Building Byelaw in force in different Development Areas of Development Authorities constituted under provisions of ODA Act, 1982 and provisions contained therein.
2. That, I shall prepare the layout plan for a sub division/plan for construction/alteration/addition/modification and change of use buildings inconformity with provisions of ODA Act, 1982, ODA Rules, 1983, ODA (CAF) Rules, and concerned Building Regulations/Byelaw in force in the Development Areas of different Development Authorities.
3. That, I shall ensure supervision of the construction of buildings/land development to be undertaken strictly in accordance with the approved plan and permission granted and in case of any deviation undertaken in course of constructions, I shall bring it to the notice of the authority within 7(seven) days of my knowledge of such commission of deviation.
4. That I shall also ensure communication of letter(s) instruction(s) order(s) given by the Development Authority to my client for their compliance and will advise him for compliance of the same.
5. That, I shall also make all effort to ensure that the provisions of the ODA Act, 1982, Rules and Regulations framed thereunder are not violated and in case despite my efforts there has been continued violation, I shall forthwith intimate the concerned Development Authority in writing about the nature and extent of violation carried out.
6. That, I shall ensure compliance of the building standards and quality norms during constructions of the building as per the provisions of the National Building Code, Bureau of Indian Standards and instruction(s) of the Development Authority and/or Government, issued from time to time.
7. That, I shall strictly comply with the provisions in National Building Code with its amendments, from time to time if any. Accordingly, I also ensure my ethical commitment not only to my client but also to the Authorities and also ensure to inform the Authority in case of my disengagement by my client for further action by the concerned Development Authority in this regard.
8. The transaction financial or otherwise, with my client shall be my sole responsibility and I hereby indemnify the Authority from any financial and legal liabilities in this regard.



9. That, I shall be true and genuine to my profession and shall not do and/or refrain from doing anything against the interest of the Authority and in case of any deviation in my commitment, undertake herein through this affidavit that the Director of Town Planning, Odisha can take any legal action, punitive or compensatory and in such event I shall be held liable in my personal capacity as well as a professional Architect/ Engineer/Structural Engineer/Town Planner/Supervisor/Firm/Others.
10. That, Director of Town Planning, Odisha shall have the power to suspend/cancel my registration in case of any failure to meet the standards of professional practice as prescribed.
11. That this affidavit is required to be submitted to the Director of Town Planning, Odisha for the purpose of my empanelment/registration as Architect/Engineer/Structural Engineer/Town Planner/Supervisor/Others.
12. That, the facts stated above are true to the best of my knowledge and belief.
13. That, I have gone through the contents of this affidavit and understood the same and consequences thereof, I fully agree and commit to abide the terms and conditions and accordingly I put my signature on this affidavit being present before the Notary Public/Executive Magistrate.

Deponent

Identified by

Advocate